CITY OF ELLISVILLE
Missouri

ANNUAL BUDGET
AND
PROGRAM OF SERVICES

FISCAL YEAR 2016

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FY-2016 ANNUAL BUDGET AND PROGRAM OF SERVICES
TABLE OF CONTENTS

INTRODUCTORY SECTION
- GFOA Distinguished Budget Presentation Award 1
- Finance Director's Transmittal Letter 3
- Officials of the City of Ellisville 9
- Organizational Chart 10
- An Overview of the City of Ellisville 11
  - Community Overview 11
  - Government Overview 12
  - Community Demographics 12
  - Financial Policies 13
  - Current Debt Structure 17
  - Government Funds 18
  - Account Structure 20
  - Budget Document Process and Schedule 21

CITY OF ELLISVILLE GOALS
- Long Term Goals 25
- Action Plans 25

SUMMARY
- Financial Summary 29
  - Combined Statements of Revenues, Expenditures and Changes in Fund Balance for All Funds 31
  - Revenue Line Item Summary for All Funds 32
  - Expenditure Line Item Summary for All Funds 34
  - Financial Overview for All Funds 38
- Personnel Information 39
  - Personnel Schedule Summary 39
  - Pay Classification System 42
  - Employee Benefits 43

LONG RANGE PLANS
- Explanation of Long Range Plan Section 45
- Annual Long Range Plan 46
- Long-Range Financial Projections 64

FUND LEVEL DESCRIPTIONS
GENERAL FUND
- General Fund 69
- General Fund (Fund 10) Description and Year 2016 Projected Activity 70
  - General Fund (Fund 10) Combined Statement of Revenues, Expenditures and Changes in Fund Balance 71
  - General Fund (Fund 10) Revenue Line Item Summary 72
  - General Fund (Fund 10) Expenditure Line Item Summary 74

CAPITAL PROJECT FUNDS
- Capital Project Funds 77
- Capital Infrastructure Fund (Fund 20) Description and Year 2016 Projected Activity 78
  - Capital Infrastructure Fund (Fund 20) Combined Statement of Revenues, Expenditures and Changes in Fund Balance 79
  - Capital Infrastructure Fund (Fund 20) Revenue Line Item Summary 80

Capital Infrastructure Fund (Fund 20) Expenditure Line Item Summary 81

Capital Equipment Replacement Fund (Fund 30) Description and Year 2016 Projected Activity 82
Capital Equipment Replacement Fund (Fund 30) Combined Statement of Revenues, Expenditures and Changes in Fund Balance 83
Capital Equipment Replacement Fund (Fund 30) Revenue Line Item Summary 84
Capital Equipment Replacement Fund (Fund 30) Expenditure Line Item Summary 85
Stormwater Control Fund (Fund 80) Description and Year 2016 Projected Activity 86
Stormwater Control Fund (Fund 80) Combined Statement of Revenue, Expenditures and Changes in Fund Balance 87
Stormwater Control Fund (Fund 80) Revenue Line Item Summary 88
Stormwater Control Fund (Fund 80) Expenditure Line Item Summary 89

SPECIAL REVENUE FUNDS
Special Revenue Funds 91
Park Fund (Fund 50) Description and Year 2016 Projected Activity 92
Park Fund (Fund 50) Combined Statement of Revenue, Expenditures and Changes in Fund Balance 94
Park Fund (Fund 50) Revenue Line Item Summary 95
Park Fund (Fund 50) Expenditure Line Item Summary 96
Sewer Lateral Fund (Fund 81) Description and Year 2016 Projected Activity 98
Sewer Lateral Fund (Fund 81) Combined Statement of Revenues, Expenditures and Changes in Fund Balance 99
Sewer Lateral Fund (Fund 81) Revenue Line Item Summary 100
Sewer Lateral Fund (Fund 81) Expenditure Line Item Summary 101
Contingency Reserve Fund (Fund 90) Description and Year 2016 Projected Activity 102
Contingency Reserve Fund (Fund 90) Combined Statement of Revenues, Expenditures and Changes in Fund Balance 103
Contingency Reserve Fund (Fund 90) Revenue Line Item Summary 104
Contingency Reserve Fund (Fund 90) Expenditure Line Item Summary 105

TRUST FUND
Trust Fund 107
Benevolent Fund (Fund 70) Description and Year 2016 Projected Activity 108
Benevolent Fund (Fund 70) Combined Statement of Revenues, Expenditures and Changes in Fund Balance 109
Benevolent Fund (Fund 70) Revenue Line Item Summary 110
Benevolent Fund (Fund 70) Expenditure Line Item Summary 110

REVENUE
FY-2016 Revenue Summary 111
Taxes 111
Utility and Franchise Taxes 117
Intergovernmental Revenue 120
Licenses, Permits and Inspections 123
Fines and Court Costs 126
Park Revenues 127
Miscellaneous Revenue 129

DEPARTMENT LEVEL SECTION
FY-2016 Expenditure Summary 133

Administration Department (Dept. 11)
Mission Statement 134
Services 134
FY-2015 Goals & Objectives Update 135
FY-2016 Goals & Objectives 135
Performance Measures 136
Financial Overview 137
Administration Expenditure Line Item Summary 138
Public Works Department (Dept. 21)
Mission Statement 141
Services 141
FY-2015 Goals & Objectives Update 141
FY-2016 Goals & Objectives 142
Performance Measures 144
Financial Overview 144
Public Works Expenditure Line Item Summary 145
Engineering Department (Dept. 22)
Mission Statement 148
Services 148
FY-2015 Goals & Objectives Update 148
FY-2016 Goals & Objectives 150
Performance Measures 151
Financial Overview 152
Engineering Expenditure Line Item Summary 153
Stormwater Division (Div. 22)
Mission Statement 155
Services 155
FY-2015 Goals & Objectives Update 155
FY-2016 Goals & Objectives 155
Performance Measures 156
Financial Overview 156
Stormwater Expenditure Line Item Summary 157
Sewer Lateral Division (Div. 22)
Mission Statement 159
Financial Overview 159
Sewer Lateral Expenditure Line Item Summary 160
Planning and Community Development Department (Dept 23)
Mission Statement 162
Services 162
FY-2015 Goals & Objectives Update 163
FY-2016 Goals & Objectives 164
Performance Measures 164
Financial Overview 165
Planning & Community Development Expenditure Line Item Summary 166
Police Department (Dept. 31)
Mission Statement 168
Services 168
FY-2015 Goals & Objectives Update 169
FY-2016 Goals & Objectives 170
Performance Measures 171
Financial Overview 172
Police Expenditure Line Item Summary 173
Municipal Court Department (Dept. 32)
Mission Statement 176
Services 176
FY-2015 Goals & Objectives Update 177

FY-2016 Goals & Objectives 177
Performance Measures 178
Financial Overview 179
Municipal Court Expenditure Line Item Summary 179
Parks and Recreation Department (Dept. 51)
Mission Statement 181
Services 181
FY-2015 Goals & Objectives Update 181
FY-2016 Goals & Objectives 182
Performance Measures 182
Financial Overview 183
Parks & Recreation Expenditure Line Item Summary 184
Pool Division (Div. 71)
Mission Statement 187
Services 187
Performance Measures 187
Financial Overview 188
Pool Expenditure Line Item Summary 189

FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
Five Year Capital Forecast Summary 191
Capital Improvement Listing by Department 195
Capital Improvement Listing by Category 197
Detail Listing 200

APPENDIX
Statistical and Demographic Data 239
District Map 242
Ordinance 243
List of Acronyms 245
Glossary of Terms 246

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Ellisville

Missouri

For the Fiscal Year Beginning

January 1, 2015

Executive Director

GFOA Distinguished Budget Presentation Award

The Government Finance Officers Association of the United States of America and Canada (GFOA) presented the Distinguished Budget Presentation Award to the City of Ellisville, Missouri for its annual budget for the fiscal year beginning January 1, 2015. In order to receive this award, a governmental unit (City of Ellisville) must publish a budget document that meets program criteria as a policy document, as an operation guide, as a financial plan and as a communications device.

This award is valid for a period of one year only. The City believes the proposed budget for FY-2016 continues to conform to the program requirements and it will be submitted to the GFOA to determine its eligibility for another award.

CITY OF ELLISVILLE

Memorandum

To: **Honorable Mayor Paul and City Council** From: **Donald Cary**

RE: **Transmittal Letter for FY-2016 Budget** Date: **November 18, 2015**

Submitted herewith is the final draft of the FY-2016 Annual Budget. The first draft of this budget was submitted to you at least ninety days prior to the beginning of next fiscal year as required by City Charter. This proposed budget outlines our financial priorities and obligations for the period from January 1, 2016 through December 31, 2016.

Overview

This budget document for the City of Ellisville has been designed to be an inclusive document providing you and the citizens of Ellisville one document for the financial budget, the goals for the City's future, and explanation of revenue projections and a longer range listing of major capital needs for the City. The City government is organized into the seven departments of (i) Administration, (ii) Finance, (iii) Public Works, (iv) Planning and Community Development, (v) Police, (vi) Municipal Court, and (vii) Parks and Recreation. Each department is headed by a department head/director who reports to the City Manager. Budgeted expenditures are shown by department to establish who is responsible for each budgeted amount. The budget is also separated into several funds which have designated purposes and revenues. This document also presents the budget by fund to show that each fund is legally balanced.

Goals

During FY-2015 the City held an open Strategic Planning meeting including the City Council, City Staff and a facilitator. The Staff updated the Council on the Action Plans that had been established as priorities the prior year. The Council considered this work and all the other action plans that had been developed to achieve the long-range plan. The Council confirmed their commitment to the long-range goals and prioritized the Action Plans for the next year. This was the beginning of the budget cycle for FY-2016.

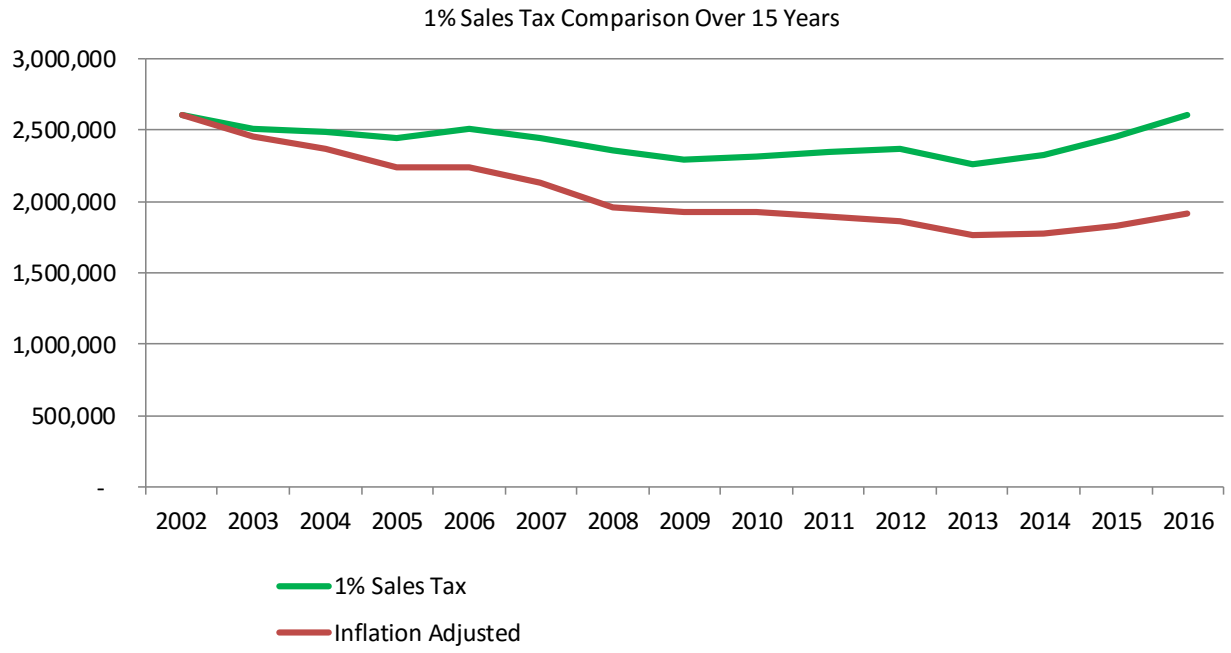
According to the City's long-range plan, the long-term goals are (I) Attract new business and develop vacant property, (II) Become a premier place to live, work, play and shop, (III) Improve, add, optimize and provide cost effective services, (IV) Add mixed use development/improve zoning and (V) Expand and diversify revenues. The proposed FY-2016 budget will enable the City to continue working on multiple objectives simultaneously.

The goal section of this document explains how the City will move forward to achieve these goals. In addition, each department has stated goals in their expense section of the budget that relate to specific strategic plans and the related long-term goals.

Economic Condition and Outlook

The economic outlook for FY-2016 for Ellisville is better than for the St. Louis area as a whole. This is due to the opening of new retail stores during FY-2015 and more retail projects that have already started which will open during FY-2016.

The City of Ellisville has several sources of revenue with sales taxes as the largest one. When planning for both the short-term and long-term future of Ellisville, the revenue from sales taxes is a major factor. In order to properly project future sales tax revenues, it is appropriate to consider what has happened to sales tax in recent years. The one percent sales tax has been in place for over 15 years and is the best choice to review sales tax receipts. Following is a graph that shows sales tax receipts during the past fifteen years. An inflation adjustment was made to show the true impact this has had on the City's ability to continue providing quality municipal services. While there has been a general downward trend, there has been a noticeable uptick over the past few years.



As stated in previous years, the City is participating in the Great Streets Program for the Manchester Road Corridor. This program, which you as a Council have supported, is a combined effort of the cities of Ellisville, Wildwood and Ballwin in conjunction with the East West Gateway Coordinating Council to strengthen both this economic highway and the heart of our community.

Overview of Significant Budget Issues

For FY-2015, budgeted expenditures were greater than the budgeted revenues by $1,222,247. The stormwater fund had a large project for Froesel Ave. during FY-2015 which created this situation. The current estimate for FY-2015 is a positive $241,126. Approximately 80% of this improvement is related to the timing of work on Froesel Ave. being delayed. The rest is due to the City's conservative budget approach. The budget for FY-2016 includes expenditures greater than revenue by $1,943,295. In the same manner as FY-2015, Stormwater fund non-reoccurring capital expenditures for Froesel Ave. and Hutchinson Rd. are the reason for this projected negative FY-2016 budget amount. You, as the Council, have accepted this current year situation. This is still a fully legal

budget because each fund will have the necessary reserves to cover all expenditures and the general fund will have the two months' reserves that are required by the City Charter.

If a City never has expenditures that exceed revenue, it will always be banking the taxes that citizens have paid. To spend in excess of revenues can quickly lead to a more unstable financial future. These factors were considered by you, the Council.

Department Heads review their expenditures and compare it to their budget throughout the year. This provides a basis for many of their budget requests for the next year. They have considered the prioritized action plans for the long term goals and have incorporated them into their budget requests for FY-2016.

This proposed budget includes anticipated needs for major capital expenditures during the next five years. This is not approval for the future expenditures but rather an important way to project potential future costs. Bond debt service payments are included in this program because the amounts are significant and the bonds allowed for major capital purchases in the past.

One significant budget issue has been the consideration of the "What if" questions. What if revenue receipts do worse than anticipated? What if revenue receipts do better than anticipated? What if a weather emergency causes extra expenditures? These questions were a part of the budget process for Ellisville. The following summaries give a glimpse of that consideration.

What if revenue projections do worse than anticipated? The City's potential response to a revenue shortfall in previous years would still apply. These include the delay in purchases of capital equipment, put off street repairs other than the contracted street replacements, minimize the number of slabs that are replaced, eliminate travel to national conferences and eliminated travel to State conferences. Obviously, you as the Council will be kept informed of any such situation, and Council approval of changes will be sought when appropriate. The City does have a Contingency Fund which is estimated to start FY-2016 with $691,354 which has been set aside for emergencies. The budget for FY-2016 does anticipate increasing this reserve by $55,000 during the year. No matter what happens the Staff will determine other possible changes and bring them to the Council for consideration.

What if the revenue projections do better than anticipated? If the City's revenue projections are better than anticipated creating unanticipated funds, the first step would be to check on the inflation rate. If inflation goes up, there may be a need to consider a budget revision recognizing the extra revenue and consider the impact inflation may be having on expenses. It is unlikely that any extra revenue would accumulate to a significant amount during the early part of the year. It is more likely that unanticipated extra revenue would be considered during the budget process for the next fiscal year. If the increased revenue would be significant and offer the opportunity to provide more services or add a street replacement to the FY-2016 budget, this would be brought to the Council for review and approval. With a current year net activity that is negative it is highly unlikely that non-inflation related increases would be brought forward unless the expenditure is a Council determined activity. A relatively small amount greater than budgeted would be allowed to increase the fund balance for the affected funds.

What if a weather emergency causes extra expenditures? In any emergency the Staff's first response would be to focus on the safety and security of the Citizens of Ellisville and then the preservation of property. After the initial emergency, the Staff would determine what budget changes are needed and present them to you, the Council. The recommendations would include current revenue projections and what possible capital expenditures could be put off until a future time. This

process would be similar to actions that would be taken if revenue projections do worse than anticipated.

For transparency any proposed changes that become necessary or wise, would be brought before you and the Citizens of Ellisville at Council meetings for consideration as required by a City Ordinance.

Revenues

The proposed budgeted revenue for FY-2016 of $11,214,500 is approximately 11.3% higher than the estimated revenue for FY-2015 of $10,073,390. This continues the turnaround to increasing reverses that started with FY-2015.

Sales taxes are the largest source of revenue for Ellisville. Because of this extra time and effort is taken to conservatively project sales taxes. While the macro economy has had some improvement in recent years the City looks closely at its receipts during recent years before projecting this revenue for the next budget year. Several new retailers opened during FY-2015 and will be open for the full FY-2016 budget year. A few other retailers have broken ground and are scheduled to open during FY-2016. These factors have been included in the budget for the City's receipts from the St. Louis County 1% sales tax. The projection for FY-2016 is 5.9% above the FY-2015 estimated receipts. The same thought process was used for the other sales tax budgets.

Court revenue is still a hot topic in Missouri. In St. Louis County, which includes the City of Ellisville, fines and court costs related to original tickets which were moving violations cannot exceed 15% of of general fund operating revenue. If a charge is amended it is still included if the original charge was a moving violation. The State Legislature has also limited the total amount that can be received from one such violation to $300 including all court costs. The total revenue from all court charges is anticipated to be less than 5% of operating general fund revenue. Therefore, the State changes will have a minor impact on the City court operations. The City of Ellisville has never looked at the municipal court as a revenue source. The City's focus has been for the Court to operate in a just manner and hopefully provide an incentive for those who have broken the law in the past to not do that in the future.

For FY-2015 the property tax rate for the City of Ellisville was $0.1500 per one hundred dollars of assessed value for residential real property, $0.143 for Commercial real property and $0.068 for agricultural real property. No rate change is anticipated in the FY-2016 proposed budget. The City does not charge a personal property tax.

The following chart shows the breakdown of revenue in the FY-2016 budget. The largest portion of revenue comes from sales taxes and the second largest is utility & franchise taxes. It should be noted that both of these are economic activity based.

Expenditures

The proposed FY-2016 budget contains all of the services and similar types of infrastructure improvements as FY-2015.

A 3% salary increase pool for employees has been included in the proposed budget. The proposed budget does not include the elimination of any full time positions. If any positions become open during the fiscal year staffing needs will be reviewed in those departments before any new employees are hired.

Health insurance was changed to a different provider for FY-2015. This included a self-insured portion which resulted in a projected savings of over $160,000. The proposed budget for FY-2016 includes an anticipated increase in health insurance rates of 10% over the current rates. It was explained at the public Council meeting to review the proposed budget for FY-2016, that the budget included an increase in the Pension expense line to increase the pension level by 0.25%. The Missouri Local Area Government Employees Retirement System (LAGERS) estimated this increase will cost the City approximately $130,000. Since the projected cost increase is less than the projected health insurance savings and because this will benefit the employees who have served the Ellisville community for the longest time, you, as the Council agreed to include this in the budget for FY-2016 so it can be considered during that year.

The budget for Professional Services is approximately $120,000 higher than the expected amount for FY-2015. The increase includes additional engineering and design of future streets and development of a new 20 year street/stormwater project schedule. The increase also includes the use of outside consulting to assist in preparing changes to the Land Use Regulations and an update to the City's Comprehensive Plan. The Parks and Recreation Department also has budgeted funds for a design for trail extensions.

Contract Services increased by just under $30,000 for the Police Department's request for an emergency communications network to notify the public when appropriate and for additional hours of service by the pool management provider.

Program supplies increased approximately $40,000 for salt and liquid calcium re-stocking over the FY-2015 estimate.

Capital Expenditures can be expected to fluctuate significantly from one year to the next. The following items are budgeted for FY-2016 without similar items being purchased in FY-2015.

Administration	City Hall Structural/exterior improvements	$ 19,000
Administration	ADA improvements to Council Chamber	80,000
Administration	City Hall Flat Roof	13,400
Administration	City Hall Flat Roof HVAC	9,700
Engineering	Concrete Pavement Patching increase	100,000
Engineering	Strecker Road Sidewalk	160,000
Engineering	Pedestrian Crossing Flashers	72,000
Engineering	Great Streets Project Management Incr.	60,000
Stormwater	Hutchinson Road Asphalt Overlay	550,400
Stormwater	Froesel Dr. Re-build	1,462,000
Stormwater	Wolff Lane	729,700
Police	Canine Program	22,200
Parks & Recreation	Playground Renovation	255,000

Parks & Recreation	Overlay Bluebird Park Parking Lot & Drive	120,000
Parks & Recreation	Park Vehicle	26,000
Parks & Recreation	Quail Ridge Trail Renovation	50,000
Parks & Recreation	Pool Equipment	8,500

As shown on the following chart, personnel expenses remain the largest portion of the budget.

Acknowledgements

In 2015, the City received the Government Finance Officers Association's Distinguished Budget Award. This is the 20th consecutive year the City has received this award. To receive this award, a governmental unit must publish a budget document that meets several stringent program criteria. The receipt of this award represents a significant achievement by the City's Staff and Elected Officials.

Summary

Providing quality services for the Citizens of Ellisville is the primary goal of the proposed budget for FY-2016. This budget demonstrates the City of Ellisville's commitment to fiscal responsibility and careful expenditure of available funds. This is another ongoing step to keep Ellisville financially strong as we plan for the future.

Finally, I would like to take this opportunity to thank the Mayor, the City Council and City Staff for their hard work in preparing this proposed FY-2016 budget. Your efforts have created a budget that will move the community forward as you as a Council have directed. Ellisville will continue to move to a brighter future.

Sincerely,

Donald G. Cary
Finance Director

OFFICIALS OF THE CITY OF ELLISVILLE

MAYOR
Adam Q. Paul

CITY COUNCIL MEMBERS
Gary G. Voss, District I and Mayor Pro Tempore
Vince McGrath, District I

Mick Cahill, District II
Bones Baker, District II

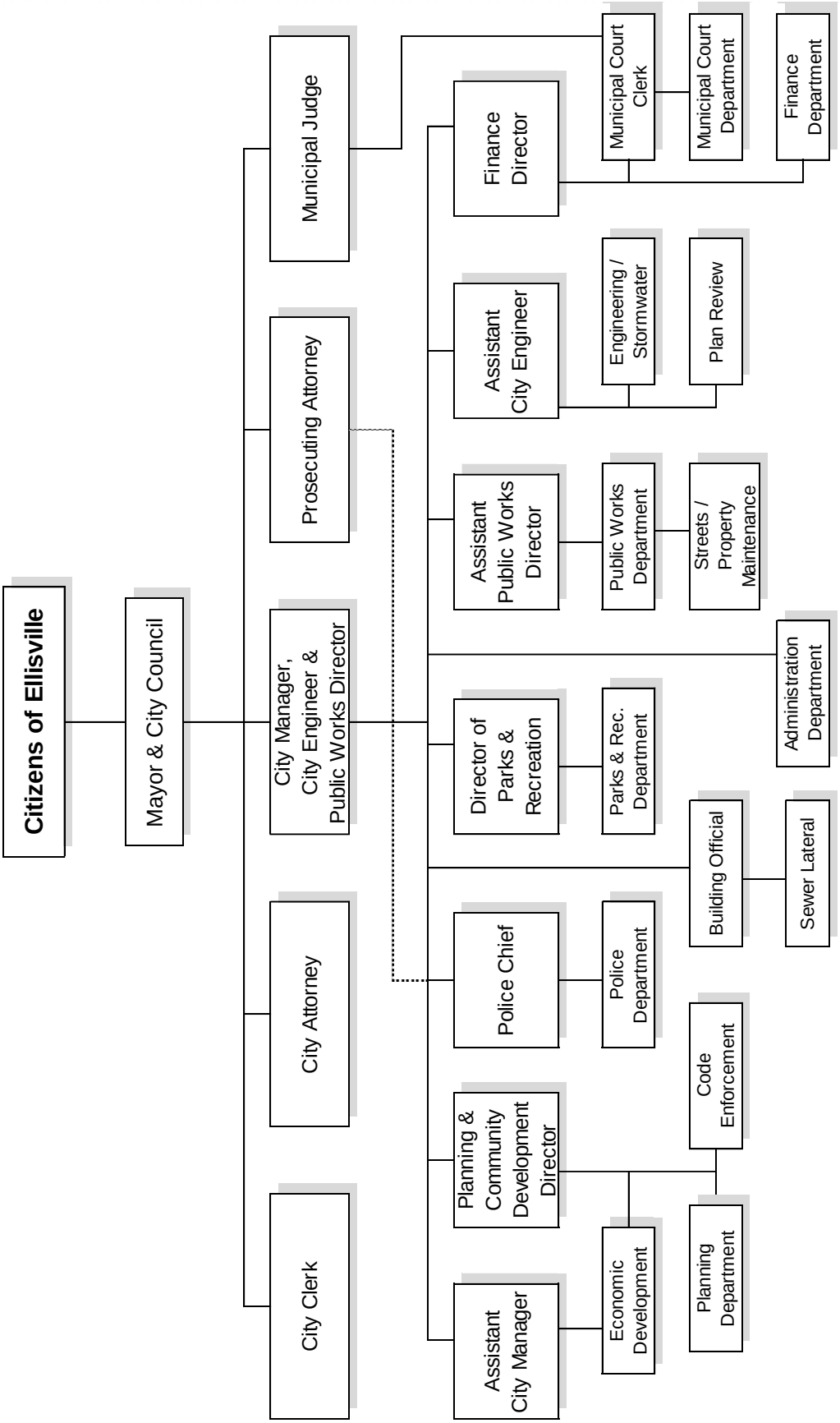
Cindy Pool, District III
Dan Duffy, District III

COUNCIL-APPOINTED OFFICIALS
William (Bill) Schwer, City Manager
George Restovich, City Attorney and Prosecuting Attorney
Leigh Dohack, City Clerk
Donald Anderson, Municipal Judge

MANAGEMENT STAFF
Ada Hood, Director of Planning and Community Development
Bill Schwer, Public Works Director and Engineer
Tom Felgate, Chief of Police
Lisa Blumer, Director of Parks and Recreation
Donald Cary, Finance Director

City of Ellisville

Organization Chart
December 31, 2015



THE CITY OF ELLISVILLE, MISSOURI

COMMUNITY OVERVIEW

Ellisville was first settled in 1832 and was incorporated on May 23, 1932 as a fourth-class city under Missouri statute. On August 3, 1993, Ellisville voters overwhelmingly approved a Home Rule Charter, which established the current Council/Manager form of government.

Many positive factors contribute to making this a great place to live. The City is located in the AAA-rated Rockwood School District. The City has over 230 acres of parkland in 11 parks in various residential areas along with an interconnecting trail system. Ellisville has been awarded the National Arbor Day Foundation's designation of "Tree City USA" for 35 consecutive years. The residential area includes single-family homes, townhouses, apartments, duplexes and condominiums. More than 550 businesses call Ellisville home. With one of the lowest crime rates in St. Louis County and numerous services and facilities, Ellisville is truly one of the best places to live.

The City of Ellisville is located thirteen (13) miles west of the city limits of St. Louis. Ellisville is located approximately five (5) miles south of I-64, five (5) miles north of I-44, and seven (7) miles west of I-270. There are two primary arterial roads that bisect Ellisville: Missouri Highway Route 100 (Manchester Road) and Missouri Highway Route 340 (Clarkson Road). Ellisville's land mass is approximately 4.3 square miles, and is bordered by the cities of Clarkson Valley to the north, Ballwin to the east and south, and Wildwood to the west. To the south, Ellisville has a limited opportunity for annexation, but the 1995 incorporation of Wildwood and a 1999 annexation by Ballwin has nearly landlocked the City.

Additional information is available on the City's website at www.ellisville.mo.us.

GOVERNMENT OVERVIEW

By Charter, the City of Ellisville has six (6) City Council Members; two (2) are elected from each of the City's three (3) Council districts. The voters of the City elect the Mayor at-large. Under the Charter, Council members are limited to two (2) consecutive terms. The Council Members have four (4) year terms. The Mayor's position currently has a three (3) year term. Each Council district represents more than 1,500 residents and the Mayor represents each and every resident.

The City Manager is appointed by the Mayor and City Council as a full-time position and serves at the pleasure of the elected body. The City Manager is responsible for directing, supervising and monitoring all City departments, personnel, and operations. The City Manager is directed to carry out all matters of policy decided by the Council and charged with managing the City in a fiscally prudent and proficient manner.

The City has (7) departments: Administration, Finance, Public Works/Engineering, Planning and Community Development, Police, Municipal Court, and Parks and Recreation. Department Directors report directly to the City Manager except for the Court Clerk who reports to the Finance Director for daily supervision and support. The Court Clerk reports to the Municipal Judge for operations and procedures. All employees serve under a performance based personnel system established by the City Charter and are employees-at-will.

The Council also appoints the City Clerk, City Attorney, Municipal Judge and Prosecuting Attorney, and they serve at the pleasure of the Council. The City Clerk's position is full time and is the City's chief record-keeper, in addition to recording all minutes of Council proceedings and preparing City Council agendas, notifications, etc. The City Clerk also prepares a great deal of the City's proposed legislation. The City Attorney is the City's chief legal counsel and is responsible for providing legal guidance to the Mayor and City Council and to the City Staff on a day-to-day basis. The City Attorney, the Municipal Judge and Prosecuting Attorney are not full-time employees of the City.

In addition to the City Council, the City has several boards and commissions to deal with a variety of local issues. Boards and commissions include the Planning and Zoning Commission, Park Advisory Board, Human Rights Commission, Personnel Review Board, and Board of Adjustment. Membership on these boards and commissions is available to any resident who is recommended by the Mayor and approved/confirmed by the City Council.

COMMUNITY DEMOGRAPHICS

The City's official population according to the 2010 census is 9,133. This 0.3% growth since the 2000 census shows the stability of the community. During the same timeframe, the population of St. Louis County decreased by 1.7%.

Per the 2010 Census the City has 3,621 occupied households. 80.1% of these are owner occupied housing units with the remaining 19.9% being rentals. Vacant housing units, including for rent, rented but not occupied, for sale and sold but not occupied, total 4.8% of the total housing units.

The City's population is diverse in ages. 25.3% of the population is under 20 years old. The 20 through 39 age group makes up 18.0% of the population. The 40 through 64 age group is the largest with 36.9% of the population and the age 65 and older group makes up the remaining 19.8%. The median age of the residents has increased from 38.8 years in 2000 to 44.7 in 2010.

The diversity in age does not carry over into diversity of race/ethnic groups. The City has become more diverse with all minority groups increasing but Caucasians still make up over 90% of the population. The Asian population is the largest and fastest growing minority in the City.

Race/Ethnic Groups	2010	2000
Caucasian	90.1%	94.8%
Asian	4.3%	1.9%
African-American	1.9%	1.6%
Hispanic	2.4%	0.9%
Other & more than one race	1.3%	0.8%

The City is characterized by older subdivisions located somewhat centrally, while newer subdivisions have been built near the City's outer boundaries. As a result, recreational, capital improvement and infrastructure needs are different.

Ellisville is a suburban community; one of 90 municipalities located in St. Louis County, Missouri. Ellisville's business core is primarily retail based, with very little industry. There are three large-scale grocery stores and six medium size retailers. While the automotive industry has been hit hard with the elimination of some car lines and many dealerships, Ellisville still has dealerships representing 13 automobile and truck lines. In addition, the retail sector is comprised of restaurants, service stations, drug stores, lifestyle/fitness centers and several shopping centers. The bulk of the remaining businesses are professional offices of attorneys, doctors, dentists, real estate offices, brokers, bankers, manufacturers' reps, etc. The City is also the home of one large corporate facility: Eaton's Bussmann Business. Because of the suburban nature of Ellisville in the St. Louis metropolitan area, most residents commute to work outside the City limits. Public transportation for Ellisville is available and provided by MetroBus and Metro Call-A-Ride through the Bi-State Development Agency. This service is not funded by the City.

FINANCIAL POLICIES

INVESTMENT POLICY

The investment policy of the City of Ellisville focuses on safety, liquidity, return on investment and minimizing reinvestment risk. It allows investments in US Government securities which have the full faith and credit of the United States of America and securities of the Resolution Trust Corporation. It also allows investment in certificates of deposit to the extent they are fully insured by Federal Deposit Insurance Corporation or fully collateralized by US Government, government agency, State of the United States or Missouri city, county or school district with a population of at least 2,000 and rated Aaa by Moody's Investors Service or AAA by Standard & Poor's Corporation securities with a market value equal to or exceeding 105% of the amount of such deposit.

The City's investment policy, which is on file, includes the following additional points: delegation of authority, ethics and conflicts of interest, authorized financial dealers and institutions, safekeeping and custody, maturities and diversification, internal controls, performance standards, and reporting requirements. During FY-2010, credit rate risk and interest rate risk sections were added to the policy. The City's adopted investment policy requires no less than 2/12 (or 16.7%) of the annual general fund operations budget be of liquid cash-on-hand investments. As a result, the City maintains on-hand, no less than the equivalent of two (2) months of operations expenditures in the form of either (i) liquid cash, or (ii) a financial instrument easily convertible to cash within a one-day period. The Finance Director makes investments choices. A summary of investments is provided to the Council and City Manager monthly.

BALANCED OPERATING BUDGET POLICY

The City shall annually adopt a balanced budget where revenues are equal to or exceed expenditures within each fund. Revenues shall include any unencumbered and undesignated balance from

previous years. The City Manager may approve budget transfers within a department. Any increase in expenses, decrease in revenues, or transfer between departments requires Council approval. All unexpended appropriated balances must be reappropriated in the next budget period or become undesignated.

The City of Ellisville has not added guidelines for financial sustainability or resiliency to the budget policy, but these concepts have been a part of the budget planning and the ongoing operations throughout the year. A sustainable budget will include directing one-time revenues to one-time expenditures. Anticipated one-time revenues such as grants are included in the budget and designated for one-time expenditures. Unanticipated or unbudgeted one-time revenues generally go to the appropriate fund balance reserve. Sometimes a residential developer will pay the City an amount in lieu of providing park land. These funds are not spent on operations, but can be used for future park development.

The term resilient budget goes further to show that the City has attempted to create a budget that is resilient to outside impacts. In a City as small as Ellisville, it is possible to consider many of the major factors in creating a resilient budget, even if that has not been included in the formal budget policy. The following list of factors and how they have been considered in Ellisville demonstrates the City's recognition of the importance of a resilient budget.

Diversity: Sales tax is the largest source of revenue for the City. Diversity is still maintained with other revenue sources. Property tax rates have been maintained to keep this steady revenue source. The City participated with other Missouri cities in a legal case which found that cell phones are subject to utility taxes. This widened the base for the utility gross receipts taxes. The sales tax base has even been diversified to offset peaks and valleys of some industries. Major retail businesses are in the following areas: Large box hardware, clothing specialties, lifestyle/fitness, grocery stores, restaurants, pharmacies and fast food.

Even the multi-city Great Streets Program for the Manchester Road Corridor includes redevelopment that will include residential, commercial, as well as retail redevelopment. This will offer opportunities for future diversification of the City's revenue.

Redundancy: The City of Ellisville has maintained a Contingency Fund for many years to provide an additional level of reserves. Early in the previous decade, most of the reserves in this fund were utilized for some projects. Since then, this fund has been maintained for emergencies to provide that extra level of financial redundancy. The proposed budget for FY-2016 anticipates an increase of $50,000 to the Contingency fund in addition to interest earned on reserves.

Decentralization: With a municipal government as small as the City of Ellisville, issues with centralization and decentralization may not carry the same level of risk as they do in larger government organizations. Ellisville still has a decentralized operation with Department Heads determining short-term goals, requesting their budgets and being responsible for managing their department's fiscal issues. Generally, when budget cuts are needed to balance the budget, the Department Heads are given an amount to cut, but what to cut uses the decentralized method of the Department Heads determining what can be cut without impacting the services their departments provide. This process is overseen and must be approved by the City Manager who provides a centralized review.

Transparency: Ellisville has made the long-term goal of setting a transparent process. The City Manager and Staff meet with the Mayor and Council at a public meeting to review progress on long-term goals and the progress on the strategic plans related to those goals. This has proven

to be a very effective way for the Mayor and Council to communicate their desires for the City and to add, replace, redefine or delete goals. The City Manager and Staff provide updates and discuss the feasibility of some goals, but the goals are established by the Mayor and Council at an open meeting where the public can attend and minutes of the meeting are available. This is done at the beginning of the budget cycle.

Collaboration: One of the best examples of collaboration is the strategic planning session that was described in the previous section. Each strategic plan states what department(s) will be involved, to which long-term goals the plan relates, and what will signify completion of this strategic plan so everyone will know when it has been accomplished.

The other major example of collaboration is the intergovernmental work on the Great Streets Project. This project includes three west St. Louis County communities along Manchester Road (State Highway 100). This is a long-term program designed to enhance the sense of community and create a vibrant and economically superior region for the next thirty years.

Foresight: The City of Ellisville has established procedures to help give it some financial foresight. Sales tax varies significantly from one month to the next, but the City maintains ten years of monthly receipts information so receipts can be compared to the same month in prior years. The City's Street Replacement Program is not a reactionary program. Streets are identified before failure and replacements are done as the budget allows. This foresight has eliminated the problem some cities have with major emergency street repairs. These are just two examples where the City uses foresight when looking at both revenues and expenditures.

Flexibility: In the City of Ellisville, the budget is a written statement and plan for the next fiscal year. It is more than a guideline, but it is not etched in stone. When a significant leak in a roof happened during a year, the problem was addressed then, rather than wait for the next year's budget. When a recession lowered sales tax receipts below the budgeted amount, the City had the flexibility within the budget to push back a construction project, delay a capital purchase and limit travel. During FY-2013 the cost for contracted IS service was greater than budgeted and greater than hiring an IS Manager. The budget allowed the flexibility to move the approved budget to payroll to allow for this more cost efficient option. These are a few examples of the flexibility of the City's budget and operations.

Fail Gracefully: When the last recession started to impact Ellisville's revenue, the City had made commitments in that year's budget. One of the major commitments was to street replacements and engineering for future street replacements. The City could have continued on these projects which would have taken the fund balance to dangerously low levels. The City decided to fail gracefully instead.

While the City takes its commitments very seriously, it has also shown the ability to take the painful steps necessary to fail gracefully. It is hard to admit failure no matter how unavoidable it may be. When working with developers, working on contracts for services and providing for lifeguard services at the City's aquatic center, the City Council has consistently shown it would rather fail gracefully than move forward with an option that is not the best possible solution for Ellisville.

REVENUE POLICY

The City's revenue policy is designed to insure Ellisville has the revenue stream necessary to accomplish its goals. The following revenue policy objectives have been utilized throughout this budget document, as they pertain to revenues:

Overall Revenue Policy Objectives

1. A diversified yet stable revenue system will be utilized by the City to protect it from possible short-term fluctuations in any of its revenue sources.
2. The City will, after having considered all possible cost reduction alternatives, explore the possibility of obtaining new or expanded revenue sources as a way to help insure a balanced budget.
3. Cost recovery revenue sources will be analyzed on an annual basis and modified as necessary to insure that revenue collections reflect the cost of providing associated City services.
4. The City will actively oppose State and/or Federal legislation which would mandate costs to the City of Ellisville without providing or increasing a revenue source to offset mandated costs. The City will continue to protect current revenues received from State and Federal sources.
5. The City will follow an aggressive policy of enforcement of revenue regulations and collection of revenues.
6. Regular reports comparing actual to budgeted revenues will be prepared by the Finance Director for the Mayor and the Council to keep them abreast of the City's revenues.

RESERVE (FUND) POLICY

As stated in the Investment Policy, the City is required to maintain no less than 2/12 (or 16.7%) of the annual general fund operations budget in liquid cash or investments easily convertible to cash within a one-day period. The City has chosen to maintain the same 2/12 of the general fund operating budget in its fund balance as undesignated funds.

The minimum fund balance reserve is determined during the budget process. 2/12^{ths} of the proposed budget for the next year is maintained as the minimum general fund balance. The Contingency Fund is comprised of excess general fund reserves. This could be used as a part of the minimum fund balance. The City has kept the minimum fund balance in the General Fund so all of the Contingency Fund is available to balance any fund as needed or for other unforeseen circumstances.

BASIS OF ACCOUNTING / BUDGETING

Basis of accounting refers to the timing of when revenues and expenditures are recognized in the accounts and reported by the City. For the City of Ellisville, both the basis of budgeting and accounting are prepared on a modified accrual basis for governmental and fiduciary-fund types.

Under the modified accrual basis of accounting, revenues are recorded when both are measurable and available. The term "available" is defined as collectible within the current period or soon thereafter to be used to pay liabilities of the current period. Expenditures, other than interest on long-term debt, are recorded when the related fund liability is incurred, if measurable. Interest on long-term debt is recorded when due.

Licenses, permits, fines, court costs, parks and recreation, and miscellaneous revenues are recorded as revenues when received in cash, because they are not physically measurable until actually received. Interest on investments is recorded as it is earned since it is both measurable and available. Taxes (other than property taxes) and intergovernmental revenues are considered measurable when they are in the hands of intermediary collecting governments and recognized as revenue at that time. Property tax revenue is recognized to the extent it is collected within the current period, or expected to be collected, within 60 days following the end of the current period.

The Comprehensive Annual Financial Report (CAFR) shows the status of the City's finances on the basis of "generally accepted accounting principles" (GAAP). In most cases, this conforms to the way the City prepares its budget. Exceptions are as follows:

a. Compensated absences liabilities that are expected to be liquidated with expendable available resources are accrued as earned by employees (GAAP) as opposed to being expended when paid (Budget).

b. Principal payments on long-term debt are applied to the outstanding liability on a GAAP basis, as opposed to being expended on a Budget basis.

c. Capital outlays are recorded as assets on a GAAP basis and expended on a Budget basis.

The Comprehensive Annual Financial Report shows fund expenditures and revenues on both a GAAP basis and Budget basis for comparison purposes.

CURRENT DEBT STRUCTURE AND LEGAL DEBT LIMITS

The City of Ellisville has one bond issue outstanding. It is a Certificate of Participation (COPs) bond issue which is not considered debt under State law and it does not count against the City's legal debt limit. There are no statutory limits on Certificates of Participation.

Because the City has no outstanding debt, the City is well within the State of Missouri's legal debt limit. According to Missouri Statute, the limit on bonded indebtedness cannot exceed 10% of a municipality's most recent assessed valuation. The City's total assessed valuation for both taxable and exempt property (and both real and personal) in 2015 is $277,617,313, producing a legal debt margin of $25,954,397. For Ellisville, this breaks down as follows:

Debt Limit (10% of Assessed Value)	$27,761,731
Less: Outstanding Bonded Debt	$0
Legal Debt Margin	$27,761,731

2007 CERTIFICATE OF PARTICIPATION BONDS

This is the only bond issue outstanding for the City of Ellisville. In April 2007 the City issued $4.83 million in COPs Bonds for the construction of a new pool complex. Moody's Investors Service has assigned a rating of A2 to this issue. All debt principal and interest payments from FY-2007 through FY-2015 have been made in a timely manner. The principal and interest payments for FY-2016 are $418,920. The reserve fund for this bond issue of $439,000 will be used to make a portion of the final payment in 2022 bringing that year's net cost down to a level similar to the other years' payments. A table showing the payment schedule for the COPs, as well as the outstanding principal at the end of each year and a payment schedule in a chart format is shown to the right. Payments for this bond issue come from the Park Fund.

2007 COPs Bond Issue				
Year Due	Principal	Interest	Total Payment	Outstanding Principal
2007	$ -	$ 127,860	$ 127,860	$ 4,830,000
2008	215,000	201,190	416,190	4,615,000
2009	225,000	192,390	417,390	4,390,000
2010	235,000	183,190	418,190	4,155,000
2011	245,000	173,590	418,590	3,910,000
2012	255,000	163,590	418,590	3,655,000
2013	265,000	153,190	418,190	3,390,000
2014	275,000	142,390	417,390	3,115,000
2015	290,000	131,018	421,018	2,825,000
2016	300,000	118,920	418,920	2,525,000
2017	310,000	106,185	416,185	2,215,000
2018	325,000	92,363	417,363	1,890,000
2019	340,000	77,400	417,400	1,550,000
2020	355,000	61,763	416,763	1,195,000
2021	375,000	45,338	420,338	820,000
2022	820,000	18,450	838,450	-
Total	$ 4,830,000	$ 1,988,825	$ 6,818,825	

The total of the outstanding debt as of January 1, 2016 is $2,825,000 including COPs Bonds. This is 1.2% of the City's total assessed valuation.

GOVERNMENT FUNDS

The City's financial system is comprised of eight (8) active funds, each of which serves as a separate accounting entity that serves to match City revenues to desired uses, and each of which carries a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures.

The City operates the following ongoing funds: General Fund, Capital Infrastructure Fund, Capital Equipment Replacement Fund, Park Fund, Benevolent Fund, Stormwater Control Fund, Sewer Lateral Fund, and the Contingency Reserve Fund. As the City Council establishes new broad-range policies, goals, and objectives, additional funds can be added or eliminated, as needed.

Funds are classified into three category types: governmental, fiduciary and proprietary. Each category type, in turn, is divided into separate funds. The following fund types are used by the City:

GOVERNMENTAL FUND TYPES

Governmental funds are those through which most governmental functions of the City are financed. The acquisition, use and balances of the City's expendable financial resources and the related liabilities are accounted for through governmental funds. Capital expenditures and debt service of a general governmental nature are also included. The following are the City's governmental funds and a description of each one:

General Fund

General Fund (Fund 10)

The General Fund provides funding for all of the City's general programs and day-to-day operations, which include governance, administration, public works operations, law enforcement services, legal services and planning functions. This is a major fund.

General Fund revenues and expenditures remain fairly stable from year to year. General Fund activity will fluctuate through economic and demographic factors, and by the City's policy decisions.

Capital Project Funds

Capital Infrastructure Fund (Fund 20)

The Capital Infrastructure Fund provides funding for all capital improvement projects relating to the construction, maintenance, and repair of physical infrastructure. Distributions from the State Gasoline Tax and the State of Missouri's Bridge and Road Tax (which must be spent for bridge and road infrastructure improvements) and occasional capital improvement grants are revenue sources for this fund. The Capital Improvements Sales Tax is also shown in the fund. It can be used for the purchase and maintenance of capital improvements. There are transfers from this fund through the Contingency Fund to cover some of the maintenance costs of capital improvements and to other funds such as the Capital Equipment Fund when appropriate. This is a major fund.

The Capital Infrastructure Fund may fluctuate greatly from year to year, depending on the goals of the Council and the magnitude of capital needs.

Capital Equipment Replacement Fund (Fund 30)

The Capital Equipment Replacement Fund provides funding for the replacement of City vehicles and heavy equipment, and for capital items that are required to provide services to the community. Aside from revenue derived through the sale of surplus City property and interest income, the Capital

Equipment Replacement Fund has no revenue sources of its own, relying solely upon Contingency Fund transfers authorized by the City Council. This is not considered a major fund.

Stormwater Control Fund (Fund 80)
The Stormwater Control Fund provides funding for the City's Stormwater Improvement Program, which mandates the construction, maintenance, and repair of stormwater infrastructure and facilities citywide. Under Missouri RSMO 644.302, funds for stormwater control purposes must be accounted for separately and kept apart from general operations, other types of capital improvements, and bond projects. The ½ cent sales tax revenues, which were approved by Ellisville voters in November 1995, are earmarked solely for stormwater control purposes, and are allocated directly to the Stormwater Control Fund, through which, all funding for stormwater projects take place. This is a major fund.

Special Revenue Funds

Park Fund (Fund 50)
The Park Fund provides funding for all park, recreation and swimming pool activities. Park revenues include revenues from recreational activities, Cash in Lieu of Parks revenues from developers and the ¼% Local Option Sales Tax that was approved for construction and operation of the pool complex. When necessary and available, additional funds may be provided by the Contingency Fund. All park expenditures go through this fund instead of the General Fund. This is a major fund.

Sewer Lateral Fund (Fund 81)
The Sewer Lateral Fund provides funding for repairs to residential sewer lateral breaks. The fund was established in FY-2000 after voters approved a maximum fee of $28 per year. This is not considered a major fund.

Contingency Reserve Fund (Fund 90)
The Contingency Reserve Fund was established for (i) emergency use in the event of severe revenue shortfalls, extreme cash flow irregularities, the occurrence of a natural disaster, or the need for large unanticipated expenditures, and (ii) to create a buffer in the event that future circumstances inhibit the City's ability to make Certificate of Participation bond principal and/or interest payments which are due in May and November of each year. This is a not considered a major fund.

FIDUCIARY FUND TYPES

Trust and Agency Fund

Ellisville Employee Benevolent Fund (Fund 70)
The Ellisville Employee Benevolent Fund was established by the City Council in 1991 to pay the health care premiums of disabled employees as COBRA provisions allow and until such time as Federal and State eligibility arises for an individual with respect to health care benefits. The Council during FY-2015 included other special health needs for employees and their families as appropriate expenditures. This is not considered a major fund.

The original Benevolent Fund balance was created by the City Council through a series of three $10,000 appropriations, one in each of FY-1991, FY-1992, and FY-1993. The Benevolent Fund receives revenue primarily from interest income. This is not considered a major fund.

PROPRIETARY FUND TYPES

Proprietary Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises—where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The City does not have any proprietary funds at this time.

As with many cities, the City of Ellisville has some departments which operate in multiple funds. This is appropriate and necessary because the funds have specific purposes and designated revenue sources. Below is a matrix which shows which departments can be active in which funds.

		Capital Projects			Special Revenue			Trust
Department	General Fund 10	Infrastructure Fund 20	Equipment Fund 30	Stormwater Fund 80	Park Fund 50	Sewer Lateral Fund 81	Contingency Fund 90	Benevolent Fund 70
Administration/ Finance	✓	✓	✓				✓	✓
Public Works	✓	✓	✓					
Engineering	✓	✓	✓	✓		✓		
Planning & Community Development	✓		✓					
Police	✓		✓					
Municipal Court	✓		✓					
Parks & Recreation		✓	✓		✓			

ACCOUNT STRUCTURE

Within each fund, a common chart of accounts exists. Each ten-digit financial account is comprised of five coded parts which allows the City Staff to more accurately plan, manage, and track financial resources. Generically, an account number will look as such:

ab-c-de-fgh-ij

Where *ab* is the two-digit fund number, *c* is the function, *de* is the two-digit department code, *fgh* is the account group, and *ij* is the sub-group. The two-digit fund numbers were listed with each fund explanation.

The one-digit function numbers (*c*) utilized by the City denote broad municipal functions and serve to help monitor City finances as they relate to municipal function or purpose. Function numbers used by the City are:

0 Revenue
1 City Administration
2 Public Works, Planning, Engineering, Sewer Lateral, & Stormwater
3 Law Enforcement and Prosecution
5 Parks and Recreation

The third sequence of numbers (*de*) in the City's account code will denote a City department. Departments are coded as follows:

01 Citywide
11 Administration and Finance
21 Public Works
22 Engineering
23 Planning
31 Police

32 Municipal Courts
51 Parks and Recreation
71 Pool

Note function codes and the respective department codes are somewhat related. Note also that while the City Pool does not constitute its own separate department, assigning it a departmental code helps track and monitor City resources as they relate to the operation of the City's swimming pool.

The fourth sequence of numbers, (*fgh*), represents the account group. While the City's account groups are too numerous to list here, there is a logical structuring to their makeup. First, all related accounts bear the same account group number (i.e. all personnel-related expenses are coded 420, all utility-related expenses are coded 450, all intergovernmental revenues are coded 320, etc.). Secondly, account group numbers are consistent across departments which add a measure of efficiency for processing by the Finance Department.

The last segment of numbers, (*ij*), represents the account's sub-group. Sub-groups are specific codes that serve to further break down expenses for a specific purpose. While all utility expenses are coded 450, water is charged to 450-10 and electric costs are charged to 450-30.

Using this chart of accounts, municipal transactions can be tracked and monitored in a very specific manner. Further, the City's computerized financial system facilitates this chart of accounts very well, and the City's employees are able to work within this account structure very efficiently.

BUDGET DOCUMENT PROCESS AND SCHEDULE

The City's fiscal year runs concurrent with the calendar year, January 1 through December 31. The Finance Director provides a cash based unaudited financial statement to the City Council and City Clerk with year to date information no later than July 15th and by the following January 15th. This information is then published in a newspaper of local circulation within fifteen days.

The budget process begins with the Strategic Planning Session(s) where you as a Council determine the city's goals and action plans. For FY-2016 it is anticipated that this will take place during the first ten days of May. The next step is updating the five-year capital forecast in June. During July, the six (6) month financial reports are issued to each Department Director as are the computerized budget request forms with instructions for any changes or other important factors. Department Directors have approximately four weeks to complete their budget requests for the upcoming year, which include their capital requests as stated in the five-year capital forecast.

In August, once all requests have been returned, they are compiled by the Director of Finance and presented along with the upcoming year's revenue projections to the City Manager for review.

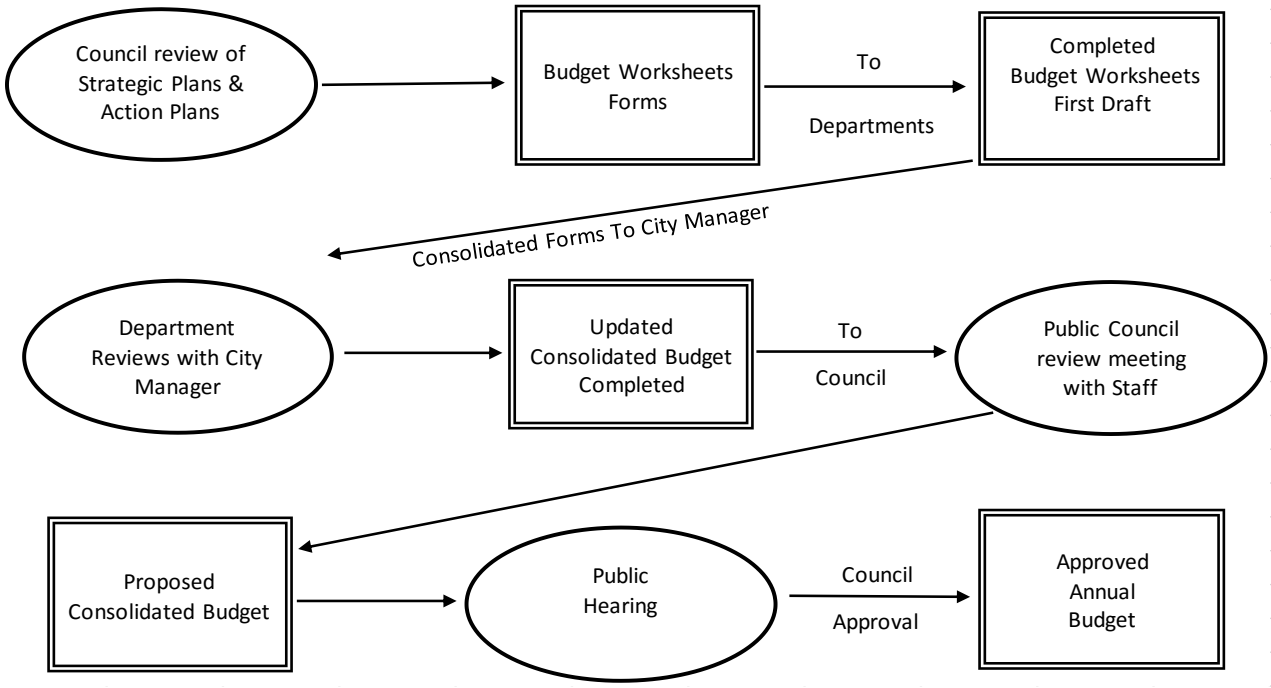
In early September, the City Manager will meet with each individual Department Director to review their department's budget requests. Budget adjustments are generally made during those meetings, but further adjustments may take place in the ensuing weeks if expenditures still exceed projected revenues.

Once the City Manager is satisfied with the draft budget, the proposed budget information is forwarded to each City Council Member for their review at least ninety (90) days prior to the beginning of the next fiscal year as required by the City Charter.

During October, The Council holds an open budget work session to discuss the proposed budget with the City Manager, Assistant City Manager, Department Directors, and Council Members. The Open Budget work session, held in the Council Chambers, allows departmental Staff to present and explain their budget to the City Council. The meetings also allow Council Members the opportunity to provide additional input, ask questions, and present further policy goals and objectives as they relate to the budget.

Following City Council input, the budget is adjusted to reflect Council policy directives. Normally, in early December, the City conducts its public hearing. If there are any changes to the budget as a result of the public hearing they are made prior to the next regular City Council meeting. If there are no changes the City Council may adopt the budget, along with the Pay Classification Plan and the Five-Year Capital Improvement Program. The budget, along with the immediately above-mentioned documents, must be adopted by ordinance.

Budget Process Flowchart



EXECUTING THE BUDGET

The appropriation process serves to pre-authorize the expending of funds for purposes as documented in the budget. Thus, through the normal accounts receivable and accounts payable processes, budgeted funds are received and expended throughout the year. Under the City's expenditure limitation, total expenditures cannot exceed the final appropriation, once the budget is adopted. Monthly financial reports are prepared for the Mayor, Council, City Clerk, City Manager and Department Heads. This allows the City Manager to insure the budget is being followed and that the Mayor and Council are aware of the budget status.

BUDGET AMENDMENTS

The City Manager has the authority to approve line item transfers of expenditure budgets from one account to another account within a department. Only the City Council, however, possesses the authority to approve budget amendments for the following purposes:

1. Monetary transfers that must be made from one department to another department.

2. Necessary budget changes to reflect unanticipated revenue and/or expenditure variances that could or will have an impact on City operations, programs, or objectives.

3. Any proposed expenditure of undesignated fund balances.

All administrative budget transfers are documented by the Finance Director and tracked in the City's computerized financial system.

Fiscal Year 2017 Budget Schedule

Fiscal Year of January 1, 2017 - December 31, 2017

Action	***Date***
Strategic Goals & Action Plans meeting with Council and Staff	May 1-10, 2016
Updated Strategic Goals and Action Plans Report	May 31, 2016
Five Year Major Capital Request pages provided to Department Heads	June 7, 2016
Budget Worksheets, expense explanation, FY-2017 goals & performance measures provided to Department Heads	July 6, 2016
Finance Director begins work on Revenue Projections	July 6, 2016
Deadline for return of initial Five Year Capital Requests	July 19, 2016
Deadline for return of Budget worksheets, expense explanation pages	August 9, 2016
Deadline for Department Heads' return of FY-2016 goal analysis and FY-2017 goals	August 12, 2016
Deadline for Revenue Projections	August 16, 2016
Finance Director begins work on Long Range Projections	August 19, 2016
Budget Data compiled and sent to City Manager	September 6, 2016
City Manager meets with Department Heads to review submitted operating budgets, five year capital requests and FY-2017 goals	Sept. 7-16, 2016
Budget Adjustments completed by Department Heads	September 20, 2016
Preliminary Budget compiled and sent to City Manager	September 30, 2016
Preliminary Budget Draft delivered to City Council	October 3, 2016
Work Sessions with City Council, City Manager, Assistant City Manager, Finance Director and Department Heads to review Preliminary Budget Draft	Oct. 10-28, 2016
Deadline for Department Heads' return of performance measures	November 4, 2016
Finalize Budget for all revenues, expenditures and inter-fund allocations	October 28-November 17, 2016
Publish Public Hearing notice	November 22, 2016
Public Hearing	December 7, 2016
Final Budget components reviewed and completed	Dec. 8-14, 2016
Proposed Budget presented to the Council for consideration	December 16, 2016
Council Adoption of Budget	December 21, 2016
Implementation of FY-2016 Budget	January 1, 2017

City of Ellisville Goals

During the first half of FY-2015 the City Council called for a public meeting to review the long-term goals and action plans for these goals. The City Staff attended these meetings and provided updates on the action plans the Council had prioritized at the public meetings in the prior year. The Council updated the goals and action plans and prioritized the action plans for the next year. This was the first step in the FY-2016 budget process.

LONG-TERM GOALS

New long-term goals were established by the Council in FY-2014. During the meeting in FY-2015 the Council decided that the action plans for the goal of "Add mixed use development/improve zoning" were appropriate for Action Plan II, "Become a premier place to live, work, play and shop." Therefore, the action plans were moved and the former goal eliminated. The revised-long term goals are listed in the box to the right. The Council believes these will guide the City to the type of future they want for their City.

The City's Long-Term Goals

I. Attract new business and develop vacant property.
II. Become a premier place to live, work, play and shop.
III. Improve, add, optimize and provide cost effective services.
IV. Expand and diversify revenues.

As long-term goals the City Council recognizes that it will take several years or more to achieve them. They believe the actions taken over time toward these goals will provide incremental improvements for the citizens of the City of Ellisville.

ACTION PLANS

As a small city the Council believes excessive layers of goals are not helpful in achieving success. Therefore, the strategic goal level has been eliminated. The Action Plans are directly connected to the long-term goals.

The Action Plans listed below have been reviewed and approved by the Council. Some Action Plans may apply to more than one long-term goal.

A. Start to integrate fillable .pdf permit applications online and review/implement online payment options. This is expected to carry forward to FY-2017 before activation.

B. Consider development of additional flow charts.

C. Continue the development of a Frequently Asked Question (FAQ) Section on City website.

D. Continue implementing a customer-oriented business retention and expansion plan.

E. Continue to maximize site/building marketing potential using prime website space and Location One Information Systems.

F. Continue to promote and increase housing stock variety.

G. Pursue community gardens as a way to increase citizen engagement.

H. Refine sponsorship program to help offset cost of events, services, and facilities.

I. Continue work to improve police vehicle life through a more cost-effective analysis.

J. Evaluate charges/fees for recreational programs and aquatic center.

K. Continue efforts to update City policies (e.g., anti-fraud, internal security, personnel, purchasing).

L. Pursue actions based upon FY-2015 review of Staff compensation levels (salary and benefits).

M. Review the factors for setting business license fees.

These action items are considered priority items by the City Council. During FY-2016 the City Council will hold a planning session to discuss what Action Plans have been addressed and to set priorities for the next year. They will also review the Action Plans to see if any should be changed or deleted and if new ones should be added.

The following Action Plan Matrix shows the status of these plans and how they relate to the Strategic Goals.

Action Plan Matrix

	Long-Term Goals			
Action Plans	1. Attract Business & Develop Property	2. Become a Premier Place to Live, Work, Play & Shop	3. Improve, Add, Optimize & Provide Cost Effective Services	4. Expand & Diversify Revenues
A. Integrate Fillable Online Applications & Payments	✓			
B. Consider Development of other Flow Charts	✓			
C. Continue to Develop FAQs for the Website	✓			
D. Implement Business Retention & Expansion	✓			
E. Maximize Marketing Potential on the Web	✓			
F. Promote & Increase Housing Stock Variety		✓		
G. Pursue Community Gardens		✓		
H. Refine Sponsorship Program			✓	
I. Improve Police Vehicle Life			✓	
J. Evaluate Charges for Recreation Programs			✓	
K. Update City Policies		✓	✓	
L. Pursue Actions on Staff Total Compensation			✓	
M. Review Business License Fees				✓

DEPARTMENTAL GOALS

As a part of the budget process, each department establishes their departmental goals and objectives for the next year and provides an analysis of their goals for the current year. The department goals can be found in each department's section of this budget document.
Creating a matrix with columns for twenty six Action Plans and over forty departmental goals would be impossible to display in a manner that could be read, but departmental goals for FY-2016 have been related to action plans when appropriate.

LONG TERM CAPITAL NEEDS
Another part of the long-term goal process is identifying the City's long-term capital needs. Therefore, the City has a five-year capital forecast that helps identify these long-term needs. This is scheduled early in the budget process after the Long-Range Goals and Action Plans meeting with the Council. Because of its importance in the budgeting process, there is a separate section in this budget document to address the five-year capital forecast.

CITY OF ELLISVILLE
INCORPORATED 1932

REVENUE AND EXPENDITURE SUMMARY

ALL FUND ACTIVITY FOR FY-2016

	Municipal Funds								
	General	Infrastructure	Equipment Replacement	Park	Benevolent	Stormwater Control	Sewer Lateral	Contingency Reserve	Total
	Fund 10	*Fund 20*	*Fund 30*	*Fund 50*	*Fund 70*	*Fund 80*	*Fund 81*	*Fund 90*	
Begining Fund Balance	**$ 1,190,997**	**$ 2,285,400**	**$ 1,528**	**$ 430,124**	**$ 53,124**	**$ 2,673,118**	**$ 457,548**	**$ 691,354**	**$ 7,783,193**
Non-Spendable for Prepaid Expenses	160,000								160,000
Restricted for Debt Service				428,775					428,775
Assigned for Historical Minimums	1,026,370					500,000			1,526,370
Fund Balance Available for Operations	**$ 4,627**	**$ 2,285,400**	**$ 1,528**	**$ 1,349**	**$ 53,124**	**$ 2,173,118**	**$ 457,548**	**$ 691,354**	**$ 5,668,048**
2016 Revenue	5,788,250	2,730,050	0	988,100	500	1,609,400	93,200	5,000	11,214,500
2016 Operating Expenditures	6,681,732	0	0	834,306	0	401,287	22,300	0	7,939,625
2016 Capital Expenditures	0	1,056,100	341,700	479,270	0	3,273,100	80,000	0	5,230,170
Current Year Revenue and Expense	**(893,482)**	**1,673,950**	**(341,700)**	**(325,476)**	**500**	**(2,064,987)**	**(9,100)**	**5,000**	**(1,955,295)**
Interfund Transfers To Other Funds	(50,000)	(1,700,000)	0	0	0	0	0	(1,700,000)	(3,450,000)
Interfund Transfers Received	1,030,000	0	345,000	325,000	0	0	0	1,750,000	3,450,000
Net Current Year Activity	86,518	(26,050)	3,300	(476)	500	(2,064,987)	(9,100)	55,000	(1,955,295)
Fund Balance Available for Operations	**$ 91,145**	**$ 2,259,350**	**$ 4,828**	**$ 873**	**$ 53,624**	**$ 108,131**	**$ 448,448**	**$ 746,354**	**$ 3,712,753**
Non-Spendable for Prepaid Expenses	160,000								160,000
Restricted for Debt Service				428,775					428,775
Assigned for Historical Minimums	1,026,370					500,000			1,526,370
Ending Fund Balance	**$ 1,277,515**	**$ 2,259,350**	**$ 4,828**	**$ 429,648**	**$ 53,624**	**$ 608,131**	**$ 448,448**	**$ 746,354**	**$ 5,827,898**

Interfund transfer amounts shown are for budget purposes only. The actual amounts shown will be based upon amounts available for transfer and the amounts needed in other funds in order to insure the ending fund balances are all positive and all required reserves are met. The $50,000 increase to the Contingency fund will be made unless there are significant issues that preclude this increase.

This chart shows not only the current year revenue and expenditures but the impact on the City's fund balance. Specific designated fund balance amounts are separated out. As presented, this includes all funds. This is done to show the amount of fund balance that is available to be utilized. This is not intended to meet Governmental Accounting Standards Board (GASB) requirements. To meet GASB standards, the fund balances of all funds other than the general fund and the contingency fund would be shown as restricted. The City does recognize that these fund balances are for the purpose of those designated funds. Since this does not meet GASB guidelines, the term 'Unassigned' is not used.

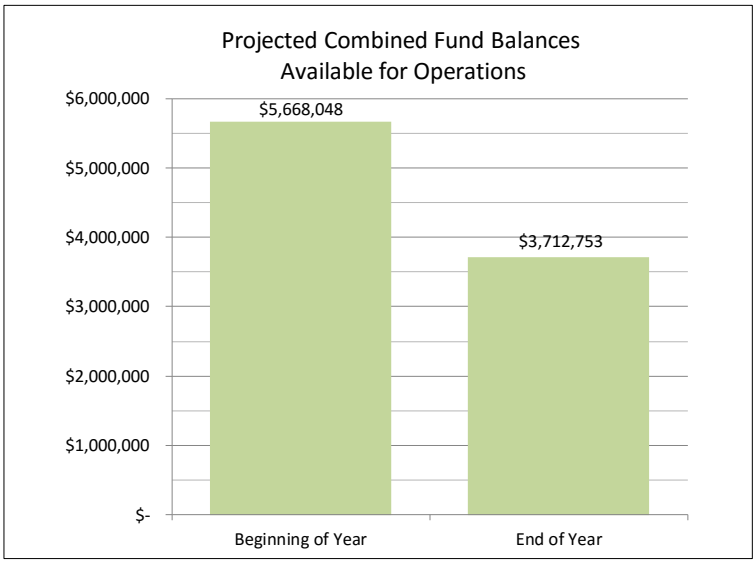
FY-2016 Budget Recap

		Total	
Beginning Balance - all funds	**$**	**7,783,193**	
Plus : FY-2016 Projected Revenue	**$**	**11,214,500**	
= Total Funds Available During FY-2016	**$**	**18,997,693**	
Less: FY-2016 Projected Expenditures	**$**	**13,169,795**	
			% change
= Projected Ending Fund Balances	**$**	**5,827,898**	-25.12%

The FY-2016 budget has a current year activity of a negative $1,955,295. This negative amount is caused by the Stormwater Control Fund which has a large capital project that is being carried forward from FY-2015 and another large project for FY-2016. These capital expenditures have been anticipated and are not funded completely by current year revenues. The City of Ellisville does not consider itself to be a bank depository. Amounts in the Fund Balance beyond minimum amounts can be spent for specific planned projects when the Council determines this is appropriate.

Because of this one year with two large projects, the decrease in the Fund Balance is acceptable to the City Council.

The following graph shows the combined fund balances that are available for ongoing operations at the beginning and end of the year. By taking out required reserves this provides a convenient method of displaying the amount of the fund balances that are available to be used.



CITY OF ELLISVILLE, MISSOURI
Combined Statement of Revenues, Expenditures and Changes in Fund Balance
All Governmental Fund Types and the Similar Expendable Trust Fund

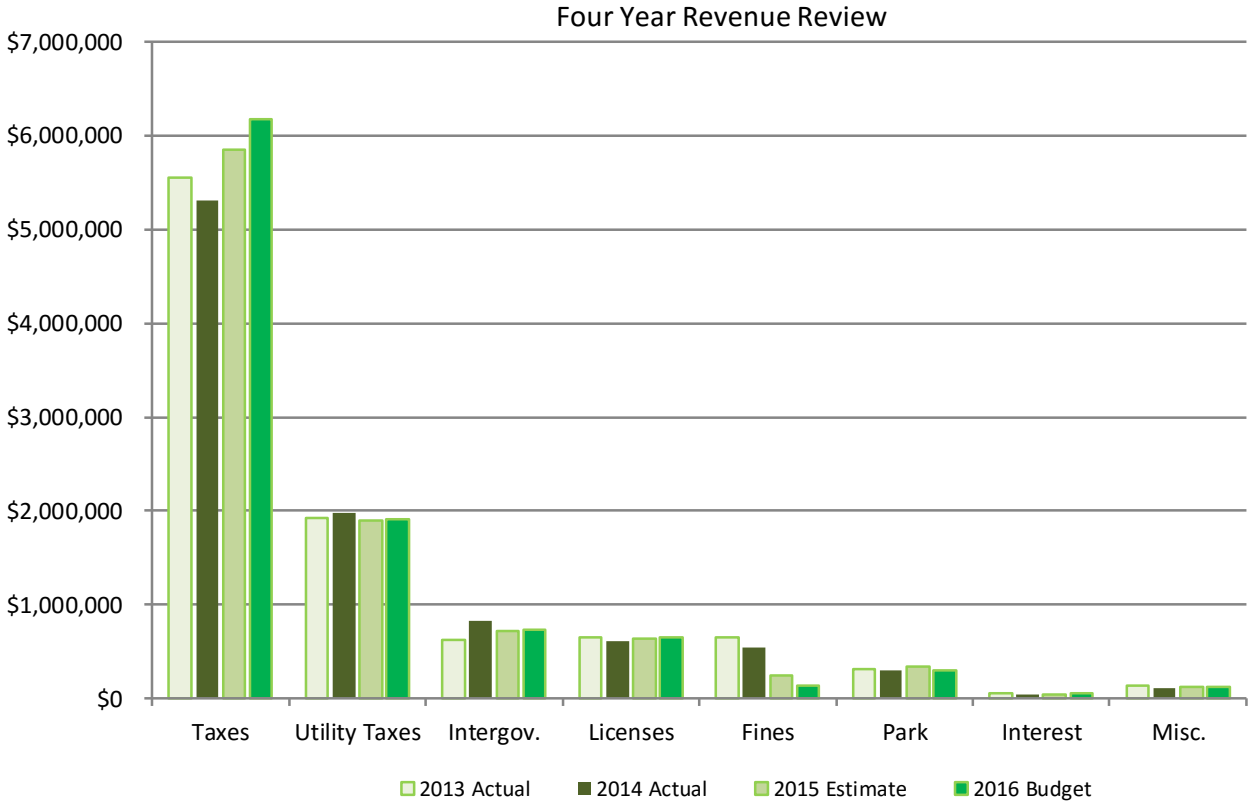
	2014 Actual	2015 Estimate	2016 Budgeted
REVENUES			
Taxes	$ 5,714,476	$ 6,172,400	$ 6,658,400
Utility & Franchise Taxes	1,896,688	1,910,000	1,925,000
Intergovernmental	860,335	737,940	1,370,550
Licenses, Permits and Fees	613,026	654,900	654,000
Fines and Court Costs	205,204	136,150	133,450
Parks and Recreation Income	339,921	292,500	303,500
Investment Income	73,324	48,700	49,100
Miscellaneous	153,574	120,500	120,500
Total Revenues	$ 9,856,548	$ 10,073,090	$ 11,214,500
EXPENDITURES			
Administration	$ 2,921,252	$ 1,837,410	$ 1,994,610
Public Works	1,609,925	1,883,080	1,668,500
Engineering	642,090	582,822	1,068,262
Stormwater	989,574	1,477,875	3,674,387
Sewer Lateral	74,742	117,890	102,300
Planning	197,039	202,405	256,955
Police	2,209,438	2,284,427	2,494,720
Municipal Courts	141,196	144,470	189,485
Parks and Recreation	1,345,136	1,216,925	1,720,576
Total Expenditures	$ 10,130,392	$ 9,747,304	$ 13,169,795
NET CHANGE IN FUND BALANCE	$ (273,844)	$ 325,786	$ (1,955,295)
OTHER FINANCING SOURCES (USES)			
Operating transfer in	$ 2,070,000	$ 3,990,000	$ 3,450,000
Operating transfer out	$ (2,070,000)	$ (3,990,000)	$ (3,450,000)
Total Other Financing Sources (Uses)	$ -	$ -	$ -
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER (USES)	$ (273,844)	$ 325,786	$ (1,955,295)
FUND BALANCE, JANUARY 1	$ 7,731,251	$ 7,457,407	$ 7,783,193
ENDING FUND BALANCE, DECEMBER 31	$ 7,457,407	$ 7,783,193	$ 5,827,898

REVENUE SUMMARY - ALL FUNDS

FUND NUMBER: ALL

DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
TAXES					
Real Estate Tax	$331,699	$329,686	$340,000	$380,000	$395,000
Personal Property Tax	$0	$0	$0	$0	$0
1% Sales Tax	$2,266,357	$2,338,672	$2,388,000	$2,460,000	$2,605,000
1/2% Stormwater Sales Tax	$1,294,469	$1,342,861	$1,360,000	$1,448,000	$1,577,000
1/2% Capital Sales Tax	$1,102,298	$1,129,265	$1,175,000	$1,258,000	$1,401,000
1/4% Parks Sales Tax	$559,351	$573,514	$591,000	$626,000	$680,000
Financial Instit. Tax	$432	$478	$400	$400	$400
UTILITY & FRANCHISE TAXES					
Telephone Tax	$425,922	$386,211	$415,000	$380,000	$375,000
Water	$149,051	$122,902	$140,000	$130,000	$130,000
Electric	$936,437	$937,363	$925,000	$945,000	$960,000
Natural Gas	$280,765	$303,177	$281,000	$300,000	$300,000
Cable Comm.	$135,457	$147,035	$133,000	$155,000	$160,000
INTERGOVERNMENTAL REVENUE					
Missouri Gasoline Tax	$231,468	$238,162	$230,000	$245,000	$250,000
Motor Vehicle Tax	$62,270	$70,995	$65,000	$75,000	$76,500
Motor Vehicle Fees	$38,630	$38,496	$39,000	$52,000	$42,000
Bridge & Road Tax	$263,774	$261,628	$270,000	$270,000	$270,000
Cigarette Tax	$24,095	$23,246	$23,000	$25,000	$25,000
State/County Grants	$4,425	$227,808	$85,940	$70,940	$707,050
LICENSES, PERMITS, INSPECTION FEES					
Business Licenses	$486,839	$472,381	$490,000	$490,000	$510,000
Liquor Licenses	$9,964	$11,912	$10,700	$12,500	$12,500
Plumbing Licenses	$2,845	$3,369	$3,000	$3,000	$3,000
Vending Licenses	$8,380	$6,950	$8,300	$6,000	$6,000
Building Permits	$86,075	$62,184	$70,000	$86,900	$70,000
Excavation Permits	$1,925	$1,815	$1,300	$1,000	$1,000
Occupancy Permits	$7,985	$6,662	$6,500	$6,500	$6,500
Plumbing Permits	$12,537	$14,281	$13,500	$12,500	$12,500
Sewer Permits	$1,705	$2,239	$1,800	$4,500	$4,000
Sign Permits	$10,246	$7,415	$7,000	$10,000	$7,500
Res. Occu. Insp. Fees	$14,697	$11,458	$9,000	$10,000	$10,000
Com. Occu. Insp. Fees	$2,303	$2,060	$2,500	$3,000	$2,000
Planning Appl. Fees	$5,550	$10,300	$8,000	$9,000	$9,000
FINES AND COURT COSTS					
Court Fines/Costs	$644,984	$196,483	$230,000	$130,000	$130,000
Security Inmate Fees	$2,810	$2,478	$2,500	$1,400	$1,400
Police Training	$3,594	$2,483	$2,500	$1,300	$1,300
CVC Court	$568	$460	$500	$250	$250
Bond Forfeiture	$2,900	$3,300	$2,500	$3,200	$500

DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
PARK REVENUE					
Pool Income	$178,299	$198,143	$205,000	$155,000	$160,000
Concessions	$33,384	$36,233	$35,000	$32,000	$35,000
Rec. Prog. Fees	$45,681	$49,352	$51,000	$53,000	$55,000
Rec. Spec. Events	$12,253	$13,063	$12,000	$13,000	$13,000
Bluebird Park Income	$28,525	$36,936	$30,000	$33,000	$33,000
Other Park Revenue	$1,295	$735	$0	$0	$0
July 4th Sponsors	$5,050	$3,292	$4,000	$2,400	$3,000
Concerts Sponsors	$6,140	$2,167	$5,000	$4,100	$4,500
MISCELLANEOUS REVENUE					
Interest Income	$50,275	$73,621	$43,020	$49,000	$49,100
Surplus Property	$18,377	$3,000	$0	$0	$0
Miscellaneous Income	$31,986	$56,070	$30,000	$30,000	$30,000
False Alarms	$800	$1,450	$1,500	$1,500	$1,500
Publication Fees	$175	$1,302	($1,000)	($1,000)	($1,000)
Sewer Lateral Fees	$90,673	$91,752	$90,000	$90,000	$90,000
TOTAL REVENUE-ALL FUNDS	**$9,915,720**	**$9,856,845**	**$9,836,460**	**$10,073,390**	**$11,214,500**



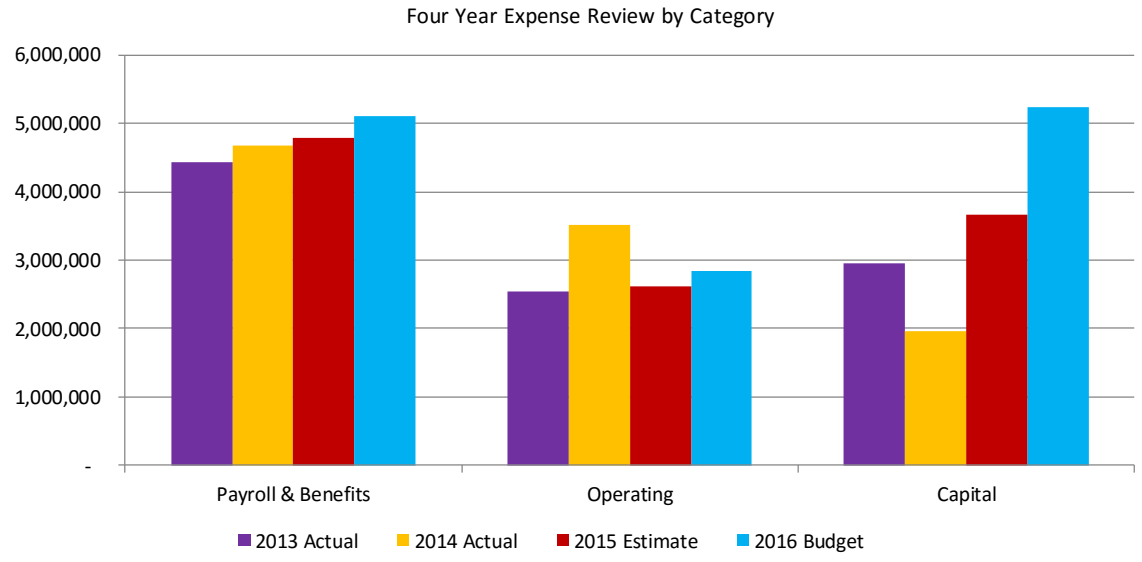
EXPENDITURE SUMMARY - ALL FUNDS

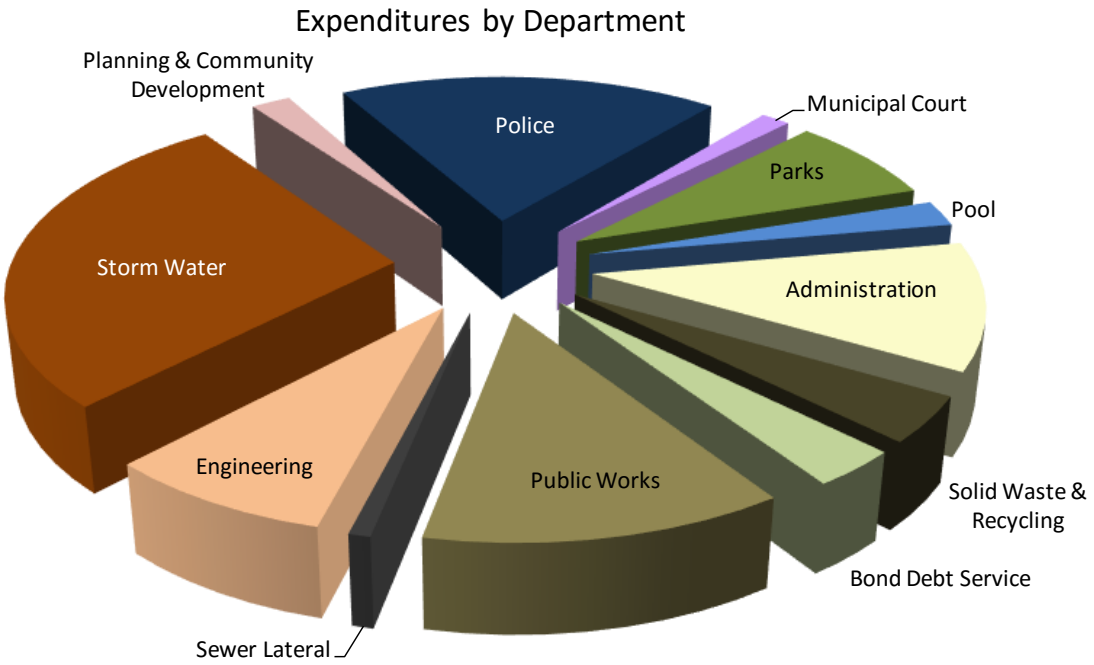
DEPARTMENT NUMBER: ALL

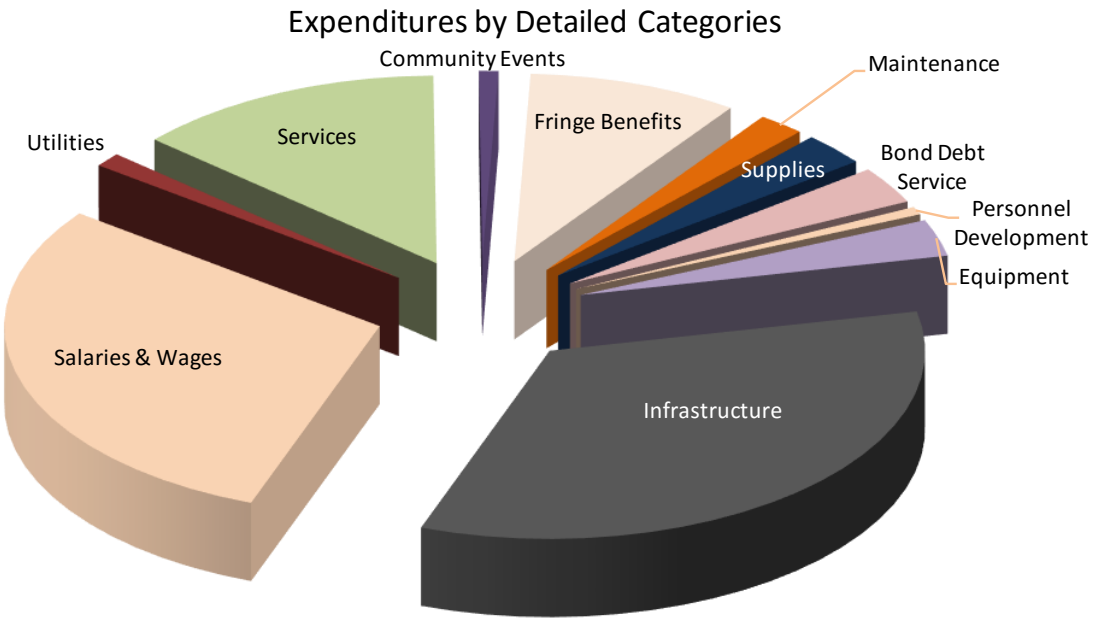
DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
SALARIES AND WAGES					
Salaries and Wages	$3,023,729	$3,155,070	$3,240,140	$3,226,840	$3,406,050
Wages - Seasonal	$60,689	$59,676	$73,000	$72,000	$80,000
Overtime	$89,534	$121,938	$75,870	$109,480	$115,100
Allowances	$6,398	$1,942	$5,100	$5,100	$5,100
FICA	$246,050	$248,711	$253,110	$249,320	$261,890
Holiday Pay	$35,637	$38,090	$39,240	$39,830	$41,030
BENEFITS					
Health Insurance	$599,535	$631,802	$744,680	$580,580	$667,190
Health Insurance (Benefit Fund)	$0	$0	$0	$15,000	$0
Dental Insurance	$44,092	$41,040	$43,200	$43,620	$50,000
Life Insurance	$21,617	$17,453	$17,940	$17,470	$18,450
Long Term Disability	$14,245	$11,329	$10,040	$9,470	$10,430
Pension	$282,575	$309,874	$275,420	$293,246	$418,182
MISCELLANEOUS					
Miscellaneous	$6,231	$28,842	$6,220	$31,550	$32,350
SUBTOTAL PAYROLL	**$4,430,332**	**$4,665,767**	**$4,783,960**	**$4,693,506**	**$5,105,772**
SERVICES					
Attorney Fees	$92,557	$170,041	$110,000	$120,000	$110,000
Other Legal Services	$127,914	$1,079,010	$38,820	$38,800	$43,250
Professional Services	$250,218	$215,889	$272,700	$258,625	$379,790
Contractual Services	$458,698	$249,676	$285,860	$297,330	$326,606
Service Agreements	$15,541	$15,969	$38,730	$36,900	$16,245
Solid Waste & Recycling	$493,520	$499,539	$510,000	$514,000	$527,000
Street Light Service	$121,106	$134,151	$135,800	$135,800	$136,800
Tags	$0	$0	$0	$0	$0
Workers' Compensation	$87,529	$97,381	$109,500	$107,400	$110,000
Insurance	$92,192	$107,623	$116,150	$114,850	$116,150
Plan Review	$4,420	$11,960	$0	$0	$0
PERSONNEL DEVELOPMENT					
Personnel Training	$6,404	$4,143	$18,620	$21,270	$30,150
Travel & Meeting	$26,040	$21,910	$31,900	$31,015	$37,850
Dues/Membership Fees	$14,683	$12,995	$14,694	$14,534	$17,559
Publications and Journals	$1,577	$1,526	$2,174	$2,574	$2,574
SUPPLIES					
Office Supplies & Exp.	$39,722	$39,524	$42,870	$41,940	$49,260
Program Supplies	$59,058	$152,409	$124,275	$65,375	$109,375
Concession Supplies	$15,816	$18,199	$21,000	$18,000	$21,000
Uniforms	$33,570	$32,567	$30,878	$33,033	$39,324
Gasoline & Oil	$87,984	$91,983	$104,030	$87,800	$97,000
Ammunition/Weapons	$11,130	$16,969	$14,350	$14,350	$21,120

DESCRIPTION	2013 ADOPTED	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
PRINTING, POSTAGE & NOTICES					
Printing	$9,990	$10,013	$13,330	$12,700	$11,880
Legal Notices	$5,470	$6,509	$7,745	$7,300	$7,300
Codification	$2,240	$3,732	$2,000	$4,000	$4,000
Postage	$9,862	$7,180	$13,800	$8,500	$10,000
UTILITIES					
Water	$10,540	$14,593	$15,350	$16,150	$15,750
Sewer	$10,123	$10,357	$13,950	$11,110	$14,320
Natural Gas	$14,909	$20,000	$20,500	$21,480	$22,000
Electric	$61,955	$77,600	$63,230	$70,780	$70,980
Telephone	$29,465	$32,585	$35,210	$35,760	$36,160
RENTALS					
Vehicle/Equipment Rental	$4,441	$4,921	$8,350	$6,910	$6,150
LEASES					
Equipment Lease	$5,149	$3,602	$5,100	$7,450	$32,650
EQUIPMENT					
Computer Equip./Software	$15,872	$15,451	$8,700	$12,300	$26,200
Equipment Purchases	$68,258	$33,671	$69,995	$66,837	$47,905
SIGNS AND TREES					
Signs	$10,196	$6,561	$9,300	$14,200	$11,300
Tree Planting	$7,063	$10,848	$17,000	$17,000	$24,200
MAINTENANCE AND REPAIR					
Maintenance Supplies	$73,085	$60,920	$67,100	$77,600	$77,100
Maint. & Repair Equipment	$37,575	$38,173	$35,900	$59,400	$35,900
Maint. & Repair Structure	$14,238	$50,655	$15,020	$17,860	$23,220
ADA Compliance	$7,591	$7,706	$8,200	$8,200	$8,200
Maint/Repair Vehic.-Adm.	$435	$119	$400	$1,500	$1,500
Maint/Repair Vehic.-Plan.	$763	$1,384	$4,000	$1,000	$1,000
Maint/Repair Vehic.-P.W.	$24,056	$14,411	$28,000	$17,000	$28,000
Maint/Repair Vehic.-Parks	$586	$3	$1,200	$2,200	$2,200
Maint/Repair Vehic.-Police	$8,314	$12,253	$14,900	$14,900	$14,900
COMMUNITY EVENTS					
Community Relations	$14,994	$29,683	$37,566	$34,750	$35,050
Fall Festival/Rock n' Run	$0	$0	$0	$0	$0
July Fourth Celebration	$48,360	$45,708	$49,000	$49,000	$49,000
Emergency Management	$84	$983	$85	$85	$85
Special Events	$10,981	$14,528	$20,850	$20,850	$20,850
ELECTION					
Election Expenses	$3,047	$0	$3,500	$3,500	$5,000

DESCRIPTION	2013 ADOPTED	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
TRANSFERS					
Crime Victims Compensation Fund	($856)	$851	$0	$0	$0
POST Fund	($38)	$46	$0	$0	$0
MISCELLANEOUS					
SERT	$1,874	$1,971	$0	$0	$0
SUBTOTAL OPERATIONS	**$2,550,301**	**$3,510,481**	**$2,611,632**	**$2,573,918**	**$2,833,853**
EQUIPMENT					
Computer Equip./Software	$65,616	$49,700	$0	$0	$0
Equipment Purchase	$62,433	$83,206	$277,300	$280,300	$241,200
Vehicle Purchase	$254,150	$3,347	$230,000	$230,795	$101,500
INFRASTRUCTURE					
Maint/Const. Structures	$53,158	$258,381	$67,000	$67,000	$527,100
Concrete Street Repair	$49,569	$47,558	$150,000	$150,000	$250,000
Street Replacement	$452,225	$254,025	$340,000	$356,000	$430,000
Street Overlaying	$0	$0	$241,300	$258,300	$550,400
Mudjacking	$3,390	$4,618	$10,000	$10,000	$10,000
Stormwater Repair	$96,498	$116,973	$75,000	$75,000	$100,000
Stormwater Projects	$586,736	$578,617	$1,592,000	$430,000	$2,191,700
Sidewalk Repair	$8,994	$11,652	$20,000	$2,000	$180,000
Trail Repair	$29,691	$0	$68,500	$68,500	$58,500
Crack Sealing	$54,431	$52,138	$65,000	$65,000	$65,000
Sewer Lateral Repair	$70,660	$61,298	$70,000	$70,000	$80,000
COP Debt-Principal	$975,000	$275,000	$290,000	$290,000	$300,000
COP Debt-Interest	$183,740	$144,267	$126,995	$126,995	$120,770
Infrastructure/Other	$11,124	$13,364	$40,000	$86,950	$24,000
SUBTOTAL CAPITAL OUTLAY	**$2,957,415**	**$1,954,144**	**$3,663,095**	**$2,566,840**	**$5,230,170**
TOTAL CITYWIDE EXPENDITURES	**$9,938,048**	**$10,130,392**	**$11,058,687**	**$9,834,264**	**$13,169,795**




Expenditures by Department
Planning & Community Development
Police
Municipal Court
Parks
Pool
Administration
Storm Water
Engineering
Public Works
Solid Waste & Recycling
Bond Debt Service
Sewer Lateral


Expenditures by Detailed Categories
Community Events
Maintenance
Fringe Benefits
Services
Utilities
Supplies
Bond Debt Service
Personnel Development
Equipment
Salaries & Wages
Infrastructure

FISCAL YEAR 2016 FINANCIAL OVERVIEW
CITY OF ELLISVILLE

REVENUES, FEES, OR GRANTS	FY-2014 Actual	FY-2015 Estiumate	FY-2016 Budget
Taxes	$5,714,476	$6,172,400	$6,658,400
Franchise Fees	$1,896,688	$1,910,000	$1,925,000
Intergovernmental Revenue	$860,335	$737,940	$1,370,550
Licenses, Permits, Inspection Fees	$613,026	$654,900	$654,000
Fines and Court Costs	$205,204	$136,150	$133,450
Park Revenue	$339,921	$292,500	$303,500
Miscellaneous Revenue	$227,195	$169,500	$169,600
Total City Revenues	$9,856,845	$10,073,390	$11,214,500
Less: EXPENDITURES			
Salaries and Wages	$3,625,427	$3,702,570	$3,909,170
Benefits	$1,011,498	$959,386	$1,164,252
Miscellaneous	$28,842	$31,550	$32,350
Services	$2,581,239	$1,623,705	$1,765,841
Personnel Development	$40,574	$69,393	$88,133
Supplies	$351,651	$260,498	$337,079
Printing, Postage & Notices	$27,434	$32,500	$33,180
Utilities	$155,135	$155,280	$159,210
Rentals	$4,921	$6,910	$6,150
Leases	$3,602	$7,450	$32,650
Signs and Trees	$17,409	$31,200	$35,500
Maintenance and Repair	$185,624	$199,660	$192,020
Debt Service/Infrastructure Reimbursement	$419,267	$416,995	$420,770
Community Events	$90,902	$104,685	$104,985
Election	$0	$3,500	$5,000
Miscellaneous	$1,971	$0	$0
Infrastructure	$1,583,999	$2,228,982	$4,883,505
Total City Expenditures	$10,129,495	$9,834,264	$13,169,795
CITY REVENUE (UNDER) OVER EXPENDITURES	($272,650)	$239,126	($1,955,295)

PERSONNEL SCHEDULE SUMMARY

ADMINISTRATION DEPARTMENT

Position Title	Type	2013 Actual	2014 Actual	2015 Actual	2016 Budget
City Manager	Full Time	1	1	1	1
Assistant City Manager	Full Time	1	1	1	1
City Clerk	Full Time	1	1	1	1
Administrative Assistant III	Full Time	1	1	1	1
Admin. Asst. III/Finan. Clerk	Full Time	1	1	1	1
City Attorney	Retainer	0.5	0.5	0.5	0.5
Finance Director	Full Time	1	1	1	1
Finance Clerk	Part Time	0	0	0	0.5
Management Intern	Seasonal	0.5	0	0	0
Total		**7**	**6.5**	**6.5**	**7**

The City Manager is also the City Engineer. The other 25% is charged to Stormwater for his work in that area.

PUBLIC WORKS DEPARTMENT

Position Title	Type	2013 Actual	2014 Actual	2015 Budget	2016 Budget
P.W. Director/City Engineer	Full Time	0.5	0	0	0
Asst. Dir. of Public Works	Full Time	0	0.5	0.5	0.5
Superintendent	Full Time	1	1	1	1
Field Supervisor	Full Time	2	2	2	2
Skilled Laborer	Full Time	5	5	5	4
Semi-Skilled Laborer	Full Time	7	7	7	7
Custodian-Maintenance I	Full Time	1	1	1	1
Regular/Part Time Laborer	Part Time	1	0.5	0.5	0.5
Seasonal Public Works Staff	Seasonal	2	1.5	1.5	1.5
Total		**19.5**	**18.5**	**18.5**	**17.5**

Half of the Assistant Director of Public Works' salary is charged to the Engineering Department for the work he does there.

The Regular/Part Time Laborer line consists of two part-time employees.

The Seasonal Public Works Staff consists of three summer time positions.

ENGINEERING DEPARTMENT W/ STORMWATER AND SEWERAL LATERAL

Position Title	Type	2013 Actual	2014 Actual	2015 Budget	2016 Budget
P.W. Director/City Engineer	Full Time	0.5	0	0	0
City Manager / City Engineer	Full Time	0	0.25	0.25	0.25
Asst. Dir. of Public Works	Full Time	1	0.5	0.5	0.5
Asst. City Engineer	Full Time	1	1	1	1
Building Inspector	Full Time	1	1	1	2
Administrative Asst. II	Full Time	1	1	1	1
Total		**4.5**	**3.75**	**3.75**	**4.75**

The City Manager is also the City Engineer. Therefore, 25% of this time is charged to Stormwater for his work in that area and is shown here.

Half of the Assistant Director of Public Works is charged to the Engineering Department for the work he does here.

One Building Inspector has some time charged to the Sewer Lateral work. Both sections are shown here so the position is listed as 1 full time Building Inspector.

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT

Position Title	Type	2013 Actual	2014 Actual	2015 Budget	2016 Budget
Director/City Planner	Full Time	1	1	1	1
Code Enforcement	Full Time	1	1	1	1
Total		**2**	**2**	**2**	**2**

There have been no changes in staffing levels for this department.

POLICE DEPARTMENT

Position Title	Type	2013 Actual	2014 Actual	2015 Actual	2016 Budget
Chief	Full Time	1	1	1	1
Captain	Full Time	0	1	1	1
Lieutenant	Full Time	4	4	4	5
Sergeant	Full Time	1	1	1	1
Patrol Officer / Corporal	Full Time	0	4	4	4
Patrol Officer	Full Time	12	8	8	7
Patrol Officer	Part Time	1	1	2	2
Reserve Officer	Part Time	0.5	1	1.5	1.5
Detective	Full Time	2	2	2	2
Administrative Assistant II	Full Time	1	1	1	1
Administrative Assistant I	Part Time	0.5	0.5	0.5	0.5
Total		**23**	**24.5**	**26**	**26**

There have been no changes in staffing levels for this department.

MUNICIPAL COURT DEPARTMENT

Position Title	Type	2013 Actual	2014 Actual	2015 Budget	2016 Budget
Municipal Court Clerk	Full Time	1	1	1	1
Office Assistant I	Part Time	0	0.5	0.5	0.5
Office Assistant I	Full Time	1	0	0	0
Filing Clerk	Part Time	0.5	0.5	0.5	0.5
Municipal Judge	Part Time	0.5	0.5	0.5	0.5
Prosecuting Attorney	Retainer	0.5	0.5	0.5	0.5
Total		**3.5**	**3**	**3**	**3**

There have been no changes in staffing levels for this department.

PARKS AND RECREATION DEPARTMENT

Position Title	Type	2013 Actual	2014 Actual	2015 Budget	2016 Budget
Director	Full Time	1	1	1	1
Recreation Coordinator	Full Time	1	1	1	1
Admin. Assistant II	Full Time	1	1	1	1
Summer Parks/Pool Staff	Seasonal	17	15	19	19
Total		**20**	**18**	**22**	**22**

The seasonal staff in the Parks and Recreation Department fluctuates based on the citizen use of summer programs and needs for the concession stand at the pool complex.

No change in staffing levels has been included in the budget for FY-2016.

Grand Total		**80.5**	**77**	**81**	**82**

Part-time employees are shown as 0.5 for each position.
Seasonal employees are shown as 0.5 for each position because the positions are not for the full year.

PAY RANGES FOR FY-2016

CLASSIFICATION	GRADE	Minimum	Maximum	Midpoint
Chief	17	$ 87,000	$ 112,000	$ 99,500
City Engineer/Director of Public Works	16	$ 85,000	$ 110,000	$ 97,500
Director of Finance	14	$ 75,000	$ 95,000	$ 85,000
Dir. of Community Development/Plan.	14			
Captain	14			
Director of Parks and Recreation	14			
Asst. Public Works Director	13	$ 66,000	$ 94,000	$ 80,000
Asst. City Engineer/Stormwater Mgr.	13			
Lieutenant	12	$ 53,000	$ 76,000	$ 64,500
Assistant City Manager	11	$ 50,000	$ 78,000	$ 64,000
Superintendent of Public Works	11			
Sergeant	10	$ 49,000	$ 72,000	$ 60,500
I S Manager	10			
Police Officer	9.P	$ 43,000	$ 71,000	$ 57,000
Detective	9.P			
Field Supervisor IV	9	$ 37,200	$ 71,000	$ 54,100
Building Official	9			
Code Enforcement Officer	9			
Court Clerk	8	$ 39,000	$ 53,000	$ 46,000
Finance Clerk	7	$ 38,000	$ 60,000	$ 49,000
Exec. Assist. to the City Manager	7			
Field Supervisor III	7			
Recreation Coordinator	7			
Maintenance II	6.5	$ 35,500	$ 48,000	$ 41,750
Maintenance II/Mechanic				
Administrative Assistant III	6	$ 33,000	$ 45,000	$ 39,000
Maintenance/Custodian I	4.5	$ 30,500	$ 43,500	$ 37,000
Maintenance I	4.5			
Administrative Assistant II	4	$ 32,492	$ 48,738	$ 40,615
Recreation Assistant	4			

The following appointed positions are included in payroll but are not a part of the Pay Range System.

City Manager

City Clerk

Municipal Court Judge

The budget for FY-2016 includes funds for a 3.0% pay increase pool. Actual individual increases are determined by a performance-based system as required by the City Charter.

EMPLOYEE BENEFITS

The costs of various employee benefits are shown below.

FICA and Medicare:
FICA, social security tax, is calculated at 6.2% of payroll for each employee. The maximum taxable salary is $118,500.

Medicare tax is calculated at 1.45% of payroll for each employee. There is a not maximum salary.

Health Insurance:
The City changed the insurance broker in FY-2015 and implemented a city-funded deductible to lower the rates. The budget for FY-2016 includes an estimated increase of 10% for FY-2016. The City utilizes a four (4) tier system of health care coverage. The City's budgeted monthly cost for health insurance is as follows.

Tier	Current Rate	Estimated New Rate
Individual	$528.06	$580.87
Employee & Spouse	$997.46	$1,097.21
Employee & Child(ren)	$872.18	$959.40
Family	$1,371.55	$1,508.71

In addition to the amounts from above the City is budgeting an additional $30,500 for the deductible portion of the plan that the City plans to need for reimbursements.

Dental Insurance:
The City utilizes a two-tier system of dental coverage. The City's budgeted monthly cost for dental insurance per tier is as follows.

Tier	Current Rate	Estimated New Rate
Individual	$32.75	$36.03
Family	$89.33	$98.26

Life Insurance:
The City's ***life insurance*** amount is twice the base pay for full-time employees rounded up to the next thousand. A 10% increase is budgeted for the next plan year.

Long-Term Disability Insurance:
The City's ***long-term disability*** benefit is 60% of the first $100,000 of regular annual salary. A 10% increase is budgeted for the next plan year. Short-term disability is available to employees and has no City cost. It is 100% paid by the employees who choose this coverage.

Vehicle Allowance:
The City Manager maintains a work schedule that regularly includes evenings and weekends. To accomplish this responsibility and maintain a reasonable personal life, the City Manager frequently combines official and personal trips. City policy restricts the use of City-owned vehicles/equipment for personal use; therefore, the City Manager uses his/her own personal vehicle. This amount is set in the City Manager's contract.

Pension Plans:
The City participates in the Missouri Local Government Employees Retirement System (LAGERS) for full-time employees. The employer contribution rate to the LAGERS plan for FY-2015 has been 8.2% of total salaries and wages for civilian employees and 8.6% for police officers. For the same level of pension benefit the civilian employee contribution rate to LAGERS for FY-2016 would be 6.8% and the police contribution rate would lower to 7.8%. The budget utilizes a rate of 12.3% for civilian employees and 12.7% for police officers. This will allow the Council an opportunity to consider a pension upgrade of .25%. There are several steps that would be involved before this could be considered. This budget just allows the funds for this possible change that would benefit long-term employees of the City.

The rate is variable due to annual actuarial valuations. These valuations adjust employer contributions, up or down, for differences in the past year between assumed financial experiences and actual financial experiences. In addition, these valuations determine the reserve strength of each employer group. Although the rate of contribution changes for the City, the benefit for employees is the same. The maximum increase in the contribution rate is 1% per year.

The City offers a voluntary ***457 Plan***. Since FY-2001 the City has offered a matching funds program for new full time employees. A maximum $100 match is possible during that first year of employment. Currently approximately 33% of full-time employees participate in the Deferred Compensation Plan. The budget for FY-2016 includes funds for one new employee to participate.

Per the employment agreement between the City and the City Manager, there is a City contribution to a 457 Plan as listed in the budget.

LONG RANGE PLANS

This category contains two sections. The first section is the Long Range Plan that is required to be done each year according to the City Charter. Since this is completed during the year it is dated 2015.

The second section is a projection of the City's financial future. It includes two prior actual years, the estimated for FY-2015, the budget for FY-2016 and projections for the next four years after that. Explanations of the projections and graphs based upon this projection are also included in this section.

CITY OF ELLISVILLE

ANNUAL LONG RANGE PLAN

2015

William L. Schwer, P.E., City Manager

Submitted pursuant to Section 7.2.(c) of the
Home Rule Charter of the City of Ellisville

The Long Range Plan

In accordance with Section 7.2.(c) of the City Charter, the City Manager is required to submit to the City Council annually, a long range plan for the five years ensuing. Section 7.2.(c) states:

> **The City Manager shall submit to the Council a long-range plan for the five years ensuing. The plan should begin with a statement of the goals and objectives for the period and address, but not be limited to, capital expenditures, commercial and residential development, parks and recreation, public works, security and law enforcement, and City expansion. Each objective must take into consideration personnel requirements and address financial and environmental impacts.**

The long range plan is one of four (4) plan documents required by the City Charter as shown below:

- **City Budget** - Submitted ninety (90) days prior to the end of the fiscal year (October 1). Adopted prior to the end of the fiscal year (December 31).
- **Long Range Plan** - Submitted by the end of the second quarter of each year (June 30). Adopted by the City Council concurrent with the budget.
- **Capital Program** - Submitted ninety (90) days prior to the end of the fiscal year (October 1). Adopted by the City Council concurrent with the annual budget.
- **Annual Report** - Submitted at year-end to the City Council and made available to the public, a complete report on the finances and the administrative activities of the City.

Overview of Ellisville

The City of Ellisville is a community of approximately 9,133 residents located thirteen (13) miles west of the western city limits of St. Louis. Ellisville is located approximately five (5) miles south of I-64, five (5) miles north of I-44, and seven (7) miles west of I-270. There are two primary arterial roads which bisect Ellisville: Missouri Highway Route 100 (Manchester Road) and Missouri Highway Route 340 (Clarkson Road). Ellisville's land mass is approximately 4.40 square miles, and is bordered by the City of Clarkson Valley to the north, the City of Ballwin to the east and south, unincorporated St. Louis County to the south, and the City of Wildwood to the west.

Ellisville was first settled in 1832. The City of Ellisville was incorporated on May 23, 1932 as a fourth-class city under Missouri statute for the purposes of creating a school district. On August 3, 1993, Ellisville voters approved a Home Rule Charter, which created Home Rule Charter status for the City and established the current Council/Manager form of government.

Under the Home Rule Charter, the City of Ellisville has six (6) City Council Members; two (2) are elected from each of the City's three (3) Council districts. The voters of the City elect the Mayor at-large. In 2012, in order to minimize the need for and costs of Council elections, to reduce the political disruptions and diversions associated with more frequent elections, and to allow newly-elected Council Members more time to become effective policy-makers, the voters of the City approved amending Section 3.2(d) of the Ellisville City Charter by providing for staggered, four-year terms of office for the Mayor and Council Members. Three Council Members, one from each of Districts 1, 2, and 3, were elected to four-year terms at the regular municipal election of April 2013, similar to the Council Members elected in April 2015. The

Mayor was elected to a three-year term in April 2015. The Mayor and Council Members shall and thereafter be elected to four-year terms.

The City Manager is appointed by the Mayor and City Council and serves at the pleasure of the elected body. The City Manager is responsible for directing, supervising and monitoring all City departments, personnel, and operations. The City Manager is charged with managing the City in a customer service oriented, fiscally prudent and proficient manner on a day-to-day basis and reports directly to the Mayor and City Council.

The City is comprised of seven (7) departments: (i) Administration, (ii) Finance, (iii) Public Works, (iv) Planning and Community Development, (v) Police, (vi) Municipal Court, and (vii) Parks and Recreation. Each department is headed by a Department Head/Director who reports directly to the City Manager (with the exception of the Court Clerk reporting to the Finance Director), while Supervisors report to their respective Department Heads.

The elected body controls the appointed positions of City Manager, Municipal Judge, Prosecuting Attorney, City Attorney, and City Clerk. All other employees serve under a performance-based personnel system established by the City Charter. The City Manager serves at the pleasure of the Mayor and City Council and is directed to carry out all matters of policy decided by the elected body. The City Clerk is the City's chief record-keeper. In addition to recording all minutes of Council proceedings and preparing City Council agendas, notifications, etc., the City Clerk also prepares a great deal of the City's proposed legislation. The City Attorney is the City's chief legal counsel and is responsible for providing legal guidance to the Mayor and City Council and to the City staff on a day-to-day basis.

In addition to the City Council, the City has several boards and commissions to deal with a variety of local issues. Boards and commissions include the Planning and Zoning Commission, the Park Advisory Board, the Human Rights Commission, a Personnel Review Board, Economic Development Commission and the Board of Adjustment. Membership on these boards and commissions is available to any resident confirmed by the City Council.

Today the City of Ellisville has approximately 3,949 housing units, not including homes currently under construction. The overwhelming majority are single-family dwellings (3,019), while the remaining are duplexes or multi-family apartment buildings.

Community Characteristics

Population (2010 US Census)	**9,133**
Licensed Businesses	**633**
Lane Miles Patrolled	**92**
Lane Miles Maintained	**87**
Assessed Value	**$259,543,975**

The median age of Ellisville residents is approximately 44.7 years as listed in the 2010 US Census. The largest demographic group is comprised of individuals 45-64 years of age (29.7% of the total), while the under-18 age group comprised the second largest group at 23.7%. Those citizens aged 25-44 are the next largest group, constituting approximately 21% of the Ellisville population, while those 65 and older were the City's fourth largest group at nearly 19.8% of the City's population. 5.7% of the City's population is between 18 and 24 years of age.

The City's diverse demographics present a special challenge in terms of community interest, governance, and service delivery. The City is characterized by older subdivisions located somewhat centrally, while newer subdivisions have been platted and built near the City's outer boundaries. As

a result, recreational needs are different, capital improvement and infrastructure needs are different, and issues relative to municipal taxation are very different.

The disparity of service and capital needs and their associated challenges, however, do not carry over into a diversity of ethnic origins. About 91.7% of the City's population is Caucasian, while the remaining 4.3% are Asian, 1.9% are African American, 1.4% are of Hispanic origin and 0.7% are other.

Ellisville is a suburban community, one of 90 municipalities located in St. Louis County, Missouri. Ellisville's business core is primarily service based. Of the service based businesses, a large component is retail. Ellisville has four (4) automobile dealership groups; and with the addition of Lucky's Market in July 2014, the City has three large-scale grocery stores within the City limits. In addition, the retail sector is comprised of restaurants, health and fitness providers, service stations, and several shopping centers with junior box anchors. The bulk of the remaining businesses are professional offices of attorneys, dentists, real estate professionals, brokers, bankers, manufacturer representatives, etc. Because of the suburban nature of Ellisville, most residents commute to work outside the City limits.

The City issued 633 business licenses during 2014. By state law they some businesses are exempt from paying for a municipal license. These include doctors, accountants and a few other professional operations.

The City's total assessed valuation for both real and personal property in 2014 was $259,543,975. Despite an overall decrease due to the economy, property values remain strong. That, combined with a relatively stable business climate; provide Ellisville with the public financial resources necessary to provide a host of public services to both businesses and residents within the community. Such services include administration and governance, law enforcement, public works, parks and recreation, code enforcement and inspections, engineering, and solid waste and recycling services.

Goals and Objectives

The City's broad-range objectives include (i) attract new businesses and develop vacant property, (ii) become a premier place to live, work, play and shop, (iii) improve, optimize and provide cost effective services, and (iv) expand and diversify revenues. These goals were developed during the strategic planning process held in early 2014. The objectives being pursued over the next year were considered at the June 15, 2015 strategic planning session. Currently, the City is acting on all objectives simultaneously.

Ellisville Goals

- **Attract New Businesses and Develop Vacant Property**
- **Become a Premier Place to Live, Work, Play and Shop**
- **Improve, Add, Optimize and Provide Cost Effective Services**
- **Expand and Diversify Revenues**

(i)Attract New Businesses and Develop Vacant Property

Attracting new businesses and developing vacant properties is a priority for the City. As Staff and Council Members navigated through the recent strategic planning sessions, it was unmistakable that this goal is to be met with urgency.

In an environment of limited resources, Ellisville must play an active role in shaping its economic future. Because of this reality, Staff is implementing an economic development approach that emphasizes the retention and expansion of existing businesses, while also spending more time on new business attraction. Retention efforts, especially, focus on customer service fundamentals, and emphasize a dedication to maintaining strong relationships with our business community. In the spring of 2014, multiple stakeholder meetings were held in order to receive input from those we hope to better serve, and those discussions helped shape an action plan. Along with filling and convening our Economic Development Commission, recommendations began with implementation of a formal business survey. Not only will this program help foster relationships, but also maximize the City's ability to be responsive to the concerns and needs of our business community. A report will then compile findings, providing both accountability and a framework for enhancing our business climate.

Business attraction, because it can be a more resource intensive program, will focus on leveraging relationships with our regional partners, and harnessing the benefits of their collective efforts. City Staff's primary contribution to business attraction will be utilizing a nationwide database of parcels and buildings. By updating and maintaining information on potential relocation sites, a crucial gap can be bridged between owners, developers, and the City. Further, the City website will eventually have an economic development gateway, so that the same tools afforded to residents can be equally beneficial to our economic development efforts.

Some notable businesses that have opened since the City's economic development initiatives (or will be opening shortly), include: Children's Learning Adventure, Lucky's Market, Sports Authority, Michael's, Party City, Lukas Wine & Spirits, Ace Hardware, Jimmy John's, Lion's Choice, Monty's, Walnut Grill, QT, American Eagle Credit Union, AT&T, and Raising Cane's.

Lastly, in 2015 staff will begin evaluating a way to integrate fillable .pdf permit applications online and review/implement online payment options. As on-site applications and payments may be cumbersome, Staff intends to make every effort to make these processes as simple and efficient as possible.

(ii)Become a Premier Place to Live, Work, Play and Shop

There are several objectives that City Staff focused on in 2014 in an effort to make sure Ellisville becomes a premier place to live, work, play and shop.

1) Promote an increased and variety of housing stock.
2) Promote a diversity of businesses.
3) Improve communication with residents with technology.
4) Update City policies (e.g., anti-fraud, internal security, personnel, purchasing).

Strong progress was made on many of these objectives in 2014. Accomplishments include a new subdivision on Old State Road, amendments to the zoning code, and a new purchasing policy.

In pursuit of the first two objectives, the City contracted with an economic development consultant to interview the Mayor and City Council in order to determine, among other things, the City's priorities for redevelopment areas. In assessing the existing "Planned Development" districts (R-2 and C-5), staff intends to determine the feasibility of a mixed-use zoning designation in the future. Further, consideration will be given to allowing medium and high density residential in the commercial and light industrial zoning districts. Staff will also explore adopting a form-based code for the "Town Center" which would not restrict use as long as the structure complied with form-based code.

In December 2013, an IS Manager was hired, a new e-mail system was put in place with archiving capability, each desktop was equipped with an external hard drive and/or provided access to the Drobo backup system, and a new City website was introduced. All of these items improve communication and provide transparency.

For 2016, Staff will consider revising the Comprehensive Plan. Potential changes include developing a mixed use category, as well as allowing medium and high density residential in commercial and light industrial zoning districts. Additionally, Staff will evaluate possible upgrades to the parks and trails, and explore community gardens as a way to increase citizen engagement.

Objectives 1, 2 and 3 previously listed under the former Goal Four (Add Mixed Use Development/Improve Zoning) have been integrated into the current objectives for Goal Two, while Objective 4 was completed with the Council's decision not to employ certain incentives (TIF) for mixed use development.

(iii)Improve, Add, Optimize and Provide Cost Effective Services

In 2014, an assessment of all City maintained streets was completed to determine their condition and to propose cost effective maintenance applications. While the financial benefits of this methodical approach have already begun providing value, it will also improve the quality of our roads for years to come. Another objective to be addressed within the ensuing year will be to improve police vehicle life through a more cost-effective analysis. It's imperative that Staff continues to look at the best, most cost-effective way to provide services, maintain infrastructure, and procure equipment.

In that vein, we are currently refining our sponsorship program to help offset the cost of events, services, and facilities; researching alternate financing for leaf, brush, and trash services; and evaluating charges/fees for recreational programs and our aquatic center. Furthermore, in 2016, staff will review compensation levels (salary and benefits) and compare them to similarly sized/budgeted cities.

(iv)Expand and Diversify Revenues

In an effort to expand and diversify revenues this year, the Finance Director solicited proposals for banking and investments in May. This will allow the City to compare costs for various banking services to see if any savings can be found. Considering a request for proposal for investment services at the same time could strengthen the City's return on investments. It would also allow consideration of wire transfer costs compared to interest earnings. Government investment pools with strong controls could be considered to possibly increase the return on investment due to the size of investments, while staying within the limits of Ellisville's investment policy.

Although not priorities for 2016, objectives to pursue in the future are to expand and diversify revenues to include reviewing costs for services, discussing a property tax increase to support City services, proposing a special business district for some retail areas, and deciding whether a voluntary employee buyout program would be beneficial to the City.

In 2016, Staff will review factors for setting business license fees.

Historical Goals

Preserving Current Levels of City Services

Preserving the levels of City service entails the maintenance of human, capital, equipment, and

financial resources necessary to perform at nothing less than existing standards. As an important City priority, funds should continue to be appropriated to allow for the purchase of needed equipment and materials, sufficient compensation levels for employees, and the replacement of older equipment with new equipment to assure that quality service is maintained.

The City has consistently allocated its resources to meet this objective. For instance, adequate funds are planned and appropriated each year for equipment and material needs for each department. Included are construction materials, uniforms, tools, radios, police weapons, supplies, and general equipment; all of which allow departments to serve the community on a daily basis without hindrance. ***No programmatic reductions have occurred since this goal was established.***

Second, compensation levels are re-examined every year and the Pay Classification Plan or salary ranges are reviewed every three years to ensure that employees are justly compensated in accordance with their respective talents and abilities, and to take into account prevailing employment market conditions.

Third, amortization schedules have been established for all City vehicles and major rolling stock to ensure prompt replacement at such time as is necessary. By replacing equipment on a fixed schedule, the City is assured that necessary equipment will be available for departments and employees on a daily basis, and in proper working condition to provide uninterrupted service to the community. It is recommended that these policies and practices be continued for the express purpose of fulfilling this first objective.

Addressing Capital Improvement Needs and Infrastructure Expansion

In recent years, the City has undertaken dramatic measures to preserve its existing infrastructure, expand inadequate infrastructure, and install new infrastructure. In 1992 the City Council authorized the sale of $3.9m in general obligation bonds to be repaid over a ten (10) year period. All bond projects were complete by year-end 1996, discounting minor restoration work that was completed in early 1997, effectively ending the bond program. From a debt service standpoint, the City has since now retired this bond series, even retiring it one year early. The City proceeded to market again at the end of 2003 to secure partial financing for the new park administration building and public works facility. Most recently, the City issued bonds to construct the new aquatic facility in Bluebird Park and other park improvements in 2008.

In November 1995 the City Council picked up where the 1992 bond program left off by successfully placing before the voters a 1/2 % sales tax for stormwater improvements. As a result, as bond projects were coming to a close in 1996, stormwater projects were just beginning, creating a continued push for infrastructure enhancement, which began in 1993 and continues today. This current program will continue until 2016 under the 1/2 % sales tax. Based on the results of the pavement and infrastructure study completed in January 2014, another plan for improvements will be developed to be funded by the ½ % sales tax.

As part of St. Louis County, the City is not responsible for a number of general infrastructure issues that characterize many communities outside this particular County. Many public services are governed by distinct political subdivisions, service districts, or private utilities (the latter falling under the supervision of the Missouri Public Service Commission). Included are the Metropolitan St. Louis Sewer District (MSD), Missouri-American Water Company, Laclede Gas Company, AmerenMO, and the Metro West Fire Protection District. In addition, State and County highways within Ellisville are not and cannot be maintained by the City, a fact which has its positives and negatives. From a positive standpoint, financial resources would be inadequate to maintain the State and County road

system in Ellisville (in fact, residents and businesses pay State and County taxes for this purpose, among others). The drawback to the State and County road systems is the lack of control and decision-making authority the City possesses with respect to the many transportation issues within our community.

Infrastructure as defined in Ellisville is limited to the maintenance of City streets, sidewalks, parks, and facilities, municipal rights-of-way, stormwater systems, and to a lesser extent, creeks. While the responsibility for maintaining stormwater infrastructure technically resides with MSD, the City of Ellisville, like several other communities, has taken initiative to resolve its numerous stormwater problems. With MSD's lack of adequate funds to address stormwater problems, the City has taken it upon itself to resolve such problems (1/2 % sales tax), preferring to take matters into its own hands rather than wait until MSD identifies and implements a revenue source appropriate for addressing the City's pressing problems.

Like the bond projects, the stormwater projects are designed to upgrade stormwater infrastructure throughout the City where it presently exists, and install such facilities where they do not exist. As a positive consequence, many old asphalt streets without adequate stormwater infrastructure facilities will be excavated in their entirety, with underground piping installed, along with catch basins, the addition of concrete curbs and gutters, and new asphalt pavements. In short, the Stormwater Improvement Program will indirectly allow the City to replace entire streets for stormwater purposes, with the added advantage of new quality driving surfaces.

Aside from major capital projects, the City plans and appropriates funds each year for concrete street repairs, sidewalk repairs, emergency stormwater repairs, improvements to fill voids beneath streets and preserve integrity, crack sealing, and street overlays.
The Five Year Capital Plan includes this needed amount in order to adequately address needed street repairs. The City Council has been supportive of continuing this level of funding to ensure streets are in optimal condition.

In 2013, Staff utilized consultant services to complement the Staff's infrastructure survey, thus moving to the next logical step of developing a new *Street Management System*. This system allows Elected Officials and Staff to develop a long range capital plan and determine related funding needs. The plan allows Staff to develop a short term maintenance schedule and maintain an accurate inventory of our community's infrastructure. This expanded survey furthers our goal of integrating GIS into the management system.

Increasing Levels of Customer Service

The City has undertaken a concerted effort to increase the level of customer service provided to area residents and businesses. While overall citizens have provided positive feedback about their experiences with Ellisville customer service, the Staff continues to strive to provide the best customer service possible. As a part of that goal, the City has undertaken several efforts to continue to provide excellent customer service.

The City is now participating in a performance measurement program, along with several other cities in the region. This program will give City Staff and the Council important feedback on the effectiveness and efficiency of the City's services, and provide input as to any potential improvements.

One area in which the City has tried to improve customer service is under the realm of public information, transparency and accessibility. Staff's dedication to these goals is evidenced by the creation of a new IS Manager position dedicated almost exclusively to these service areas. Of the

highest priority is continued improvement of the new City website that enables two-way communication with our residents and businesses; it provides our audience with up-to-date information, as well as providing City staff and Council the opportunity to be more responsive. Information updates include City services, public meetings, the City Council, job announcements, City directories, community events, and other related information. The updated website also contains e-government services such as 1) email updates of City Council meeting agendas and minutes, Planning & Zoning meeting agendas and minutes, and the City newsletter, and 2) service request/comment forms.

The City continues to place an emphasis on customer service when implementing all City services. For example, in addition to providing brush pickup in both the fall and spring, and conducting the leaf pickup program in the fall, the City has added special brush pickups in the event of serious storm damage to residents' properties, which is universally appreciated. In addition, Christmas trees are removed by the City at curbside following the winter holiday. New in 2014 was the loading of mulch for residents and businesses. Other services are considered based on the response to customer requests.

Enhance Municipal Facilities

Enhancement and expansion of municipal facilities has been on the City's long-term agenda for quite some time. Recent years have brought some additional focus to these items. Two (2) governmental funds have been earmarked for the construction of municipal facilities and progress is currently underway to facilitate these expansions.

Completion of the $1.23 million Park Administration building has now occurred and it has experienced wide use.

The City completed its current Public Works facility in early 2008. The facility includes an enclosed salt dome, an equipment storage building, material storage areas, a maintenance garage with specialized shop areas, etc. Late in 2003, the City completed a bond issue transaction in the amount of $3.5 million to assist in financing elements of the Parks facility and the $4.3 million Public Works facility.

Finally, the City completed the EDGE Aquatic Center of Ellisville in 2008. The facility opened in 2009 and includes a zero depth entry leisure pool, lap pool, children's pool and splash pad, water slides, a new bathhouse, and concession area as well as a replacement playground and restroom facility in Bluebird Park.

Ongoing discussions have established that the current City Hall building is in need of major repairs and renovations. Also, discussion regarding consolidating the Police Department with Administration at a new City Hall facility has been considered. While the first step would be to complete a needs assessment, there is currently no funding in place to do so. Staff recommends revisiting this infrastructure need in 2016.

Improving Traffic Safety—See Police Department Summary

Five Year Capital Improvement Program

The City is in a comparatively healthy financial position generally. Capital expenditure totals over the next five (5) years are shown in the table below, and are categorized appropriately:

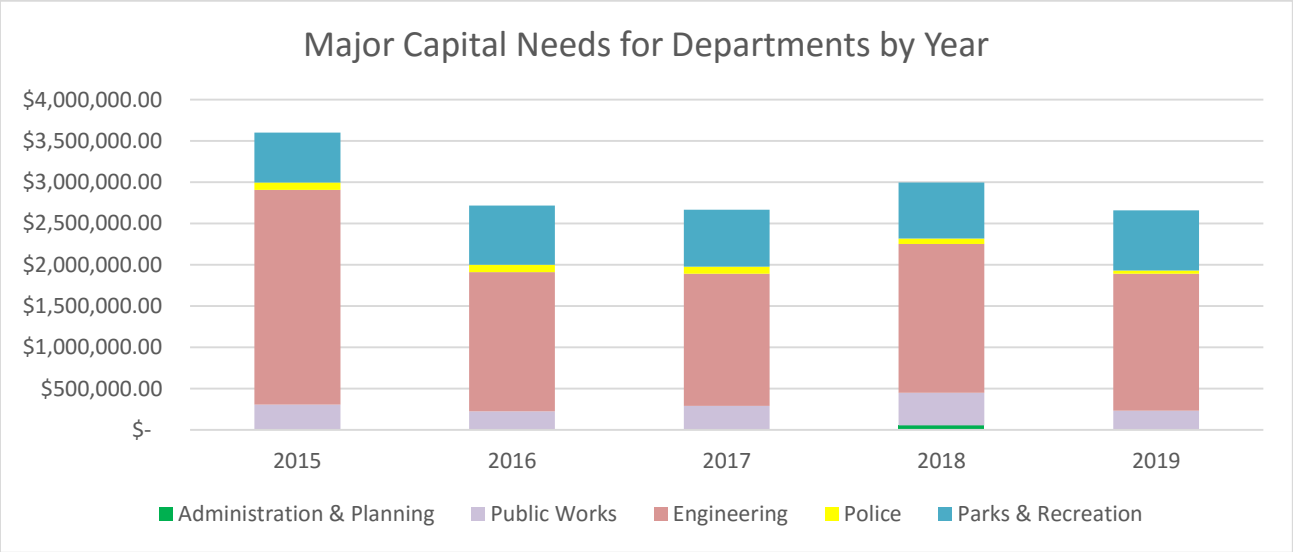
Year	Administration & Planning	Public Works	Engineering	Police	Parks & Recreation	Grand Total
2015	$ 0	$ 304,960	$ 2,602,300	$ 91,000	$ 602,768	$ 3,601,028
2016	$ 0	$ 227,000	$ 1,685,200	$ 87,444	$ 718,670	$ 2,718,314
2017	$ 0	$ 293,000	$ 1,598,900	$ 86,140	$ 687,935	$ 2,691,975
2018	$ 56,000	$ 395,000	$ 1,800,400	$ 67,200	$ 679,113	$ 2,971,713
2019	$ 0	$ 232,000	$ 1,661,700	$ 38,290	$ 729,150	$ 2,661,140
Total	$ 56,000	$ 1,451,960	$ 9,348,500	$ 370,074	$ 3,417,636	$14,644,170

The program serves as a planning tool for expenditures on large capital projects and equipment as they relate to the City's long-range goals. In order to keep the focus on large capital projects and equipment purchases, items are only considered that are budgeted for $20,000 or more per year.

In addition to building/facility construction, the capital improvement program expenditures are used for the following:

Infrastructure involves concrete street repairs, sidewalk repairs, general maintenance, street overlays, and crack sealing.

Equipment includes the Citywide replacement of vehicles and heavy equipment. Dump trucks have a life cycle of ten (10) years, work trucks seven (7) years, and police cars two (2) years. Naturally, a well-functioning vehicle that is due for replacement is instead retained an additional year or more, thereby conserving City funds. Were it not for the negative effects of revenue reform, this governmental fund (Fund 30) could bank money annually by City Council appropriations equal to the annual amortization value of each piece of equipment. At replacement time, the funds would already be available for the new equipment and large single year appropriations for equipment would not be necessary; that money would be placed toward better/other uses.



Stormwater: The 1/2 % Stormwater Improvement Program. In addition to the aggressive ongoing program, $75,000 of 1/2 % money is set aside each year and appropriated for emergency stormwater repairs. This money allows the City to (i) remedy a host of minor stormwater problems each year, and (ii) supplement possible cost overruns in the current year. Without this $75,000 appropriation

each year, the City could not afford to repair minor flooding and other problems, which are reported from time to time. It is recommended that this appropriation be continued each year, as it provides an invaluable service to many residents.

The five-year stormwater project schedule is shown to the right. The dates provided represent the year in which the project is to be completed. Planning and engineering of the projects start more than a year before, and some projects currently underway have been moved ahead in the schedule to be aggressively completed faster than originally scheduled.

Stormwater Schedule

Year	Street		Amount
2015	Froesel Dr. II	$	1,592,100
2016	Wolff Ln.	$	729,700
2017	Henry Ave.	$	633,900
2018	Devore Dr.	$	830,000
2019	Carmel Woods Dr.	$	623,000

Residential and Commercial Development

The Comprehensive Plan serves as a map or guide for land use planning, clearly identifying future locations for each type of general land use in Ellisville. Formulation of the City's Comprehensive Plan greatly aids in designating allowable future land uses. With the benefits of a recently updated Comprehensive Plan, the community can see future planning goals and development decisions by the City can be made in a Citywide context.

The Comprehensive Plan is designed to be a general plan to guide the future development and redevelopment of the City. The Comprehensive Plan outlines the City's immediate and long-range goals and objectives for the City and is used by the Planning and Zoning Commission as a policy plan in reviewing development applications.

While the Comprehensive Plan and its amendments are approved by the Planning & Zoning Commission, the Zoning Ordinance and its revisions are acted upon and approved by the City Council, typically following a recommendation by the Planning & Zoning Commission. It is important to note that the Land Use Plan found within the Comprehensive Plan offers recommendations as to appropriate types of uses and the intensity or density of development on properties throughout the City. However, it is the City Council's responsibility to consider all site-specific and development-specific factors prior to approving any development petition.

The City should attempt to make land use decisions which are consistent with the recommendations found within the Comprehensive Plan. However, the City Council is entrusted to consider many other factors prior to determining whether a specific development is appropriate for a specific site. Therefore, petitions consistent with the Comprehensive Plan should be acted upon as the City Council sees fit, within, of course, the legal framework of federal and state law.

During the past two years the City has made several changes to the Land Use regulations as part of implementing the adopted Comprehensive Plan. Additionally, the changes were focused on expediting the approval processes for new businesses. In all, the City has adopted approximately thirteen text amendments to the land use regulations in the last year.

Land Use Issues in General

While the City Council must have legally defensible reasons for denying a petition for rezoning or development, many residents are unaware of the complexities involved in the City's requirement in the deliberations process to adhere to land use laws, court case rulings, and concerns regarding takings.

Many residents feel that a strong voice from the community opposing a particular private development is sufficient to gain a favorable vote from their elected officials. Unfortunately, the Mayor and City Council do not have the degree of discretion in zoning matters which most residents attribute to them and the City Council must vote consistent with prevailing land use laws, which occasionally conflict with the wishes of the residents. In considering a controversial petition where the City's zoning ordinances have been fully met, the City Council has two choices: (i) deny the petition, defend the impending lawsuit (which is often indefensible if all zoning codes have been met), have the development ultimately forced upon the community through a court order and not on the City's terms, and pay punitive damages and loss of income to the property owner for violating individual property rights, or (ii) avoid legal action and approve a development where all zoning criteria are met, thereby incurring negative feelings among residents who were opposed to the project. Council Members are faced with the dual, yet sometimes impossible roles of representing their constituents and protecting the City as a whole, while honoring the laws of Missouri, the U.S. government, and constitutional provisions. These roles can obviously come into conflict.

In 2008, the economy took a downward turn and the City took advantage of the slow-down in development applications by initiating and completing several planning efforts. The City developed and adopted an Economic Development Strategic Implementation Plan. The Plan identified five areas with potential for redevelopment. The City also collaborated with Ballwin, Wildwood, Manchester, Winchester and the West St. Louis County Chamber of Commerce to submit an application to the Great Streets Initiative program, which was first awarded in 2009. The award included funds for a consultant to evaluate the Manchester Corridor, facilitate public input and develop a master plan for the corridor including implementation strategies. The Great Streets Master Plan has been adopted by the City. Additionally, the City developed and adopted a Bikeable Walkable Community Plan which inventoried existing City trails and parks. The plan also identified potential trail connections which could expand connectivity for users.

With the recent upturn in the economy, the City has been busy implementing its adopted plans. In 2014 the City adopted an ordinance authorizing the creation of a Community Improvement District (CID) to help facilitate the redevelopment of the former Best Buy shopping center. The creation of the CID was part of the recommendations found in the City’s adopted Economic Development Element. Additionally, the City was awarded $5 million in 2014 by MoDOT to be spent on enhancement projects including, landscaped medians, decorative street lights, illuminated street signs, address bollards, way-finding signage and a multi-use trail in Ellisville. Also, the City initiated implementation of the Bikeable Walkable Plan in 2010 with the installation of a pedestrian activated crossing signal, in both directions, near Ridge Meadow Elementary School. As the economy continues to improve, the City finds itself in a desirable position with all its plans recently updated and adopted. The adopted plans lay out the City’s vision for future development and redevelopment.

The City budgets funds for members of the Planning and Zoning Commission to participate in the Chancellor’s Certificate Program in Planning and Zoning, and several members have attended the training. The program was made available through the American Planning Association and the University of Missouri, Saint Louis Campus. The Program consists of 12 modules dealing with basic and current planning topics.

In 2008, the Planning Department hired a full time code enforcement officer to actively identify and mitigate sign code violations during the summer months and property maintenance issues all year round. Staff has experienced an increase in resident calls which may be attributed to Staff's diligent follow-up of all resident calls, complaints and concerns. In the last few years, the Code Enforcement Officer has shifted the position to increase face-time with residents and businesses. Scheduling a face-to-face meeting with residents and businesses to discuss property maintenance issues is part of the department's toolbox and is effectively used on a case-by-case basis to abate violations and help build relationships with the community.

Traffic Safety, Security and Law Enforcement

The City's Police Department has remained a viable law enforcement agency in West St. Louis County and continues to be committed to the service and protection of its citizens and the business community alike. Past performance of the Police Department has resulted in a relatively low crime rate the community has enjoyed for a number of years. Because of strong community, Administrative Staff and City Council support, the Police Department enjoys a stable workforce that is highly proactive and committed to professional law enforcement for its citizens. This remains a constant priority in the long range plan.

The citizens of Ellisville are currently served by 21 full-time officers. The administrative staff is comprised of the Chief, Captain, and Sergeant assisted by two police clerks, one full-time and one part-time. The Captain serves as the Assistant Chief, and the Sergeant serves as the Chief's aide, DARE and Juvenile Officer. The five Lieutenants and four Corporals supervise four squads with the Corporals acting as the supervisor in the Lieutenants' absence. Of these 21 officers, four are certified in police cycling for regular patrol in neighborhoods, on bike trails and at special events when weather and manpower permits. Two officers are ATV certified and the ATV is used for park patrol and special events as well. The City is also served by two part-time officers, and three reserve officers. The part-time and reserve officers provide additional patrol to the parks and neighborhoods. One of the part-time officers assists in the detective bureau conducting investigations and background checks, and also serves as Court Bailiff. The reserve officers, (certified non paid police officers) provide additional manpower at special events and are required to ride monthly on patrol with a full-time officer. The long-range plan will continue to focus on maintaining current manpower, and expanding community policing with greater emphasis on bicycle patrols as a means of interaction with Ellisville residents.

Another segment of the long-range plan is traffic safety. As always, the primary purpose of traffic enforcement is to reduce accidents and injuries, save lives, and facilitate the safe and efficient movement of vehicular and pedestrian traffic throughout the City. Traffic problems, including congestion, aggressive drivers, and speeding through neighborhoods are a constant concern for the residents of Ellisville and the Police Department. Every year the Police Department applies for and usually receives one or more grants from the Missouri Department of Transportation, Highway Safety Division. In 2014, the Police Department received a grant for seat belt violations and a grant for DWI enforcement. The long-range plan will continue to incorporate traffic enforcement with grant applications made yearly to help supplement police overtime for special enforcement. This will include Driving While Intoxicated grants or any other grant the Department of Highway Safety offers.

Always a primary goal of the Police Department is to keep the citizens of Ellisville safe and use the least amount of force necessary in the apprehension of law breakers or those in the need of crisis intervention. Police departments across the country are frequently called to crisis incidents involving

persons with mental illness. Sometimes these situations can be high risk. The Crisis Intervention Training (CIT) program was developed to effectively, compassionately and safely deal with persons experiencing a mental health crisis. At this time, the Ellisville Police Department has fifteen police officers trained and certified as CIT officers. It is the long-range goal of the department to have all patrol officers and supervisors trained and certified to handle CIT situations. The benefits of the Crisis Intervention Team include greater efficiency in obtaining care for persons involved in a mental health crisis, significant decrease in injuries, death, community dissent, reduction of repeat offenders and arrests by diverting individuals with a mental illness to the proper mental health or other appropriate facility. By increasing officer skills and on-the-scene expertise in crisis situations, citizen and officer safety is enhanced. (The Police Department currently utilizes the St. Louis County Mental Health Court for referrals of arrestees who are not deemed appropriate for criminal court.) Coupled with officer response to critical incidents, the Police Department trains annually in "Active Shooter" scenarios, partnering with the Rockwood School District as well as parochial schools. Because of the social climate in which we live, CIT and Active Shooter training will remain a top priority and permanent segment of the long-range plan.

Two programs that were implemented by the Police Department, and have been in effect for a number of years now, are the Child Safety Helmet program and the Vehicle Safety Seat program. The purpose of the Child Safety Helmet program is to help reduce the incidence of unintentional injury to children related to non-use or improper fitting of child safety helmets. The purpose of the Vehicle Safety Seat program is to help reduce the incidence of the improper installation of child safety seats. At this time, the department has two officers trained in fitting child safety helmets and two officers trained and certified to inspect and/or install a child's car seat and to show parents how to safely install the seats themselves. Both programs were incorporated into one major program designated as Kids Safety Day and has grown into a major event held each year during the summer. Sponsored by the Police Department and local businesses, Kids Safety Day is drawing ever increasing crowds. This program is yet another long-range goal of the department's ongoing commitment to reducing injuries to our community's children while partnering with, and showcasing local businesses.

Another area of focus for the Police Department is centered on citizen education. The main component of this goal is a periodic Citizens Police Academy (CPA), which allows the department an opportunity to educate the residents about law enforcement. In addition, the academy provides the department a chance to meet and talk directly with the residents. This program is sponsored by the department every two to three years. The academy is an eight-week course that meets once a week during the evening. Topics covered include criminal law, identity theft and fraud, firearms safety, neighborhood watch, crime prevention, history of policing, narcotics, K-9, domestic violence, search and seizure, crime scene processing, and patrol techniques. The last citizen's academy was held in 2013 with 22 citizens attending. Another academy is planned for October, 2015. In addition to education through the CPA, two officers created training courses on Identity Theft and Intruder Awareness that were taught at Senior Living Facilities. So well received, and in keeping with the long-range goal of citizen awareness and education in self-protection, these programs will be offered periodically to Senior Living Facilities based on resident changes, other city residents as well as businesses.

Always an integral part of the long-range plan for the citizens of Ellisville is citizen safety. One aspect of citizen safety is continued focus on investigation and apprehension of illegal drug dealers and users in the City of Ellisville. Passage of City Ordinance 210.540 in 2011 preventing the sale of Pseudoephedrine (a precursor used for making Methamphetamine) without a prescription, virtually eliminated purchases in Ellisville for meth manufacture. Additionally, drug education for our youth and adults remains as an effective countermeasure in illicit drug use. However, in recent surveys,

prescription drug usage is up for teens. Challenges remain to not only seek out those that supply illegal drugs and arrest them, but to continually educate our youth as to the negative consequences of any type of drug use. The Police Department continues to utilize the D.A.R.E (Drug Awareness Resistance Education) program in public and private schools as an effective tool in educating our youth on the dangers of drug use, and this program will remain a constant in the Police Department's long-range plan. Additionally, the long-range plan will incorporate efforts to stem the drug use/activity within the City limits while providing additional training for all officers so he/she will be able to identify problem areas and readily recognize those that are involved in illegal drug activity, sales and use. Presently, most Ellisville officers have received extensive drug interdiction training by DEA, (Drug Enforcement Administration, and ICE, (Immigration Custom Enforcement). The Police Department, in partnership with the DEA and the Rockwood Drug Free Coalition, sponsored two "drug take back" events yearly. This allowed citizens to dispose of unwanted prescription and over-the-counter drugs, keeping them out of the hands of teens and our water system. As a result of the federal government cutting funding to the DEA who in the past, provided an avenue for destruction of the drugs and paid for associated costs, the future remains uncertain for the continuation of the Drug Take Back Program. However, the long-range plan will explore options for disposal of these drugs and sharing of costs with other agencies.

One last objective of the Police Department is to maintain complete transparency with the citizens of Ellisville, City Council and the media. The Police Department has always maintained a very favorable rating from the residents of Ellisville through random sampling and surveys. Maintaining this level of confidence with the residents will remain a top priority for the years to come. As a new step toward this objective, body-worn cameras were implemented in 2014 with total support from the City Council as well as the police officers. The cameras serve as protection for the officer for baseless complaints, as well as protection for the citizens arising out of inappropriate behavior of police officers. (The cameras were not implemented due to either case, but as a proactive measure based on events elsewhere.) The body-worn cameras are an endorsement by the Police Department of complete transparency and accountability, and the long-term goal of transparency will be realized by researching additional ways in which more transparency can be accomplished.

In conclusion, the Ellisville Police Department's Long-Range Plan remains a very aggressive and viable plan, serving as a catalyst for citizen service, protection and education. Because of the dynamics of society, this plan will be reviewed annually, updated and revised as needed.

Parks and Recreation

At present the City maintains more than 208 acres of park land. Of that, 67 acres is the Klamberg Conservation Area which is Missouri Department of Conservation land that is leased to the City of Ellisville through an ongoing partnership. The City has thirteen parks and trail properties. Of these, two are undeveloped areas and include Robin and Red Tail Hawk Parks. The developed parks and trails are Bluebird, Bobwhite, Cardinal, Hummingbird, Mockingbird, Owl Hollow, Quailwoods, Whippoorwill, Woodpecker, Wren and Meadowlark. The parks include over 4 miles of paved trails, a nature trail, many wooded areas, 5 playgrounds, 3 shelters, 3 multi-purpose courts, 3 tennis courts, 2 ball fields, disc golf course, amphitheater, dog park, several picnic areas, the EDGE Aquatic Center and the Park Administration Building.

Park land and recreation facilities take a significant amount of resources to maintain. The City code allows the City to accept cash payments in lieu of park dedications from residential developers. These funds have allowed the City to save for the park building, yet the opportunity cost

has been the omission of additional pocket parks to serve newer subdivisions. As future residential development opportunities decrease, alternative revenue sources should be explored to secure adequate funding for the ongoing maintenance of park facilities. A proactive approach will decrease the likelihood of closing facilities due to safety concerns. In 2006, Ellisville residents passed a ¼ % sales tax dedicated to parks. The revenue generated will pay back the pool bond and any remaining funds will support capital improvements and other park-related expenses.

Park and trail projects that should be considered:

- Continued renovation of park trails and improve bicycle and pedestrian connections throughout the City as included in the Ellisville Walkable Bikeable Plan that is part of the City Comprehensive Plan. This plan was prepared by Trailnet in conjunction with Ellisville residents, City Staff and the Mayor and City Council.
- The renovation of the neighborhood park playgrounds should be a priority with the removal of the current wood fiber surface with a safer low maintenance rubberized safety surface and new play features.
- Other park projects that should be considered in the future include a multi-purpose/basketball court at Bluebird Park. Renovation and overlay of the parking areas and the roadway in Bluebird Park, updates to Bluebird Park Amphitheater, replacement of the Bluebird Park shelters, new water feature for the EDGE Aquatic Center and the consideration of the development of Robin Park.
- The Municipal Park Grant Commission has provided funding for four park projects in the past ten years including Oak Hill Trail, two phases of the Bluebird Park playground and two restrooms in Bluebird Park. Plans are to apply for funding through the Municipal Park Grant Commission for future park projects, but additional funding will be needed to implement new projects and fund the renovation of park facilities as needed.

Parks and recreation facilities in Ellisville offer diverse opportunities for active and passive recreation and improve the quality of life and property values for the residents of Ellisville. Maintaining and improving the existing parks should continue to be a priority for the future of Ellisville.

Public Works

Provision of basic services is essential to the Public Works Department. Such services include street repair, sidewalk repair, stormwater repair, snow removal, construction activity, sign maintenance, facilities maintenance, park maintenance, vehicle maintenance, and service programs (i.e. brush and leaf pickup, etc.). In order to ensure the long-term provision of basic services, the public works facility houses the Public Works Department for future purposes, to provide cover for its numerous vehicles, equipment, and salt, and to allow for adequate work and storage space. Long-term needs of the Public Works Department involve primarily the completion of the current service facility with all of the necessary furnishings and equipment.

Presently, the Public Works Department has done a sound job of maintaining amortization schedules for its vehicles. The City Council has wisely chosen to fund new vehicles and equipment to replace the old. By this, the Public Works Department has been able to serve the community consistently, with relatively minimal maintenance problems involving equipment.

Both part-time and seasonal workers are depended upon heavily for mowing throughout the summer, both fall and spring brush pickup programs, and the fall leaf pickup program. Over the past few years the full-time staff has had to take up more responsibility in regards to these service areas. As a result, work tasks performed by the Public Works Department, such as crack sealing, some sidewalk repair and street repair has been completed under contract.

City Expansion

In 1999, H.B. 160 was approved by the General Assembly and signed by the Governor, precluding further annexations for a two-year period. Since that time a new Boundary Commission has been established, as well as new rules regarding annexations, based on a five-year cycle. All communities were required to submit map plans to the new Boundary Commission by July 1, 2000. Only areas contained within the map plan would be eligible for annexation over the subsequent five years.

Ellisville submitted an extensive map plan that showed potential borders to the south as far as the St. Louis County border. On June 30, 2004, the City submitted its Plan of Intent to the St. Louis County Boundary Commission declaring our formal wish to annex these areas, most notably the area south along Kiefer Creek and St. Paul Roads. The St. Louis County Boundary Commission denied the City's proposal.

Immediately following the Boundary Commission's denial, City Staff initiated discussions with Ballwin and Wildwood City Staff regarding the 2006 Map Plan submittal in an effort to avoid any overlap. Staff prepared a map plan which was consistent with the St. Louis County Boundary Commission Rules and Regulations and consistent with discussions with Ballwin City Staff. Staff prepared a Map Plan deemed to represent the City's best interest which was subsequently approved by the City Council and submitted to the Boundary Commission. The Map Plan was submitted and approved by the Boundary Commission in 2007.

One other action the City of Ellisville has focused on is the possibility of accepting areas that are currently incorporated by one of Ellisville's neighboring municipalities. There are numerous situations where streets are illogically split between municipalities, subdivisions are largely within Ellisville except for a few homes, or service delivery is infeasible for neighboring municipalities. Being open to these boundary adjustments between municipalities will provide an opportunity to create more logical boundaries and potentially improve service delivery or expand it.

To that end, the City proposed an annexation of the Old State Road Annexation area in 2007. This area was surrounded in its entirety by Ellisville, and the residents had submitted a petition to be annexed by the City. The proposal was heard by the Boundary Commission, including a public hearing, and approved by them to be put on the ballot in 2008. Voters in the subject area, as well as the City of Ellisville, overwhelmingly approved the annexation.

Conclusion

This long-range plan gives a thumbnail sketch of the City of Ellisville's plans, goals, and anticipated needs. 2014 was an important year for the City, as many new employees were introduced to the City. With that, new strategic goals are being realized and a focus on action items to reach these goals will be introduced. An emphasis on business retention and expansion, transparency, optimizing cost effective services, along with the Great Streets Initiative construction commencement, should position the City for continued prosperity. The City remains in relatively stable financial condition.

City services are effective, and meeting the needs and requests of the residents. The City's employees have the support and tools they need to continue to perform effectively. There will always be new challenges on the horizon, but I'm confident that the City has the means and leadership in place to successfully address them. Our City and City government are continuing to prosper and I look forward to another successful year.

Respectfully submitted,

William L. Schwer, P.E.
City Manager

LONG RANGE FINANCIAL PROJECTIONS

REVENUE AND EXPENDITURE SUMMARY
ALL FUNDS

DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ESTIMATED	2016 BUDGETED	2017 PROJECTED	2018 PROJECTED	2019 PROJECTED	2020 PROJECTED
REVENUE								
Real Estate & Financial Inst. Taxes	$332,131	$330,164	$380,400	$395,400	$411,200	$411,200	$427,600	$427,600
Sales Taxes	$5,222,475	$5,384,312	$5,792,000	$6,263,000	$6,576,200	$6,773,500	$6,909,000	$7,047,200
Utility & Franchise Taxes	$1,927,632	$1,896,688	$1,910,000	$1,925,000	$2,002,000	$2,082,100	$2,165,400	$2,252,000
Intergovernmental Taxes	$620,237	$632,527	$667,000	$663,500	$673,500	$687,000	$700,700	$714,700
Grants	$4,425	$227,808	$70,940	$707,050	$85,000	$941,000	$85,000	$85,000
Licenses, Permits, Inspection Fees	$651,051	$613,026	$654,900	$654,000	$673,600	$693,800	$707,700	$721,900
Fines & Court Costs	$654,856	$205,204	$136,150	$133,450	$133,000	$133,000	$133,000	$133,000
Park Revenue	$310,627	$339,921	$292,500	$303,500	$322,600	$330,700	$339,000	$345,800
Miscellaneous Income	$101,613	$135,443	$79,500	$79,600	$91,200	$93,900	$96,200	$98,100
Sewer Lateral Fees	$90,673	$91,752	$90,000	$90,000	$90,000	$90,000	$90,000	$90,000
TOTAL REVENUE	**$9,915,720**	**$9,856,845**	**$10,073,390**	**$11,214,500**	**$11,058,300**	**$12,236,200**	**$11,653,600**	**$11,915,300**
EXPENDITURES								
Salaries and Benefits	$4,430,332	$4,665,767	$4,693,506	$5,105,772	$5,294,700	$5,490,600	$5,693,800	$5,904,500
Services	$1,743,695	$2,581,239	$1,623,705	$1,765,841	$1,640,100	$1,672,900	$1,706,300	$1,740,300
Attorney Fees	$92,557	$170,041	$120,000	$110,000	$112,200	$114,400	$116,700	$119,000
Personnel Development	$48,704	$40,574	$69,393	$88,133	$82,900	$84,600	$86,300	$88,000
Supplies	$247,280	$351,651	$260,498	$337,079	$340,200	$349,100	$358,300	$367,700
Printing, Postage & Notices	$27,562	$27,434	$32,500	$33,180	$33,500	$33,800	$34,100	$34,400
Utilities	$126,992	$155,135	$155,280	$159,210	$165,600	$172,200	$179,100	$186,300
Rentals	$4,441	$4,921	$6,910	$6,150	$6,200	$6,300	$6,400	$6,500
Leases	$5,149	$3,602	$7,450	$32,650	$33,000	$33,300	$33,600	$33,900
Equipment	$84,130	$49,122	$79,137	$74,105	$61,600	$62,800	$64,100	$65,400
Signs and Trees	$17,259	$17,409	$31,200	$35,500	$36,200	$36,900	$37,600	$38,400
Maintenance & Repairs	$166,643	$185,624	$199,660	$192,020	$195,900	$199,800	$203,800	$207,900
Community Events	$74,419	$90,902	$104,685	$104,985	$107,100	$109,200	$111,400	$113,600
Elections	$3,047	$0	$3,500	$5,000	$3,500	$2,500	$3,500	$0
Transfers for Court Costs	($894)	$897	$0	$0	$0	$0	$0	$0
Miscellaneous	$1,874	$1,971	$0	$0	$0	$0	$0	$0
Capital Expenditures	$2,957,415	$1,954,144	$2,566,840	$5,230,170	$3,577,785	$4,424,071	$3,189,277	$2,918,371
TOTAL EXPENDITURES	$9,938,048	$10,130,392	$9,834,264	$13,169,795	$11,578,285	$12,678,071	$11,707,577	$11,705,271
NET CHANGE IN FUND BALANCE	($22,328)	($273,547)	$239,126	($1,955,295)	($519,985)	($441,871)	($53,977)	$210,029
BEGINNING FUND BALANCE	8,097,083	8,074,755	7,801,208	8,040,334	6,085,039	5,565,054	5,123,183	5,069,206
ENDING FUND BALANCE	8,074,755	7,801,208	8,040,334	6,085,039	5,565,054	5,123,183	5,069,206	5,279,235

The following are notes for the projection on the previous page.

Revenue Projection Explanations

-Real Estate values are done every other year. Increases in tax receipts without a vote of the Citizens of Ellisville are allowed for inflation and new construction. Ellisville is aware of some new commercial construction during the next year. No significant residential construction is anticipated. A 2% inflation rate has been used.

-Sales taxes are expected to increase in the next two years due to retail redevelopment. After that a 2% inflationary rate is used. Economic activity will vary from year to year. The low inflation rate is used instead of projecting economic cycles.

-Electric costs are anticipated to rise due to increased usage and a rise in the electric rates as Ameren MO requests additional funds for maintenance of its nuclear generating facility and an aging infrastructure. This increases the utility gross receipts tax.

-Intergovernmental taxes include items like State fuel taxes, vehicle taxes, road and bridge tax and cigarette tax. Cigarette tax is not a growing source of revenue. This was included in the net increases shown.

-Grants are a non-reoccurring revenue source. Some level of grants are anticipated in the future. This is also reflected in the projected expenditures for grant projects.

-Additional licenses and fees are anticipated in the next two years due to commercial redevelopment. After that an inflationary increase is all that has been included.

-Red light cameras were closed as of FY-2014. This caused a one-time decrease in revenue and expenses. The State has limited the amount of revenue cities can receive from Court. Ellisville's revenue is well below that limit. The State has also limited the total fine and court cost for one charge to $300 maximum. This could have some impact. The use of cash bonds has also been virtually eliminated. This eliminates any forfeited bonds. Considering all of these factors, the City is not planning on an increase in this revenue stream in the future.

-Weather and citizen interest in various programs have a significant impact on Park revenues. The Parks and Recreation Department is flexible in adapting to citizens' wants. To make a reasonable projection, an inflationary increase is shown for this line.

-Miscellaneous income projections are based on the projected inflation rate.

-Sewer Lateral fees are charged at a flat dollar amount for each residential location. An increase in residences is not anticipated so the revenue projection reflects this with no anticipated increases.

Expenditure Projection Explanations

-No noticeable increase in staffing levels are anticipated. Salary increases are expected to be close to inflationary rates. Health Insurance had a one-time decrease in costs. The budget for FY-2016 anticipates a one-time increase in retirement plan costs. Those two and other benefit costs are expected to have a larger annual increase percentage.

-Services are anticipated to increase by a 2% inflation rate.

-Personnel Development has a larger increase for FY-2016 due to additional conferences being authorized including the whole Council attending some conferences. No further additions are anticipated so the amounts shown reflect an inflationary increase.

-Program supplies are anticipated to increase at a rate above inflation. Therefore, each line that makes up this section was calculated separately.

-Some printing costs are cyclical and not annual. FY-2015 and FY-2016 are high because of this. Rather than try to time the cycles for the projections, an increase of 1% per year has been used.

-While most utility rates are not expected to rise, electric rates are expected to rise as noted in the revenue explanation section. The City's expenses for utilities are projected to increase at the same rate as the revenue from utilities.

-Rental equipment was reviewed closely for FY-2016. Long-term contracts limit the increases in rental costs. A 1% increase rate is being used.

-Lease contracts do not call for increases. A 1% increase rate is used because some contracts will need to be re-negotiated through the years.

-A one-time purchase in the Sewer Lateral Department increased the expenditure in FY-2015. There are other expenditures that offset some of the savings for FY-2016. This line is anticipated to remain at this general level in the future.

-An inflationary increase of 2% is used for the Sign and Trees expenditures.

-Maintenance costs show an inflationary increase. This could be lower due to the maintenance savings from new capital expenditures. The increase is shown to be conservative.

-Some new community events will come in the future and some old ones will be eliminated. Any increase in the number of events and cost of events will only happen if/when revenues show this can be done financially. An inflationary increase is used for projections.

-Due to the schedule for elections of Council Members, some years will not have any elections. In the other years the expense is not anticipated to increase. No general obligation bonds are anticipated which would require an election.

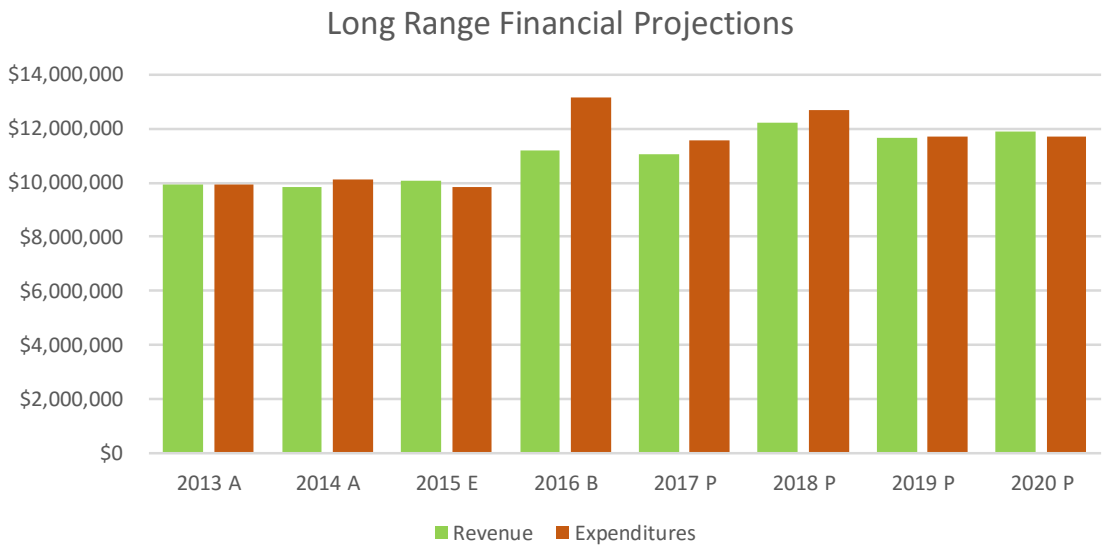
-The budget for FY-2016 includes capital expenditures that are less than $20,000 each and are not included in the 5 Year Capital Expenditure Plan. Projections for Capital Expenditures in future years include additional funds for additional smaller capital expenditures.

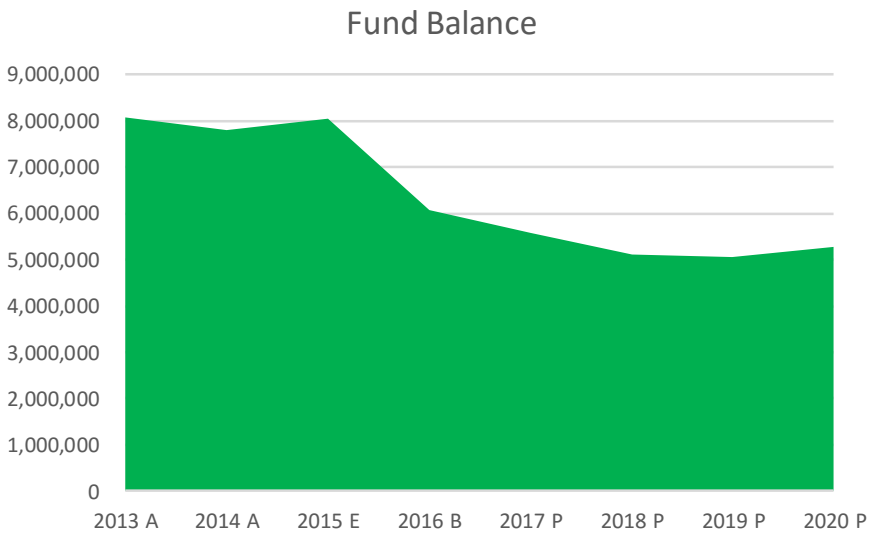
Explanation of Net Change in Fund Balance

-The budget for FY-2015 anticipated a negative net change in fund balance due to a large street and stormwater project. Most of this project was moved forward to FY-2016.

-For FY-2016 the large negative amount is due to two major street and stormwater projects. This has been anticipated and not expected to be covered by just current year stormwater revenue. The remaining fund balance will be larger than the minimum amount the Council wishes to keep in each fund.

-Future years show a negative change in the total fund balance. The 1/2% Capital Improvements sales tax has been creating a surplus for several years. Some of that surplus will be applied during these years. In addition, each year's budget will be reviewed closely and some expenditures may be delayed to create positive current year operations. This financial information will be added to the Long-Range Plan for FY-2016 so it is available for Council review. This is anticipated to be the first topic discussed at the City's Strategic Planning meeting in early May 2016. Staff has already been working on action plans to lower future expenses.





CITY OF ELLISVILLE
INCORPORATED 1932

GENERAL FUND

The General Fund is used to account for all financial resources except those required to be accounted for in another fund. Six separate departments of this fund are used to reflect the City's major operations and general administrative services.

The Administration Department accounts are used for general governmental, Council, administrative and finance expenditures.

The Public Works Department and Engineering Department accounts are used for engineering, construction, maintenance, and repair of the City's infrastructure systems as well as inspections and building functions.

The Planning and Community Development Department accounts are used for administering the City's planning, zoning and code enforcement.

The Police Department accounts are used for the cost of providing a safe and pleasant environment for Ellisville residents.

The Municipal Court Department accounts are used for court operation costs.

The Parks and Recreation Department is included in the Special Revenue Funds type in the Park Fund.

GENERAL FUND

FUND NUMBER: 10

PURPOSE

The General Fund is a major governmental fund that provides funding for all of the City's general programs and day-to-day operations, which includes legislative functions, City management, administration, public works operations, law enforcement, municipal courts, legal services, trash hauling, debt service, special operational programs, planning, and other general City services.

FINANCIAL POLICIES/PROCEDURES

General Fund revenues and expenditures are authorized through the City's annual budget process. Once the City Council provides approval for budget authority, funds may be expended for the general purposes in which they were authorized throughout the fiscal year. On December 31 of each year, unexpended General Fund appropriations revert back to the City treasury and become part of the City's General Fund balance unless included in the following year's budget as a carry forward item.

The investment policy as adopted by the City Council directly impacts the General Fund. Aside from establishing formal investment guidelines, the policy requires the City to retain in liquid cash or near-cash form, no less than 2/12 (or 16.667%) of the annual operating budget. By requiring that a minimum amount of funds remain free from investment holdings, the investment policy ensures that the City always maintains two months (2/12) of working capital on-hand in the event of a serious revenue shortfall, emergency, or crisis situation. With General Fund budgeted costs of $6,681,732 for FY-2016, the City must retain liquid or near-cash holdings of at least $1,113,622.

PROJECTED FY-2016 FUND ACTIVITY

The General Fund will begin FY-2016 with a projected fund balance of $1,185,997. General Fund revenues are projected at $5,788,250, generating total available funds in the amount of $6,974,247. General Fund expenditures are budgeted at $6,681,732. The net of the current year revenue and expenditures is ($893,482). The General Fund is budgeted for a transfer-in of $1,030,000 for maintenance of capital items from Fund 20, Capital Infrastructure Fund with a flow through Fund 90, Contingency Reserve Fund. The General Fund is also budgeted to transfer $50,000 to the Contingency Fund to increase the balance available in that fund. Incorporating the beginning fund balance and the revenue and expenditure assumptions, the projected balance at December 31, 2016 in the General Fund account will be $1,272,515. This would be a net increase for the year of $86,518.

MISCELLANEOUS

The fund balance for the General Fund is budgeted to increase by 7.3%. This is considered acceptable by the Council. It should also be noted that the fund balance will remain above the balance required by the Fund Policy.

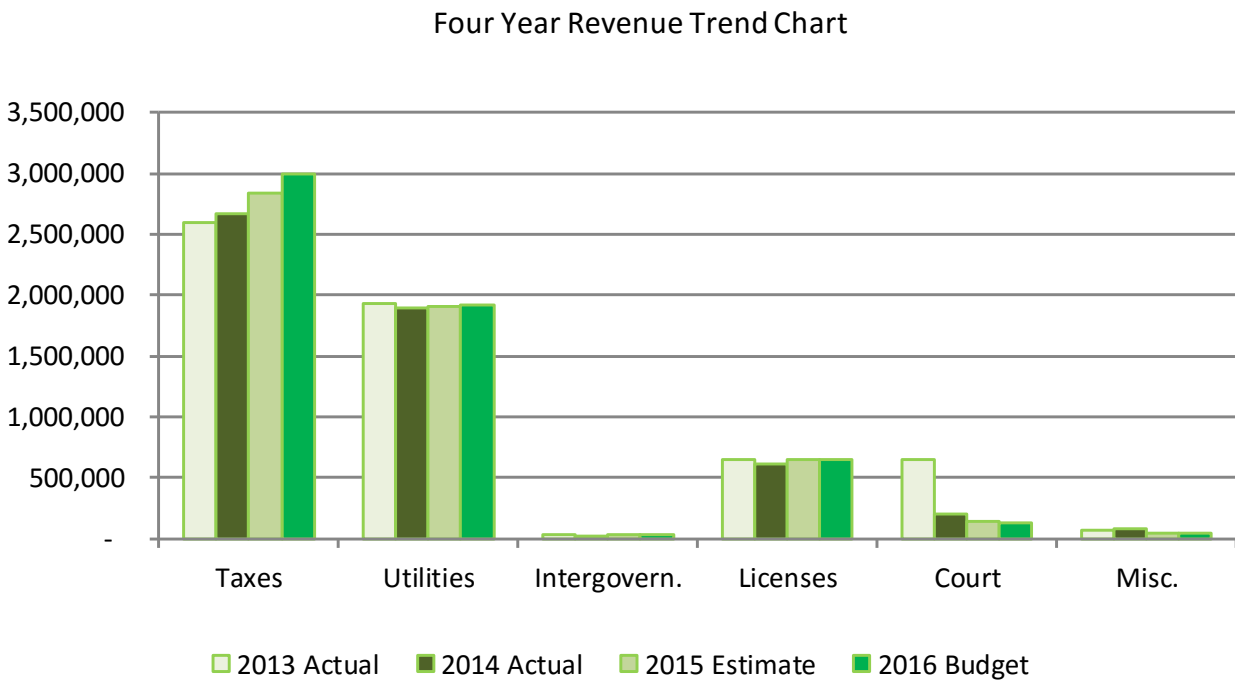
CITY OF ELLISVILLE, MISSOURI
Combined Statement of Revenues, Expenditures and Changes in Fund Balance
General Fund

	2014 Actual	2015 Estimate	2016 Budgeted
REVENUES			
Taxes	$ 2,668,836	$ 2,840,400	$ 3,000,400
Utility & Franchise Taxes	1,896,688	1,910,000	1,925,000
Intergovernmental	24,350	32,500	32,500
Licenses, Permits and Inspection Fees	613,026	654,900	654,000
Fines and Court Costs	205,204	136,150	133,450
Investment Income	18,995	12,400	12,400
Miscellaneous	61,822	30,500	30,500
Total Revenues	$ 5,488,921	$ 5,616,850	$ 5,788,250
EXPENDITURES			
Administration	$ 2,809,215	$ 1,785,410	$ 1,872,510
Public Works	1,609,925	1,566,480	1,668,500
Engineering	258,735	231,822	327,262
Planning	197,039	202,405	256,955
Police	2,176,388	2,227,632	2,397,020
Municipal Courts	140,154	144,470	159,485
Total Expenditures	$ 7,191,456	$ 6,158,219	$ 6,681,732
NET CHANGE IN FUND BALANCE	$ (1,702,535)	$ (541,369)	$ (893,482)
OTHER FINANCING SOURCES (USES)			
Operating transfer in	$ 895,000	$ 1,075,000	$ 1,030,000
Operating transfer out	(90,000)	(765,000)	(50,000)
Debt Service Reserve in Fund Balance	-	-	-
Total Other Financing Sources (Uses)	$ 805,000	$ 310,000	$ 980,000
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER (USES)	$ (897,535)	$ (231,369)	$ 86,518
FUND BALANCE, JANUARY 1	$ 2,319,901	$ 1,422,366	$ 1,190,997
ENDING FUND BALANCE, DECEMBER 31	$ 1,422,366	$ 1,190,997	$ 1,277,515

GENERAL FUND REVENUE SUMMARY

FUND NUMBER: 10

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	TAXES					
10-0-01-300-10	Real Estate Tax	$331,699	$329,686	$340,000	$380,000	$395,000
10-0-01-300-20	Personal Property Tax	$0	$0	$0	$0	$0
10-0-01-300-30	1% Sales Tax	$2,266,357	$2,338,672	$2,388,000	$2,460,000	$2,605,000
10-0-01-300-60	Financial Instit. Tax	$432	$478	$400	$400	$400
	UTILITY & FRANCHISE TAXES					
10-0-01-310-10	Telephone Tax	$425,922	$386,211	$415,000	$380,000	$375,000
10-0-01-310-20	Water	$149,051	$122,902	$140,000	$130,000	$130,000
10-0-01-310-30	Electric	$936,437	$937,363	$925,000	$945,000	$960,000
10-0-01-310-40	Natural Gas	$280,765	$303,177	$281,000	$300,000	$300,000
10-0-01-310-50	Cable Comm.	$135,457	$147,035	$133,000	$155,000	$160,000
	INTERGOVERNMENTAL REVENUE					
10-0-01-320-50	Cigarette Tax	$24,095	$23,246	$23,000	$25,000	$25,000
10-0-01-320-80	State/County Grants	$4,425	$1,104	$7,500	$7,500	$7,500
	LICENSES, PERMITS, INSPECTION FEES					
10-0-01-330-10	Business Licenses	$486,839	$472,381	$490,000	$490,000	$510,000
10-0-01-330-30	Liquor Licenses	$9,964	$11,912	$10,700	$12,500	$12,500
10-0-01-330-40	Plumbing Licenses	$2,845	$3,369	$3,000	$3,000	$3,000
10-0-01-330-50	Vending Licenses	$8,380	$6,950	$8,300	$6,000	$6,000
10-0-01-340-10	Building Permits	$86,075	$62,184	$70,000	$86,900	$70,000
10-0-01-340-30	Excavation Permits	$1,925	$1,815	$1,300	$1,000	$1,000
10-0-01-340-40	Occupancy Permits	$7,985	$6,662	$6,500	$6,500	$6,500
10-0-01-340-50	Plumbing Permits	$12,537	$14,281	$13,500	$12,500	$12,500
10-0-01-340-60	Sewer Permits	$1,705	$2,239	$1,800	$4,500	$4,000
10-0-01-340-70	Sign Permits	$10,246	$7,415	$7,000	$10,000	$7,500
10-0-01-350-10	Res. Occu. Insp. Fees	$14,697	$11,458	$9,000	$10,000	$10,000
10-0-01-350-20	Com. Occu. Insp. Fees	$2,303	$2,060	$2,500	$3,000	$2,000
10-0-01-350-40	Planning Appl. Fees	$5,550	$10,300	$8,000	$9,000	$9,000
	FINES AND COURT COSTS					
10-0-01-360-10	Court Fines/Costs	$644,984	$196,483	$230,000	$130,000	$130,000
10-0-01-360-17	Security Inmate Fees	$2,810	$2,478	$2,500	$1,400	$1,400
10-0-01-360-20	Police Training	$3,594	$2,483	$2,500	$1,300	$1,300
10-0-01-360-30	CVC Court	$568	$460	$500	$250	$250
10-0-01-360-40	Bond Forfeiture	$2,900	$3,300	$2,500	$3,200	$500
	MISCELLANEOUS REVENUE					
10-0-01-380-10	Interest Income	$12,320	$18,995	$16,300	$12,400	$12,400
10-0-01-390-20	Surplus Property	$18,377	$3,000	$0	$0	$0
10-0-01-390-30	Miscellaneous Income	$31,986	$56,070	$30,000	$30,000	$30,000
10-0-01-390-35	False Alarms	$800	$1,450	$1,500	$1,500	$1,500
10-0-01-390-38	Publication Fees	$175	$1,302	($1,000)	($1,000)	($1,000)
TOTAL GENERAL FUND REVENUE		**$5,924,205**	**$5,488,921**	**$5,569,300**	**$5,616,850**	**$5,788,250**

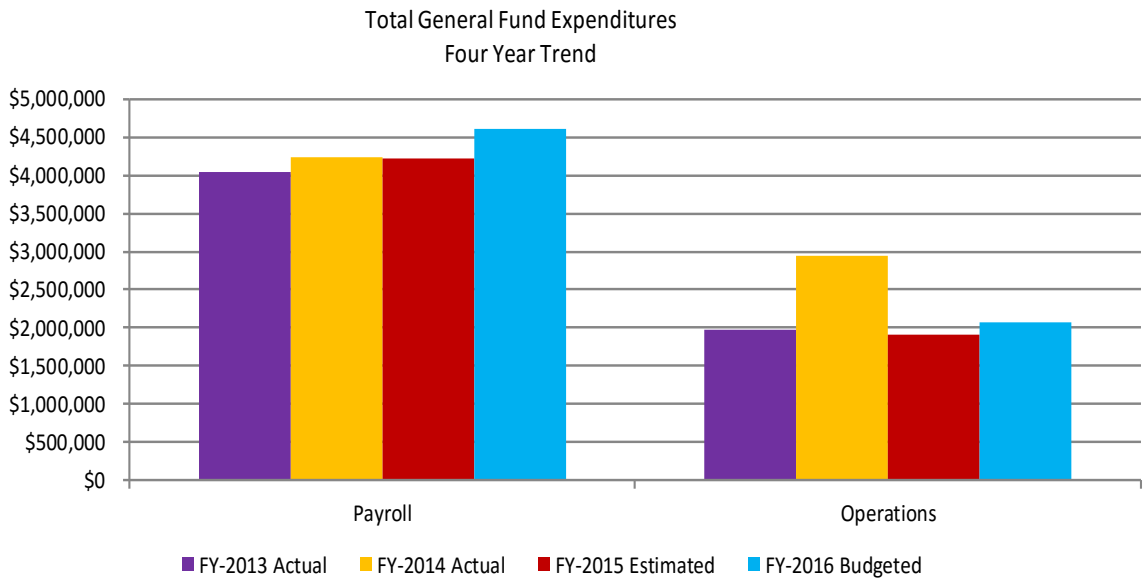

Four Year Revenue Trend Chart
3,500,000
3,000,000
2,500,000
2,000,000
1,500,000
1,000,000
500,000
-
Taxes
Utilities
Intergovern.
Licenses
Court
Misc.
2013 Actual
2014 Actual
2015 Estimate
2016 Budget

GENERAL FUND EXPENDITURE SUMMARY

FUND NUMBER: 10

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ESTIMATED	2016 BUDGETED
	SALARIES AND WAGES				
400-10	Salaries and Wages	$2,755,086	$2,860,793	$2,933,460	$3,097,960
400-20	Wages - Seasonal	$16,158	$14,842	$16,000	$15,000
400-30	Overtime	$89,534	$117,541	$102,760	$110,100
400-40	Allowances	$6,398	$1,942	$5,100	$5,100
400-50	FICA	$222,087	$223,241	$222,530	$233,710
400-90	Holiday Pay	$35,637	$38,090	$39,830	$41,030
	BENEFITS				
401-10	Health Insurance	$572,027	$604,307	$541,110	$623,770
401-20	Dental Insurance	$41,292	$39,924	$40,770	$46,960
401-30	Life Insurance	$19,498	$15,703	$15,790	$16,650
401-40	Long Term Disability	$12,943	$10,336	$8,530	$9,410
401-50	Pension	$257,502	$286,604	$268,590	$380,100
	MISCELLANEOUS				
402-10	Miscellaneous	$5,744	$26,677	$29,020	$29,820
	SUBTOTAL PAYROLL	**$4,033,906**	**$4,240,000**	**$4,223,490**	**$4,609,610**
	SERVICES				
410-10	Attorney Fees	$92,557	$170,041	$120,000	$110,000
410-20	Other Legal Services	$127,914	$1,079,010	$38,800	$43,250
410-40	Professional Services	$71,800	$81,958	$50,325	$101,490
410-50	Contractual Services	$307,396	$83,680	$123,010	$130,960
410-60	Service Agreements	$9,541	$15,969	$33,570	$12,915
410-70	Trash Bill Subsidy	$493,520	$499,539	$514,000	$527,000
410-72	Street Light Service	$121,106	$134,151	$135,800	$136,800
410-80	Workers Compensation	$87,529	$97,381	$107,400	$110,000
410-81	Insurance	$92,192	$107,623	$114,850	$116,150
410-90	Plan Review	$4,420	$11,960	$0	$0
	PERSONNEL DEVELOPMENT				
420-10	Personnel Training	$6,087	$3,573	$18,950	$27,750
420-20	Travel & Meeting	$23,932	$18,824	$25,425	$32,060
420-30	Dues and Membership Fees	$13,796	$11,713	$12,764	$15,789
420-40	Publications and Journals	$1,577	$1,026	$2,474	$2,474
	SUPPLIES				
430-10	Office Supplies and Expense	$31,457	$31,081	$32,840	$39,160
430-20	Program Supplies	$52,352	$144,602	$55,275	$97,275
430-30	Uniforms	$32,284	$33,201	$31,414	$37,239
430-40	Gasoline & Oil	$85,810	$88,099	$85,300	$94,300
430-45	Ammunition/Firearms/Weapons	$11,130	$16,969	$14,350	$21,120
	PRINTING, POSTAGE & NOTICES				
440-10	Printing	$7,338	$6,646	$9,070	$7,950
440-12	Legal Notices	$5,435	$6,380	$7,100	$7,100
440-14	Codification	$2,240	$3,732	$4,000	$4,000
440-20	Postage	$8,911	$5,413	$6,000	$7,000
	UTILITIES				
450-10	Water	$2,301	$2,753	$3,850	$3,450
450-20	Sewer	$2,233	$2,208	$4,110	$4,320
450-30	Natural Gas	$14,909	$20,000	$21,480	$22,000
450-40	Electric	$30,395	$34,319	$35,300	$35,500
450-50	Telephone	$23,156	$25,688	$28,260	$28,260

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ESTIMATED	2016 BUDGETED
	RENTALS				
455-10	Vehicle/Equipment Rental	$3,595	$3,871	$5,210	$4,350
	LEASES				
460-10	Equipment Lease	$5,149	$3,602	$7,450	$32,650
	EQUIPMENT				
465-10	Computer Equip./Software Maint./Repairs	$10,158	$5,373	$5,850	$6,000
465-20	Equipment Purchase/Replacement	$30,071	$26,565	$36,337	$31,405
	SIGNS AND TREES				
470-10	Signs	$10,196	$6,561	$14,200	$11,300
470-20	Tree Planting	$2,236	$7,598	$7,000	$14,200
	MAINTENANCE AND REPAIR				
475-10	Maintenance Supplies	$48,891	$38,989	$50,700	$46,700
475-20	Maintenance & Repair Equipment	$37,575	$38,173	$59,250	$35,750
475-30	Maint/Repair Structure	$13,669	$17,141	$17,860	$23,220
475-40	Maintenance & Repair Vehicles/Adm.	$435	$119	$1,500	$1,500
475-41	Maintenance & Repair Vehicles/Eng-Plan	$763	$1,384	$1,000	$1,000
475-42	Maintenance & Repair Vehicles/P.W.	$24,056	$14,411	$17,000	$28,000
475-43	Maintenance & Repair Vehicles/Parks	$82	$3	$1,200	$1,200
475-44	Maintenance & Repair Vehicles/Police	$8,314	$12,253	$14,900	$14,900
	COMMUNITY EVENTS				
490-10	Community Relations	$14,684	$29,654	$34,250	$34,550
490-30	Emergency Management	$84	$983	$85	$85
490-50	Special Events	$0	$0	$0	$0
	ELECTION				
495-10	Election Expenses	$3,047	$0	$3,500	$5,000
	MISCELLANEOUS				
496-00	SERT	$1,874	$1,971	$0	$0
	TRANSFERS				
499-31	Crime Victims Compensation Fund	($856)	$851	$0	$0
499-33	POST Fund	($38)	$46	$0	$0
	SUBTOTAL OPERATIONS	**$1,977,303**	**$2,947,087**	**$1,913,009**	**$2,067,122**
	Capital Outlays are not made from the				
	General Fund				
	SUBTOTAL CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**
TOTAL GENERAL FUND EXPENDITURES		**$6,011,209**	**$7,187,087**	**$6,136,499**	**$6,676,732**


Total General Fund Expenditures
Four Year Trend
$5,000,000
$4,500,000
$4,000,000
$3,500,000
$3,000,000
$2,500,000
$2,000,000
$1,500,000
$1,000,000
$500,000
$0
Payroll
Operations
FY-2013 Actual
FY-2014 Actual
FY-2015 Estimated
FY-2016 Budgeted

CAPITAL PROJECTS FUNDS

Capital Projects Funds are used to account for financial resources to be used for acquisition or construction of major capital facilities (other than those financed by the Fiduciary Fund Types). The following Capital Projects Funds are maintained by the City:

Capital Infrastructure Fund – used to account for the City's physical capital improvements (except those required to be accounted for in another fund).

Capital Equipment Fund – used to account for the replacement of the City's vehicles, heavy equipment, and other capital equipment items (except those required to be accounted for in another fund).

Stormwater Fund – used for the purpose of establishing drainage facilities for the control of stormwater within the City.

CAPITAL INFRASTRUCTURE FUND

FUND NUMBER: 20

PURPOSE

The Capital Infrastructure Fund is a major governmental fund that provides funding for all of the City's physical capital improvements, with the exception of stormwater improvements, which are accounted for separately using another governmental fund. Projects which are financed through the Capital Infrastructure Fund may include street replacements/overlays, sidewalk/park trail repairs, street mudjacking, chip sealing, City facility renovations, ADA improvements and other major projects.

FINANCIAL POLICIES/PROCEDURES

Capital Infrastructure Fund revenues and expenditures are authorized through the City's annual budget process. Once the City Council formally adopts the City Budget and five-year Capital Improvement Plan, funds may be expended for the general purposes in which they were authorized during the current fiscal year only. On December 31 of each year, unexpended Capital Infrastructure Fund appropriations revert back to its fund balance, and may be used in subsequent years for capital budgeting purposes or for applying to projects where costs have exceeded initial projections.

No formal policies exist with respect to the Capital Infrastructure Fund. The City Charter does require budget transfers from one department to another receive Council approval, however, budgeted amounts can be transferred between funds by the City Manager, provided the funds are within the same department.

PROJECTED FY-2016 FUND ACTIVITY

The Capital Infrastructure Fund will begin FY-2016 with an estimated fund balance of $2,305,400. Fund revenues are projected at $2,730,050. The total available funds are $5,035,450. The budget anticipates transfers-out of $1,700,000. Capital Infrastructure Fund expenditures are projected at $1,056,100. As a result, there should be a year-end fund balance of $2,279,350 on December 31, 2016.

The budgeted transfers are for expenditures such as equipment to maintain streets and park grounds, improvements to property as a part of the Great Streets Program, maintenance and repairs in the City Parks, work on the City’s trail system, snow removal and street maintenance projects.

MISCELLANEOUS

The fund balance is budgeted to decrease by approximately 0.9%. The Council believes this is acceptable.

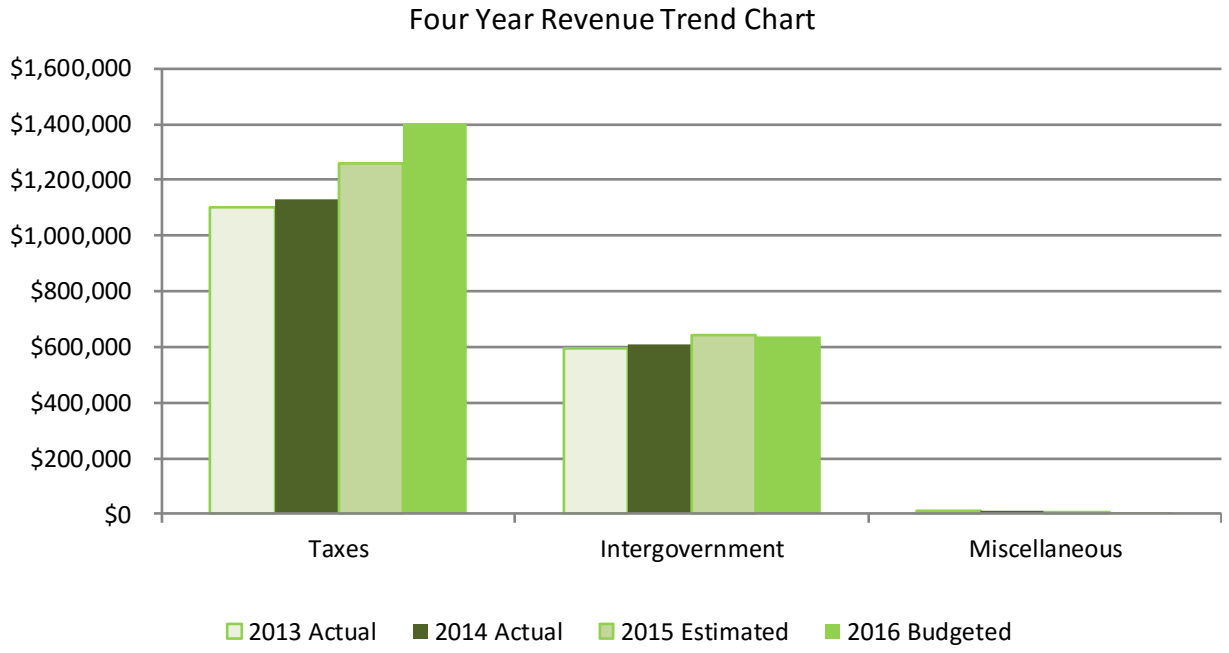
CITY OF ELLISVILLE, MISSOURI
Combined Statement of Revenues, Expenditures and Changes in Fund Balance
Capital Infrastructure Fund

	2014 Actual	2015 Estimate	2016 Budgeted
REVENUES			
Taxes	$ 1,129,265	$ 1,258,000	$ 1,401,000
Intergovernmental	833,985	699,040	1,321,050
Investment Income	12,171	8,000	8,000
Miscellaneous Income	-	-	-
Total Revenues	$ 1,975,421	$ 1,965,040	$ 2,730,050
EXPENDITURES			
Administration	$ 9,876	$ 37,000	$ 122,100
Public Works	-	-	-
Engineering	383,355	241,000	529,000
Stormwater	-	-	-
Sewer Lateral	-	-	-
Planning	-	-	-
Police	-	-	-
Municipal Courts	-	-	30,000
Parks and Recreation	248,505	-	375,000
Total Expenditures	$ 641,736	$ 278,000	$ 1,056,100
NET CHANGE IN FUND BALANCE	$ 1,333,685	$ 1,687,040	$ 1,673,950
OTHER FINANCING SOURCES (USES)			
Operating transfer in	$ -	$ -	$ -
Operating transfer out	(945,000)	(1,230,000)	(1,700,000)
Total Other Financing Sources (Uses)	$ (945,000)	$ (1,230,000)	$ (1,700,000)
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER (USES)	$ 388,685	$ 457,040	$ (26,050)
FUND BALANCE, JANUARY 1	$ 1,439,675	$ 1,828,360	$ 2,285,400
ENDING FUND BALANCE, DECEMBER 31	$ 1,828,360	$ 2,285,400	$ 2,259,350

CAPITAL INFRASTRUCTURE FUND REVENUE SUMMARY

FUND NUMBER: 20

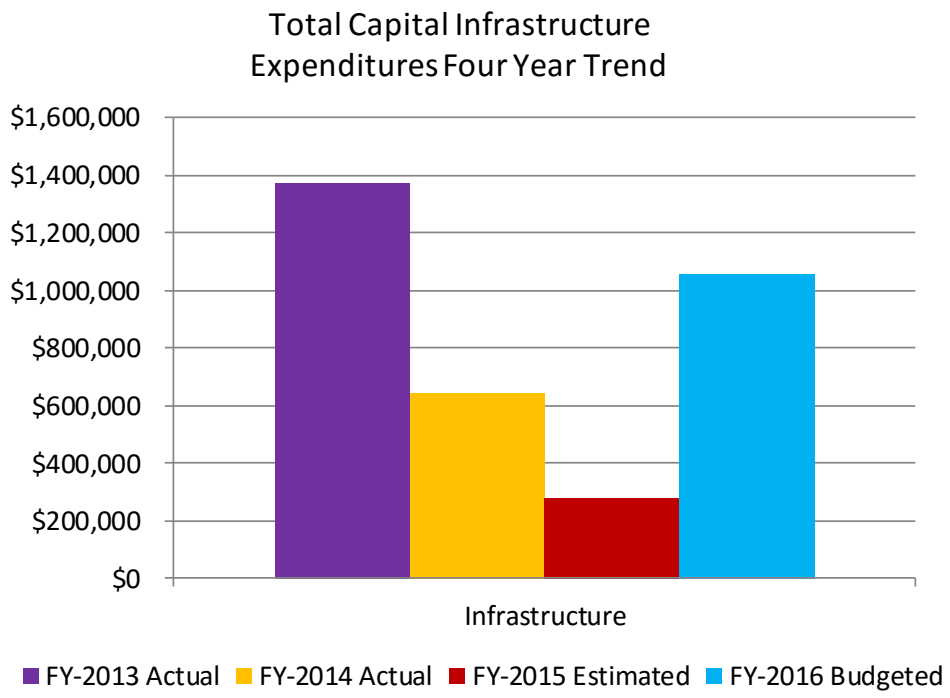
ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	TAXES					
20-0-01-30043	1/2% Capital Sales Tax	$1,102,298	$1,129,265	$1,175,000	$1,258,000	$1,401,000
	INTERGOVERNMENTAL REVENUE					
20-0-01-320-10	Missouri Gasoline Tax	$231,468	$238,162	$230,000	$245,000	$250,000
20-0-01-320-20	Motor Vehicle Tax	$62,270	$70,995	$65,000	$75,000	$76,500
20-0-01-320-30	Motor Vehicle Fees	$38,630	$38,496	$39,000	$52,000	$42,000
20-0-01-320-40	Bridge & Road Tax	$263,774	$261,628	$270,000	$270,000	$270,000
20-0-01-320-80	State/County Grants	$0	$224,704	$57,040	$57,040	$682,550
	MISCELLANEOUS REVENUE					
20-0-01-380-10	Interest Income	$10,430	$12,171	$7,000	$8,000	$8,000
20-0-01-390-30	Miscellaneous Income	$0				
TOTAL CAP. INFRA. FUND REVENUE		**$1,708,870**	**$1,975,421**	**$1,843,040**	**$1,965,040**	**$2,730,050**



CAPITAL INFRASTRUCTURE FUND EXPENDITURE SUMMARY

FUND NUMBER: 20

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	INFRASTRUCTURE					
475-30	Maint./Repair/Construction Structure	$53,158	$258,381	$37,000	$37,000	$497,100
480-05	Concrete Street Replacement	$49,569	$47,558	$150,000	$150,000	$250,000
480-10	Street Replacement	$452,225	$254,025	$0	$0	$0
480-20	Street Overlaying	$0	$0	$0	$0	$0
480-40	Mudjacking	$3,390	$4,618	$10,000	$10,000	$10,000
480-60	Sidewalk Repair	$8,994	$11,652	$20,000	$2,000	$180,000
480-70	Trail Repair	$0	$0	$0	$0	$0
480-80	Crack Sealing	$54,431	$52,138	$65,000	$65,000	$65,000
480-99	Infrastructure/Other	$11,124	$13,364	$14,000	$14,000	$54,000
485-10	COP Debt Service-Principal	$710,000	$0	$0	$0	$0
485-11	COP Debt Service-Interest & Other	$28,708	$0	$0	$0	$0
	SUBTOTAL CAPITAL OUTLAY	**$1,371,599**	**$641,736**	**$296,000**	**$278,000**	**$1,056,100**
TOTAL CAP. INFRASTRUCTURE FUND EXPEND.		**$1,371,599**	**$641,736**	**$296,000**	**$278,000**	**$1,056,100**



CAPITAL EQUIPMENT REPLACEMENT FUND

FUND NUMBER: 30

PURPOSE

The Capital Equipment Replacement Fund is a non-major governmental fund that provides funding for the replacement of City vehicles, heavy equipment, and other capital items that are needed to provide services to the community.

FINANCIAL POLICIES/PROCEDURES

The Capital Equipment Replacement Fund serves as a funding mechanism for capital items in excess of $5,000. Purchases for items costing $5,000 or less are included in the budgets of the appropriate department and not included in the Capital Equipment Replacement Fund.

Remaining fund balances will result when capital items cost less than expected. Such balances will remain in the Capital Equipment Replacement Fund to supplement other capital items that must be replaced earlier than expected. Each year, the City Council may examine the undesignated fund balance to determine whether those additional funds, if any, should be transferred out of the Capital Equipment Replacement Fund and used for other citywide purposes.

PROJECTED FY-2016 FUND ACTIVITY

The Capital Equipment Replacement Fund will begin FY-2016 with an estimated fund balance of $282. The projected revenues for this fund only come from interest earnings and have been budgeted for $0 for FY-2016. A transfer in from the Contingency Reserve Fund is budgeted for $345,000. These sources combine to provide available funds of $345,282. Capital Equipment Replacement Fund expenditures are projected at $341,700. Therefore, a remaining fund balance of approximately $3,582 is projected on December 31, 2016.

MISCELLANEOUS

This proposed budget includes two new Police patrol vehicles and the addition of a canine program. The Park Department is also scheduled to receive a new vehicle. Other budgeted expenditures include $140,000 for the Great Streets project and Pedestrian Crossing Flashers.

The fund balance is budgeted for an increase of 1,270.2% but only $3,300 for FY-2016. The fund balance for this fund is just a product of the amount that is transferred in from the Contingency Fund. Therefore, the increase is acceptable to the Council.

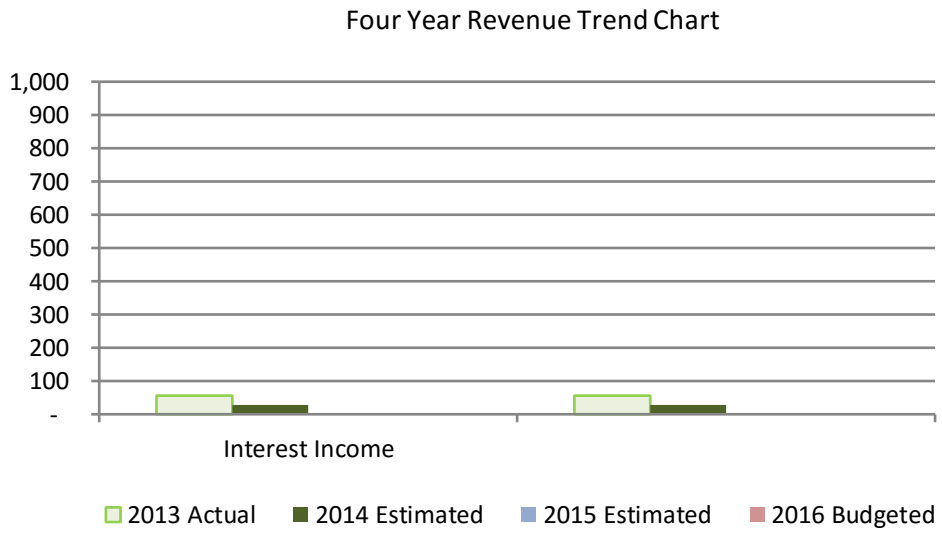
CITY OF ELLISVILLE, MISSOURI
Combined Statement of Revenues, Expenditures and Changes in Fund Balance
Capital Equipment Replacement Fund

	2014 Actual	2015 Estimate	2016 Budgeted
REVENUES			
Intergovernmental	$ -	$ -	$ -
Investment Income	$ 28	$ -	$ -
Total Revenues	$ 28	$ -	$ -
EXPENDITURES			
Administration	$ 102,161	$ -	$ -
Public Works	-	316,600	-
Engineering	-	110,000	212,000
Stormwater	-	-	-
Sewer Lateral	-	-	-
Planning	-	-	-
Police	33,050	56,795	97,700
Municipal Courts	1,042	-	-
Parks and Recreation	-	13,200	32,000
Total Expenditures	$ 136,253	$ 496,595	$ 341,700
NET CHANGE IN FUND BALANCE	$ (136,225)	$ (496,595)	$ (341,700)
OTHER FINANCING SOURCES (USES)			
Operating transfer in	$ 140,000	$ 505,000	$ 345,000
Operating transfer out	-	-	-
Debt Service Reserve in Fund Balance	-	-	-
Total Other Financing Sources (Uses)	$ 140,000	$ 505,000	$ 345,000
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER (USES)	$ 3,775	$ 8,405	$ 3,300
FUND BALANCE, JANUARY 1	$ (10,652)	$ (6,877)	$ 1,528
ENDING FUND BALANCE, DECEMBER 31	$ (6,877)	$ 1,528	$ 4,828

CAPITAL EQUIPMENT REPLACEMENT FUND REVENUE SUMMARY

FUND NUMBER: 30

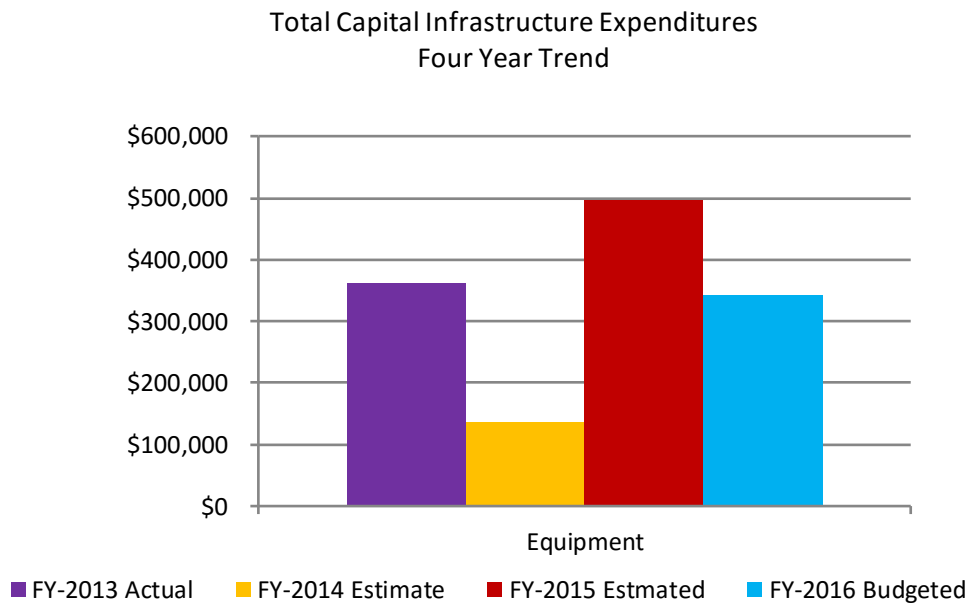
ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	MISCELLANEOUS REVENUE					
30-0-01-380-10	Interest Income	$56	$28	$0	$0	$0
TOTAL EQUIP. REPL. FUND REV.		**$56**	**$28**	**$0**	**$0**	**$0**



CAPITAL EQUIPMENT REPLACEMENT FUND EXPENDITURE

FUND NUMBER: 30

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ESTIMATED	2015 ESTIMATED	2016 BUDGETED
	EQUIPMENT				
465-10	Computer Equipment/Software	$65,616	$49,700	$0	$0
465-20	Equipment Purchase	$62,433	$83,206	$265,800	$240,200
465-30	Vehicle Purchase	$231,712	$3,347	$230,795	$101,500
	SUBTOTAL CAPITAL OUTLAY	**$359,761**	**$136,253**	**$496,595**	**$341,700**
TOTAL CAPITAL EQUIP. REPLACE. FUND EXPEND		**$359,761**	**$136,253**	**$496,595**	**$341,700**



STORMWATER CONTROL FUND

FUND NUMBER: 80

PURPOSE

The Stormwater Control Fund is a major governmental fund that provides funding for the City's capital improvement program as it relates to the construction, maintenance, and repair of stormwater infrastructure systems and facilities. Under Missouri H.B. 88, funds for stormwater control purposes must be accounted for separately and kept apart from general operations, other types of capital improvements, and bond projects.

FINANCIAL POLICIES/PROCEDURES

Ellisville voters approved a ½ percent sales tax for stormwater control purposes in November 1995. This ½ percent sales tax money is earmarked solely for stormwater control, and is credited directly to the Stormwater Control Fund. The ½ percent sales tax monies cannot be used for any purpose other than stormwater control, but will include compensation costs for the Assistant City Engineer, who serves as the stormwater project manager and a portion of the City Engineer's costs for the time that position dedicates to stormwater issues. Funds for specific stormwater projects are allocated through the normal budget process. The City's five-year Capital Improvement Plan attempts to identify the projects most needed over the next five years and schedules them during that cycle.

PROJECTED FY-2016 FUND ACTIVITY

The Stormwater Control Fund will begin FY-2016 with a projected fund balance of $2,673,118. Stormwater Fund revenues are projected at $1,601,400 for FY-2016. No operating transfer in is anticipated from the Contingency Fund during FY-2016. Therefore, the available revenues are $4,274,518. Stormwater Fund expenditures are budgeted at $3,674,387 for FY-2016. The net Stormwater Control Fund balance from this activity would be $600,131 by December 31, 2016.

MISCELLANEOUS

The City estimates that the stormwater improvement program will take approximately eighteen (18) years to complete, with a total cost approximately $21,000,000. This program will be financed entirely through 1/2 percent tax money, and of course, any grant funds which are received for stormwater control purposes.

One large project was planned for FY-2015 and another one for FY-2016. The first project has been moved to FY-2016. This created a situation where the fund balance at the end of FY-2015 is significantly higher than originally anticipated. The offset is the decrease that will happen during FY-2016 when both projects are completed. The Council realized this and it is the reason the Council finds the decrease in fund balance of 77.5% to be acceptable.

The original minimum fund balance was set at $500,000. The projected fund balance at the end of FY-2016 will still be above this level.

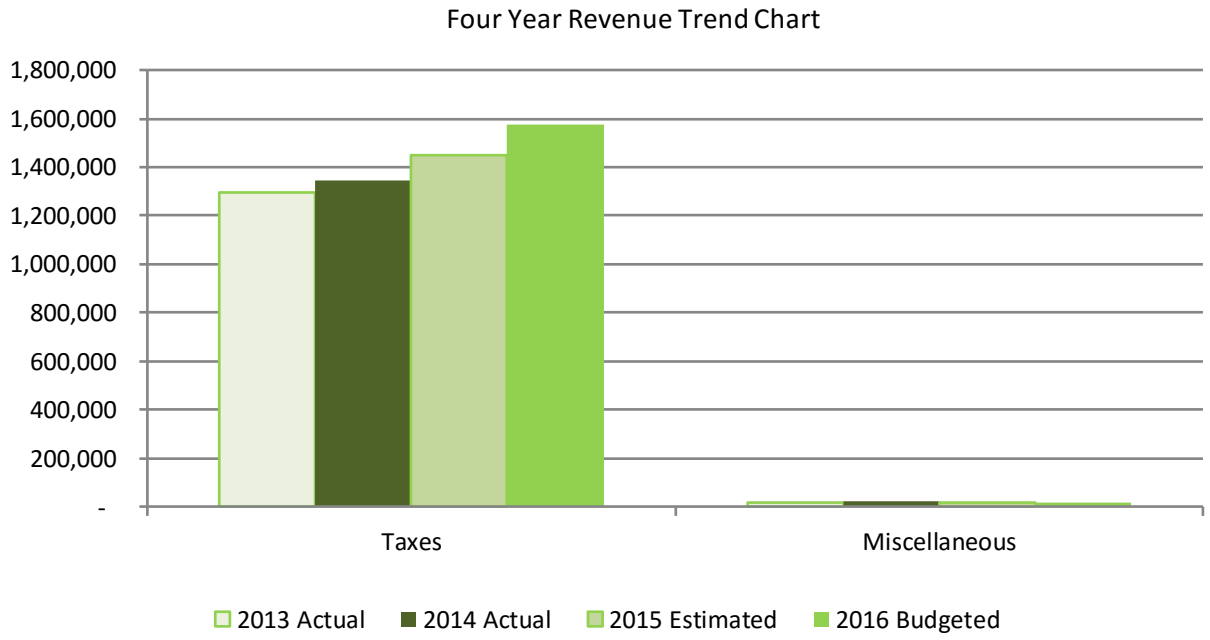
CITY OF ELLISVILLE, MISSOURI
Combined Statement of Revenues, Expenditures and Changes in Fund Balance
Stormwater Control Fund

	2014 Actual	2015 Estimate	2016 Budgeted
REVENUES			
Taxes	$ 1,342,861	$ 1,448,000	$ 1,577,000
Intergovernmental			15,000
Investment income	24,954	17,400	17,400
Total Revenues	$ 1,367,815	$ 1,465,400	$ 1,609,400
EXPENDITURES			
Stormwater	$ 989,574	$ 1,477,875	$ 3,674,387
Total Expenditures	$ 989,574	$ 1,477,875	$ 3,674,387
NET CHANGE IN FUND BALANCE	$ 378,241	$ (12,475)	$ (2,064,987)
OTHER FINANCING SOURCES (USES)			
Operating transfer in	$ -	$ -	$ -
Operating transfer out	-	-	-
Total Other Financing Sources (Uses)	$ -	$ -	$ -
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER (USES)	$ 378,241	$ (12,475)	$ (2,064,987)
FUND BALANCE, JANUARY 1	$ 2,307,352	$ 2,685,593	$ 2,673,118
ENDING FUND BALANCE, DECEMBER 31	$ 2,685,593	$ 2,673,118	$ 608,131

STORMWATER CONTROL FUND REVENUE SUMMARY

FUND NUMBER: 80

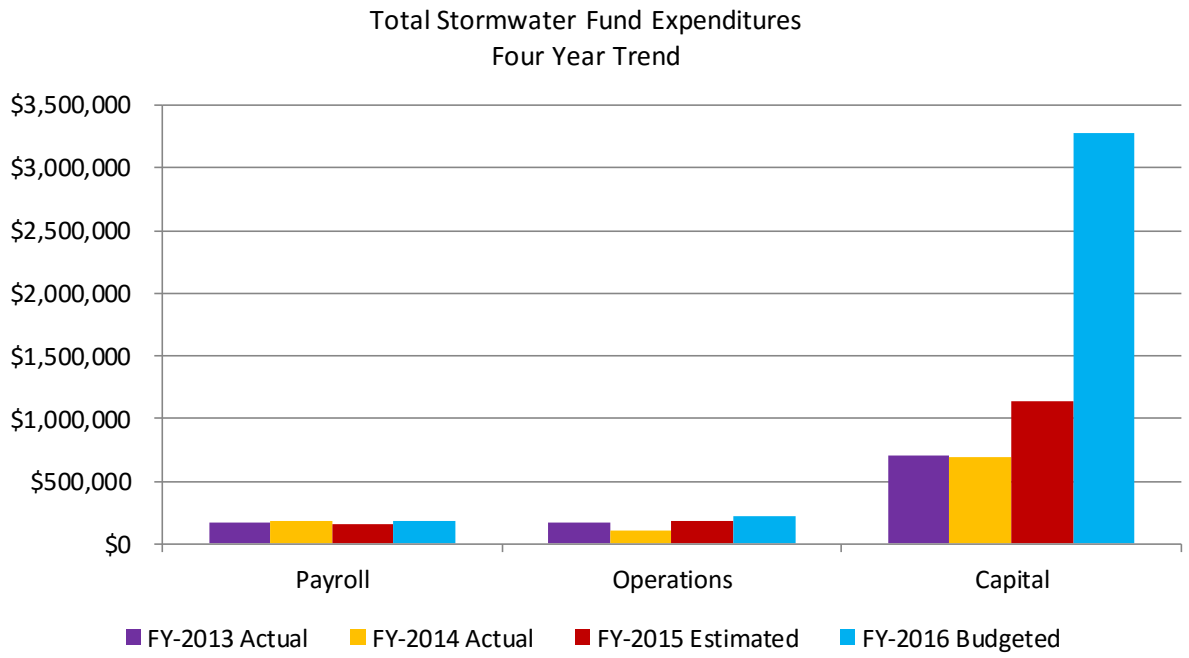
ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	TAXES					
80-0-01-300-40	1/2% Stormwater Sales Tax	$1,294,469	$1,342,861	$1,360,000	$1,448,000	$1,577,000
	INTERGOVERNMENTAL REVENUE					
80-0-01-320-80	State/County Grants	$0	$0	$15,000	$0	$15,000
	MISCELLANEOUS REVENUE					
80-0-01-380-10	Interest Income	$16,007	$24,954	$9,400	$17,400	$17,400
TOTAL STORM WTR. FUND REV.		**$1,310,476**	**$1,367,815**	**$1,384,400**	**$1,465,400**	**$1,609,400**



STORMWATER CONTROL FUND EXPENDITURE SUMMARY

FUND NUMBER: 80

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	SALARIES AND WAGES					
400-10	Salaries and Wages	$129,430	$135,725	$129,120	$125,360	$134,510
400-50	FICA	$9,953	$9,946	$9,710	$9,850	$10,160
	BENEFITS					
401-10	Health Insurance	$19,361	$20,620	$18,370	$13,260	$14,590
401-20	Dental Insurance	$1,375	$1,481	$1,310	$1,300	$1,420
401-30	Life Insurance	$1,003	$842	$750	$720	$770
401-40	Long Term Disability	$652	$479	$420	$410	$440
401-50	Pension	$11,490	$11,647	$10,610	$10,766	$16,592
	MISCELLANEOUS					
402-10	Miscellaneous	$162	$541	$170	$820	$820
	SUBTOTAL PAYROLL	**$173,426**	**$181,281**	**$170,460**	**$162,486**	**$179,302**
	SERVICES					
410-40	Professional Services	$151,513	$106,292	$168,800	$168,800	$209,000
410-60	Service Agreements	$6,000	$0	$3,330	$3,330	$3,330
	PERSONNEL DEVELOPMENT					
420-10	Personnel Training	$317	$100	$1,920	$1,920	$2,000
420-20	Travel & Meeting	$1,592	$2,586	$2,790	$2,790	$2,790
	SUPPLIES					
430-10	Office Supplies and Expense	$0	$0	$0	$0	$0
430-30	Uniforms	$178	($862)	$269	$269	$285
430-40	Gasoline & Oil	$1,449	$3,269	$1,300	$1,900	$1,900
	PRINTING, POSTAGE & NOTICES					
440-10	Printing	$0	$0	$330	$330	$330
	RENTALS					
455-10	Vehicle/Equipment Rental	$846	$1,050	$900	$1,200	$1,300
	EQUIPMENT					
465-10	Computer Equip./Software Maint./Repairs	$117	$203	$400	$400	$400
465-20	Equipment Purchase/Replacement	$12,819	$0	$0	$0	$0
	MAINTENANCE AND REPAIR					
475-10	Maintenance Supplies	$228	$65	$500	$500	$500
475-20	Maintenance & Repair Equipment	$0	$0	$150	$150	$150
	SUBTOTAL OPERATIONS	**$175,059**	**$112,703**	**$180,689**	**$181,589**	**$221,985**
	EQUIPMENT					
465-20	Equipment Purchase	$0	$0	$14,500	$14,500	$1,000
465-30	Vehicle Purchase	$22,438	$0	$0	$0	$0
	STORMWATER PROJECTS					
480-10	Street Repiars	$0	$0	$340,000	$356,000	$430,000
480-20	Street Overlays	$0	$0	$241,300	$258,300	$550,400
480-50	Stormwater Repair	$96,498	$116,973	$75,000	$75,000	$100,000
480-51	Stormwater Projects	$586,736	$578,617	$1,592,000	$430,000	$2,191,700
	SUBTOTAL CAPITAL OUTLAY	**$705,672**	**$695,590**	**$2,262,800**	**$1,133,800**	**$3,273,100**
STORMWATER TOTAL		**$1,054,157**	**$989,574**	**$2,613,949**	**$1,477,875**	**$3,674,387**


Total Stormwater Fund Expenditures
Four Year Trend
$3,500,000
$3,000,000
$2,500,000
$2,000,000
$1,500,000
$1,000,000
$500,000
$0
Payroll
Operations
Capital
FY-2013 Actual
FY-2014 Actual
FY-2015 Estimated
FY-2016 Budgeted

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for the proceeds of specific revenue sources or to finance specified activities as required by law or administrative regulations. Special Revenue Funds are comprised of three different funds. Those Special Revenue Funds are as follows:

Park Fund – used to account for the purchase, development, and maintenance of City parks and facilities.

Sewer Lateral Fund – used to pay for the City's residential sewer lateral repair program.

Contingency Reserve Fund – used to fund severe revenue shortfalls, extreme cash flow irregularities, occurrence of a natural disaster and/or the need for large unanticipated expenditures.

PARK FUND

FUND NUMBER: 50

PURPOSE

The Park Fund is a major governmental fund that tracks monies which, by ordinance, must be used for the purchase, development, or maintenance of City parks and facilities. To keep accounting as simple and as accurate as possible, all parks and recreation activities are included in this fund. Even with a designated sales tax, this fund requires a transfer from the contingency reserve fund to have a positive fund balance. Regardless of the fact that this fund is not self sustaining without transfers, the City maintains this as a separate fund to show the importance the City places on providing recreational opportunities.

FINANCIAL POLICIES/PROCEDURES

Park Fund revenue and expenditures are approved by the City Council during the normal budget process; however, a significant portion of Park Fund revenues comes from outdoor activities and may not be accurately predicted during budget formulation. As a result, the budget may be amended when Park Fund revenues are actually received during the course of the year.

In November 2006 Ellisville voters approved a ¼ percent sales tax to support bonds for a new pool and other park operations. This sales tax is the largest source of revenue for the Park Fund. Revenue from the resulting pool complex is the second largest ongoing source of revenue in the FY-2015 budget. Other ongoing sources of revenue for this fund include Recreation Program Fees and Investment Income. Grants are sought when possible but are not an ongoing revenue source.

There is another revenue source, but the receipts from “Cash in Lieu of Parks” are not received on a consistent basis and are not budgeted. “Cash in Lieu of Parks” revenue comes from developers of new residential subdivisions in which the residential lots are less than a half acre in size. These developers must (i) provide 10% of the area to be developed for parkland or (ii) pay 10% of the undeveloped market value of the land to the City as cash in lieu of parks. “Cash in Lieu of Parks” revenues must be used for the purchase, development, and maintenance of City parks.

In FY-2007 Certificate of Participation (COP) bonds were issued for the construction of a new pool. The proceeds for the debt service reserve were shown as revenue in the Park Fund. Therefore, the debt service reserve of $428,775 is included in the fund balance for this fund and the fund balance must be maintained with at least that amount.

PROJECTED FY-2016 FUND ACTIVITY

The Park Fund budget has an estimated FY-2016 beginning fund balance of $430,124. Park Fund revenues are projected at $988,100 and a transfer in from the Contingency Fund has been budgeted for $325,000. Combined these sources provide available revenues of $1,743,224. Expenditures are budgeted at $1,313,576 for FY-2016. Therefore, the budgeted fund balance for December 31, 2016 would be $429,648.

MISCELLANEOUS

The fund balance is scheduled to decrease by 0.1%. The Contingency Fund transfer to the Park Fund will be adjusted during the year to insure the reserve requirement is consistently met. The decrease in fund balance is acceptable to the Council.

CITY OF ELLISVILLE, MISSOURI
Combined Statement of Revenues, Expenditures and Changes in Fund Balance
Park Fund

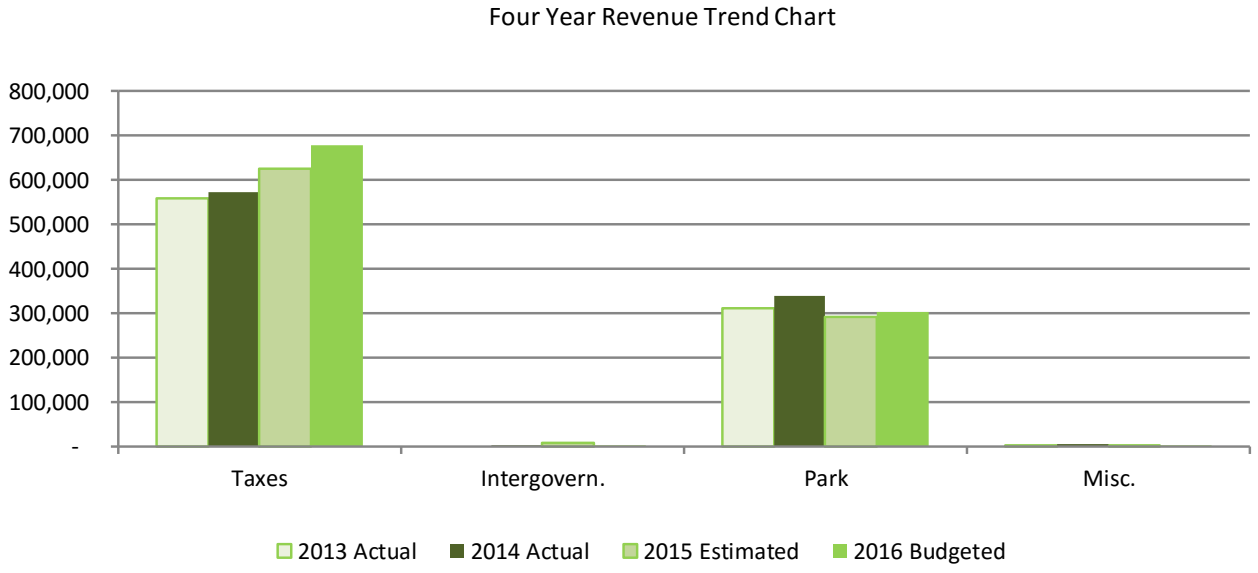
	2014 Actual	2015 Estimate	2016 Budgeted
REVENUES			
Taxes	$ 573,514	$ 626,000	$ 680,000
Intergovernmental	2,000	6,400	2,000
Parks and Recreation Income	339,921	292,500	303,500
Investment Income	4,834	2,600	2,600
Miscellaneous	-	-	-
Total Revenues	$ 920,269	$ 927,500	$ 988,100
EXPENDITURES			
Parks and Recreation	$ 1,096,631	$ 1,203,725	$ 1,313,576
Total Expenditures	$ 1,096,631	$ 1,203,725	$ 1,313,576
NET CHANGE IN FUND BALANCE	$ (176,362)	$ (276,225)	$ (325,476)
OTHER FINANCING SOURCES (USES)			
Operating transfer in	$ -	$ 415,000	$ 325,000
Operating transfer out	-	-	-
Total Other Financing Sources (Uses)	$ -	$ 415,000	$ 325,000
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER (USES)	$ (176,362)	$ 138,775	$ (476)
FUND BALANCE, JANUARY 1	$ 467,711	$ 291,349	$ 430,124
ENDING FUND BALANCE, DECEMBER 31	$ 291,349	$ 430,124	$ 429,648

$428,775 must remain in this fund--2007 bond reserve requirement

PARK FUND REVENUE SUMMARY

FUND NUMBER: 50

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ESTIMATED	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	TAXES					
50-0-01-300-45	1/4% Parks Sales Tax	$559,351	$573,514	$591,000	$626,000	$680,000
	INTERGOVERNMENTAL REVENUE					
50-0-01-320-80	State/County Grants	$0	$2,000	$6,400	$6,400	$2,000
	PARK REVENUE					
50-0-01-370-10	Pool Income	$178,299	$198,143	$205,000	$155,000	$160,000
50-0-01-370-20	Concessions	$33,384	$36,233	$35,000	$32,000	$35,000
50-0-01-370-30	Rec. Prog. Fees	$45,681	$49,352	$51,000	$53,000	$55,000
50-0-01-370-40	Rec. Spec. Events	$12,253	$13,063	$12,000	$13,000	$13,000
50-0-01-370-50	Bluebird Park Income	$28,525	$36,936	$30,000	$33,000	$33,000
50-0-01-370-60	Other Park Revenue	$1,295	$735	$0	$0	$0
50-0-01-370-70	Cash in Lieu of Parks	$0	$0	$0	$0	$0
50-0-01-370-71	July 4th Sponsors	$5,050	$3,292	$4,000	$2,400	$3,000
50-0-01-370-72	Concerts Sponsors	$6,140	$2,167	$5,000	$4,100	$4,500
	MISCELLANEOUS REVENUE					
50-0-01-380-10	Interest Income	$3,355	$4,834	$2,900	$2,600	$2,600
TOTAL PARK FUND REVENUE		**$873,333**	**$920,269**	**$942,300**	**$927,500**	**$988,100**

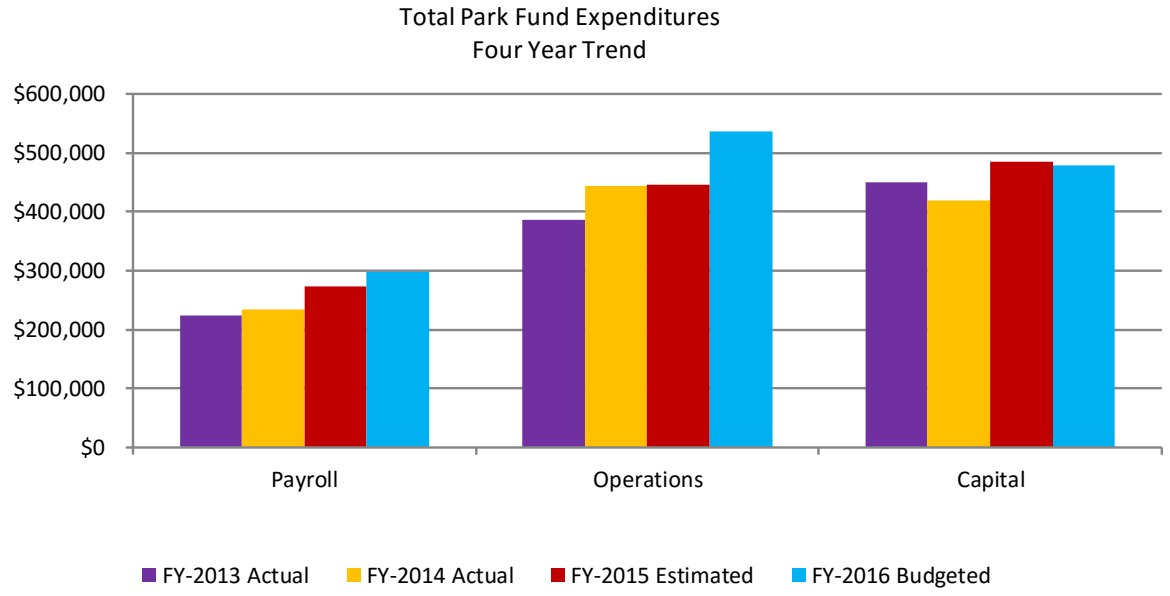


PARK FUND EXPENDITURE SUMMARY

FUND NUMBER: 50

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ESTIMATED	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	SALARIES AND WAGES					
400-10	Salaries and Wages	$139,213	$154,222	$156,910	$159,020	$163,990
400-20	Wages - Seasonal	$44,531	$44,834	$62,000	$56,000	$65,000
400-50	FICA	$14,010	$15,203	$16,630	$16,240	$17,300
	BENEFITS					
401-10	Health Insurance	$8,147	$6,146	$21,160	$24,790	$27,270
401-20	Dental Insurance	$1,425	($418)	$1,400	$1,410	$1,470
401-30	Life Insurance	$1,116	$887	$920	$890	$960
401-40	Long Term Disability	$650	$504	$520	$500	$540
401-50	Pension	$13,583	$11,254	$12,900	$13,130	$20,300
	MISCELLANEOUS					
402-10	Miscellaneous	$325	$1,624	$330	$1,630	$1,630
	SUBTOTAL PAYROLL	**$223,000**	**$234,256**	**$272,770**	**$273,610**	**$298,460**
	SERVICES					
410-40	Professional Services	$18,090	$20,888	$34,800	$31,500	$61,300
410-50	Contractual Services	$151,302	$165,996	$187,750	$174,320	$195,646
	PERSONNEL DEVELOPMENT					
420-10	Personnel Training	$0	$470	$400	$400	$400
420-20	Travel & Meeting	$516	$500	$3,000	$2,800	$3,000
420-30	Dues and Membership Fees	$887	$1,282	$1,770	$1,770	$1,770
420-40	Publications and Journals	$0	$500	$100	$100	$100
	SUPPLIES					
430-10	Office Supplies and Expense	$8,265	$8,443	$9,800	$9,100	$10,100
430-20	Program Supplies	$6,706	$7,807	$12,100	$10,100	$12,100
430-25	Concession Supplies	$15,816	$18,199	$21,000	$18,000	$21,000
430-30	Uniforms	$1,108	$228	$1,800	$1,350	$1,800
430-40	Gasoline & Oil	$326	$246	$300	$300	$300
	PRINTING, POSTAGE & NOTICES					
440-10	Printing	$2,652	$3,367	$3,750	$3,300	$3,600
440-12	Legal Notices	$35	$129	$200	$200	$200
440-20	Postage	$951	$1,767	$3,000	$2,500	$3,000
	UTILITIES					
450-10	Water	$8,239	$11,840	$12,300	$12,300	$12,300
450-20	Sewer	$7,890	$8,149	$10,000	$7,000	$10,000
450-40	Electric	$31,560	$43,281	$35,480	$35,480	$35,480
450-50	Telephone	$6,309	$6,897	$7,400	$7,500	$7,900
	RENTALS					
455-10	Vehicle/Equipment Rental	$0	$0	$500	$500	$500
	EQUIPMENT					
465-10	Computer Equip./Software Maint./Repairs	$3,997	$9,875	$6,300	$6,050	$19,800
465-20	Equipment Purchase/Replacement	$25,368	$7,106	$6,300	$4,500	$16,500

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ESTIMATED	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	SIGNS AND TREES					
470-20	Tree Maintenance	$4,827	$3,250	$10,000	$10,000	$10,000
	MAINTENANCE AND REPAIR					
475-10	Maintenance Supplies	$23,440	$21,375	$24,500	$26,000	$29,500
475-30	Maintenance & Repair Structure	$569	$33,514	$0	$0	$0
475-31	ADA Compliance	$7,591	$7,706	$8,200	$8,200	$8,200
475-43	Maintenance & Repair Vehicles/Parks	$504	$0	$1,000	$1,000	$1,000
	COMMUNITY EVENTS					
490-10	Community Relations	$310	$29	$500	$500	$500
490-21	Fall Festival/Rock n' Run	$0	$0	$0	$0	$0
490-22	July 4th Celebration	$48,360	$45,708	$49,000	$49,000	$49,000
490-50	Special Events	$10,981	$14,528	$20,850	$20,850	$20,850
	SUBTOTAL OPERATIONS	**$386,599**	**$443,080**	**$472,100**	**$444,620**	**$535,846**
	INFRASTRUCTURE					
480-70	Trail Repair	$29,691	$0	$68,500	$68,500	$58,500
485-10	COP Debt Service-Principal	$265,000	$275,000	$290,000	$290,000	$300,000
485-11	COP Debt Service-Interest & Other	$155,032	$144,267	$126,995	$126,995	$120,770
	EQUIPMENT					
465-20	Equipment Purchase	$0	$0	$0	$0	$0
	SUBTOTAL CAPITAL OUTLAY	**$449,723**	**$419,267**	**$485,495**	**$485,495**	**$479,270**
PARKS AND RECREATION TOTAL		**$1,059,322**	**$1,096,603**	**$1,230,365**	**$1,203,725**	**$1,313,576**



CITY OF ELLISVILLE
INCORPORATED 1932

SEWER LATERAL FUND

FUND NUMBER: 81

PURPOSE

The Sewer Lateral Fund is a non-major governmental fund that provides funding for the City's Sewer Lateral Repair Program which began January 1, 2000. Under Missouri State statutes, funds for sewer lateral purposes must be accounted for separately and kept apart from general operations, other types of capital improvements, and bond projects.

FINANCIAL POLICIES/PROCEDURES

Ellisville voters approved a maximum $7 per quarter fee for sewer lateral repair purposes in August 1999. This maximum annual fee of $28 is earmarked solely for sewer lateral repair, and is credited directly to the Sewer Lateral Fund. Sewer lateral fee monies cannot be used for any purpose other than sewer lateral repair. The Engineering Department administers the Sewer Lateral Program. Funds for specific sewer lateral repair projects are allocated on a first-come first-served basis. The revenue generated is enough to fund eighteen sewer lateral breaks per year.

PROJECTED FY-2016 FUND ACTIVITY

The budget for the Sewer Lateral Fund has a FY-2016 beginning balance of $457,548. Sewer Lateral Fund revenues are projected at $93,200 for FY-2016. Sewer Lateral Fund expenditures are expected to be $102,300 for FY-2016. Based on this budget, the Sewer Lateral Fund balance is expected to be $448,448 on December 31, 2016.

MISCELLANEOUS

The City estimates that the Sewer Lateral Repair Program will be in existence permanently, though the quarterly fee may be eliminated entirely depending on the amount of money in the fund, and the number of sewer lateral breaks that need to be repaired.

The Council decided at the beginning of this program to fund the first four years from the increases of the St. Louis County reassessment beginning after 1998. The Council's goal was once the fund reached two times the projected yearly cost for repairs, the fund would be self-sufficient and these transfers end. Since the fund balance at the beginning and end of the year are greater than twice the budgeted expenditures, no transfers in from the Contingency Fund have been included in the budget.

The fund balance is budgeted to decrease by 2.0%. Since the fund balance has increased significantly over the years a decision was made to include the City's supervisory labor costs to this fund. This has resulted in the decrease which is considered acceptable by the Council.

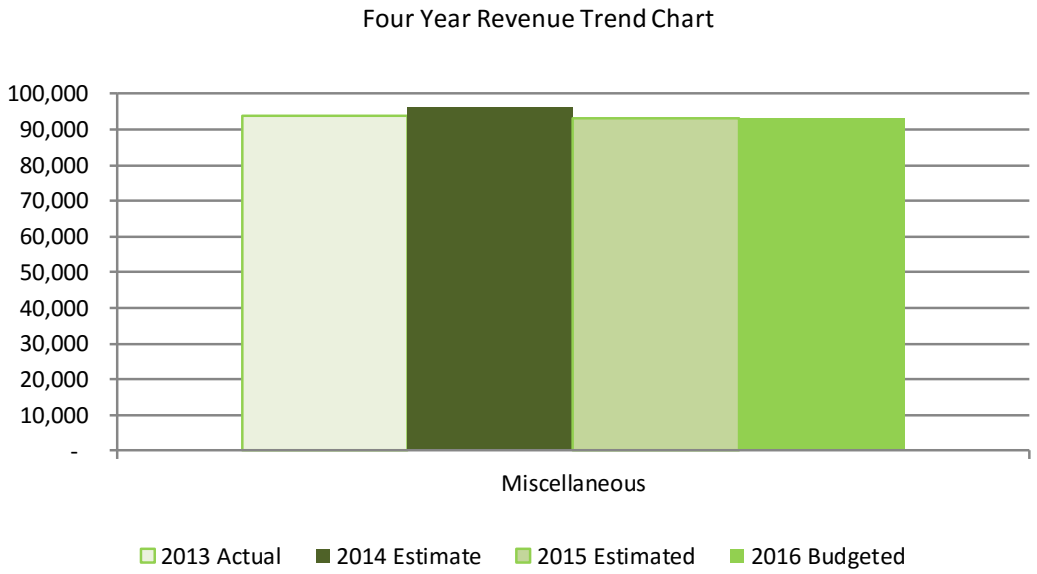
CITY OF ELLISVILLE, MISSOURI
Combined Statement of Revenues, Expenditures and Changes in Fund Balance
Sewer Lateral Repair Fund

	2014 Actual	2015 Estimate	2016 Budgeted
REVENUES			
Investment income	$ 4,645	$ 2,800	$ 3,200
Miscellaneous	91,752	90,000	90,000
Total Revenues	$ 96,397	$ 92,800	$ 93,200
EXPENDITURES			
Sewer Lateral	$ 74,742	$ 117,890	$ 102,300
Total Expenditures	$ 74,742	$ 117,890	$ 102,300
NET CHANGE IN FUND BALANCE	$ 21,655	$ (25,090)	$ (9,100)
OTHER FINANCING SOURCES (USES)			
Operating transfer in	$ -	$ -	$ -
Operating transfer out	-	-	-
Total Other Financing Sources (Uses)	$ -	$ -	$ -
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER (USES)	$ 21,655	$ (25,090)	$ (9,100)
FUND BALANCE, JANUARY 1	$ 460,983	$ 482,638	$ 457,548
ENDING FUND BALANCE, DECEMBER 31	$ 482,638	$ 457,548	$ 448,448

SEWER LATERAL REPAIR FUND REVENUE SUMMARY

FUND NUMBER: 81

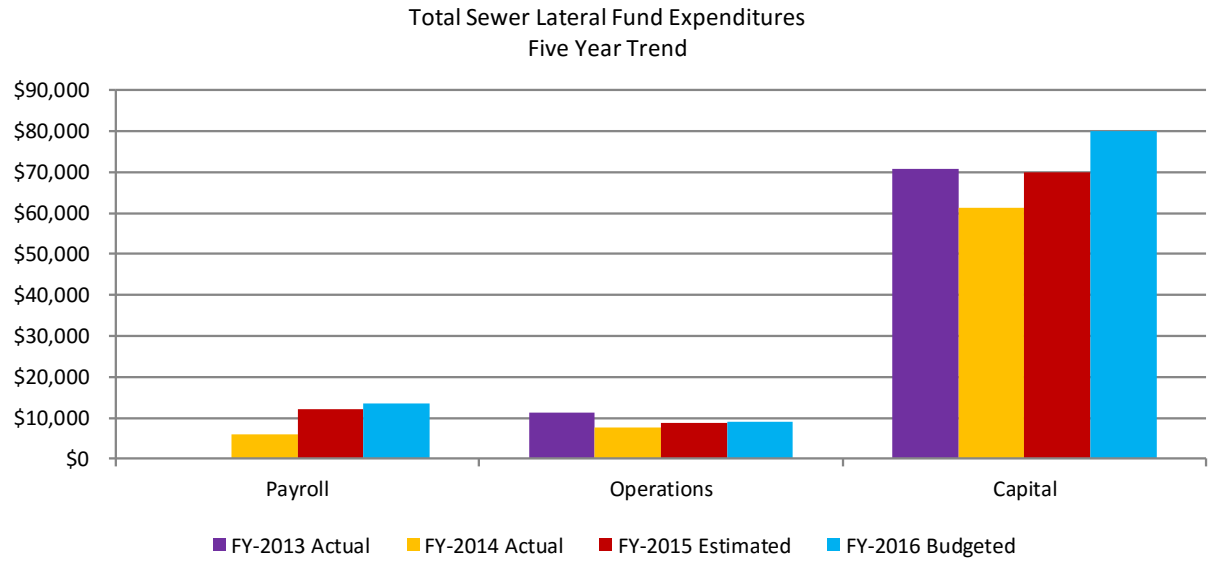
ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	MISCELLANEOUS REVENUE					
81-0-01-381-10	Interest Income	$3,104	$4,645	$2,800	$3,200	$3,200
81-0-01-390-60	Sewer Lateral Fees	$90,673	$91,752	$90,000	$90,000	$90,000
TOTAL SEWER FUND REVENUE		**$93,777**	**$96,397**	**$92,800**	**$93,200**	**$93,200**



SEWER LATERAL FUND EXPENDITURE SUMMARY

FUND NUMBER: 81

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	SALARIES AND WAGES					
400-10	Salaries and Wages	$0	$4,330	$9,310	$9,000	$9,590
400-50	FICA	$0	$321	$690	$700	$720
	BENEFITS					
401-10	Health Insurance	$0	$729	$1,960	$1,420	$1,560
401-20	Dental Insurance	$0	$53	$140	$140	$150
401-30	Life Insurance	$0	$21	$70	$70	$70
401-40	Long Term Disability	$0	$10	$30	$30	$40
401-50	Pension	$0	$369	$770	$760	$1,190
	MISCELLANEOUS					
402-10	Miscellaneous	$0	$0	$20	$80	$80
	SUBTOTAL PAYROLL	**$0**	**$5,833**	**$12,990**	**$12,200**	**$13,400**
	SERVICES					
410-40	Professional Services	$8,815	$6,751	$8,000	$8,000	$8,000
	SUPPLIES					
430-40	Gasoline & Oil	$399	$369	$500	$300	$500
	EQUIPMENT PURCHASE					
465-10	Computer-Equipment/Software	$1,600	$0	$0	$0	$0
	MAINTENANCE AND REPAIR					
475-10	Maintenance Supplies	$526	$491	$400	$400	$400
	SUBTOTAL OPERATIONS	**$11,340**	**$7,611**	**$8,900**	**$8,700**	**$8,900**
	SEWER LATERAL					
480-90	Sewer Lateral Repair	$70,660	$61,298	$70,000	$70,000	$80,000
	SUBTOTAL CAPITAL OUTLAY	**$70,660**	**$61,298**	**$70,000**	**$70,000**	**$80,000**
SEWER LATERAL TOTAL		**$82,000**	**$74,742**	**$91,890**	**$90,900**	**$102,300**



CONTINGENCY RESERVE FUND

FUND NUMBER: 90

PURPOSE

The Contingency Reserve Fund is a non-major governmental fund that was established for two reasons, (i) emergency use in the event of severe revenue shortfalls, extreme cash flow irregularities, the occurrence of a natural disaster, or the need for large unanticipated expenditures, and (ii) to create a buffer in the event that future circumstances inhibit the City's ability to make Certificate of Participation principal and/or interest payments when due. Additional funds can be transferred to other funds to support operations.

FINANCIAL POLICIES/PROCEDURES

Should Contingency Reserve Funds be necessary for addressing either revenue or environmental emergencies, the City Council would first need to authorize expenditures. However, the City does retain 16.7% of its General Fund Expenditure Budget in liquid form for such occasions. If a crisis were to emerge, and the use of the Contingency Reserve Fund were to become necessary, the City Council would, for almost any occasion, have ample time to act prior to exhausting the two (2) months of General Fund working capital.

PROJECTED FY-2016 FUND ACTIVITY

The budget for the Contingency Reserve Fund for FY-2016 begins with a projected fund balance of $691,354. Contingency Reserve Fund revenues are projected at $5,000 from interest income during FY-2016. Transfers into this fund will be received from the General Fund and Capital Improvement Fund total $1,750,000. Funds are budgeted to be transferred-out to other funds for a total of $1,700,000. The net of all these activities is expected to produce a fund balance as of December 31, 2016 of $746,354.

MISCELLANEOUS

The fund balance is projected to increase by 0.6%. This increase is acceptable to the Council.

Funds from the Capital Improvement Fund are just transfers through to other funds. The full fund balance of the Contingency Fund is from the General Fund.

Transfers are budgeted but the actual amounts may be different. They will be made as necessary to keep each fund with a positive balance.

CITY OF ELLISVILLE, MISSOURI
Combined Statement of Revenues, Expenditures and Changes in Fund Balance
Contingency Reserve Fund

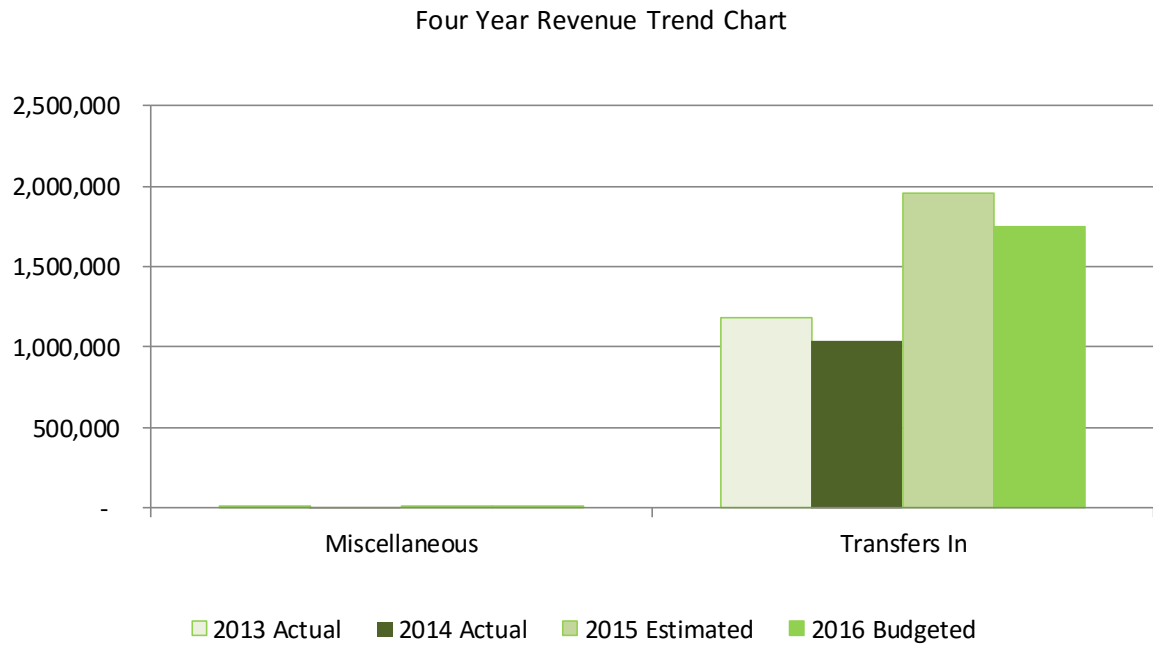
	2014 Actual	2015 Estimate	2016 Budgeted
REVENUES			
Investment income	$ 7,277	$ 5,000	$ 5,000
Total Revenues	$ 7,277	$ 5,000	$ 5,000
EXPENDITURES			
Administration	$ -	$ -	$ -
Total Expenditures	$ -	$ -	$ -
NET CHANGE IN FUND BALANCE	$ 7,277	$ 5,000	$ 5,000
EXPENSE REAPPROPRIATION	$ -	$ -	$ -
OTHER FINANCING SOURCES (USES)			
Operating transfer in	$ 1,035,000	$ 1,960,000	$ 1,750,000
Operating transfer out	(1,035,000)	(1,960,000)	(1,700,000)
Total Other Financing Sources (Uses)	$ -	$ -	$ 50,000
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER (USES)	$ 7,277	$ 5,000	$ 55,000
FUND BALANCE, JANUARY 1	$ 679,077	$ 686,354	$ 691,354
ENDING FUND BALANCE, DECEMBER 31	$ 686,354	$ 691,354	$ 746,354

Since transfers in are the largest source for the Contingency Fund, they are shown here along with revenue.

CONTINGENCY RESERVE FUND REVENUE SUMMARY

FUND NUMBER: 90

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ESTIMATED	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	MISCELLANEOUS REVENUE					
90-0-01-380-10	Interest Income	$ 4,494	$ 7,277	$ 4,200	$ 5,000	$ 5,000
	TRANSFERS IN					
90-0-01-399-10	Operating Transfer In	$ 1,185,000	$ 1,035,000	$ 1,680,000	$ 1,960,000	$ 1,750,000
TOTAL CONTING. FUND REVENUE		**$1,189,494**	**$1,042,277**	**$1,684,200**	**$1,965,000**	**$1,755,000**

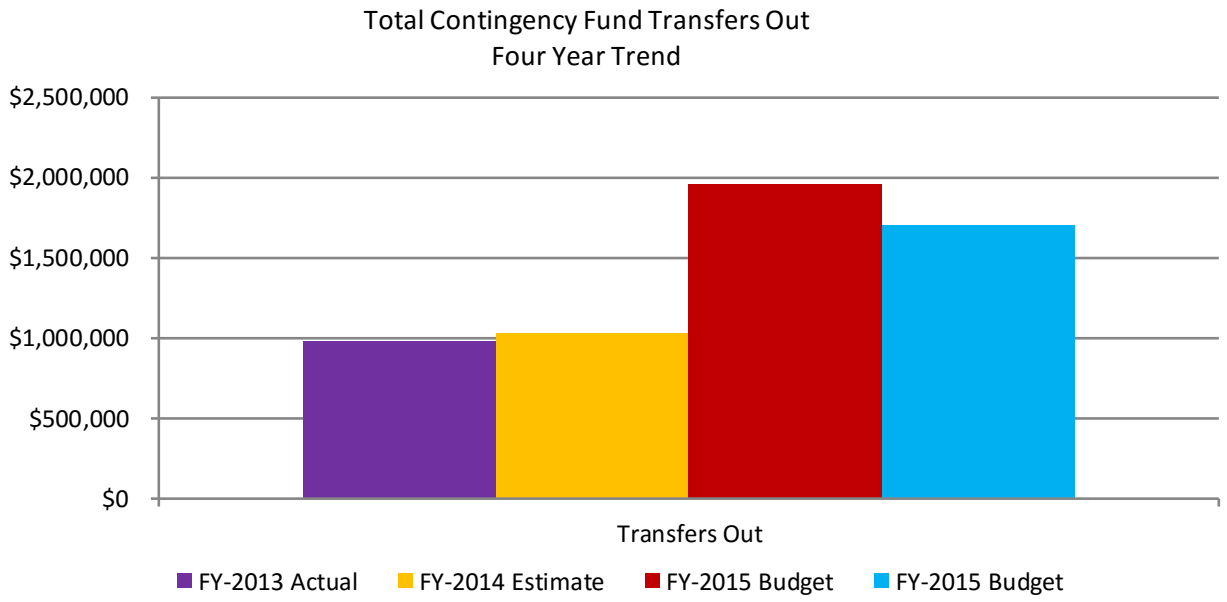


This fund does not have expenditures, so transfers out are shown as the only outgoing activity.

CONTINGENCY FUND TRANSFERS OUT SUMMARY

FUND NUMBER: 90

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	INFRASTRUCTURE					
499-10	Transfer to General Fund	$549,996	$895,000	$920,000	$1,055,000	$1,030,000
499-20	Transfer to Infrastructure Fund	$0	$0	$0	$0	$0
499-30	Transfer to Equipment Replacement Fund	$340,000	$140,000	$490,000	$490,000	$345,000
499-50	Transfer to Park Fund	$95,000	$0	$270,000	$415,000	$325,000
499-80	Transfer to Stormwater Fund		$0	$0	$0	$0
TOTAL CONTINGENCY FUND TRANSFERS OUT		**$984,996**	**$1,035,000**	**$1,680,000**	**$1,960,000**	**$1,700,000**



CITY OF ELLISVILLE
INCORPORATED 1932

TRUST FUND

Trust Funds are 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 Trust Fund section includes an Expendable Trust Fund.

Expendable Trust Fund - uses a measurement focus based upon the determination of and changes in financial position rather than upon net income. The Expendable Trust Fund is used to account for receipts and disbursements for the Benevolent Fund. The Benevolent Fund was established to pay health insurance premiums for City employees drawing on disability.

ELLISVILLE EMPLOYEE BENEVOLENT FUND

FUND NUMBER: 70

PURPOSE

The Ellisville Employee Benevolent Fund was designed to pay the health care premiums of disabled employees as COBRA provisions allow. The Benevolent Fund was created by the City Council through a series of three $10,000 appropriations, one in each of 1991, 1992, and 1993.

FINANCIAL POLICIES/PROCEDURES

The Benevolent Fund pays the health care premiums of disabled employees as COBRA provisions allow. This fund has not had any expenditures in over 15 years. During FY-2015 the City Council decided to widen the types of use that can be covered. The Council voted to approve $15,000 toward the purchase of a dog to detect any diabetic problems for a Police Officer's baby. This was done because it directly related to the health care of an individual that is covered by the City's health insurance.

PROJECTED FY-2016 FUND ACTIVITY

The Benevolent Fund will begin FY-2016 with a budgeted fund balance of $53,124. Benevolent Fund revenues are projected at $500 from interest for FY-2016. Benevolent Fund expenditures are expected to be zero ($0) for FY-2016. This results in a budgeted fund balance of $53,624 on December 31, 2016.

MISCELLANEOUS

The fund balance for the Ellisville Employee Benevolent Fund is budgeted for a 0.7% increase. This fund has not had only one expenditure for the past 15 or more years so this small increase from interest earnings is acceptable to the Council.

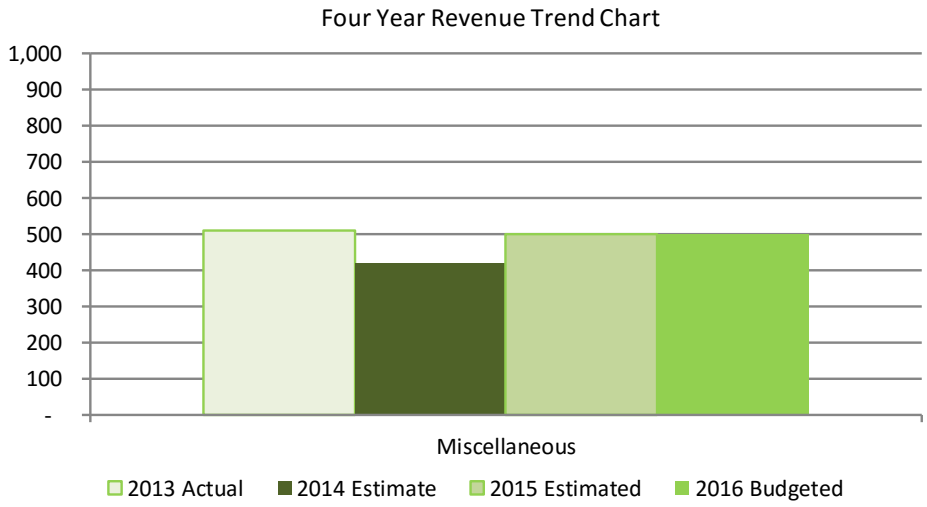
CITY OF ELLISVILLE, MISSOURI
Combined Statement of Revenues, Expenditures and Changes in Fund Balance
Benevolent Fund

	2014 Actual	2015 Estimate	2016 Budgeted
REVENUES			
Investment income	$ 420	$ 500	$ 500
Total Revenues	$ 420	$ 500	$ 500
EXPENDITURES			
Administration	$ -	$ 15,000	$ -
Total Expenditures	$ -	$ 15,000	$ -
NET CHANGE IN FUND BALANCE	$ 420	$ (14,500)	$ 500
OTHER FINANCING SOURCES (USES)			
Operating transfer in	$ -	$ -	$ -
Operating transfer out	-	-	-
Total Other Financing Sources (Uses)	$ -	$ -	$ -
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER (USES)	$ 420	$ (14,500)	$ 500
FUND BALANCE, JANUARY 1	$ 67,204	$ 67,624	$ 53,124
ENDING FUND BALANCE, DECEMBER 31	$ 67,624	$ 53,124	$ 53,624

BENEVOLENT FUND REVENUE SUMMARY

FUND NUMBER: 70

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	MISCELLANEOUS REVENUE					
70-0-01-380-10	Interest Income	$509	$717	$400	$500	$500
TOTAL BENEVOLENT FUND REV.		**$509**	**$717**	**$400**	**$500**	**$500**



BENEVOLENT FUND EXPENDITURE SUMMARY

FUND NUMBER: 70

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	BENEFITS					
401-10	Health Insurance	$0	$0	$0	$15,000	$0
TOTAL BENEVOLENT FUND EXPENDITURES		**$0**	**$0**	**$0**	**$15,000**	**$0**

No chart is shown because there has been only one expenditure.

FY-2016 Revenue

This section highlights every source of revenue including an explanation of what it is, how much revenue it produces, percentage each source is of total City revenue, as well as any other specialized information. The revenue for the City of Ellisville is separated into seven broad categories, and each specific revenue source is listed in one of these categories. The broad categories are Taxes, Franchise Fees, Intergovernmental Revenue, Licenses, Permits and Inspection Fees, Fines and Court Costs, Park Revenue, and Miscellaneous Revenue.

TAXES

REAL ESTATE TAX

3.52% of Total Revenues

The Real Estate Tax is based upon the final assessed valuation of all real property within the City. Residential property is assessed at 19% of its market value, commercial property at 32%, and agricultural property at 12%. Each category has its own maximum authorized real estate tax rate as shown on the chart to the right.

FY-2016 Estimated Real Estate Property Tax Rates			
Rates	**Residential**	**Commercial**	**Agricultural**
Maximum Allowed	$ 0.1710	$ 0.1430	$ 0.0680
Voluntary Reduction	$ 0.0210	$ -	$ -
Approved Rate	$ 0.1500	$ 0.1430	$ 0.0680

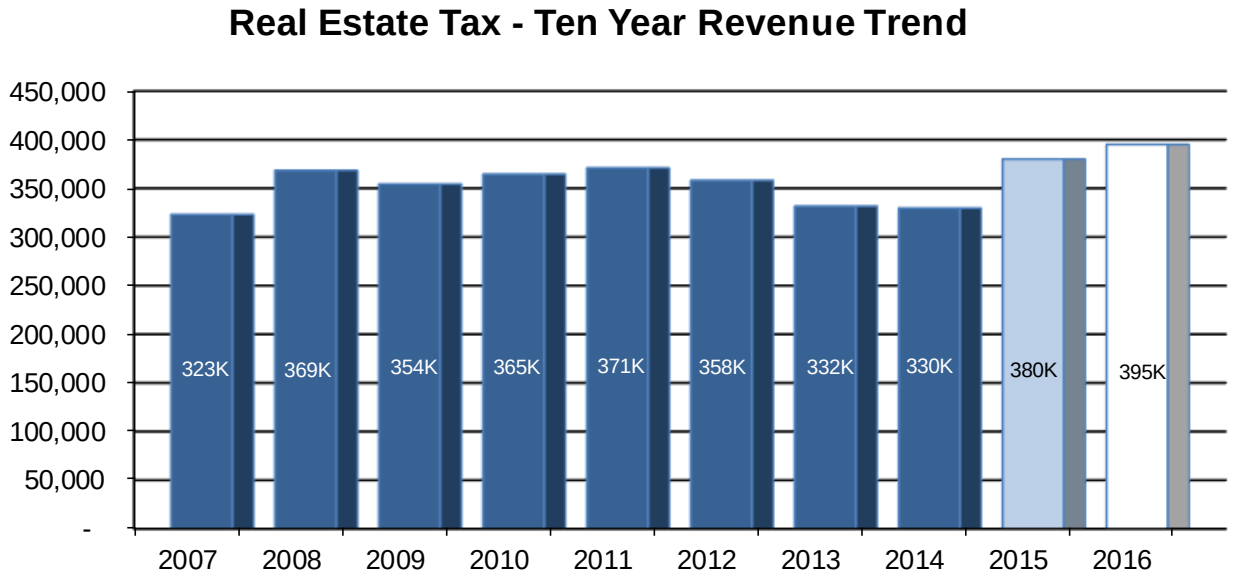
The State of Missouri requires a rollback of tax rates when property values increase. There are two exemptions to the rollback. There is an allowance for an inflationary rate as determined by the State. There is also an exemption for new construction. The inflationary rate is 0.80%, so this has a small impact. There was new construction of approximately 7%. This is reflected in the increased revenue projected for FY-2015. New construction and rehabbing of commercial areas during 2015 suggests an increase of 10% is reasonable for the FY-2016 revenue projection.

Year	Revenue	Percent Change
2007	$323,052	-2.26%
2008	$368,514	14.07%
2009	$354,435	-3.82%
2010	$364,556	2.86%
2011	$371,084	1.79%
2012	$358,257	-3.46%
2013	$331,699	-7.41%
2014	$329,686	-0.61%
2015 Estimated	$380,000	15.26%
2016 Budgeted	$395,000	3.95%

Real estate taxes are collected by St. Louis County and disbursed throughout the year. The County pursues all matters on the City's behalf, as the collecting agent.

Real Estate Taxes provide a steady stream of revenue with very slow growth or shrinkage over time. This is shown on the chart to the right and on the ten-year revenue trend chart on the next page. While this is a major revenue source, its slow growth means that it is now a smaller revenue source than the 1% sales tax, the ½% stormwater sales tax, telecommunications tax, electric utility tax and business licenses.

Real Estate Tax receipts are included in the general fund revenue.



PERSONAL PROPERTY TAX

0.00% of Total Revenue

Personal Property is assessed at 33 1/3% of its market value. The City has a personal property tax rate of $0.000 per $100 of assessed valuation. In essence, residents pay zero dollars to the City for personal property taxes. This would be general fund revenue if it was charged.

ONE PERCENT SALES TAX

23.23% of Total Revenues

The one percent sales tax continues to be the single largest revenue source for the City of Ellisville. This is a County wide sales tax which is generated from all retail sales that take place within St. Louis County. It is distributed to the cities in the County and to the County for unincorporated areas based on two different methods. The first (Group A) is based upon where the sale was made with some sales tax being redistributed to the second method based on a complex calculation utilizing per capita sales tax receipts. The second method (Group B) is based on the population of each area that uses this method. In 1978 the City of Ellisville chose the first method because it provided greater revenue to the City. Areas that have been annexed since that time are required to be a part of the second method.

Sales tax from the sale of automobiles in the State of Missouri has a different method of distribution. A small portion of the tax is distributed based on the location of the sale (dealership). The remaining sales tax is distributed based on the home location of the purchaser.

Since this is the largest revenue source for the City, ongoing analysis is done during the year to insure fiscal responsible actions are made when and if necessary. When determining the budget for this revenue source, several factors are considered. Among these are trend analysis, economic projections for the Country and the St. Louis area, status of any redevelopment projects, and knowledge of any store openings, closings or anticipated store closings.

The economic outlook for Ellisville is positive for the next year. Sports Authority, Michaels, Jimmy John's and Monty's Pub and Grill have opened in the Group A portion of the City during FY-2015. These stores will be open for all of FY-2016 providing a further increase in sales tax receipts. Lion's Choice fast food restaurant also opened during FY-2015 in the Group B area. While this will have little impact on the general 1% sales tax, there will be a positive impact on the other sales taxes for FY-2016. Lucas Wine and Spirits and Party City have both moved to larger locations in the Group A portion of the City and will have a positive impact on improved sales tax receipts for FY-2016.

Year	1% Sales Tax	Percent Change
2007	$2,451,393	-2.43%
2008	$2,355,802	-3.90%
2009	$2,292,691	-2.68%
2010	$2,318,970	1.15%
2011	$2,348,911	1.29%
2012	$2,373,036	1.03%
2013	$2,266,357	-4.50%
2014	$2,325,875	2.63%
2015 Estimate	$2,460,000	5.77%
2016 Budget	$2,605,000	5.89%

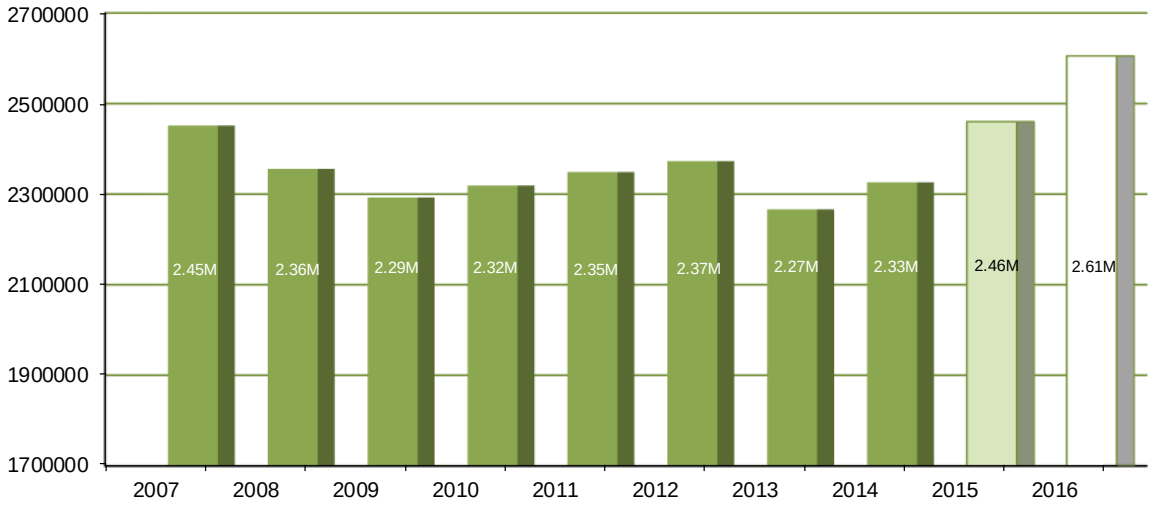
All of these factors have been considered when developing the sales tax projections for FY-2015 and the budget for FY-2016.

The estimate for FY-2015 based on year to date receipts and the factors listed above is approximately 5 ¾ % higher than the FY-2014 receipts. This is also over $200,000 higher than the budget for FY-2015.

Economic growth in the St. Louis area is not anticipated to be at any greater speed than it has been in 2015. With an inflationary increase and the impact from the openings listed above, the City expects a revenue increase of a little under 6% for FY-2016. The budgeted amount will be $2,605,000. This one percent sales tax is a General Fund revenue source.

The graph below illustrates the revenue trend for the one percent sales tax.

1% Sales Tax - Ten Year Revenue Trend



ONE HALF PERCENT SALES TAX FOR STORMWATER CONTROL

14.06% of Total Revenues

This one half percent sales tax for stormwater control is collected and distributed to Ellisville based on the regular (non-vehicle) sales that are made within the boundaries of the City of Ellisville. This is not subject to any redistribution due to population or sales anywhere else in St. Louis County. Because of these factors, the revenue from this sales tax is not equal to one half of the one percent sales tax.

Year	1/2% Sales Tax	Percent Change
2007	$1,402,623	-5.37%
2008	$1,391,551	-0.79%
2009	$1,369,228	-1.60%
2010	$1,395,311	1.90%
2011	$1,402,813	0.54%
2012	$1,392,903	-0.71%
2013	$1,294,412	-7.07%
2014	$1,327,882	2.59%
2015 Estimate	$1,448,000	9.05%
2016 Budget	$1,577,000	8.91%

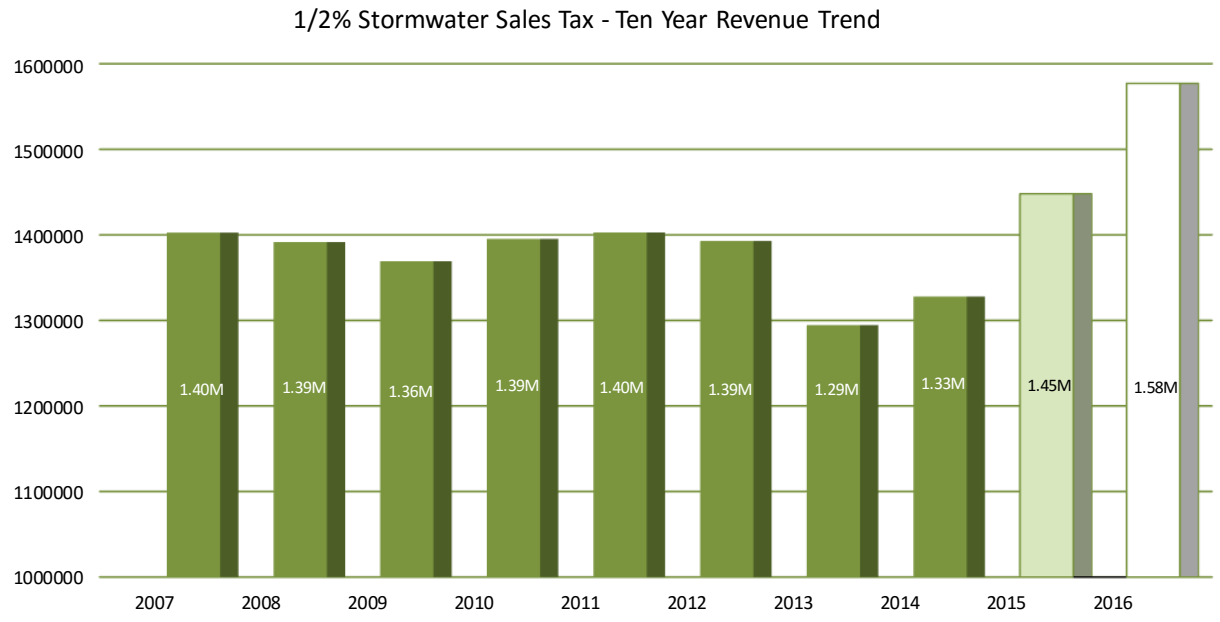
While the distribution calculation is different for this sales tax, the economic and other factors explained in the 1% sales tax section above are also applied to this sales tax.

The same strength during FY-2015 is reflected here with estimated receipts up a little over 9% from FY-2014 results. This amount is $88,000 more than the FY-2015 budget.

The budget for FY-2016 shows a similar increase with an 8.91% increase to $1,577,000.

Pursuant to State statutes, this tax was approved for stormwater control and may only be used for the construction, maintenance, and repair of the City's stormwater infrastructure systems. This ½ cent sales tax is credited to the Stormwater Control Fund.

The graph below illustrates this Half Percent Sales Tax revenue trend:



ONE HALF PERCENT SALES TAX FOR CAPITAL IMPROVEMENTS

12.49% of Total Revenues

In April 2011 the citizens of the City of Ellisville approved a ½% sales tax for capital improvements. As required by the State, this sales tax took effect on October 1, 2011. At the time this revenue projection is being made, there are only three full years of actual receipts. Therefore, only the chart showing this time frame is shown.

This one half percent sales tax has a redistribution, but it is not calculated exactly the way of the 1% sales tax. The maximum redistribution amount is 17%. For Ellisville the redistribution percentage has been approximately 15%. The same methodology was used in the projections for this sales tax as for the others along with consideration for the redistribution calculation.

Year	1/2% Sales Tax	Percent Change
2011	$256,151	1st Year%
2012	$1,181,176	361.12%
2013	$1,102,281	-6.68%
2014	$1,129,291	2.45%
2015 Estimate	$1,258,000	11.40%
2016 Budget	$1,401,000	11.37%

The estimate for FY-2015 is $83,000 more than the amount budgeted. The budget for FY-2016 has been set at $1,401,000.

The revenue from this sales tax is for the purchase of capital assets and for the maintenance of capital assets. Therefore, this sales tax is credited to the Capital Improvements Fund.

ONE QUARTER PERCENT SALES TAX FOR LOCAL PARKS

6.06% of Total Revenues

The one quarter percent sales tax is earned and received in the same manner as the one percent sales tax. The same economic factors that impacted the other sales tax projections hold true for this sales tax as well. There is one difference in the calculation for sales made in the City that are subject to redistribution. The maximum redistribution percentage is 15%, which is less than the one percent sales tax.

This sales tax was in effect for nine months of FY-2007.

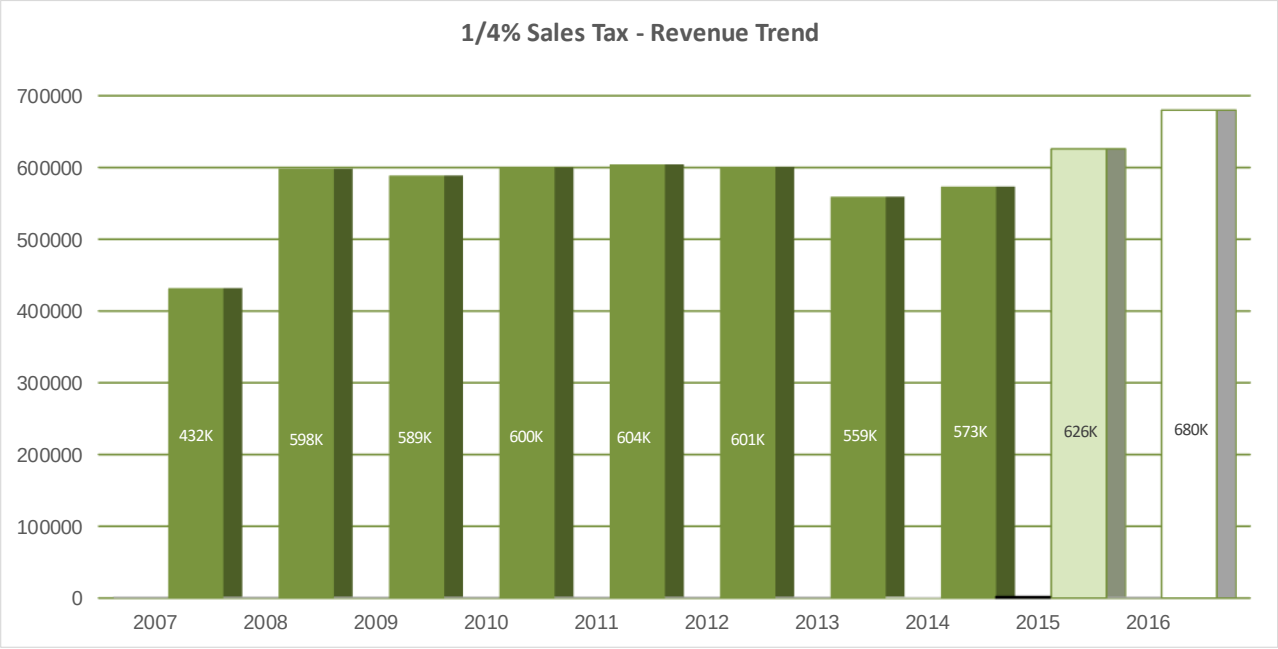
Year	1/4% Sales Tax	Percent Change
2007	$431,882	1st Year
2008	$598,278	38.53%
2009	$588,929	-1.56%
2010	$600,207	1.92%
2011	$604,326	0.69%
2012	$600,849	-0.58%
2013	$559,351	-6.91%
2014	$573,514	2.53%
2015 Estimate	$626,000	9.15%
2016 Budget	$680,000	8.63%

The estimate for FY-2015 is over 9% higher than the receipts for the prior year. This is $35,000 higher than the budget for FY-2015. This increase has the same basis as the other sales tax projections.

The budget for FY-2016 has been set at $680,000. This is more than an 8.5% increase over the current year.

When placing this sales tax measure before the Ellisville voters, the Ellisville City Council chose to use the ¼ cent money strictly for parks. The ¼ cent sales tax is credited to the Park Fund.

The graph on the next page illustrates the One Quarter Percent Sales Tax revenue trend:



FINANCIAL INSTITUTION TAX

0.00 % of Total Revenues

The State of Missouri levies and collects a financial institution tax from banks, savings and loans, and credit unions. The financial institution tax is assessed at a rate of 7% of the financial institution's net income that fluctuates from year to year. The State contracts with St. Louis County to distribute the financial institution tax to the cities. The money is received once a year.

The total amount received is relatively small between $400 and $450 per year. The projection for FY-2015 is $400 and the budget for FY-2016 is the same amount. Financial institution tax is credited to the General Fund.

UTILITY & FRANCHISE TAXES

TELECOMMUNICATIONS TAX

3.34% of Total Revenues

There is a 7% franchise fee on the adjusted receipts of all telephone service providers which is paid to the City. This includes receipts from traditional land line telephones, cable provider telephone service and cell phone providers.

Through FY-2007 most cell phone providers did not pay this tax or submitted it under protest. Settlements have been reached with lump sum payments being received during FY-2008 and FY-2009. Because of this, making comparisons to those years is of limited use.

The decrease in land line telephones in homes kept this from being considered a revenue growth area. That decrease has leveled off. A decrease is still being shown but a much smaller percent decrease has been shown to be reasonable. Future increases will not be anticipated until results prove that to be appropriate.

Telecommunication Franchise Fees		
Year	Franchise Fees	Percent Change
2007	$ 452,599	80.2%
2008	$ 614,684	35.8%
2009	$ 762,709	24.1%
2010	$ 535,278	-29.8%
2011	$ 473,887	-11.5%
2012	$ 455,698	-3.8%
2013	$ 411,492	-9.7%
2014	$ 386,211	-6.1%
2015 Estimate	$ 380,000	-1.6%
2016 Budget	$ 375,000	-1.3%

The budgeted revenue of $375,000 for FY-2016 is included in the General Fund.

WATER UTILITY TAX

1.16% of Total Revenues

A 7% franchise fee on the adjusted receipts of companies providing water service is paid to the City. Currently, Missouri-American Water Company is the only water service provider in the City. This revenue is credited to the General Fund.

The receipts for FY-2015 are projected to be higher than FY-2014 but less than the two prior years. This is a conservative and reasonable budget estimate.

The budget for FY-2016 assumes a normal St. Louis area summer. Because of this, the budget is set at $130,000.

Water Franchise Fees		
Year	Franchise Fees	Percent Change
2007	$ 79,493	-4.2%
2008	$ 93,673	17.8%
2009	$ 103,036	10.0%
2010	$ 112,954	9.6%
2011	$ 128,214	13.5%
2012	$ 143,337	11.8%
2013	$ 149,051	4.0%
2014	$ 122,902	-17.5%
2015 Estimate	$ 130,000	5.8%
2016 Budget	$ 130,000	0.0%

ELECTRIC UTILITY TAX

8.56% of Total Revenues

A 7% franchise fee on the adjusted receipts of companies providing electrical service is paid to the City on a monthly basis. The fee is paid at the end of each month on receipts earned the preceding month. Currently, Ameren MO is the only provider of electric in the City.

The budget for this account is based upon history of receipts. The analysis is based on both annual and monthly receipts.

The estimate for FY-2015 is $945,000. This is less than a 1% increase over the actual receipts for FY-2014. The increase in new businesses that will be open for all of FY-2016 is enough to provide the 1.6% increase that is projected in the budget.

Electric Franchise Fees		
Year	Franchise Fees	Percent Change
2007	$ 749,290	9.3%
2008	$ 687,143	-8.3%
2009	$ 707,752	3.0%
2010	$ 813,348	14.9%
2011	$ 877,354	7.9%
2012	$ 881,215	0.4%
2013	$ 936,437	6.3%
2014	$ 937,363	0.1%
2015 Estimate	$ 945,000	0.8%
2016 Budget	$ 960,000	1.6%

Electrical franchise revenues are credited to the General Fund.

NATURAL GAS UTILITY TAX

2.68% of Total Revenues

A 7% franchise fee on the adjusted receipts of companies providing natural gas service is paid to the City on a monthly basis. The fee is paid at the end of each month on receipts earned the preceding month. Laclede Gas Company is the major provider of natural gas in the City. The State of Missouri has allowed schools to purchase natural gas from other sources. Funds have been received from these providers.

The estimate for FY-2015 is based upon receipts through August of the current year and expectations for receipts during the rest of the year is based upon prior years' experience. The budget for FY-2016 has been set at the same amount of $300,000.

Natural Gas franchise revenues are credited to the General Fund.

Natural Gas Franchise Fees		
Year	Franchise Fees	Percent Change
2007	$ 341,683	0.5%
2008	$ 382,108	11.8%
2009	$ 344,699	-9.8%
2010	$ 312,610	-9.3%
2011	$ 309,286	-1.1%
2012	$ 240,550	-22.2%
2013	$ 280,765	16.7%
2014	$ 303,177	8.0%
2015 Estimate	$ 300,000	-1.0%
2016 Budget	$ 300,000	0.0%

CABLE COMMUNICATIONS FRANCHISE FEE TAX

1.43% of Total Revenues

A 5% franchise fee on the adjusted receipts from cable television providers is paid to the City. By law, cable television service is not considered a utility. However, the City requires franchise fees for broadband telecommunications providers. Charter Cable and AT&T currently provide this service in Ellisville. At this time, satellite TV providers have not been paying a franchise fee to the City.

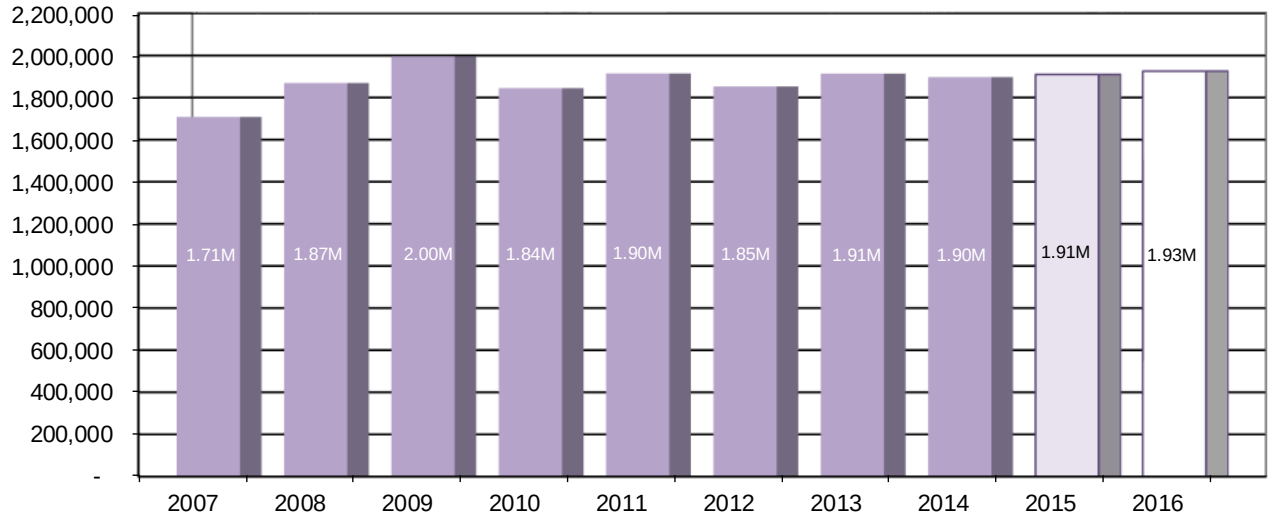
With two providers since early in FY-2011, the revenue had a significant jump in revenue that year. Growth since that time has been at a more reasonable rate. Projected growth for FY-2015 is 5.4%. The budgeted increase for FY-2016 uses a more conservative increase of 3.2%. The budget for FY-2016 has been set at the same amount of $160,000.

Cable Communications Franchise Fees		
Year	Franchise Fees	Percent Change
2007	$ 84,688	0.4%
2008	$ 91,440	8.0%
2009	$ 78,108	-14.6%
2010	$ 70,676	-9.5%
2011	$ 125,642	77.8%
2012	$ 131,641	4.8%
2013	$ 135,475	2.9%
2014	$ 147,035	8.5%
2015 Estimate	$ 155,000	5.4%
2016 Budget	$ 160,000	3.2%

Cable Communication franchise fees are credited to the General Fund.

In total, utility and franchise fees (including cable fees) are depicted in the graph below.

Combined Franchise Fees - Ten Year Revenue Trend



INTERGOVERNMENTAL REVENUES

MISSOURI GASOLINE TAX

2.23% of Total Revenues

The State of Missouri levies a $0.17 per gallon gasoline tax which is distributed to the cities on a per capita basis as indicated by the most recent decennial census. The City receives gasoline tax revenue near the 25th of each month.

Year	Gasoline Tax	Percent Change
2005	$262,343	-2.4%
2006	$260,738	-0.6%
2007	$265,449	1.8%
2008	$255,652	-3.7%
2009	$251,462	-1.6%
2010	$257,443	2.4%
2011	$247,086	-4.0%
2012	$231,569	-6.3%
2013	$231,468	0.0%
2014	$238,161	2.9%
2015 Estimate	$245,000	2.9%
2016 Budget	$250,000	2.0%

It is important to note that the tax is based on the number of gallons sold rather than the dollar amount of the sales. Several factors, including gas prices compared to prior years, the current and projected state of the economy, and the use of more fuel efficient vehicles will have an impact on this revenue source.

The receipts during the first eight months of FY-2014 showed an uptick from the prior year. Based upon this information, the estimate for FY-2015 has been set at $245,000. The budget for FY-2016 has been set at $250,000.

The Missouri Gasoline Tax is credited to the Capital Infrastructure Fund.

MOTOR VEHICLE SALES TAX

0.68% of Total Revenues

The State of Missouri levies a 3% motor vehicle sales tax on all new vehicles purchased in the state. Of this revenue 75% is retained by the State, 15% is given to Missouri counties, and the remaining 10% is distributed to cities on a per capita basis per the most recent decennial census. This revenue source is not related to the number of vehicles that are sold in Ellisville. Motor vehicle sales tax is credited to the Capital Infrastructure Fund.

The projection for FY-2015 is based upon this year's actual receipts to date compared to prior years. The FY-2015 projection is $75,000 which is up slightly from the prior year. The budget for FY-2016 shows an increase of the same percentage as the gasoline tax for a total of $76,500.

MOTOR VEHICLE FEES

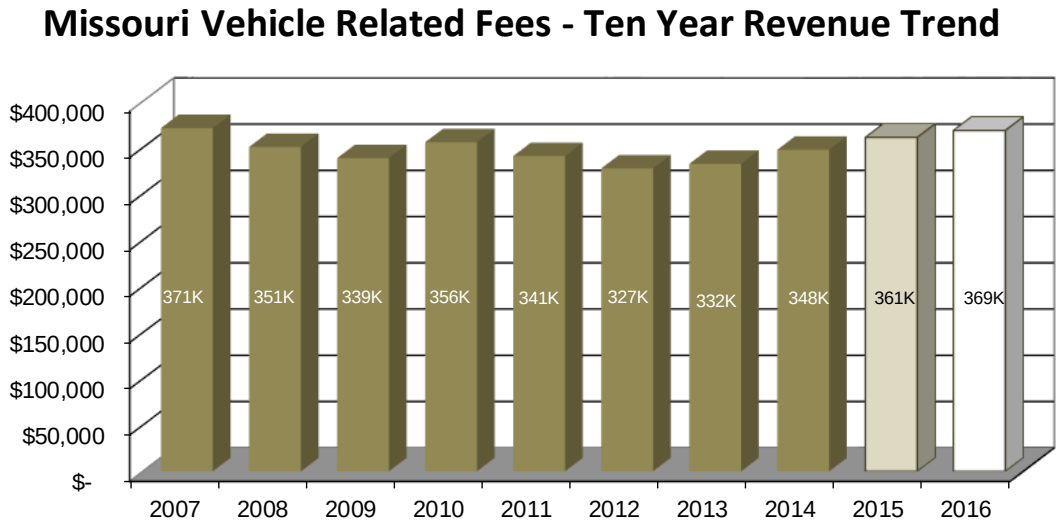
0.38% of Total Revenues

The State of Missouri levies motor vehicle fees for vehicle license plates. Portions of these motor vehicle fees are distributed to cities on a per capita basis, as indicated by the most recent decennial census. The disbursement is made on or about the 25th of each month.

The actual amounts this year suggest the total amount for FY-2015 will be $41,000. This is a small increase over the prior year. A smaller increase is budgeted for FY-2016 with a total budget amount of $42,000.

Motor vehicle fees are credited to the Capital Infrastructure Fund.

The three previous revenue sources are distributed together by the State of Missouri. Therefore, they have been combined on the following graph for trend analysis.



BRIDGE AND ROAD TAX

2.41% of Total Revenues

The Bridge and Road Tax levy is $0.105 per $100 assessed valuation of both real and personal property within the City. The tax must be utilized for construction, maintenance, or repair of roads and/or bridges within the City. St. Louis County collects and administers this tax, and disburses it to the City on or near the 15th of each month. Road and Bridge Tax revenue is credited to the Capital Infrastructure Fund.

Year	Road and Bridge Tax	Percent Change
2007	$216,507	-19.7%
2008	$261,507	20.8%
2009	$284,581	8.8%
2010	$287,084	0.9%
2011	$293,056	2.1%
2012	$284,951	-2.8%
2013	$263,774	-7.4%
2014	$261,629	-0.8%
2015 Estimate	$270,000	3.2%
2016 Budget	$270,000	0.0%

It is difficult to determine an estimate for the current year because virtually all receipts are received at the end of the fiscal year. Year to date for FY-2015 receipts are almost $7,000 ahead of the prior year. Therefore, the estimate of $270,000 is reasonable. The budget for FY-2016 is set at the same $270,000.

CIGARETTE TAX

0.22% of Total Revenues

The State of Missouri distributes a statewide cigarette tax to cities on a per capita basis. The City receives this revenue on about the 15th of each month by wire transfer directly into the City's bank account. Cigarette tax revenues are credited to the General Fund.

The cigarette tax revenues have leveled off after years of decreasing. The estimate for FY-2015 is $25,000 and to be conservative the budget for FY-2016 is $25,000.

FEDERAL GRANTS

0.00% of Total Revenues

For FY-2015, the City has not received any funds from the Federal government, nor are any expected for FY-2016.

STATE/COUNTY GRANTS

6.31% of Total Revenues

State and County Grants represent intergovernmental funds from the State of Missouri and St. Louis County including the St. Louis Area Parks Commission.

For FY-2015 the Park has received a $2,000 grant from the Missouri Arts Council for the Bluebird Park Concert Series and anticipates applying for this grant again in FY-2016. This grant will be included in the Park Fund Budget.

In addition, plans are to apply for a Municipal Park Grant for a new playground at Owl Hollow Park. This grant will be for approximately $250,000. This will be included in the Capital Infrastructure Fund where the expenses will be recorded.

For FY-2016 the Police Department is expecting to participate in the COPS grant program for DWIs. This grant will be for $7,500 and will be credited to the General Fund.

The Engineering Department has a transportation improvement grant for the design of Hutchinson Rd. This grant should be received during FY-2015 for $57,040. This is a Capital Infrastructure Fund Project. There is also a grant for construction of Hutchinson Rd. during FY-2016. This grant is for $440,300 and will be credited to the Capital Infrastructure Fund.

The City of Ellisville and Rockwood School District reached an agreement several years ago for some specific improvements to be completed when the City redid Froesel Ave. That project has been included in the Stormwater fund expenditures for FY-2016. The City has recorded the $15,000 receipt in Deferred Revenue. This will be recognized as revenue in the Stormwater Fund during FY-2016.

LICENSES, PERMITS AND INSPECTION FEES

BUSINESS LICENSE

4.55% of Total Revenues

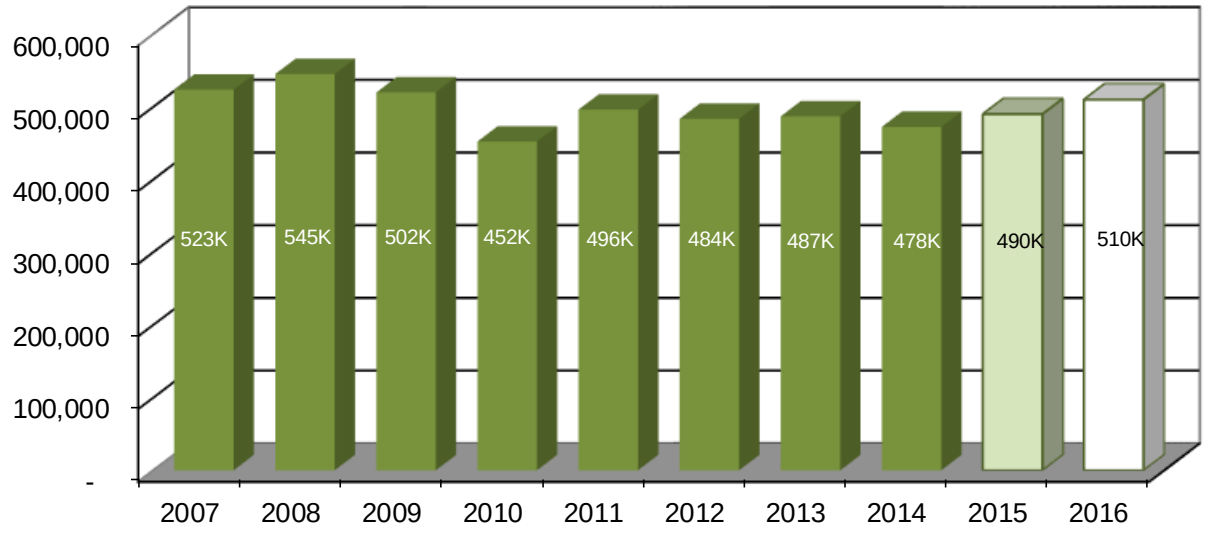
The City of Ellisville charges local businesses a license fee to conduct business in Ellisville. Every merchant, manufacturer, etc. in the City must pay $0.50 per $1,000 of annual gross receipts in order to obtain a business license. Service industries, offices, etc. are assessed a business license fee based upon the square footage of their office space, which ranges from $0.08 to $0.25 per square foot. The fee per square foot is inversely related to the size of the floor plan. Business license fees are due to the City by July 1 of each year. Business License fee revenue is credited to the General Fund.

Year	Business License Fees	Percent Change
2007	$ 523,566	-2.0%
2008	$ 545,048	4.1%
2009	$ 519,825	-4.6%
2010	$ 452,170	-13.0%
2011	$ 496,099	9.7%
2012	$ 483,533	-2.5%
2013	$ 486,839	0.7%
2014	$ 472,381	-3.0%
2015 Estimate	$ 490,000	3.7%
2016 Budget	$ 510,000	4.1%

For the businesses that pay based upon annual gross receipts, there are obvious similarities to sales taxes. There are also some differences which impact business licenses. The first business license costs twenty five dollars. The next July the fee is based upon prorating the sales from the partial year over a full year. With the new stores that opened during FY-2015 a larger license fee is anticipated for FY-2016. There will also be the normal inflationary increase. Due to the number of new stores, the estimate for FY-2015 is $490,000 and the budget for FY-2016 has been set at $510,000.

The graph below shows the trend analysis for business licenses over ten years.

Business License - Ten Year Revenue Trend



LIQUOR LICENSE

0.11% of Total Revenues

In order to sell alcoholic beverages in the City of Ellisville, a local liquor license must be granted by the City Council. Local Liquor License Fees are set by the State of Missouri and range from $22.50 per year to $450 per year, depending on the type of liquor sale. Liquor licenses are renewed on July 1 of each year. Liquor license revenues are credited to the General Fund.

The estimate for FY-2015 is $12,500. The budget for FY-2016 has been set at the same $12,500.

PLUMBING LICENSE

0.03% of Total Revenues

Every plumber/plumbing contractor working in the City of Ellisville is required to obtain a plumbing license. The plumbing license fee is $30. This revenue source is essentially driven by new construction. Plumbing License revenues are credited to the General Fund.

No increase in the number of licenses or the cost of licenses is anticipated. Therefore the projection for FY-2015 and the budget for FY-2016 are the same at $3,000.

VENDING LICENSE

0.05% of Total Revenues

The City charges a vending license fee of $55 per year per vending machine. Vending license fees are renewable on July 1 of each year. Vendors applying for a vending license after January 1 of each year are permitted to pay only the six-month prorated fee of $27.50. Vending license fee revenue is credited to the General Fund.

The projection for FY-2015 is $6,000. Since this is not an activity based fee, the budget for FY-2016 will also be $6,000.

BUILDING PERMITS

0.62% of Total Revenues

Building permits are issued for all residential and commercial remodeling and for new construction. The building permit fee is $3 per $1,000 of the estimated construction cost. Building permit revenue is credited to the General Fund.

Building permit fees are expected to total $86,900 for FY-2015. This included several new stores obtaining building permits during the year. For FY-2016 there should be some additional commercial building permits, but not as many are anticipated as during the current year. Therefore, the budget for FY-2016 is $70,000.

EXCAVATION PERMITS

0.01% of Total Revenues

Excavation Permits are issued for any excavation in any street in the City, exclusive of State maintained highways. The excavation permit fee is $25 for pavement cuts; if only the parkway or shoulder is cut, the permit fee is $5. Excavation Permit fees are credited to the General Fund.

The revenue from this account has varied from year to year. For FY-2015 it appears the receipts will be approximately $1,000. The budget for FY-2016 has been set at the same $1,000 amount.

OCCUPANCY PERMITS

0.06% of Total Revenues

Following an occupancy inspection, the correction of any violations, and the issuance of a Certificate of Compliance, both residential and commercial units are charged $15 for an occupancy permit. This relates to a change in the occupant and not just a change in ownership. In other words, an occupancy permit must be obtained whenever there is a new renter. The electric company notifies the City whenever the service for an address in Ellisville is put into a new name. This listing is used to insure occupancy permits have been issued and every location is being kept up to code. Occupancy Permit revenues are credited to the General Fund.

The revenue from occupancy permits is projected to be $6,500 for FY-2015. The budget for FY-2016 is also budgeted for $6,500.

PLUMBING PERMITS

0.11% of Total Revenues

A master plumber certification is required for all plumbing work performed in the City. The plumbing permit fee is $12, in addition to a fee for each fixture. Plumbing permit revenue is credited to the General Fund.

Plumbing Permit revenue for FY-2015 is anticipated to be $12,500. The budget for FY-2016 is also being set at $12,500.

SEWER PERMITS

0.04% of Total Revenues

Sewer permits are issued for the installation of sewers in the City. The sewer permit fee is comprised of a $5 permit fee, a $10 inspection fee, $0.70 for each foot of newly installed sewer line, and a $3 deposit per square foot of street cut. Sewer Permit fees are credited to the General Fund.

Sewer Permit revenue for FY-2015 is estimated at $4,500 which is a little higher than the previous years. The budget for FY-2016 has been set a little lower at $4,000.

SIGN PERMITS

0.07% of Total Revenues

Sign permits are issued for every sign authorized within the City of Ellisville. The sign permit fee is $35, consisting of $25 for a sign inspection and $10 for a permit fee. Sign permit fees are credited to the General Fund.

The anticipated sign permit revenue for FY-2015 is $10,000 due to the number of new businesses. The budget for FY-2016 does not anticipate the same level of new businesses, so the budget has been set at $7,500.

RESIDENTIAL OCCUPANCY INSPECTION FEES

0.09% of Total Revenues

Every residential housing unit requires a residential occupancy inspection prior to a change of occupancy or ownership, excluding new construction (for new units, a building permit is simply issued). The inspection fee is $1 per 100 square feet or a minimum cost of $25 per inspection. Also included in residential occupancy inspection fees is a fee for the inspection of street and drainage facilities. Residential occupancy inspection fees are credited to the General Fund.

The revenue for FY-2015 is expected to be $10,000. This is more in line with the historical norms than the prior year. The budget for FY-2016 has been set at $10,000 considering the current year's estimate and the historical norms for this account.

COMMERCIAL OCCUPANCY INSPECTION FEES

0.01% of Total Revenues

All commercial tenant units require a commercial occupancy inspection upon changes of occupancy (those which do not require a building permit). The commercial occupancy inspection fee is based on a rate of $1 per 100 square feet or a minimum of $25 per inspection. On a change of occupancy, most tenant spaces are remodeled or modified and require a building permit; therefore, commercial inspections are at a minimum. Commercial occupancy inspection fees are credited to the General Fund.

The estimate for FY-2015 is $3,000. Some of this is due to several new businesses during FY-2015. Because of this the budget for FY-2016 has been set at $2,000.

PLANNING APPLICATION FEES

0.08% of Total Revenues

Receipts for FY-2015 are projected to be $9,000. The budget for FY-2016 has been set at the same amount of $9,000. Planning application fees are credited to the General Fund.

FINES AND COURT COSTS

COURT FINES

1.16% of Total Revenues

The Municipal Court, for violations of local traffic laws and other City ordinances, levies a variety of fines. All receipts are deposited to the General Fund.

Court Fines are a product of the penal system. It is not the City's policy to finance its government expenditures through the use of the judicial process; therefore Court Fines are not considered a targeted revenue source that the City strives to achieve. This is also why the City does not show trend analysis for this account.

Effective August 28, 2015 the State of Missouri established new rules for municipal courts that are commonly called SB5 (Senate Bill 5). The new rules limit the amount of individual fines and court costs for minor traffic violations to a maximum of $300. While City ordinances have allowed larger fines, it would be a very rare occasion for the Judge to have ever charged such a large fine. Another new rule eliminates the charge of failure to appear for minor traffic violations. While the Judge did issue these sometimes, the charges were normally dropped when the defendant appeared in Court. SB5 also established a limit municipal courts can collect as a percentage of general fund operating revenue to 12.5% for cities in St. Louis County. All fines and court costs collected in Ellisville have been around 5% of general fund operating revenue. Financially, none of the changes should have a significant impact for Ellisville. There are other portions of the new law which impact court, police and general City operations, but none of these should impact revenue.

The projected revenue from all court receipts for FY-2015 is expected to be $130,000. Since this is not intended as a source of revenue growth, the budget for FY-2016 is set at $130,000.

Security Inmate Fee

0.01% of Total Revenues

The projected receipts for FY-2015 are $1,400. The budget for FY-2016 has been set at $1,400.

The revenue from this fee is credited to the General Fund.

POLICE TRAINING
0.01% of Total Revenues
A $2 fee per ticket is charged to those convicted of all City violations. This money is set-aside to help offset the cost of ongoing training for the Police Department. This revenue is credited to the General Fund.

As with Court Fines, this is a product of the penal system and not considered a targeted revenue source for the City.

The projection for this year is $1,300. The same amount is being used for the FY-2016 budget.

CVC COURT
0.00% of Total Revenues
The State of Missouri requires that an additional $7.50 court cost be assessed for each violation of criminal law and for infractions of municipal ordinances, excluding non-moving traffic violations. Of the $7.50 fee $7.13 is paid to the State of Missouri's Crime Victims' Compensation (CVC) Fund, which is designed to aid crime victims. The City is permitted to retain the remaining $0.37 per violation in this CVC revenue account. This revenue is credited to the General Fund.

Crime Victims' Compensation revenue receipts have followed a similar pattern to the prior year. Because of this the projection for this year and the budget for FY-2016 have been set at $250.

BOND FORFEITURE
0.00% of Total Revenues
When a citizen posts bond with the Ellisville Municipal Court and does not show up at court as required, a bond forfeiture hearing is held. If that citizen does not show up for the hearing, then the bond money is forfeited to the City of Ellisville. Bond Forfeiture revenue is credited to the General Fund.

Bond Forfeiture revenue for FY-2015 is projected to be $3,200. Part of SB5 will eliminate cash bonds for many cases. Because of this the budget for FY-2016 is set at $500.

PARK REVENUES

POOL INCOME
1.43% of Total Revenues
Pool income represents fees for season passes to the pool, resident identification cards, daily admissions, swimming lessons, swim team and pool rental by large groups. Pool Income is credited to the Park Fund.

The summer of FY-2015 has been extremely cool and rainy (worse than the past two summers). This greatly impacted pool memberships and daily admissions to the pool. The result is projected revenue of $155,000 for this year. The budget for FY-2016 anticipates a more normal weather pattern. The budget for FY-2016 has been set at a conservative $160,000.

POOL CONCESSIONS
0.31% of Total Revenues

Pool concessions are revenue generated by the sale of goods at the pool. This includes food and drinks. Pool Concession revenue is credited to the Park Fund.

Pricing of the items sold at the pool concession stand are competitive but reasonable. The intent is for revenue to cover the costs of products and labor. The revenue for FY-2015 is estimated to be $32,000. The revenue budget for FY-2016 is $35,000 based upon budgeted product and labor costs.

RECREATIONAL PROGRAM FEES

0.49% of Total Revenues

Recreational Program Fees are user fees generated through the Parks and Recreation Department's program registrations. Programs that generate these fees include day camp, athletic programs, cultural programs, crafts, and workshops. Recreation program fees are set to cover the cost of the direct expenses attributed to each program. Recreational Program Fees are credited to the Park Fund.

The estimate for FY-2015 is $53,000. The Parks and Recreation staff believes there will be some growth for FY-2016. For budget purposes a conservative $55,000 is being budgeted for FY-2016.

RECREATION SPECIAL EVENTS

0.12% of Total Revenues

Recreation Special Event revenue is generated by vendor rental fees, sponsorships and registration fees. Current special events include the Independence Day 5K, Hot Dog its Chili, Honeysuckle Removal Days, Breakfast with Santa, Easter Egg Hunts, Hay Rides and Outdoor Movies. Recreation Special Event revenue is credited to the Park Fund.

The projected revenue for FY-2015 and the budgeted amount for FY-2016 have both been set at $13,000.

BLUEBIRD PARK INCOME

0.30% of Total Revenues

Bluebird Park Income represents all income associated with park use and rentals, excluding revenues related to the EDGE Aquatic Center. Bluebird Park Income is generated through the rental of baseball fields, shelters, community rooms, dog park memberships and selling park merchandise. Bluebird Park Income is credited to the Park Fund.

The projected revenue for FY-2015 and the budgeted amount for FY-2016 have both been set at $33,000.

OTHER PARK REVENUE

0.00% of Total Revenues

In accordance with Section 30-27.8.1.2.6 of the Municipal Code, new residential building permit applicants must pay $35 to be used for the development and/or maintenance of City parks, in addition to the building permit fee. As stated, these funds are used for the development and/or maintenance of City parks. Other Park Revenue is credited to the Park Fund.

While the anticipated receipts for FY-2015 are $105, this is an unstable revenue source, so the budget for FY-2016 has been set at $0.

CASH IN LIEU OF PARKS

0.00% of Total Revenues

In accordance with Section 30-27.8.1 of the Municipal Code, developers of new residential subdivisions in which the residential lots are less than one-half acre in size must (i) provide 10% of the area to be developed for parkland or (ii) pay 10% of the undeveloped market value of the land to the City as Cash in Lieu of Parks. Cash in Lieu of Parks revenue is used for "the purchase, development, and maintenance of City parks and/or facilities" (Section 30-27.8.1.2) as determined by the City Council. Cash in Lieu of Parks receipts are credited to the Park Fund.
Due to the unpredictability of when developers may make the payments the budget is set for $0.

JULY 4TH SPONSORSHIPS

0.03% of Total Revenues
July 4th Sponsorships represent businesses that make contributions to help off-set the costs of the fireworks. $2,400 was received in FY-2015. Revenue is expected to be similar for FY-2016 and the budget is $3,000. All July 4th Sponsorship revenue is credited to the Park Fund.

CONCERTS SPONSORSHIPS

0.04% of Total Revenues
Concerts sponsorships represent businesses that make contributions to help off-set the costs of operating the concerts in the park. $4,100 was received in FY-2015. Revenue is expected to be similar for FY-2015 and the budget is $4,500. All concert sponsorships are credited to the Park Fund.

MISCELLANEOUS REVENUE

INTEREST INCOME

0.44% of Total Revenues
Interest income comes from the interest earned by investing "excess working capital." Excess working capital includes reserve funds from normal operations of each fund, from unspent construction project funds of bond issues and the debt service reserve of bond issues.

Investments are generally made for more than one year at a time. Investments mature throughout the year. This allows for funds to supplement cash flow whenever necessary. These factors also create some change in the rate of return over time but moderate this fluctuation from year to year.

The estimate for FY-2015 is $50,000. This is significantly less than the previous year. In early January 2015 there was a disbursement for approximately $1M for an expense that came up during December 2014. This has impacted the funds available for investments. Because of this and the fact that the budget for FY-2015 did not project an increase in excess funds, there has been very few new investments. This means the rate of return on investments has not changed to any significant degree.

The budget for FY-2016 is $50,000. With the volatility of the stock markets around the world during the late summer of 2015 it is unlikely interest rates will be raised before 2016. Interest rates may be raised during the next year, but with very few new investments planned for FY-2016 the rate of return on investments is unlikely to increase significantly.

Year	Interest Income	Percent Change
2007	$ 490,931	35.5%
2008	$ 273,114	-44.4%
2009	$ 43,227	-84.2%
2010	$ 64,375	48.9%
2011	$ 46,393	-27.9%
2012	$ 71,506	54.1%
2013	$ 50,276	-29.7%
2014	$ 73,622	46.4%
2015 Estimate	$ 50,000	-32.1%
2016 Budget	$ 50,000	0.0%

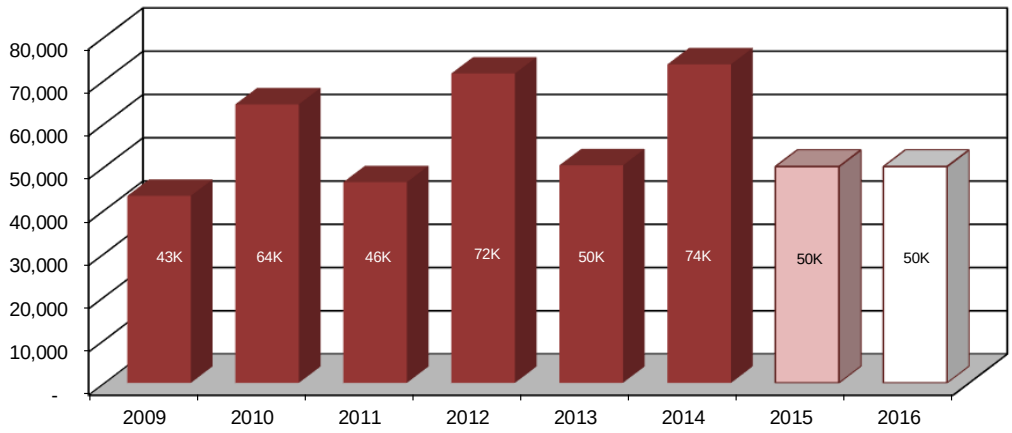
Interest income is allocated to each fund monthly based upon each fund's excess working capital at the end of the prior month. This allows excess funds to be combined into larger investments which can get a slightly higher rate of return.

For FY-2016 the interest earnings are budgeted to be allocated as follows.

- General Fund $ 12,400
- Capital Infrastructure Fund $ 8,900
- Capital Equipment Replacement Fund $ 0
- Park Fund $ 2,600
- Benevolent Fund $ 500
- Stormwater Control Fund $ 17,400
- Sewer Lateral Fund $ 3,200
- Contingency Fund $ 5,000

Normally, the City provides a ten year revenue trend graph. The fiscal years through 2008 included bond construction amounts that had not been fully spent. This had a significant impact on the image of the graph. The graph below is for eight years, which better illustrates the interest income revenue trend for the City now and in the future.

Interest Income - Trend Analysis



SURPLUS PROPERTY SALES

0.00% of Total Revenues
The sale of City property and equipment, determined obsolete, is declared surplus property and sold at public auction or through the advertisement of public bids for such equipment. For FY-2016 the City is not budgeting any revenue from the sale of surplus property. Revenues from any such sales are deposited into the General Fund.

MISCELLANEOUS INCOME

0.27% of Total Revenues
Miscellaneous Revenues normally consist mainly of charges for copies for outside parties, zoning maps, zoning ordinances, proceeds from the sale of goods at City-sponsored events, history books, insurance reimbursements from the self-insurance trust which the City is a part of and similar sources. Often these items cannot be anticipated and therefore are not included in the budget. For FY-2015 the estimate is $30,000. Most of this is from self-insurance reimbursements. Considering recent history of known items, the budget for FY-2016 has been set at $30,000.

Miscellaneous Income is only anticipated for the General Fund.

FALSE ALARMS

0.01% of Total Revenues
False Alarms are charges that residents and businesses in Ellisville incur when their alarm system goes off and no emergency existed. This revenue is credited to the General Fund.
The estimate for FY-2015 and the budget for FY-2016 have been set at $1,500.

PUBLICATION FEES

-0.01% of Total Revenues
Publication fees are collected for each public hearing. Sometimes, but not very often, these fees are above the fees that are incurred and paid for by the City of Ellisville. Timing of the advertisements and receipt of the fees can occur in different fiscal years. Because of this, the budget for FY-2016 has been set at negative one thousand dollars (- $1,000).

SEWER LATERAL FEE

0.80% of Total Revenues
A fee of $28 per year for residential properties with six dwelling units or less is charged as a part of the property taxes which are collected by St. Louis County and distributed to the City. This amount does not change much because the residential property in the City is pretty well built out.

In FY-2015 the City projects $90,000 in Sewer Lateral Fee revenue. For FY-2016 the same amount of $90,000 is being budgeted, which is credited to the Sewer Lateral Repair Fund.

CITY OF ELLISVILLE
INCORPORATED 1932

FY-2016 EXPENDITURES

The City government is divided into departments. This is done to focus efforts in each department on specific areas of responsibility. Each department has a mission and various goals which are related to the City's long term and strategic goals. Having separate departments allows for better organization and review to see that each department's mission is being achieved.

In order to complete each department's mission, it is necessary for some departments to have budgets in different funds. For example, when the Police Department needs a new police car they utilize the Capital Equipment Replacement Fund for that expenditure. The matrix below shows which departments may have budgets in different funds. Not all departments will utilize all of the noted funds each year.

	General	Infrastructure	Equipment Replacement	Park	Benevolent	Stormwater Control	Sewer Lateral
	Fund 10	*Fund 20*	*Fund 30*	*Fund 50*	*Fund 70*	*Fund 80*	*Fund 81*
Administration	X	X	X		X		
Public Works	X	X	X				
Engineering	X	X	X				X
Stormwater						X	
Sewer Lateral							X
Planning & Community Development	X		X				
Police	X	X	X				
Municipal Court	X		X				
Parks & Recreation		X	X	X			
Pool		X	X	X			

ADMINISTRATION DEPARTMENT

Mission Statement:

The Administration Department is responsible for supervising and coordinating the operations of all City departments within the local government, advising the City Council on policy matters, implementing the policies of the Council, formulating the City budget, ensuring that the budget is executed as authorized by the City Council, enforcing all ordinances, responding to citizen inquiries, coordinating City service requests, maintaining the official City records, and disseminating public information to residents and businesses. The Finance Department, which is included in the Administration Department budget, is responsible for maintaining all the City's financial transactions, matters, and policies, including cash receipts, cash disbursements, payroll, treasury functions, and financial reporting.

Services:

1. **City Management**
   The City Manager, with the help of the Staff, is responsible for conducting policy research, providing policy recommendations to the City Council, implementing adopted legislation, carrying out the policy directions of the Council citywide, formulating, preparing, and presenting the annual budget for consideration by the City Council, ensuring the execution of the budget as authorized by the Council, promoting community relations by working with the residential and business community, coordinating and overseeing the day-to-day operations of all City departments, and managing City personnel to ensure consistency in both direction and operation.

2. **General Administration**
   The Administration Department is responsible for conducting the general administrative activities of the City, including the collection of revenue, the issuance of permits and licenses, maintaining the City's asset inventory, publication of the *Trailblazer* newsletter, risk management, communicating with individuals and businesses both within the community and outside of the community, enforcing and administering City policies, administering the City's sanitation and recycling services contracts, and providing general Staff assistance to the other City departments.

3. **Records, Information, and Legislation**
   The City Clerk keeps and maintains the official records of the City, including the Municipal Code and all ordinances and resolutions, public meeting minutes, all records pertaining to elections and terms of office, and public hearing exhibits, etc. The City Clerk is responsible for drafting legislation for review by the Staff and consideration by the City Council, and provides public information relating to matters of City business which are pending, as required by State Statute.

4. **Public Finance**
   While the Finance Department is exclusive of the Administration Department, the budgets of both departments are contained within the Administration Department's budget for purposes of simplicity. The Finance Department is responsible for maintaining and administering all the City's financial matters and transactions, including financial policies, cash receipts, cash disbursements, payroll functions, cash management, investments, and financial reporting.

FY-2015 Goals and Objectives Update:

1. Continue to work with the Council to set meetings for updates regarding the Strategic Plans. This will allow Administration and Staff an opportunity to work in a positive manner to achieve the five year goals of this Council. **Update: Completed in June 2015**

2. Implement a customer-oriented business retention and expansion plan. **Update: Building off the community-based approach encouraged by our economic development partners at Ameren, Staff has designed a survey for our business community that will be simple, highly accessible, and serve as a communication tool to help build relationships.**

3. Update city policies (e.g. anti-fraud, internal security, personnel, purchasing). **Update: Staff updated the purchasing policy and the City Council unanimously approved the policy in June of 2015. Staff is also working on the Personnel Policy Manual. A copy of the manual was submitted to the City's insurance broker (J.W. Terrill) for review. Once updated, the document will be submitted to the City Attorney for review. The proposed manual will be presented to the Council for approval. The Personnel Policy Manual will include policies on anti-fraud, internet use, and City cell phone usage, among other items.**

4. Improve communication with residents with technology. **Update: Staff completed extensive improvements in this area. Based on significant input from the Transparency Committee, a new website was launched. It provides more detailed information with regard to meeting schedules, agendas and minutes. It also provides a more user-friendly environment and offers users an opportunity to sign up for City notifications. This will be continually updated.**

5. Promote the diversity of businesses. **Update: Staff continues to try and expand business diversity through actively marketing its assets, responding to evolving zoning necessities, and augmenting Council discretion through offering conceptual meetings.**

FY-2016 Goals and Objectives:

For FY-2016 Administration will focus on the following goals and action plans.

1. Continue to work with the City Council to set meetings for updates regarding the Strategic Plans. This will allow Administration and Staff an opportunity to work in a positive manner to achieve the five year goals of this Council.
2. Integrate fillable PDF permit applications online and review/implement online payment options. Same things for business license applications. This is a multi-year process.
3. Develop a Frequently Asked Questions (FAQ) section on the City website.
4. Improve the customer-oriented business retention and expansion plan.
5. Build better relationships with regional partners, and serve as a liaison between business owners and resources such as financing options.
6. Maximize site/building marketing potential using prime website space and Location One Information Systems.
7. Continue to promote the diversity of businesses.
8. Continue to improve communication with residents with technology.
9. Continue to update City policies (e.g. anti-fraud, internal security, personnel, purchasing).
10. Review Staff compensation levels (salary and benefits).

Finance/Personnel Performance Measures

	2013 Actual	2014 Actual	2015 Estimated	2016 Budgeted
Work Load Indicators				
Number of Investment Transactions	20	34	7	14
Amount of Investments	$5,619,565	$5,532,963	$5,000,000	$5,300,000
# of Accounts Payable Checks Processed	2,041	2,031	2,400	2,400
# of Payroll Payments Processed	1,911	1,953	1,940	1,950
# of Full-Time Positions Filled	8	8	4	6
# of Requests for Public Records	62	44	35	35
Effectiveness Indicators				
% Increase in Amount Invested	-9.79%	-1.54%	-9.63%	6.00%
Avg. # of Accounts Payable Checks (month)	170	169	200	200

FISCAL YEAR 2016 FINANCIAL OVERVIEW
ADMINISTRATION DEPARTMENT

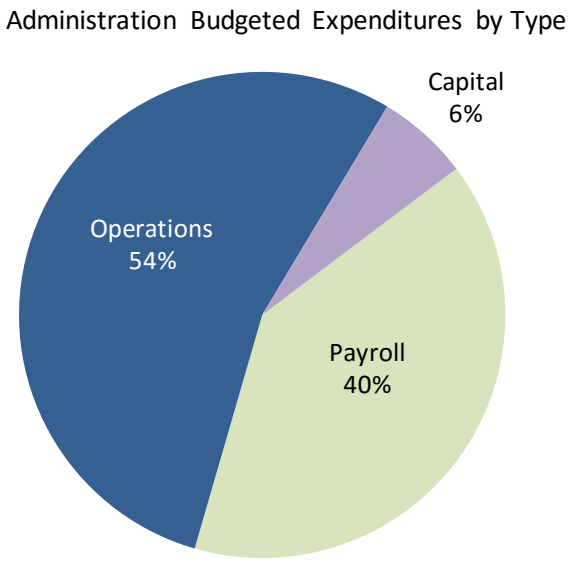
REVENUES, FEES, OR GRANTS	FY-2014 Actual	FY-2015 Estimate	FY-2016 Budget
Business Licenses	$472,381	$490,000	$510,000
Vending Licenses	$6,950	$6,000	$6,000
Liquor Licenses	$11,912	$12,500	$12,500
Surplus Property Sales	$3,000	$0	$0
Miscellaneous Income	$56,070	$30,000	$30,000
Total Administration Revenues	$550,313	$538,500	$558,500
EXPENDITURES			
Payroll Expenses	$699,081	$733,350	$793,040
Operating Expenses	$2,110,134	$1,052,060	$1,079,470
Capital Expenditures	$112,037	$37,000	$122,100
Total Administration Expenditures	$2,921,252	$1,822,410	$1,994,610
ADMINISTRATION REVENUE (UNDER) OVER EXPENDITURES	($2,370,939)	($1,283,910)	($1,436,110)

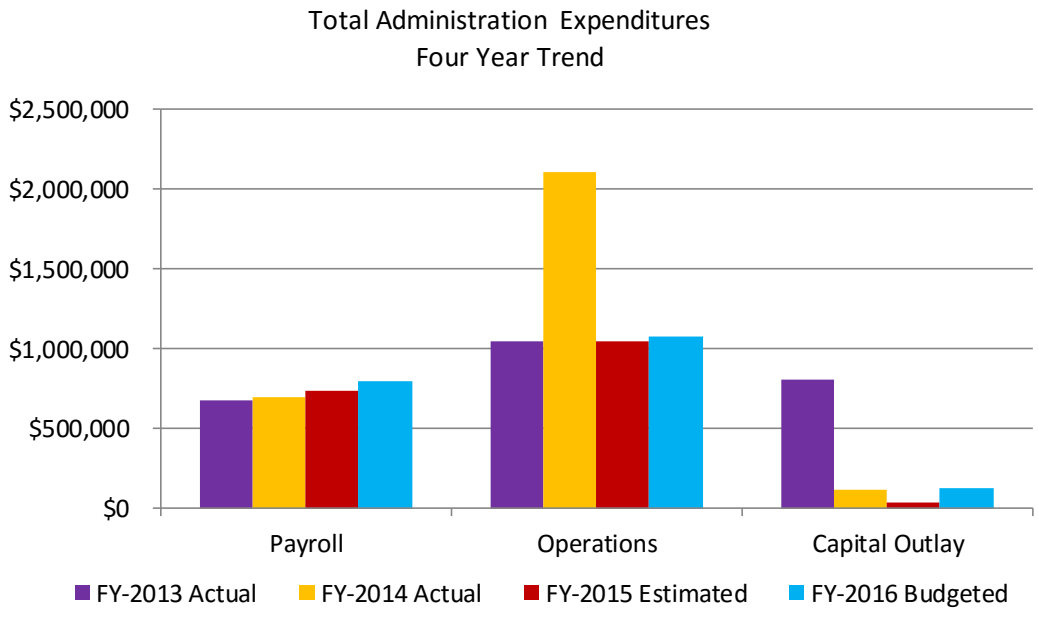
ADMINISTRATION DEPARTMENT EXPENDITURE SUMMARY

DEPARTMENT NUMBER: 11

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	SALARIES AND WAGES					
10-1-11-400-10	Salaries and Wages	$498,807	$551,761	$511,080	$514,630	$555,720
10-1-11-400-20	Wages - Seasonal	$4,004	$0		$0	$0
10-1-11-400-30	Overtime	$0	$1,270	$0	$0	$0
10-1-11-400-40	Allowances	$6,398	$1,942	$5,100	$5,100	$5,100
10-1-11-400-50	FICA	$37,505	$38,815	$38,250	$38,880	$42,060
	BENEFITS					
10-1-11-401-10	Health Insurance	$71,556	$54,301	$95,560	$99,200	$106,400
70-1-11-401-10	Health Insurance (Benfit Fund)	$0	$0	$0	$15,000	$0
10-1-11-401-20	Dental Insurance	$4,877	$5,621	$5,660	$5,660	$6,220
10-1-11-401-30	Life Insurance	$2,962	$829	$2,550	$2,440	$2,640
10-1-11-401-40	Long Term Disability	$1,928	$1,281	$1,430	$1,360	$1,470
10-1-11-401-50	Pension	$44,146	$40,001	$46,440	$47,420	$69,500
	MISCELLANEOUS					
10-1-11-402-10	Miscellaneous	$650	$3,260	$710	$3,660	$3,930
	SUBTOTAL PAYROLL	**$672,833**	**$699,081**	**$706,780**	**$733,350**	**$793,040**
	SERVICES					
10-1-11-410-10	Attorney Fees	$92,557	$170,041	$110,000	$120,000	$110,000
10-1-11-410-20	Other Legal Services	$107,302	$1,052,500	$8,500	$8,500	$8,500
10-1-11-410-40	Professional Services	$54,277	$68,552	$29,250	$27,350	$36,550
10-1-11-410-60	Service Agreements	$5,893	$5,879	$24,400	$24,700	$3,900
10-1-11-410-70	Trash Bill Subsidy	$493,520	$499,539	$510,000	$514,000	$527,000
10-1-11-410-80	Workers Compensation	$87,529	$97,381	$109,500	$107,400	$110,000
10-1-11-410-81	Insurance	$92,192	$107,623	$116,150	$114,850	$116,150
	PERSONNEL DEVELOPMENT					
10-1-11-420-10	Personnel Training	$442	$135	$500	$500	$500
10-1-11-420-20	Travel & Meeting	$16,632	$11,730	$14,700	$15,390	$16,050
10-1-11-420-30	Dues and Membership Fees	$10,522	$8,229	$8,190	$8,190	$8,520
10-1-11-420-40	Publications and Journals	$948	$316	$1,050	$1,450	$1,450
	SUPPLIES					
10-1-11-430-10	Office Supplies and Expense	$14,397	$12,529	$13,320	$11,820	$13,320
10-1-11-430-30	Uniforms	$0	$536	$750	$750	$750
10-1-11-430-40	Gasoline & Oil	$760	$1,091	$700	$1,100	$1,100
	PRINTING, POSTAGE & NOTICES					
10-1-11-440-10	Printing	$4,912	$3,597	$4,500	$4,500	$4,500
10-1-11-440-12	Legal Notices	$5,435	$6,335	$7,000	$6,500	$6,500
10-1-11-440-14	Codification	$2,240	$3,732	$2,000	$4,000	$4,000
10-1-11-440-20	Postage	$7,913	$3,403	$8,300	$3,500	$4,000
	UTILITIES					
10-1-11-450-10	Water	$443	$525	$550	$550	$550
10-1-11-450-20	Sewer	$1,062	$885	$1,350	$1,000	$1,000
10-1-11-450-30	Natural Gas	$2,320	$3,225	$3,500	$3,500	$3,500
10-1-11-450-40	Electric	$6,850	$8,217	$750	$8,300	$8,500
10-1-11-450-50	Telephone	$7,390	$8,608	$9,300	$9,300	$9,300

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	LEASES					
10-1-11-460-10	Equipment Lease	$5,149	$3,602	$5,100	$7,450	$32,650
	EQUIPMENT					
10-1-11-465-10	Computer Equip./Software Maint./Repairs	$7,536	$4,265	$0	$3,300	$2,700
10-1-11-465-20	Equipment Purchase/Replacement	$0	$436	$2,500	$3,650	$14,810
	MAINTENANCE AND REPAIR					
10-1-11-475-10	Maintenance Supplies	$58	$194	$500	$500	$500
10-1-11-475-20	Maintenance & Repair Equipment	$466	$409	$1,200	$4,700	$1,200
10-1-11-475-30	Maint./Repair Structure	$1,024	$2,885	$1,970	$3,810	$1,970
	COMMUNITY EVENTS					
10-1-11-490-10	Community Relations	$10,545	$23,735	$29,316	$28,000	$25,000
	ELECTION					
10-1-11-495-10	Election Expenses	$3,047	$0	$3,500	$3,500	$5,000
	SUBTOTAL OPERATIONS	**$1,043,361**	**$2,110,134**	**$1,028,346**	**$1,052,060**	**$1,079,470**
	INFRASTRUCTURE					
20-1-11-475-30	Maintenance and Repairs Structure	$2,457	$9,876	$37,000	$37,000	$122,100
20-1-11-485-10	COP Debt Service-Principal	$710,000	$0	$0	$0	$0
20-1-11-485-11	COP Debt Service-Interest & Other	$28,708	$0	$0	$0	$0
	EQUIPMENT					
30-1-11-465-10	Computer Equipment/Software	$65,616	$48,658	$0	$0	$0
30-1-11-465-20	Equipment Purchase	$4,011	$53,503	$0	$0	$0
	SUBTOTAL CAPITAL OUTLAY	**$810,792**	**$112,037**	**$37,000**	**$37,000**	**$122,100**
ADMINISTRATION TOTAL		**$2,526,986**	**$2,921,252**	**$1,772,126**	**$1,822,410**	**$1,994,610**


Administration Budgeted Expenditures by Type
Capital
6%
Operations
54%
Payroll
40%


Total Administration Expenditures
Four Year Trend
$2,500,000
$2,000,000
$1,500,000
$1,000,000
$500,000
$0
Payroll
Operations
Capital Outlay
FY-2013 Actual
FY-2014 Actual
FY-2015 Estimated
FY-2016 Budgeted

PUBLIC WORKS DEPARTMENT

Mission Statement:

The Public Works Department is responsible for the construction, maintenance, and repair of the City's infrastructure systems, including stormwater, streets, sidewalks, parks, signage, and trail systems, for conducting annual citywide service programs for the residents, and for maintaining the quality and safety of all City facilities and parkland.

Services:

1. **Construction, Maintenance, and Repair of Infrastructure Systems**
   The Public Works Department is responsible for the construction, maintenance, and repair of the City's infrastructure systems. Construction and repair responsibilities are scheduled at specific times throughout the year, while maintenance responsibilities are generally conducted on an ongoing basis. Infrastructure may specifically include concrete and asphalt streets, street signage, gutters, curbs, sidewalks, creek erosion projects, ditching and creek control, and underground storm water lines.

2. **Citywide Service Programs**
   The Public Works Department is responsible for conducting the fall residential leaf pickup program and three residential brush pickup programs (one in the fall, another following the winter holidays to pick up Christmas trees, and the third in the spring). The Public Works Department is responsible for any emergency storm related damages i.e. (trees down or limbs caused by ice related or rain storms). A tub grinder is used to grind this debris into wood chips for placement on City trails, and for residents and businesses to use as mulch, free of cost. The department also assists residents and businesses with loading of mulch. In addition, the Public Works Department is responsible for over eighty lane miles of snow removal services during the winter months, and for clearing post-storm debris from public rights-of-way year-around.

3. **Maintenance of the City Parks System**
   The Public Works Department is responsible for completing a number of small and medium scale construction and repair projects in the parks. The department is also responsible for mowing approximately 200 acres of parkland throughout the growing season and conducting safety inspections of all playground equipment on an ongoing basis. In addition, the Public Works Department is responsible for ensuring that all parkland, park facilities, and shelters are kept clean and safe for public use.

FY-2015 Goals and Objectives Update:

1. Continue contracting striping services with St. Louis County. *This provides supplemental specialized forces to provide pavement marking services Citywide thus saving the City from mobilizing costly services for a limited window of use each year.* **Update: This was achieved again this year though the City was informed by St. Louis County they would no longer be providing the service.**

2. Continue to monitor street conditions and provide preventative maintenance. *This is an ongoing operation that provides for safe conditions and desirable appearance of City streets.* **Update: Additional outside maintenance services supplemented Staff operations, allowing for added miles of street repairs for the year.**

3. Continue the high level of response to winter weather conditions Citywide. *This is a service the community has prided itself with restoring safe driving conditions and maintaining those conditions when other communities are faltering.* **Update: As with past years, department Staff maintained City streets with timely removal of snow and ice during the storms experienced over the winter months.**

4. Continue to maintain City-owned facilities and property. *This ongoing operation directly relates to the City's long-term goal of preserving current levels of City services.* **Update: While City facilities age Staff continues to maintain those facilities in an expanded manor as needed to assure their functional use by residents and Staff.**

5. Continue to recycle brush and leaves and provide mulch for the residents and businesses. Thus, providing 100% recycling of our brush and leaf program. *This ongoing operation provides an additional service desired for City residents and businesses and provides to the uniqueness of the community.* **Update: Through a monitoring partnership with St. Louis County Department of Health, the Public Works Department continues to operate and expand brush and mulching operations for residents.**

6. Continue to administer park safety inspections. *This ongoing operation relates to a long-term goal of preserving current levels of City services as well as strengthens the City's financial situation by eliminating costs related to safety violations, while at the same time maintaining a positive City appearance.* **Update: Monthly inspections throughout the park system continues with timely repairs and upgrades to various facilities as needed.**

7. Continue to implement the street sign replacement program. *This ongoing program not only maintains but promotes improved safety amongst the multi model commuting public through the community.* **Update: This has been an ongoing program for the past several years and continues with the community divided into sectors replacing street signs as determined by the program survey.**

8. Continue to monitor dead and dangerous trees within the City and remove them as needed. *This ongoing activity is a part of the City's improved image as a Tree City USA. This service to promote and maintain the standard of living developed as one of the many attributes of the City.* **Update: Continued monitoring and removal of hazardous trees within the City's park and trail system along with the miles of trees along public streets.**

9. Continue sidewalk slab replacement throughout the City. *As with the trail system, this is a part of the City's long-term goal to improve infrastructure that includes non-motor vehicular options.* **Update: As with past years, repairs continue based upon resident requests and Staff surveys.**

FY-2016 Goals and Objectives:

1. Continue contracting striping services with new outside contractors. *This provides supplemental specialized forces to provide pavement marking services Citywide thus saving the City from mobilizing costly services for a limited window of use each year.*

2. Continue to monitor street conditions and provide preventative maintenance. *This is an ongoing operation that provides for safe conditions and desirable appearance of City streets.*

3. Continue the high level of response to winter weather conditions Citywide. *This is a service the community has prided itself with restoring safe driving conditions and maintaining those conditions when other communities are faltering.*

4. Continue to maintain City-owned facilities and property. *This ongoing operation directly relates to the City's long-term goal of preserving current levels of City services.*

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9. Continue sidewalk slab replacement throughout the City. *As with the trail system, this is a part of the City's long-term goal to improve infrastructure that includes non-motor vehicular options.*

Public Works Performance Measures

	2013 Actual	2014 Actual	2015 Estimate	2016 Budgeted
Work Load Indicators				
Lane Miles of City Roads Maintained	82.1	84.2	84.4	84.4
Amount of Brush/Leaves Picked Up (yards)	460	2,880	10,000	10,000
Amount of Salt Used on Roads (tons)	714	1,216	730	750
# of Dead Trees Removed, Replaced & Trimmed	350	320	320	320
# of Signs Replaced	250	173	200	200
Road repair-tons of mix	169	280	300	300
Traffic control signs serviced	86	93	80	80
Leaves collected-cubic yards	1,016	1,312	1,300	1300
Acres mowed and maintained	80	80	80	80
Trees and shrubs planted	35/20	40/15	30/20	30/20
Effectiveness Indicators				
* Avg. Time to Clear Snow from Roads (hours)	8-10	8-10	8-10	8-10

* Streets are cleared from curb to curb with water running down the curb when finished.

FISCAL YEAR 2016 FINANCIAL OVERVIEW
PUBLIC WORKS DEPARTMENT

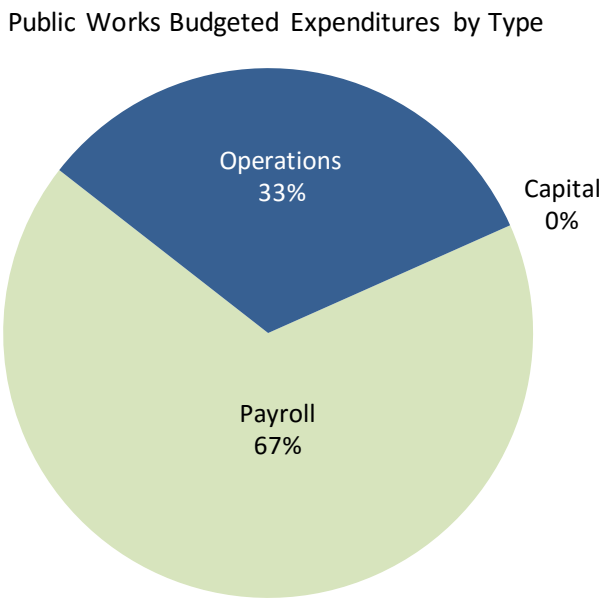
REVENUES, FEES, OR GRANTS	FY-2014 Actual	FY-2015 Estimate	FY-2016 Budget
Tree Income	$0	$0	$0
Total Public Works Revenues	$0	$0	$0
EXPENDITURES			
Payroll Expenses	$1,113,030	$1,094,780	$1,121,460
Operating Expenses	$496,895	$471,700	$547,040
Capital Expenditures	$0	$335,100	$0
Total Public Works Expenditures	$1,609,925	$1,901,580	$1,668,500
PUBLIC WORKS REVENUE (UNDER) OVER EXPENDITURES	($1,609,925)	($1,901,580)	($1,668,500)

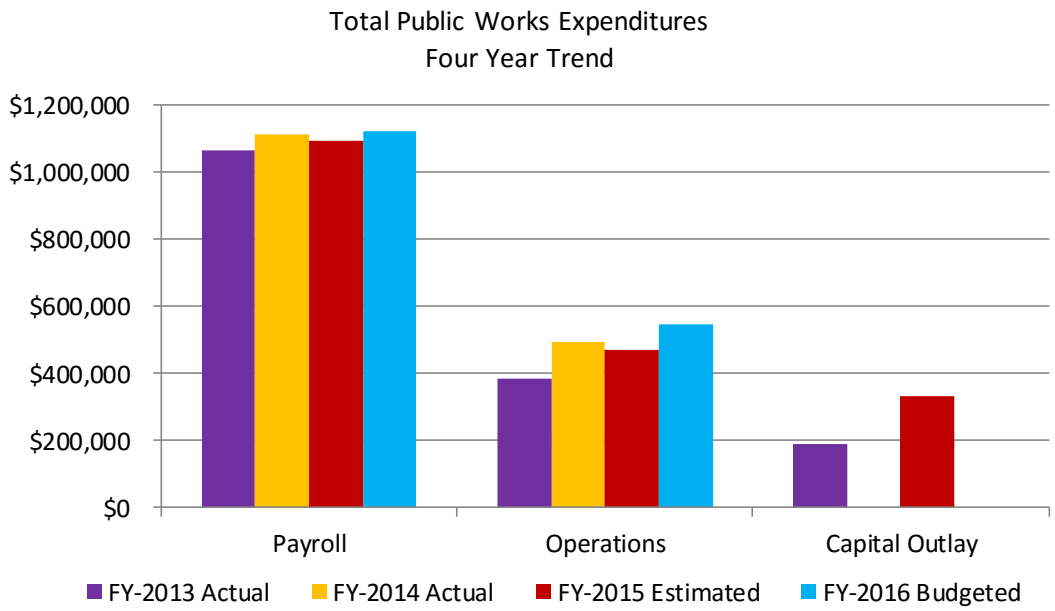
PUBLIC WORKS DEPARTMENT EXPENDITURE SUMMARY

DEPARTMENT NUMBER: 21

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	SALARIES AND WAGES					
10-2-21-400-10	Salaries and Wages	$698,942	$713,073	$745,260	$732,320	$716,430
10-2-21-400-20	Wages - Seasonal	$12,154	$14,842	$11,000	$16,000	$15,000
10-2-21-400-30	Overtime	$19,409	$26,415	$29,870	$25,000	$29,000
10-2-21-400-50	FICA	$55,401	$55,949	$57,280	$54,840	$55,550
	BENEFITS					
10-2-21-401-10	Health Insurance	$195,101	$207,096	$224,500	$165,520	$183,950
10-2-21-401-20	Dental Insurance	$14,479	$13,571	$13,750	$14,350	$15,840
10-2-21-401-30	Life Insurance	$5,282	$4,714	$4,290	$3,960	$3,950
10-2-21-401-40	Long Term Disability	$3,514	$2,809	$2,380	$2,200	$2,310
10-2-21-401-50	Pension	$60,382	$65,871	$63,820	$71,980	$90,820
	MISCELLANEOUS					
10-2-21-402-10	Miscellaneous	$1,841	$8,690	$1,850	$8,610	$8,610
	SUBTOTAL PAYROLL	**$1,066,505**	**$1,113,030**	**$1,154,000**	**$1,094,780**	**$1,121,460**
	SERVICES					
10-2-21-410-50	Contractual Services	$4,936	$5,049	$14,300	$38,000	$40,000
10-2-21-410-72	Street Light Service	$121,106	$134,151	$135,800	$135,800	$136,800
	PERSONNEL DEVELOPMENT					
10-2-21-420-10	Personnel Training	$177	$274	$2,000	$2,300	$4,000
10-2-21-420-20	Travel & Meeting	$364	$300	$400	$400	$400
10-2-21-420-30	Dues and Membership Fees	$202	$45	$100	$100	$100
	SUPPLIES					
10-2-21-430-10	Office Supplies and Expense	$2,560	$5,628	$4,270	$4,990	$4,990
10-2-21-430-20	Program Supplies	$39,019	$137,022	$101,200	$49,300	$90,300
10-2-21-430-30	Uniforms	$11,898	$10,670	$10,400	$13,000	$17,000
10-2-21-430-40	Gasoline & Oil	$38,587	$43,084	$50,000	$35,000	$44,000
	PRINTING, POSTAGE & NOTICES					
10-2-21-440-12	Legal Notices	$0	$0	$500	$500	$500
	UTILITIES					
10-2-21-450-10	Water	$1,101	$1,289	$1,600	$1,700	$1,700
10-2-21-450-20	Sewer	$604	$642	$2,000	$2,000	$2,000
10-2-21-450-30	Natural Gas	$11,193	$14,620	$15,000	$15,000	$15,000
10-2-21-450-40	Electric	$11,637	$10,921	$14,000	$14,000	$14,000
10-2-21-450-50	Telephone	$5,040	$5,704	$5,760	$6,210	$6,200
	EQUIPMENT					
10-2-21-465-10	Computer Equip./Software Maint./Repairs	$1,263	$218	$200	$200	$200
10-2-21-465-20	Equipment Purchase/Replacement	$5,102	$1,012	$7,200	$7,200	$5,550
	SIGNS AND TREES					
10-2-21-470-10	Signs	$10,196	$6,561	$9,300	$14,200	$11,300
10-2-21-470-20	Tree Planting	$2,236	$7,598	$7,000	$7,000	$14,200

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	MAINTENANCE AND REPAIR					
10-2-21-475-10	Maintenance Supplies	$47,773	$38,083	$40,000	$49,000	$45,000
10-2-21-475-20	Maintenance & Repair Equipment	$31,354	$35,944	$31,200	$31,200	$31,200
10-2-21-475-30	Maintenance & Repair Structure	$7,869	$9,910	$8,000	$9,000	$16,000
10-2-21-475-40	Maintenance & Repair Vehicles/Adm.	$435	$119	$400	$1,500	$1,500
10-2-21-475-41	Maintenance & Repair Vehicles/Eng-Plan	$763	$1,384	$4,000	$1,000	$1,000
10-2-21-475-42	Maintenance & Repair Vehicles/P.W.	$24,056	$14,411	$28,000	$17,000	$28,000
10-2-21-475-43	Maintenance & Repair Vehicles/Parks	$82	$3	$200	$1,200	$1,200
10-2-21-475-44	Maintenance & Repair Vehicles/Police	$8,314	$12,253	$14,900	$14,900	$14,900
	SUBTOTAL OPERATIONS	**$387,867**	**$496,895**	**$507,730**	**$471,700**	**$547,040**
	INFRASTRUCTURE					
20-2-21-480-99	Infrastructure		$0	$6,000	$18,500	$0
	EQUIPMENT					
30-2-21-465-20	Equipment Purchase	$16,738	$0	$139,600	$142,600	$0
30-2-21-465-30	Vehicle Purchase	$173,022	$0	$174,000	$174,000	$0
	SUBTOTAL CAPITAL OUTLAY	**$189,760**	**$0**	**$319,600**	**$335,100**	**$0**
PUBLIC WORKS TOTAL		**$1,644,132**	**$1,609,925**	**$1,981,330**	**$1,901,580**	**$1,668,500**


Public Works Budgeted Expenditures by Type
Operations
33%
Capital
0%
Payroll
67%


Total Public Works Expenditures
Four Year Trend
$1,200,000
$1,000,000
$800,000
$600,000
$400,000
$200,000
$0
Payroll
Operations
Capital Outlay
FY-2013 Actual
FY-2014 Actual
FY-2015 Estimated
FY-2016 Budgeted

ENGINEERING DIVISION

Mission Statement:

The Engineering Department is responsible for facilitating design, engineering, and construction planning for capital infrastructure improvements and ensuring completion of all such improvements in accordance with City standards and Council objectives. The department also provides assistance with the resolution of concerns brought forth by the community in a responsive manner for the betterment of all residents of the City.

Services:

1. **Public Improvements**
   The Engineering department administers all capital improvement projects including bond projects, stormwater projects, and general Citywide infrastructure maintenance and construction projects. Providing this service involves consultant and contractor selection, meeting with affected residents and groups to familiarize them with the projects and to obtain all necessary documents prior to the commencement of work. It also involves establishing parameters for projects and monitoring the work of the contractors and force account personnel in accordance with all plans and specifications. Staff performs inspections with resolution of issues affecting such projects prior to acceptance of such systems by the City.

2. **Departmental Services**
   The department takes pride in providing assistance to other segments of the City's services sector in administrating capital building programs, technical program assistance, permitting and general practical research assistance.

FY-2015 Goals and Objectives Update:

1. Begin and continue engineering and design for future FY-2016 through FY-2019 of the Stormwater Improvements Program projects. *This planning is necessary to continue with the City's long term goals for capital improvement and infrastructure needs.* **Update: Design is complete for the Wolff Lane project with design work continuing on Henry Ave., DeVore Dr., Carmel Woods Dr. and Oak Hill Dr., FY-2017 through FY-2019.**

2. Continue to accelerate future year Stormwater Improvements as funds become available. *This also complies with the City's long-term goal for capital improvement and infrastructure needs. While safely moving stormwater is a type of infrastructure, this often includes replacement of street slabs that have moved or broken which hamper the proper collection of stormwater.* **Update: No projects were accelerated in FY-2015 due to project scheduling constraints and utility conflicts.**

3. Commence and complete the scheduled FY-2016 Storm Water Improvement Program projects. *As previously stated, stormwater improvements are a part of the City's long-term goals to improve the infrastructure of the community.* **Update: Froesel Dr. west of Hutchinson was completed in FY-2015.**

4. Continue to provide assistance to all departments Citywide with various capital projects. *This area helps meet the City's long-term goals of expanding municipal facilities, improved image and*

increased levels of customer service. **Update: Staff continues to provide assistance from answering simple questions to managing projects for Parks, Planning, Administration, Public Works and Police.**

5. Provide the Parks and Recreation Department with technical assistance in developing long-range capital objectives. *These long-range capital objectives are part of the City's long-term capital improvement needs*. *Engineering Staff will assist with assessing the capital needs of the department and facilitate a means of quantifying the financial impact of the needs.* **Update: Staff continues to provide assistance in refining the capital objectives outlined by the Parks Department.**

6. Continue the long-term objective of reviewing, refining and issuance of revised standard specifications used in reoccurring infrastructure projects throughout the community. *The Engineering Department for Ellisville is primarily concerned with major capital improvements that directly relate to the City's long-term goals for capital improvement needs and expanded municipal facilities, and as a result design guidelines and functional specifications must be developed.* **Update: During the past year, Staff updated existing project specifications and developed new project specifications planned for FY-2015.**

7. Continue to administer general capital improvements programs, street repair, crack sealing, mudjacking, sidewalk repair and addressing minor stormwater issues. *As an ongoing operational function, this is a part of the long-term goal for sustaining infrastructure through reinvesting in capital improvement maintenance.* **Update: This is an ongoing objective that is a core function of the department. For FY-2015 all projects were successfully executed on time.**

8. Work with the Council to develop future conceptual studies and refine existing studies for capital facilities upgrades and replacement. *This conceptual work directly relates to the City's long-term goal for expanded municipal facilities. Information is provided to the Council to assist in determining the long-term facility needs thus providing a focused direction moving forward.* **Update: Staff continues to support the directives of the Council through research and studies that are priorities to the community.**

9. Continue with the ongoing process of Engineering Staff development through seminars, conferences and university extension classes. *This is necessary to insure quality work on capital improvements, infrastructure and increased levels of customer service.* **Update: Staff continues to maintain and expand capital objectives and search out efficient and new methods of services to the community through continued education.**

10. Make recommendations for the project schedule relating to the ½-cent stormwater tax program beyond 2019. *This planning is necessary to continue a logical path addressing the City's long-term goal for capital improvement and infrastructure needs.* **Update: The first phase, determining our present infrastructure condition and needs is complete with the second phase establishing the next 20 year capital program moving beyond FY-2019 planned for FY-2016.**

11. Implement activities that are outlined in the PHASE II five-year water quality report including best management practices techniques. *This work is necessary to continue with the City's long-term goal addressing compliance with Federal and State requirements and to assure our capital improvement and infrastructure needs provide for a safe environment.* **Update: This multiyear objective continues to evolve as Staff implements improved water quality measures to both governmental operations and public operations at large.**

FY-2016 Goals and Objectives:

1. Begin and continue engineering and design for future FY-2017 through FY-2020 of the Storm Water Improvements Program projects. *This planning is necessary to continue with the City's long-term goals for capital improvement and infrastructure needs.*

2. Commence and complete the scheduled FY-2016 Storm Water Improvement Program projects. *As previously stated, stormwater improvements are a part of the City's long-term goals to improve the infrastructure of the community.*

3. Continue to provide assistance to all departments citywide with various capital projects. *This area helps meet the City's long-term goals of expanding municipal facilities, improved image and increased levels of customer service.*

4. Provide the Parks and Recreation Department with technical assistance in developing long-range capital objectives. *These long-range capital objectives are part of the City's long-term capital improvement needs. Engineering Staff will assist with assessing the capital needs of the department and facilitate a means of quantifying the financial impact of the needs.*

5. Continue the long-term objective of reviewing, refining and issuance of revised standard specifications used in reoccurring infrastructure projects throughout the community. *The Engineering Department for Ellisville is primarily concerned with major capital improvements that directly relate to the City's long-term goals for capital improvement needs and expanded municipal facilities, and as a result design guidelines and functional specifications must be developed.*

6. Continue to administer general capital improvements programs, street repair, crack sealing, mudjacking, sidewalk repair and addressing minor stormwater issues. *As an ongoing operational function, this is a part of the long-term goal for sustaining infrastructure through reinvesting in capital improvement maintenance.*

7. Work with the Council to develop future conceptual studies and refine existing studies for capital facilities upgrades and replacement. *This conceptual work directly relates to the City's long-term goal for expanded municipal facilities. Information is provided to the Council to assist in determining the long-term facility needs thus providing a focused direction moving forward.*

8. Continue with the ongoing process of Engineering Staff development through seminars, conferences and university extension classes. *This is necessary to insure quality work on capital improvements, infrastructure and increased levels of customer service.*

9. Assist MoDOT with the completion of the Manchester Road enhancements and develop a plan to maintain and improve the enhancements. *This plan is necessary to assure we meet the requirements of our agreement with MoDOT to maintain the enhancements and to assure the "front door" to our community is appealing and welcoming to those who shop, live and are considering Ellisville as their new home.*

10. Implement activities that are outlined in the PHASE II five-year water quality report including best management practices techniques. *This work is necessary to continue with the City's long-term goal addressing compliance with Federal and State requirements and to assure our capital improvement and infrastructure needs provide for a safe environment.*

11. Continue to plan and research improved multi modal means of access throughout our community. *This continues to develop the premise of a walkable and bikeable community to make those connections that will foster a cohesive community.*

Engineering Performance Measures

	2013 Actual	2014 Actual	2015 Estimated	2016 Budgeted
Work Load Indicators				
Concrete Repair - Miles	0.58	0.40	0.47	0.64
Concrete Repair - Costs	$ 431,900	$ 260,700	$ 311,000	$ 430,000
Pavement Sealing - Miles	8.10	8.05	10.90	10.90
Pavement Sealing - Costs	$ 54,400	$ 48,000	$ 65,000	$ 65,000
Business Licenses issued	652	633	640	650
Effectiveness Indicators				
Cost per Mile - Concrete Repair	$744,700	$651,800	$661,700	$ 671,900
Cost per Mile - Sealing	$6,700	$6,000	$6,000	$ 6,000

FISCAL YEAR 2016 FINANCIAL OVERVIEW
ENGINEERING DIVISION

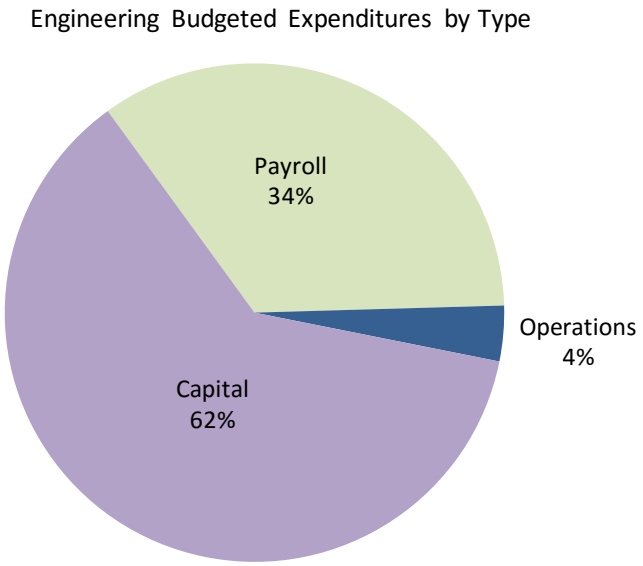
REVENUES, FEES, GRANTS	FY-2014 Actual	FY-2015 Estimate	FY-2016 Budget
Publication Fees	$1,302	($1,000)	($1,000)
Plumbing Licenses	$3,369	$3,000	$3,000
Building Permits	$62,184	$86,900	$70,000
Excavation Permits	$1,815	$1,000	$1,000
Occupancy Permits	$6,662	$6,500	$6,500
Plumbing Permits	$14,281	$12,500	$12,500
Sewer Permits	$2,239	$4,500	$4,000
Occupancy Inspection Fees	$13,518	$13,000	$12,000
Total Engineering Revenues	$105,370	$126,400	$108,000
EXPENDITURES			
Payroll Expenses	$237,910	$207,830	$301,570
Operating Expenses	$20,825	$23,992	$25,692
Capital Expenditures	$383,355	$351,000	$741,000
Total Engineering Expenditures	$642,090	$582,822	$1,068,262
ENGINEERING REVENUE (UNDER) OVER EXPENDITURES	($536,720)	($456,422)	($960,262)

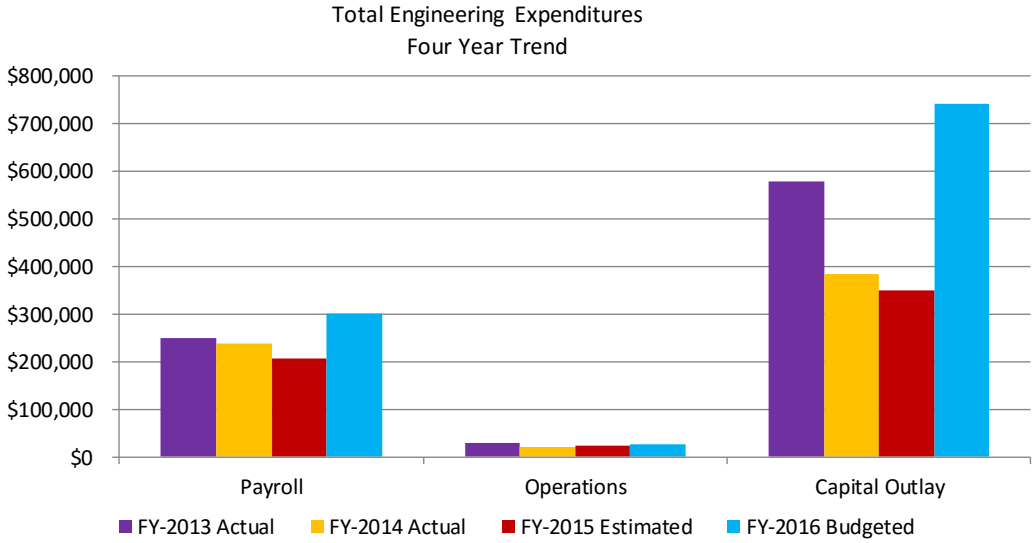
ENGINEERING DIVISION EXPENDITURE SUMMARY

DEPARTMENT NUMBER: 22

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	SALARIES AND WAGES					
10-2-22-400-10	Salaries and Wages	$184,878	$172,409	$154,990	$155,970	$213,820
10-2-22-400-30	Overtime		$3,099	$0	$6,720	$5,000
10-2-22-400-50	FICA	$13,828	$12,744	$11,760	$12,090	$16,450
	BENEFITS					
10-2-22-401-10	Health Insurance	$29,441	$29,562	$23,480	$14,910	$32,860
10-2-22-401-20	Dental Insurance	$2,139	$1,826	$1,430	$1,420	$2,690
10-2-22-401-30	Life Insurance	$1,428	$1,160	$900	$860	$1,240
10-2-22-401-40	Long Term Disability	$919	$729	$510	$490	$700
10-2-22-401-50	Pension	$15,972	$15,839	$12,740	$14,070	$26,980
	MISCELLANEOUS					
10-2-22-402-10	Miscellaneous	$325	$542	$260	$1,300	$1,830
	SUBTOTAL PAYROLL	**$248,930**	**$237,910**	**$206,070**	**$207,830**	**$301,570**
	SERVICES					
10-2-22-410-40	Professional Services	$15,039	$6,239	$6,790	$8,090	$9,290
10-2-22-410-50	Contractual Services	$150	$150	$150	$150	$150
10-2-22-410-90	Plan Review	$679	$5,687	$0	$0	$0
	PERSONNEL DEVELOPMENT					
10-2-22-420-10	Personnel Training	$0	$357	$1,250	$1,250	$3,250
10-2-22-420-20	Travel & Meeting	$2,407	$1,670	$1,710	$1,710	$1,710
10-2-22-420-30	Dues and Membership Fees	$1,402	$1,254	$1,459	$1,564	$1,564
10-2-22-420-40	Publications and Journals	$440	$478	$524	$524	$524
	SUPPLIES					
10-2-22-430-10	Office Supplies and Expense	$1,155	$936	$1,200	$2,900	$2,900
10-2-22-430-30	Uniforms	$503	$1,095	$959	$914	$914
10-2-22-430-40	Gasoline & Oil	$2,787	$729	$2,930	$900	$900
	PRINTING, POSTAGE & NOTICES					
10-2-22-440-10	Printing	$26	$77	$390	$390	$390
	RENTALS					
10-2-22-455-10	Vehicle/Equipment Rental	$1,184	$943	$1,350	$1,350	$1,350
	EQUIPMENT					
10-2-22-465-10	Computer Equip./Software Maint./Repairs	$394	$165	$400	$400	$400
10-2-22-465-20	Equipment Purchase/Replacement	$2,335	$333	$1,000	$2,500	$1,000
	MAINTENANCE AND REPAIR					
10-2-22-475-10	Maintenance Supplies	$1,060	$712	$1,200	$1,200	$1,200
10-2-22-475-20	Maintenance & Repair Equipment	$0	$0	$150	$150	$150
	SUBTOTAL OPERATIONS	**$29,561**	**$20,825**	**$21,462**	**$23,992**	**$25,692**

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	INFRASTRUCTURE					
20-2-22-480-05	Concrete Street Repair	$49,569	$47,558	$150,000	$150,000	$250,000
20-2-22-480-10	Street Replacement	$452,225	$254,025	$0	$0	$0
20-2-22-480-40	Mudjacking	$3,390	$4,618	$10,000	$10,000	$10,000
20-2-22-480-60	Sidewalk Repair	$8,994	$11,652	$20,000	$2,000	$180,000
20-2-22-480-80	Crack Sealing	$54,431	$52,138	$65,000	$65,000	$65,000
20-2-22-480-99	Infrastructure/Other	$11,124	$13,364	$14,000	$14,000	$24,000
	EQUIPMENT					
30-2-22-465-20	Equipment Purchase	$0	$0	$110,000	$110,000	$212,000
	SUBTOTAL CAPITAL OUTLAY	**$579,733**	**$383,355**	**$369,000**	**$351,000**	**$741,000**
ENGINEERING TOTAL		**$858,224**	**$642,090**	**$596,532**	**$582,822**	**$1,068,262**





STORMWATER DIVISION

Mission Statement:

The Stormwater Division is responsible for the City's capital improvement program as it relates to the construction, maintenance, and repair of stormwater infrastructure systems and facilities. Under Missouri H.B. 88, funds for stormwater control purposes must be accounted for separately and kept apart from general operations, other types of capital improvements, and bond projects.

Services:

1. **Stormwater Improvement Program**
   In addition to normal construction and public improvement services, the City is also well into its Stormwater Improvement Program that continues to improve stormwater systems Citywide. In November 1995, Ellisville voters approved a measure, which allowed the City to levy an additional sales tax of ½ of one percent on all retail goods and services sold within the City limits. The proceeds from this ½ cent sales tax are used strictly for stormwater control purposes Citywide. The Engineering Department is responsible for administering the stormwater improvement program, facilitating the engineering and design of stormwater facilities, construction schedules, and completion of the stormwater improvement schedules each year.

FY-2015 Goals and Objectives Update:

1. Continue scheduled capital projects in the long-range capital plan. *This requires the yearly completion of scheduled capital projects based upon long-term goals and available funding.* **Update:** Projects were commenced and completed as planned though one project was deferred to FY-2016 due to factors outside the control of City Staff.

2. Address minor stormwater issues as they develop. *This ongoing operation provides a means of resolving and correcting small stormwater issues as they arise in a timely manner thus reducing the impact to residents.* **Update:** As with past years, as various issues were brought to the City they were reviewed, analyzed, resolved and addressed.

FY-2016 Goals and Objectives:

1. Implement FY-2016 projects as well as the FY-2015 project that was delayed. *The completion of these projects is necessary to maintain the City's long-term schedule for stormwater capital improvements.*

2. Continue to address minor stormwater issues in a timely manner as they are brought to the attention of the City. *This is necessary to assure residents are protected from property damage caused by uncontrolled stormwater drainage.*

3. Move forward with the design of future year's projects. *Designing future projects ahead of the actual construction timetable assures projects will remain on schedule allowing sufficient time to address any issues.*

Stormwater Performance Measures

CITY OF ELLISVILLE
1/2 CENT SALES TAX STORMWATER IMPROVEMENTS

Year	# of Projects Scheduled to be Completed	Actual # of Projects Completed
2007	3	3
2008	3	3
2009	2	1
2010	2	2
2011	1	1
2012	1	1
2013	1	1
2014	3	3
2015*	1	1
2016*	2	N/A

* Estimated projects to be completed for the year.

FISCAL YEAR 2016 FINANCIAL OVERVIEW
STORMWATER DIVISION

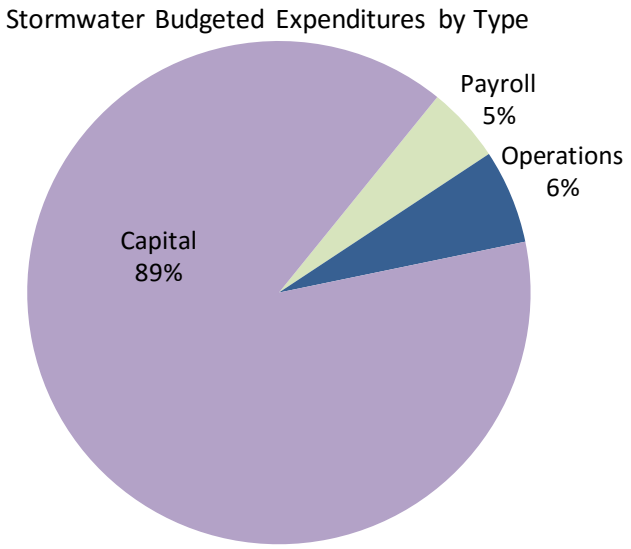
REVENUES, FEES, GRANTS	FY-2014 Actual	FY-2015 Estimate	FY-2016 Budget
1/2 Percent Sales Tax	$1,342,861	$1,448,000	$1,577,000
Investment Income	$24,954	$17,400	$17,400
Total Stormwater Revenues	$1,367,815	$1,465,400	$1,594,400
EXPENDITURES			
Payroll Expenses	$181,281	$162,486	$179,302
Operating Expenses	$112,703	$181,589	$221,985
Capital Expenditures	$695,590	$1,133,800	$3,273,100
Total Stormwater Expenditures	$989,574	$1,477,875	$3,674,387
STORMWATER REVENUE (UNDER) OVER EXPENDITURES	$378,241	($12,475)	($2,079,987)

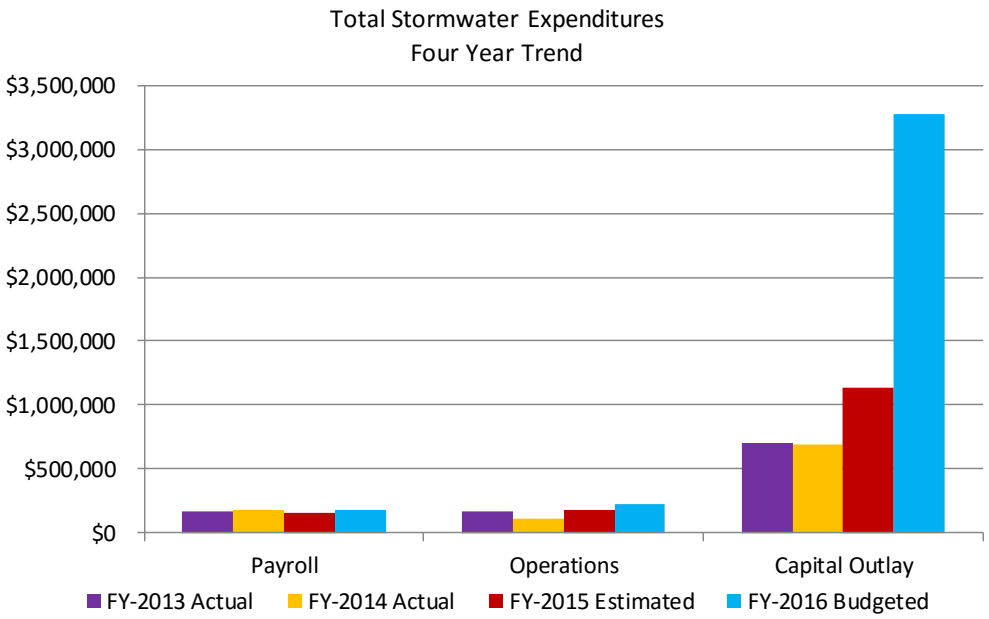
STORMWATER IMPROVEMENT DIVISION EXPENDITURE SUMMARY

DEPARTMENT NUMBER: 22

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	SALARIES AND WAGES					
80-2-22-400-10	Salaries and Wages	$129,430	$135,725	$129,120	$125,360	$134,510
80-2-22-400-50	FICA	$9,953	$9,946	$9,710	$9,850	$10,160
	BENEFITS					
80-2-22-401-10	Health Insurance	$19,361	$20,620	$18,370	$13,260	$14,590
80-2-22-401-20	Dental Insurance	$1,375	$1,481	$1,310	$1,300	$1,420
80-2-22-401-30	Life Insurance	$1,003	$842	$750	$720	$770
80-2-22-401-40	Long Term Disability	$652	$479	$420	$410	$440
80-2-22-401-50	Pension	$11,490	$11,647	$10,610	$10,766	$16,592
	MISCELLANEOUS					
80-2-22-402-10	Miscellaneous	$162	$541	$170	$820	$820
	SUBTOTAL PAYROLL	**$173,426**	**$181,281**	**$170,460**	**$162,486**	**$179,302**
	SERVICES					
80-2-22-410-40	Professional Services	$151,513	$106,292	$168,800	$168,800	$209,000
80-2-22-410-60	Service Agreements	$6,000	$0	$3,330	$3,330	$3,330
	PERSONNEL DEVELOPMENT					
80-2-22-420-10	Personnel Training	$317	$100	$1,920	$1,920	$2,000
80-2-22-420-20	Travel & Meeting	$1,592	$2,586	$2,790	$2,790	$2,790
	SUPPLIES					
80-2-22-430-30	Uniforms	$178	($862)	$269	$269	$285
80-2-22-430-40	Gasoline & Oil	$1,449	$3,269	$1,300	$1,900	$1,900
	PRINTING, POSTAGE & NOTICES					
80-2-22-440-10	Printing	$0	$0	$330	$330	$330
	RENTALS					
80-2-22-455-10	Vehicle/Equipment Rental	$846	$1,050	$900	$1,200	$1,300
	EQUIPMENT					
80-2-22-465-10	Computer Equip./Software Maint./Repairs	$117	$203	$400	$400	$400
80-2-22-465-20	Equipment Purchase/Replacement	$12,819	$0	$0	$0	$0
	MAINTENANCE AND REPAIR					
80-2-22-475-10	Maintenance Supplies	$228	$65	$500	$500	$500
80-2-22-475-20	Maintenance & Repair Equipment	$0	$0	$150	$150	$150
	SUBTOTAL OPERATIONS	**$175,059**	**$112,703**	**$180,689**	**$181,589**	**$221,985**
	EQUIPMENT					
80-2-22-465-20	Equipment Purchase		$0	$14,500	$14,500	$1,000
80-2-22-465-30	Vehicle Purchase	$22,438	$0	$0	$0	$0

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	STORMWATER					
80-2-22-480-05	Concrete Street Repair	$0	$0	$0		
80-2-22-480-10	Street Replacement	$0	$0	$340,000	$356,000	$430,000
80-2-22-480-20	Street Overlay	$0	$0	$241,300	$258,300	$550,400
80-2-22-480-50	Stormwater Repair	$96,498	$116,973	$75,000	$75,000	$100,000
80-2-22-480-51	Stormwater Projects	$586,736	$578,617	$1,592,000	$430,000	$2,191,700
	SUBTOTAL CAPITAL OUTLAY	**$705,672**	**$695,590**	**$2,262,800**	**$1,133,800**	**$3,273,100**
STORMWATER TOTAL		**$1,054,157**	**$989,574**	**$2,613,949**	**$1,477,875**	**$3,674,387**





SEWER LATERAL DIVISION

Mission Statement:

The Sewer Lateral Division is responsible for providing funding for the City's Sewer Lateral Repair Program which began January 1, 2000.

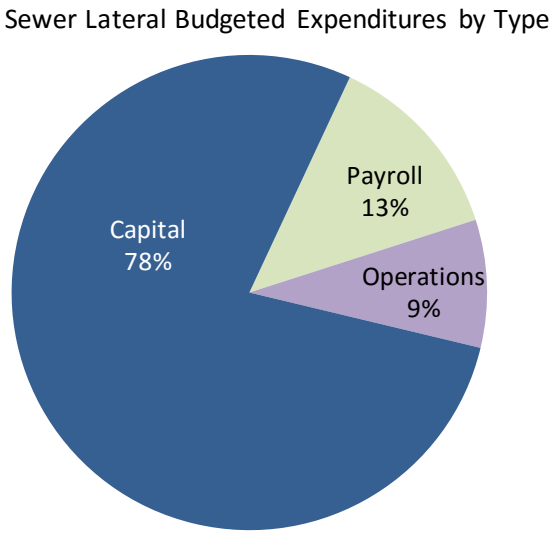
FISCAL YEAR 2016 FINANCIAL OVERVIEW
SEWER LATERAL DIVISION

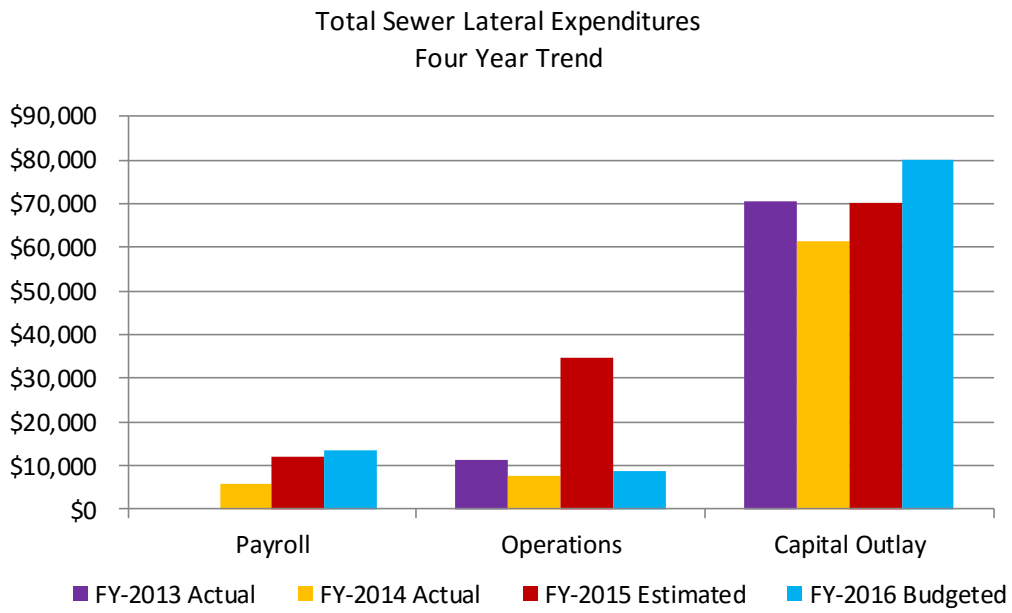
REVENUES, FEES, GRANTS	FY-2014 Actual	FY-2015 Estimate	FY-2016 Budget
Sewer Lateral Fees	$91,752	$90,000	$90,000
Investment Earnings	$4,645	$3,200	$3,200
Total Sewer Lateral Revenues	$96,397	$93,200	$93,200
EXPENDITURES			
Payroll Expenses	$5,833	$12,200	$13,400
Operating Expenses	$7,611	$34,700	$8,900
Capital Expenditures	$61,298	$70,000	$80,000
Total Sewer Lateral Expenditures	$68,909	$116,900	$102,300
SEWER LATERAL REVENUE (UNDER) OVER EXPENDITURES	$27,488	($23,700)	($9,100)

SEWER LATERAL REPAIR DIVISION EXPENDITURE SUMMARY

DEPARTMENT NUMBER: 22

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	SALARIES AND WAGES					
80-2-22-400-10	Salaries and Wages	$0	$4,330	$9,310	$9,000	$9,590
80-2-22-400-50	FICA	$0	$321	$690	$700	$720
	BENEFITS					
80-2-22-401-10	Health Insurance	$0	$729	$1,960	$1,420	$1,560
80-2-22-401-20	Dental Insurance	$0	$53	$140	$140	$150
80-2-22-401-30	Life Insurance	$0	$21	$70	$70	$70
80-2-22-401-40	Long Term Disability	$0	$10	$30	$30	$40
80-2-22-401-50	Pension	$0	$369	$770	$760	$1,190
	MISCELLANEOUS					
80-2-22-402-10	Miscellaneous	$0	$0	$20	$80	$80
	SUBTOTAL PAYROLL	**$0**	**$5,833**	**$12,990**	**$12,200**	**$13,400**
	SERVICES					
81-2-22-410-40	Professional Services	$8,815	$6,751	$8,000	$8,000	$8,000
	SUPPLIES					
81-2-22-430-40	Gasoline & Oil	$399	$369	$500	$300	$500
	EQUIPMENT PURCHASE					
81-2-22-465-10	Computer Equipment/Software	$1,600	$0	$0	$0	$0
81-2-22-465-20	Equipment Purchase	$0	$0	$26,000	$26,000	$0
	MAINTENANCE AND REPAIR					
81-2-22-475-10	Maintenance Supplies	$526	$491	$400	$400	$400
	SUBTOTAL OPERATIONS	**$11,340**	**$7,611**	**$34,900**	**$34,700**	**$8,900**
	SEWER LATERAL					
81-2-22-480-90	Sewer Lateral Repair	$70,660	$61,298	$70,000	$70,000	$80,000
	SUBTOTAL CAPITAL OUTLAY	**$70,660**	**$61,298**	**$70,000**	**$70,000**	**$80,000**
SEWER LATERAL TOTAL		**$82,000**	**$74,742**	**$117,890**	**$116,900**	**$102,300**


Sewer Lateral Budgeted Expenditures by Type
Payroll
13%
Capital
78%
Operations
9%


Total Sewer Lateral Expenditures
Four Year Trend
$90,000
$80,000
$70,000
$60,000
$50,000
$40,000
$30,000
$20,000
$10,000
$0
Payroll
Operations
Capital Outlay
FY-2013 Actual
FY-2014 Actual
FY-2015 Estimated
FY-2016 Budgeted

PLANNING AND COMMUNITY DEVELOPMENT

Mission Statement:

The Planning and Community Development (Planning) Department is established to advise the Planning and Zoning Commission and City Council on how best to implement the City's adopted Plans. The Planning Department is also responsible for administering the City's adopted ordinances relating to Zoning, Subdivision, Signage, and other land use regulations. Through the administration of such ordinances, the Planning Department hopes to plan and guide the development, redevelopment and growth of the City, and to encourage high standards of architectural, site, traffic, and landscape design, and to encourage public participation.

The Planning Department is also responsible for code enforcement within the City limits, ensuring all properties are kept in a manner which reflects the high standards of our community and in compliance with the Ellisville Property Maintenance Code and other applicable ordinances. The Planning Department conducts inspections on a complaint basis throughout the City and works closely with property owners and residents towards resolution of violations, and issues summons to the Municipal Court.

Services:

1. Planning Services

The City Planner facilitates all long-range planning for the City of Ellisville. Together with the Planning and Zoning Commission, the Planning Department assists in establishing priorities to better serve the needs of the City, its businesses and its residents. The City's Comprehensive Plan is designed as a general plan guiding decisions on development and redevelopment in Ellisville. The Plan's utilization results in the formation of policy regarding land use in the City.

2. Zoning Services

The City Planner position serves as the Zoning Administrator and provides zoning information to developers and citizens on a daily basis. The City Planner serves as the Staff liaison to the Planning and Zoning Commission, Board of Adjustment, and Architectural Review Board. The City Planner makes recommendations to the City Manager, Planning and Zoning Commission, Board of Adjustment, and Architectural Review Board regarding zoning, subdivisions, conditional use approvals, architectural review, variance issues, and other land use legislation. The Planning Department also facilitates reviews conducted by the City's Third Party Consultants for Traffic and Landscape Plan Review.

3. Plan Review Services

The Planning Department reviews site plans, landscape plans, architectural plans and plats in accordance with City zoning, subdivision and sign ordinances. New developments are reviewed by the City's third party landscape architect and traffic engineer to ensure projects are aesthetically pleasing and are safe and compatible with the existing neighborhoods.

4. Code Enforcement Services

The Planning Department is responsible for code enforcement within the City limits, ensuring all properties are kept in a manner which reflects the high standards of our

community and in compliance with the Ellisville Property Maintenance Code and other applicable ordinances. The Planning Department conducts inspections on a complaint basis throughout the City and works closely with property owners, businesses and residents towards resolution of violations. The Code Enforcement Officer is responsible for administering the Ellisville Property Maintenance Code throughout the City. He/she performs regular inspections to ascertain compliance with the Code. The Code Enforcement Officer prepares written notification of violations, tracks and follows up on Code violations, prepares citations to the municipal court for failure to achieve compliance, and testifies in court as to the status of violations.

5. Departmental Services

The Planning Department takes pride in providing assistance to other segments of the City's services sector. The Planning Department offers practical research assistance and administrative support for all other City Departments.

FY-2015 Goals and Objectives Update:

1. Continue to implement the goals found in the City's adopted Comprehensive Plan to help boost economic development. **Update: In 2015, the City Council processed four text amendments to the Land Use Regulations. The text amendments were directly related to implementing the Comprehensive Plan. Additionally, the Department has developed flowcharts for the ARB and CUP processes and for (1) permanent sign regulations for businesses and (2) temporary sign regulations for businesses. The guides incorporate all the recent changes to the Zoning Code and Sign Code and can be distributed to potential and new businesses. The charts have been provided to the I.S. Department for uploading to the City's website.**

2. Continue to implement the goals found in the Great Streets Master Plan which help business development. **Update: In 2015, the City Council processed four text amendments to the Land Use Regulations. The text amendments were directly related to implementing the Comprehensive Plan. Additionally, the City coordinated with the Missouri Department of Transportation to implement several projects as envisioned by the Great Streets Master Plan.**

FY-2016 Goals and Objectives:

1. Continue to implement the goals found in the City's adopted Comprehensive Plan to help boost economic development.

2. Promote and increase housing stock variety.

Planning, Code Enforcement & Community Development Performance Measures			
	2014 Actual	2015 Estimated	2016 Budgeted
Work Load Indicators			
Architectural Review Board	47	36	35
Petitions to City Council	21	22	21
Board of Adjustment	1	0	0
Other Petitions/Projects	29	23	25

Code Enforcement Performance Measures			
	2014 Actual	2015 Estimated	2016 Budgeted
Work Load Indicators			
Number of Sign Permits Issued	153	75*	90
Number of Code Enforcement Cases	260	187	175

* No longer issuing permits for temporary signs

FISCAL YEAR 2016 FINANCIAL OVERVIEW
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT

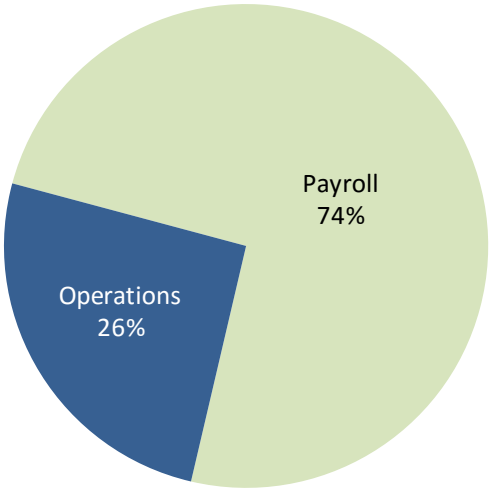
REVENUES, FEES, GRANTS	FY-2014 Actual	FY-2015 Estimate	FY-2016 Budget
Sign Permits	$7,415	$10,000	$7,500
Planning Application Fees	$10,300	$9,000	$9,000
Total Planning Revenues	$17,715	$19,000	$16,500
EXPENDITURES			
Payroll Expenses	$177,221	$179,870	$191,400
Operating Expenses	$19,818	$22,535	$65,555
Capital Expenditures	$0	$0	$0
Total Planning Expenditures	$197,039	$202,405	$256,955
PLANNING REVENUE (UNDER) OVER EXPENDITURES	($179,324)	($183,405)	($240,455)

PLANNING DEPARTMENT EXPENDITURE SUMMARY

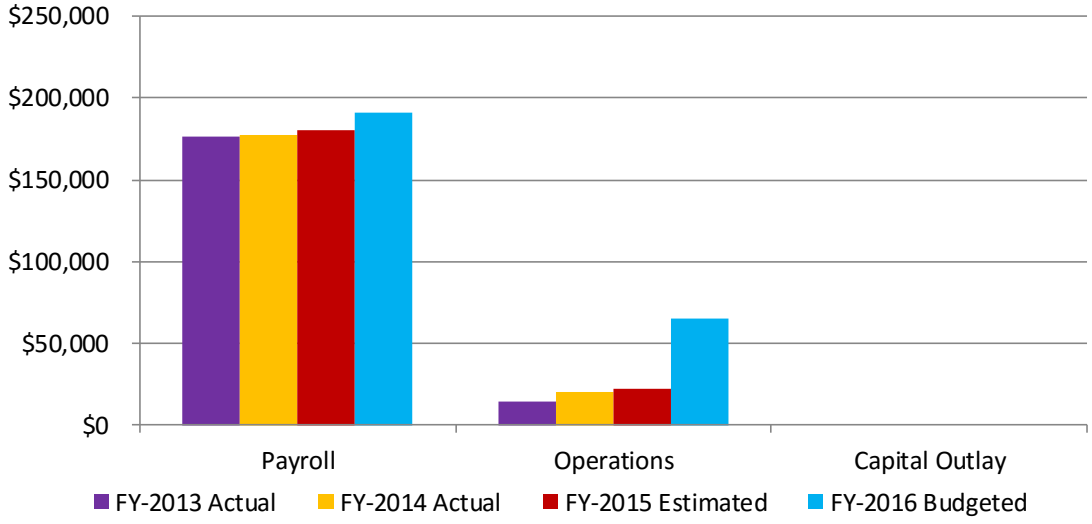
DEPARTMENT NUMBER: 23

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	SALARIES AND WAGES					
10-2-23-400-10	Salaries and Wages	$123,930	$127,030	$130,800	$130,650	$134,750
10-2-23-400-50	FICA	$8,852	$8,940	$9,610	$9,300	$9,610
	BENEFITS					
10-2-23-401-10	Health Insurance	$29,441	$25,703	$35,800	$25,850	$26,940
10-2-23-401-20	Dental Insurance	$2,139	$1,923	$2,090	$1,080	$1,140
10-2-23-401-30	Life Insurance	$861	$825	$760	$720	$780
10-2-23-401-40	Long Term Disability	$626	$533	$430	$410	$440
10-2-23-401-50	Pension	$10,653	$11,184	$10,750	$10,770	$16,650
	MISCELLANEOUS					
10-2-23-402-10	Miscellaneous	$217	$1,083	$220	$1,090	$1,090
	SUBTOTAL PAYROLL	**$176,719**	**$177,221**	**$190,460**	**$179,870**	**$191,400**
	SERVICES					
10-2-23-410-40	Professional Services	$2,000	$4,000	$19,500	$9,000	$52,500
10-2-23-410-50	Contractual Services	$159	$3,357	$1,660	$3,160	$1,660
10-2-23-410-90	Plan Review	$3,741	$6,273	$0	$0	$0
	PERSONNEL DEVELOPMENT					
10-2-23-420-10	Personnel Training	$65	$272	$1,300	$1,150	$1,300
10-2-23-420-20	Travel & Meeting	$2,815	$805	$3,300	$2,900	$3,300
10-2-23-420-30	Dues and Membership Fees	$430	$550	$515	$515	$515
10-2-23-420-40	Publications and Journals	$89	$0	$100	$100	$100
	SUPPLIES					
10-2-23-430-10	Office Supplies and Expense	$1,275	$439	$1,200	$50	$1,200
10-2-23-430-30	Uniforms	$0	$689	$450	$500	$500
10-2-23-430-40	Gasoline & Oil	$1,389	$1,318	$1,800	$1,800	$1,800
	PRINTING, POSTAGE & NOTICES					
10-2-23-440-10	Printing	$0	$0	$180	$0	$180
	RENTALS					
10-2-23-455-10	Vehicle/Equipment Rental	$2,003	$2,115	$5,100	$3,360	$2,500
	SUBTOTAL OPERATIONS	**$13,966**	**$19,818**	**$35,105**	**$22,535**	**$65,555**
	EQUIPMENT					
30-2-23-465-10	Computer Equipment	$0	$0	$0	$0	$0
	SUBTOTAL CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**	**$0**
PLANNING TOTAL		**$190,685**	**$197,039**	**$225,565**	**$202,405**	**$256,955**

Planning and Community Development Budgeted Expenditures by Type



Total Planning and Community Development Expenditures
Four Year Trend



POLICE DEPARTMENT

Mission Statement:

The Ellisville Police Department is made up of an energetic group of devoted law enforcement officers committed to improvement, and operating on the principles of sincerity and quality management. We believe in the self-respect and importance of all people, and we are devoted to:

- Providing high-quality police services with concern and understanding
- Protecting constitutional rights
- Problem solving
- Teamwork
- Honesty and integrity
- Continuous improvement
- Planning for the future

We are proud of the uniformity of our workforce, which permits us to grow, and respects each of us as individuals. We strive for a safe and pleasant environment.

Services:

1. **Community Oriented Policing/Crime Prevention and Law Enforcement**
   Community policing is a philosophy that promotes organizational strategies that support the systemic use of partnerships and problem-solving techniques, to proactively address the immediate conditions that give rise to public safety issues such as crime, social disorder, and fear of crime. Some examples of these programs are, but not limited to:
   - Neighborhood Watch
   - Identity Theft and Fraud Education
   - Active Shooter training in partnership with schools and churches
   - DWI Enforcement through check points and special patrols (usually grant funded by the Missouri Department of Public Safety)
   - Alcohol Compliance Checks (regular officer duty or sponsored by a Rockwood School District grant)
   - Drug Take Back (partnering with the Rockwood School District and Missouri American Water, designed to keep unused and unwanted prescription drugs out of the hands of teens and the water system)
   - Officers routinely patrol parks and residential areas by bicycle during appropriate weather, which allows personal interaction with Ellisville citizens
   - Systematic patrolling of neighborhoods and identifying suspicious persons as well as responding to all calls for service

2. **Traffic Patrol**
   As a means of providing motorists the safest travel possible while driving through Ellisville, all officers focus their efforts of enforcement in high accident locations and complaint areas. Utilizing marked and semi-marked vehicles, traffic laws are enforced throughout the City.

3. **Investigations**
   Two full-time officers assigned to the detective bureau investigate crimes that are forwarded to them from the patrol division. The detectives are members of the St. Louis Major Case

Squad and investigate homicides when the squad is activated, in the specified St. Louis County district in which they are assigned. The detectives are assisted by a part-time detective who conducts non-criminal investigations such as employment background checks, as well as providing crime prevention seminars/lectures to local businesses and residents. In addition, the part-time detective heads the neighborhood watch program.

4. **Law Enforcement**
   Law enforcement includes prevention of or minimizing criminal activity, arresting anyone suspected of criminal activity, booking and processing suspects, applying for and obtaining arrest warrants, and when necessary, confining to jail, anyone suspected of having committed a crime.

5. **Community Relations/Educational/Awareness Programs**
   These activities include regular tours and lectures at the police station, D.A.R.E. programs in all elementary schools, "Kids Safety Day", a Child Fingerprinting/DNA program, a Halloween program, Vacation Home Security Checks, Home Security Evaluations, the Alzheimer registration program, the Gun Lock program, and participation in various public events all related to community policing.

FY-2015 Goals and Objectives Update:

1. Extend the life of police vehicles from three to five years through ongoing weekly vehicle maintenance checks which is already being conducted. As the vehicles end the fifth year of service, an analysis of repair costs and resale value will be conducted to determine the feasibility of continuing the five-year rotation. **Update: The first two vehicles to be replaced will occur around April of 2016. At that time, a cost analysis will be conducted to determine if the additional year was justified when compared to repairs to the vehicles as well as the interior and exterior condition. However, a request for two new different vehicles in FY-2016 that experience low maintenance cost and high resale value may be a consideration in extending the life of the vehicles to 5 years or possible longer.**

2. Conduct another Kids Safety Day in partnership with local businesses as a public service to the community addressing safety issues, and as a means of promoting local participating businesses. **Update: Kids Safety Day was held Saturday, September 19th, with approximately 500 parents and children in attendance. Once again, this proved to be a very successful event.**

3. Conduct Drug-Take-Back events for OTC and prescription drugs partnering with the Drug Enforcement Administration and Rockwood Drug Free Coalition. **Update: Two more events were held, one in April with 160 lbs. being collected, and one in September with 350 lbs. being collected. In addition to this, a P2D2 drug drop box was placed in the police station lobby.**

4. Conduct two Shred Day events. **Update: The police department partnered with Shop 'n Save in April, and West County Bowl in October. Both events proved once again to be extremely successful and well received by the community, allowing them to dispose of sensitive documents in a secure environment. Both events yielded approximately 16,000 lbs. collectively.**

5. Continue moving forward with state accreditation. **Update: In 2014, $5,000 was budgeted for FY-2015 for payment to the Missouri Police Chiefs Association to begin the accreditation process; an application was made and accepted. Senate Bill #5 requires police agencies to become state or nationally accredited within six years and is subject to review each year. Lt. Wayne Moore was permanently assigned to this endeavor and will be assisted by Captain Dawson, Lt. Vaughn, Sgt. Walker and Chief Felgate.**

FY-2016 Goals and Objectives:

For FY-2016 The Police Department has focused on the following goals and action plans.

1. Continue the state accreditation process with a dedicated command officer and other command staff to conduct the necessary work needed to accomplish this. The objective of state accreditation is anticipated by the end of FY-2016.

2. Create a police Canine program to assist officers in drug detection, tracking if needed, bite work if needed, and public relations. This program is predicated on Council approval and all pertinent information has been researched to obtain the best possible Canine and associated training.

3. Increase the department staff by one officer each year if feasible until the average of at least 3.5 officers per 1,000 residents is achieved. In the Uniform Crime Report compiled by the FBI, in 2013, cities with fewer than 10,000 residents reported an average of 3.5 officers per 1,000 residents. The entire Midwest region employees approximately 2.7 officers per 1,000 residents. Ellisville currently employes 2.3 officers per 1,000 residents.

4. Continue the Drug Take Back Program providing there is funding available to support this endeavor.

5. Host a citizen's police academy in the early spring which had to be delayed in FY-2015 due to other programs and staffing.

6. Continue Shred Day program, which has proved to be extremely popular, and allows citizens to shred sensitive documents which can assist in reducing identity theft.

Police Performance Measures

	2013 Actual	2014 Actual	2015 Actual	2016 Budgeted
Work Load Indicators				
Number of Patrol Officers	21	21	21	22
Number of Traffic Citations	1,809	1,542	1,310	1,310
Number of Traffic Warnings	6	86	563	563
Number of Arrests	284	242	227	227
Number of Calls for Service	12,611	13,374	14,250	14,250
Number of Crime Reports	388	469	598	450
Number of Criminal Investigations	31	30	37	37
Number of Traffic Accident Reports	261	254	369	369
Number of DWI Arrests	63	27	48	48
Amount of Propery Value Lost	157,184	153,527	189,301	189,301
Effectiveness Indicators				
Avg. Response Time (in minutes)-Emergency	3.36	3.68	3.95	3.95
Avg. Response Time (in minutes)-Non-Emergency	5.76	6.33	6.31	6.31
Number of Calls per Officer	1,051	1,114	1,187	1,187
% of Calls Resulting in Arrest	3.22%	2.62%	2.32%	2.32%
Avg. Time to Process Crime Scene (Hours)	1	1	1	1
Officer Ratio per 1,000 Residents	2.1	2.1	2.2	2.2
% Increase/(Decrease) in Traffic Accidents	-4.70%	2.68%	45.20%	0.00%
% of Property Value Recovered	50%	49%	23%	23%

FISCAL YEAR 2016 FINANCIAL OVERVIEW
POLICE DEPARTMENT

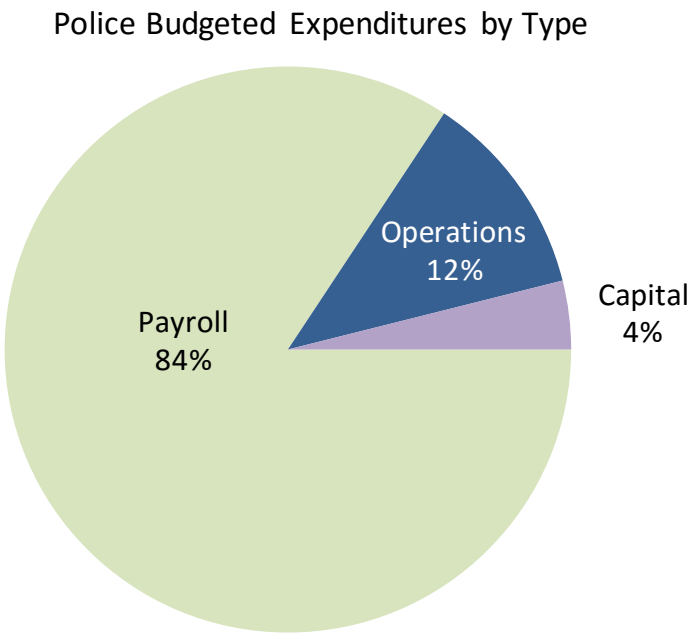
REVENUES, FEES, OR GRANTS	FY-2014 Actual	FY-2015 Estimate	FY-2016 Budget
Police Training Funds	$2,483	$1,300	$1,300
False Alarms	$1,450	$1,500	$1,500
Total Police Revenues	$3,933	$2,800	$2,800
EXPENDITURES			
Payroll Expenses	$1,924,925	$1,933,000	$2,102,980
Operating Expenses	$251,463	$294,632	$294,040
Capital Expenditures	$33,050	$86,795	$97,700
Total Police Expenditures	$2,209,438	$2,314,427	$2,494,720
POLICE REVENUE (UNDER) OVER EXPENDITURES	($2,205,505)	($2,311,627)	($2,491,920)

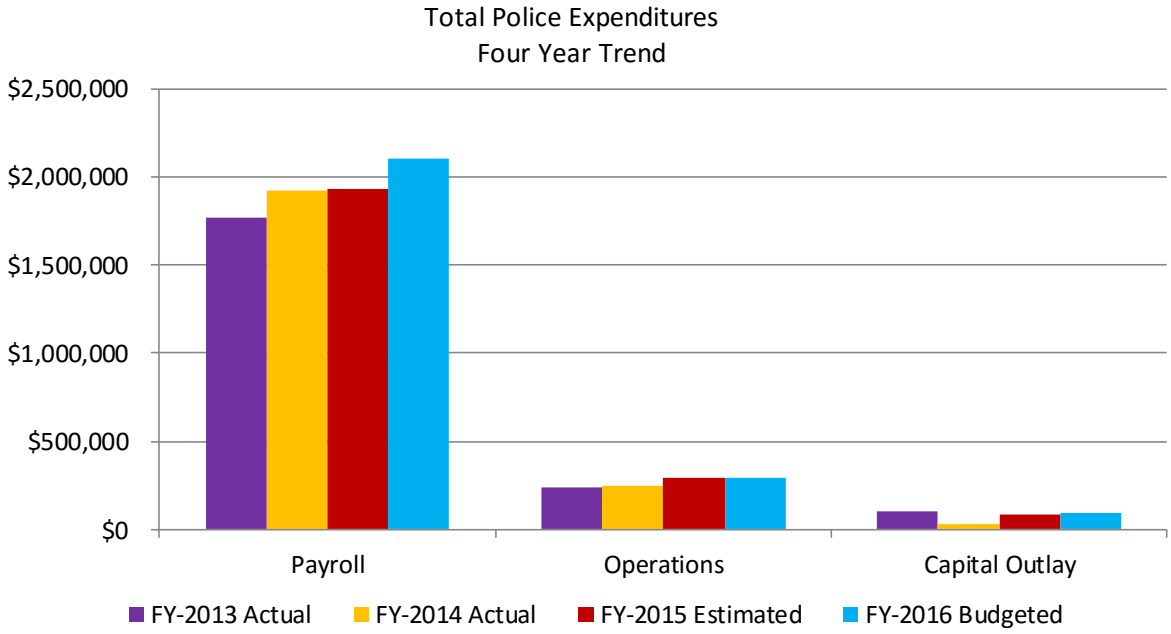
POLICE DEPARTMENT EXPENDITURE SUMMARY

DEPARTMENT NUMBER: 31

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	SALARIES AND WAGES					
10-3-31-400-10	Salaries and Wages	$1,174,110	$1,236,758	$1,334,010	$1,324,590	$1,398,360
10-3-31-400-30	Overtime	$70,125	$91,126	$46,000	$77,760	$80,100
10-3-31-400-50	FICA	$101,029	$102,460	$104,150	$101,800	$104,150
10-3-31-400-90	Holiday Pay	$35,637	$38,090	$39,240	$39,830	$41,030
	BENEFITS					
10-3-31-401-10	Health Insurance	$235,176	$265,116	$310,670	$226,110	$263,150
10-3-31-401-20	Dental Insurance	$16,078	$15,480	$16,370	$17,220	$19,930
10-3-31-401-30	Life Insurance	$8,643	$8,040	$7,460	$7,570	$7,790
10-3-31-401-40	Long Term Disability	$5,751	$4,917	$4,180	$3,940	$4,350
10-3-31-401-50	Pension	$123,197	$150,756	$114,050	$120,910	$170,850
	MISCELLANEOUS					
10-3-31-402-10	Miscellaneous	$2,549	$12,182	$2,440	$13,270	$13,270
	SUBTOTAL PAYROLL	**$1,772,295**	**$1,924,925**	**$1,978,570**	**$1,933,000**	**$2,102,980**
	SERVICES					
10-3-31-410-40	Professional Services	$484	$3,167	$5,560	$5,885	$3,150
10-3-31-410-50	Contractual Services	$64,421	$62,327	$79,000	$75,700	$86,150
10-3-31-410-60	Service Agreements	$3,648	$10,090	$11,000	$8,870	$9,015
	PERSONNEL DEVELOPMENT					
10-3-31-420-10	Personnel Training	$5,403	$2,535	$11,250	$13,750	$18,700
10-3-31-420-20	Travel & Meeting	$1,714	$2,602	$3,025	$3,125	$3,375
10-3-31-420-30	Dues and Membership Fees	$1,060	$1,295	$1,970	$1,705	$4,690
10-3-31-420-40	Publications and Journals	$100	$232	$400	$400	$400
	SUPPLIES					
10-3-31-430-10	Office Supplies and Expense	$8,259	$9,691	$10,180	$10,180	$13,050
10-3-31-430-20	Program Supplies	$13,333	$7,580	$10,975	$5,975	$6,975
10-3-31-430-30	Uniforms	$19,883	$20,211	$16,250	$16,250	$18,075
10-3-31-430-40	Gasoline & Oil	$42,287	$41,877	$46,500	$46,500	$46,500
10-3-31-430-45	Ammunition/Firearms/Weapons	$11,130	$16,969	$14,350	$14,350	$21,120
	PRINTING, POSTAGE & NOTICES					
10-3-31-440-10	Printing	$715	$562	$680	$680	$680
10-3-31-440-12	Legal Notices	$0	$45	$45	$100	$100
10-3-31-440-20	Postage	$498	$1,119	$1,000	$1,000	$1,000
	UTILITIES					
10-3-31-450-10	Water	$757	$939	$900	$1,600	$1,200
10-3-31-450-20	Sewer	$567	$681	$600	$1,110	$1,320
10-3-31-450-30	Natural Gas	$1,396	$2,155	$2,000	$2,980	$3,500
10-3-31-450-40	Electric	$11,908	$15,181	$13,000	$13,000	$13,000
10-3-31-450-50	Telephone	$10,223	$10,871	$12,200	$12,200	$12,210
	RENTALS					
10-3-31-455-10	Equipment Rental	$408	$813	$500	$500	$500
	EQUIPMENT					
10-3-31-465-10	Computer Equip./Software Maint./Repairs	$925	$698	$1,200	$1,200	$1,200
10-3-31-465-20	Equipment Purchase/Replacement	$22,634	$24,784	$26,995	$22,987	$10,045

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	MAINTENANCE AND REPAIR					
10-3-31-475-20	Maintenance & Repair Equipment	$5,755	$1,820	$3,200	$23,200	$3,200
10-3-31-475-30	Maintenance & Repair Structure	$4,776	$4,346	$5,050	$5,050	$5,250
	COMMUNITY EVENTS					
10-3-31-490-10	Community Relations	$4,139	$5,919	$7,750	$6,250	$9,550
10-3-31-490-30	Emergency Management	$84	$983	$85	$85	$85
	MISCELLANEOUS					
10-3-31-496-00	SERT	$1,874	$1,971	$0	$0	$0
	SUBTOTAL OPERATIONS	**$238,381**	**$251,463**	**$285,665**	**$294,632**	**$294,040**
	EQUIPMENT					
20-3-31-475-30	Maintenance & Repair Structure	$0	$0	$30,000	$30,000	$0
30-3-31-465-20	Equipment Purchase	$41,684	$29,703	$0	$0	$22,200
30-3-31-465-30	Vehicle Purchase	$58,690	$3,347	$56,000	$56,795	$75,500
	SUBTOTAL CAPITAL OUTLAY	**$100,374**	**$33,050**	**$86,000**	**$86,795**	**$97,700**
POLICE TOTAL		**$2,111,050**	**$2,209,438**	**$2,350,235**	**$2,314,427**	**$2,494,720**


Police Budgeted Expenditures by Type
Operations
12%
Capital
4%
Payroll
84%


Total Police Expenditures
Four Year Trend
$2,500,000
$2,000,000
$1,500,000
$1,000,000
$500,000
$0
Payroll
Operations
Capital Outlay
FY-2013 Actual
FY-2014 Actual
FY-2015 Estimated
FY-2016 Budgeted

MUNICIPAL COURT DEPARTMENT

Mission Statement:

The Ellisville Municipal Court is responsible for providing both a process and a forum for ensuring due process of law. The Municipal Court records alleged violations of city codes or ordinances, issues summonses to defendants, subpoenas witnesses/police officers/victims and issues warrants. The Municipal Court also hears evidence presented in court, rules on cases, records final dispositions, receives and records fines and court costs, recoupment and restitution, and meets the requirements of the new State law commonly called Senate Bill 5 (SB5) relating to suspension of driving privileges, disposition of all bonds, timely court hearings and other requirements of SB5. The Ellisville Municipal Court reports to the Department of Revenue, Office of State Courts Administrator (OSCA), Missouri State Highway Patrol, Federal Bureau of Investigation (FBI), Missouri Uniform Law Enforcement System (MULES), the Municipal Judge, City Clerk, City Council and Finance Director.

The Ellisville Municipal Court strives to provide excellent support, guidance, and empathy when dealing with defendants to ensure a timely conclusion to all court cases while upholding justice.

Keeping communication open throughout the year between the Court, Police Department, City Hall, and the City Council will encourage the exchange of ideas on enhancing court procedures and addressing concerns. SB5 and some court decisions have limited the allowable contact between the Court employees and Police Department personnel.

Operate a streamlined and efficient court maintaining dignity and justice in all aspects of the judicial process.

Services:

1. **Judicial Review/Due Process of Law**
   The Municipal Court Department provides an opportunity for due process of law to accused persons.

2. **Prosecution**
   The City's Prosecuting Attorney, acting as an agent of the City, is responsible for prosecuting defendants in the Municipal Court. As a result, ordinance violations can be brought to the City by interested persons, and the City will prosecute the case, thereby avoiding the need for each complainant to employ an attorney at their own expense.

3. **Public Defender**
   The City provides a Public Defender for defendants who cannot afford their own attorney. This is done to provide each defendant an opportunity to insure their interests are heard in all court matters.

4. **Imposition of Penalties**
   The Municipal Judge, through the Municipal Court Department, is responsible for imposing penalties and/or debt repayments to society on persons convicted of violations in an effort to prevent reoccurrence of such violations.

5. **Communications, Public Information, and Court Scheduling**
   The Municipal Court Administrator works with the Judge and Prosecuting Attorney, defense attorneys, defendants, and the police department to accommodate their needs throughout the judicial review process, beginning from issuance of the initial summons through final disposition of the case. The Municipal Court Administrator records and maintains all cases docketed correctly to ensure that everyone has the right to due process of law. The Court Administrator also provides assistance and clarification with respect to the court process, conditions of sentence, probation, issuance of warrants, the Missouri Point System, and other State, Federal, and local regulations of particular interest to defendants.

FY-2015 Goals and Objectives Update:

1. Implement the conversion to new software from OSCA. **Update: The conversion was completed during FY-2015. The Court will continue to add new cases and cases from the former system to the JIS system software. The implementation of SB5 has required additional changes to the software which are still being implemented.**

2. Make changes to Court operations as requested by the Judge. The problems in north St. Louis County have created an atmosphere where change is expected. As the Judge reviews and approves of the changes the Municipal Court Department will implement these changes. **Update: Several new statutes and orders have been signed and put in place to operation of the municipal court. The Court is making sure all orders are up-to-date and are being followed.**

3. Make changes to Municipal Court operations to insure they are done properly. The new software has caused a review which will require changes in how the Prosecutor gets information and what information is available to the Judge. **Update: New guidelines have been put into place as to how the Court receives information and how the Prosecuting Attorney reviews cases and accepts charges. There have been changes to make sure the Court is following the guidelines set forth. Separate files for the Prosecuting Attorney have been created to meet the requirements for separation between the Prosecutor and the independent court operations. The Police Department has been helpful in making these changes possible.**

FY-2016 Goals and Objectives:

For FY-2016 Court will focus its goals toward the action plans as follows:

1. Implement Senate Bill 5 requirements

2. Accessibility of Courtroom

3. Separation of Court Administration office from the Police Department to provide the appropriate appearance of impartiality to defendants

4. Consider consolidation/coordination of activities with West County communities to meet pre-trial detention and Court appearance requirements of SB5. Currently, the City Clerk and the Judge must be available in the evenings and every weekend. This availability has even included vacation time.

5. As the budget attempts to address goals, Missouri Supreme Court Operating Rule 13 to bring before Presiding Judge of St. Louis County for decision on Municipal Budget of budget funds are not made available.

Municipal Court Performance Measures

	2013 Actual	2014* Actual	2015** Estimated	2016 Budgeted
Work Load Indicators				
Number of Cases Filed	7,459	1,852	1,350	1400
Number of Cases Disposed	6,804	2,904	1,256	1200
Number of Cases Pending	2,723	1,472	1,148	1350
Total Fines/Court Costs Collected***	$ 654,856	$ 205,204	$ 136,150	$ 133,450
Effectiveness Indicators				
Annual % Increase in Cases Filed	-2.7%	-75.2%	-27.1%	3.7%
Annual % Increase in Fines/Court Costs	3.9%	-68.7%	-33.7%	-2.0%

* As of the beginning of FY-2014 red light cameras were turned off and no more cases

** Starting with FY-2015 there is an additional $7 of court costs that will be paid to the State.

***The total fines and court costs collected does not include court costs sent to the State which are not recorded as City income.

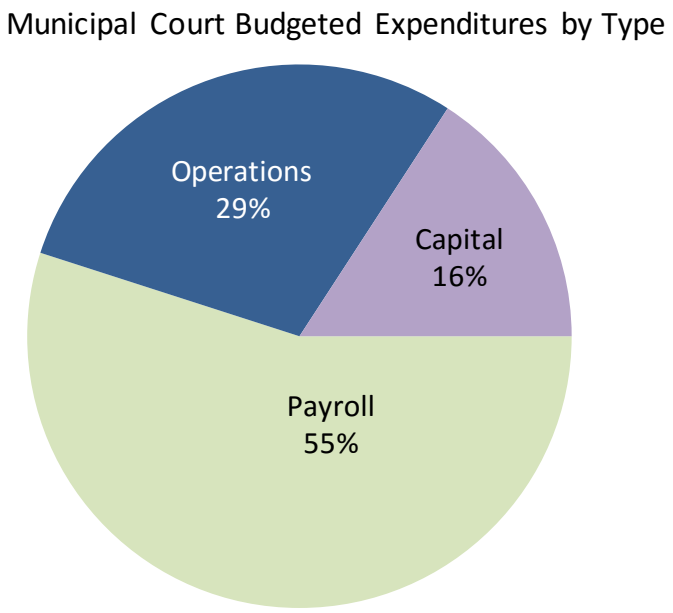
FISCAL YEAR 2016 FINANCIAL OVERVIEW
MUNICIPAL COURT

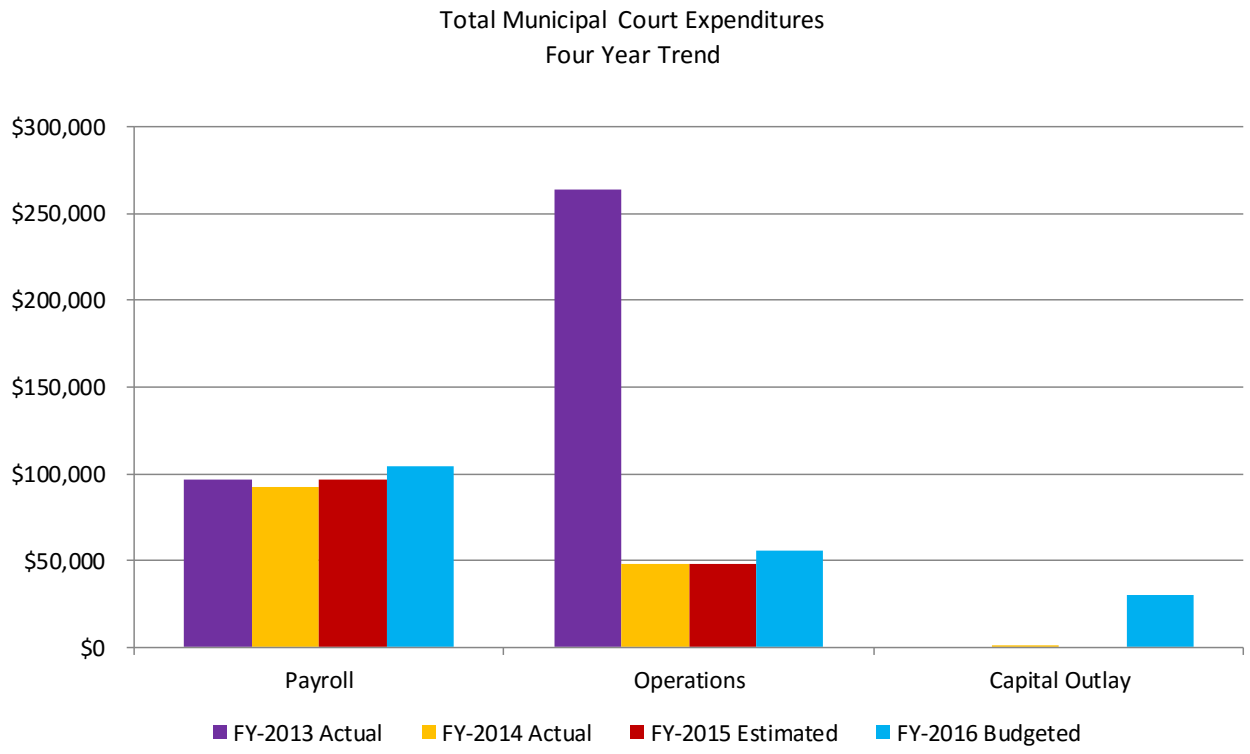
REVENUES, FEES, OR GRANTS	FY-2014 Actual	FY-2015 Estimate	FY-2016 Budget
Court Fines	$196,483	$130,000	$130,000
Crime Victims Compensation	$460	$250	$250
Bond Forfeitures	$3,300	$3,200	$500
Total Municipal Court Revenues	$200,243	$133,450	$130,750
EXPENDITURES			
Payroll Expenses	$92,202	$96,380	$104,160
Operating Expenses	$47,952	$48,090	$55,325
Capital Expenditures	$1,042	$0	$30,000
Total Municipal Court Expenditures	$141,196	$144,470	$189,485
COURT REVENUE (UNDER) OVER EXPENDITURES	$59,047	($11,020)	($58,735)

MUNICIPAL COURT DEPARTMENT EXPENDITURE SUMMARY

DEPARTMENT NUMBER: 32

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	SALARIES AND WAGES					
10-3-32-400-10	Salaries and Wages	$74,419	$59,762	$68,660	$75,300	$78,880
10-3-32-400-30	Overtime	$0	$0	$0	$0	$1,000
10-3-32-400-50	FICA	$5,472	$4,333	$5,030	$5,620	$5,890
	BENEFITS					
10-3-32-401-10	Health Insurance	$11,312	$22,529	$13,180	$9,520	$10,470
10-3-32-401-20	Dental Insurance	$1,580	$1,503	$1,050	$1,040	$1,140
10-3-32-401-30	Life Insurance	$322	$135	$240	$240	$250
10-3-32-401-40	Long Term Disability	$205	$67	$140	$130	$140
10-3-32-401-50	Pension	$3,152	$2,953	$3,340	$3,440	$5,300
	MISCELLANEOUS					
10-3-32-402-10	Miscellaneous	$162	$920	$220	$1,090	$1,090
	SUBTOTAL PAYROLL	**$96,624**	**$92,202**	**$91,860**	**$96,380**	**$104,160**
	SERVICES					
10-3-32-410-20	Other Legal Services	$20,612	$26,510	$30,320	$30,300	$34,750
10-3-32-410-50	Contractual Services	$237,730	$12,797	$3,000	$6,000	$3,000
	PERSONNEL DEVELOPMENT					
10-3-32-420-20	Travel & Meeting	$0	$1,717	$2,975	$1,900	$7,225
10-3-32-420-30	Dues and Membership Fees	$180	$340	$690	$690	$400
	SUPPLIES					
10-3-32-430-10	Office Supplies and Expense	$3,811	$1,858	$2,900	$2,900	$3,700
	PRINTING, POSTAGE & NOTICES					
10-3-32-440-10	Printing	$1,685	$2,410	$3,500	$3,500	$2,200
10-3-32-440-20	Postage	$500	$891	$1,500	$1,500	$2,000
	UTILITIES					
10-3-32-450-50	Telephone	$503	$505	$550	$550	$550
	EQUIPMENT					
10-3-32-465-10	Computer Equipment/Software	$40	$27	$200	$750	$1,500
	TRANSFERS					
10-3-32-499-31	Crime Victims Compensation Fund	($856)	$851	$0	$0	$0
10-3-32-499-33	POST Fund	($38)	$46	$0	$0	$0
	SUBTOTAL OPERATIONS	**$264,167**	**$47,952**	**$45,635**	**$48,090**	**$55,325**
	EQUIPMENT					
30-3-32-465-10	Computer Equipment/Software	$0	$1,042	$0	$0	$0
	INFRASTRUCTURE					
20-3-32-475-30	Maint/Const. Structures	$0	$0	$0	$0	$30,000
	SUBTOTAL CAPITAL OUTLAY	**$0**	**$1,042**	**$0**	**$0**	**$30,000**
MUNICIPAL COURT TOTAL		**$360,791**	**$141,196**	**$137,495**	**$144,470**	**$189,485**


Municipal Court Budgeted Expenditures by Type
Operations
29%
Capital
16%
Payroll
55%


Total Municipal Court Expenditures
Four Year Trend
$300,000
$250,000
$200,000
$150,000
$100,000
$50,000
$0
Payroll
Operations
Capital Outlay
FY-2013 Actual
FY-2014 Actual
FY-2015 Estimated
FY-2016 Budgeted

PARKS AND RECREATION DEPARTMENT

Mission Statement:

The Parks and Recreation Department strives to enhance the quality of life for the residents of Ellisville through parks and recreation facilities, programs and services.

Services:

1. Recreation programs are offered to allow individuals the opportunity to learn a new skill or sport, to promote socialization and to utilize leisure time with constructive pursuits.

2. The Parks and Recreation Department cooperatively works with the cities of Ballwin, Winchester, Wildwood, Chesterfield, and Manchester as well as the Parkway and Rockwood School Districts to offer the Lafayette Older Adults Program. Activities are offered to seniors, aged fifty five (55) and over. In addition several regional special events for children and adults are held with neighboring communities to provide more recreation opportunities for Ellisville residents.

3. Community events are a way to encourage community pride and promote unity within the City of Ellisville. Residents have the opportunity to gather with family and friends at the park for socialization and fun.

4. The Parks and Recreation Department operates the facilities within the City's park system. This department handles planning and budgeting of the maintenance involved and closely coordinates work with the Public Works Department. The preservation of open space is balanced with the recreational need of the community.

FY-2015 Goals and Objectives Update:

1. Apply for a Municipal Park Planning Grant to study and receive resident input to prepare plans for improvements to parks in Ellisville. **Update: Did not apply for a Park Planning Grant but instead working with a playground firm to plan a renovation to Owl Hollow Park.**

2. Evaluate and revise the Parks and Recreation Department sponsorship program. **Update: The sponsorship program was revised this year. This goal will be continued into 2016 to continue to improve the sponsorship program.**

3. Continue to develop new recreation programs based on trends and interests in the Ellisville community. **Update: This year a new partnership was created with the St. Louis Community College Continuing Education Program, which allowed us to partner with them on some art and dancing classes. Both have been very popular and we plan to continue them.**

4. Continue to increase usage at the EDGE Aquatic Center. **Update: Due to unseasonably cool and wet weather conditions this year, usage did not increase this year at The EDGE.**

5. Continue to implement the Bikeable Walkable Plan by making improvements to trails in Ellisville as funding is available. **Update: An overlay to Wren Trail is scheduled for completion this fall.**

FY-2016 Goals and Objectives:

For FY-2016 Parks and Recreation will focus on the following goals and action plans.

1. Apply for a Municipal Park Grant to renovate Owl Hollow Park Playground and surfacing.
2. Continue to evaluate and revise the Parks and Recreation Department sponsorship program.
3. Continue to develop new recreation programs based on trends and interests in the Ellisville community.
4. Continue to increase usage at the EDGE Aquatic Center.
5. Continue to implement the Bikeable Walkable Plan by making improvements to trails in Ellisville as funding is available.
6. Explore community gardens as a way to increase citizen engagement.

Parks Performance Measures

	2013 Actual	2014 Actual	2015 Estimate	2016 Budget
Work Load Indicators				
Total Number of Parks *	11	11	11	11
Total Miles of Trails	4.05	4.05	4.05	4.05
Total Number of Picnic Shelters	3	3	3	3
Total Number of Playgrounds	5	5	5	5
Total Number of Park Programs Offered	106	104	121	115
Total Number of Concerts Offered	8	9	9	8
Total New Park Programs Offered	2	2	17	7
Total Dog Park Memberships	464	285	273	290
Total Number of Meeting Room Uses	97	72	63	65
Total Number of Pavilion Rentals	116	115	110	110
Total Number of Hours Ballfield Reserved	878	841	845	850
Effectiveness Indicators				
Avg. Acres of Park Land per 1,000 residents		20	20	20
% Increase in # of Programs Offered		-2%	16%	-5%
Average # of Attendees per Concert		600	700	700
% Increase in Dog Park Memberships		0	-38%	2%
% Increase in Number of Meeting Room Uses		28%	-26%	25%
% Increase in Number of Pavilion Rentals		-2%	-1%	4%
% Increase of Number of Hours Ballfield Reserved		-3%	-4%	1%

FISCAL YEAR 2016 FINANCIAL OVERVIEW
PARK AND RECREATION REVENUE

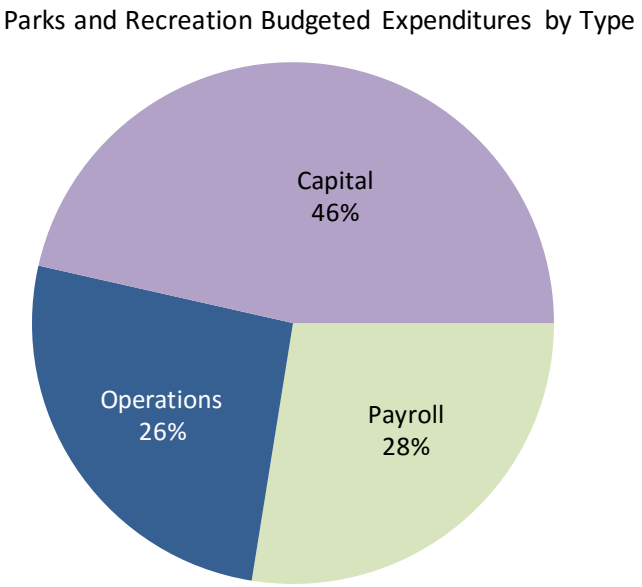
REVENUES, FEES, GRANTS	FY-2014 Actual	FY-2015 Estimate	FY-2016 Budget
Recreational Program Fees	$49,352	$53,000	$55,000
Recreational Special Events	$13,063	$13,000	$13,000
Bluebird Park Income	$36,936	$33,000	$33,000
Other Park Revenue	$735	$0	$0
Cash in Lieu of Park Land	$0	$0	$0
July 4th Sponsorships	$3,292	$2,400	$3,000
Concert Sponsorships	$2,167	$4,100	$4,500
Interest	$4,834	$2,600	$2,600
Total Parks & Recreation Revenues	$110,379	$108,100	$111,100
EXPENDITURES			
Payroll Expenses	$216,772	$255,300	$275,850
Operating Expenses	$182,250	$210,200	$260,550
Capital Expenditures	$248,505	$136,150	$465,500
Total Parks & Recreation Expenditures	$647,527	$601,650	$1,001,900
PARKS REVENUE (UNDER) OVER EXPENDITURES	($537,148)	($493,550)	($890,800)

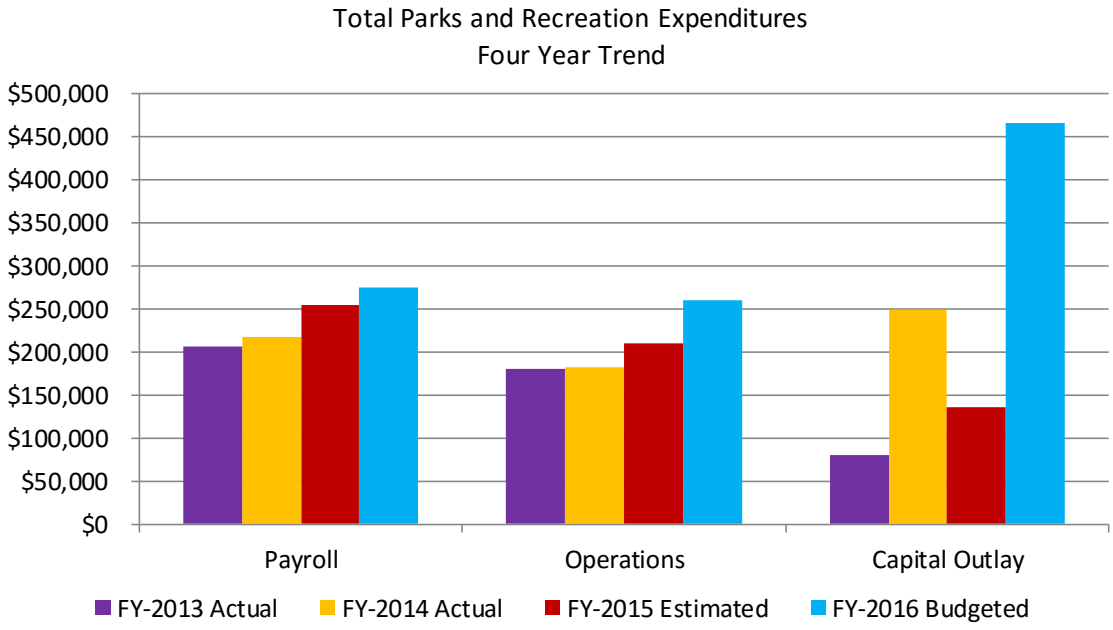
PARKS & RECREATION DEPARTMENT EXPENDITURE SUMMARY

DEPARTMENT NUMBER: 51

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	SALARIES AND WAGES					
50-5-51-400-10	Salaries and Wages	$139,213	$154,222	$156,910	$159,020	$163,990
50-5-51-400-20	Wages - Seasonal	$29,410	$28,567	$41,000	$39,000	$44,000
50-5-51-400-30	Overtime	$0	$28	$0	$0	$0
50-5-51-400-50	FICA	$12,853	$13,958	$15,020	$14,930	$15,690
	BENEFITS					
50-5-51-401-10	Health Insurance	$8,147	$6,146	$21,160	$24,790	$27,270
50-5-51-401-20	Dental Insurance	$1,425	($418)	$1,400	$1,410	$1,470
50-5-51-401-30	Life Insurance	$1,116	$887	$920	$890	$960
50-5-51-401-40	Long Term Disability	$650	$504	$520	$500	$540
50-5-51-401-50	Pension	$13,583	$11,254	$12,900	$13,130	$20,300
	MISCELLANEOUS					
50-5-51-402-10	Miscellaneous	$325	$1,624	$330	$1,630	$1,630
	SUBTOTAL PAYROLL	**$206,722**	**$216,772**	**$250,160**	**$255,300**	**$275,850**
	SERVICES					
50-5-51-410-40	Professional Services	$18,090	$20,888	$34,800	$31,500	$61,300
50-5-51-410-50	Contractual Services	$3,277	$4,975	$7,700	$7,700	$7,700
	PERSONNEL DEVELOPMENT					
50-5-51-420-10	Personnel Training	$0	$470	$400	$400	$400
50-5-51-420-20	Travel & Meeting	$516	$500	$3,000	$2,800	$3,000
50-5-51-420-30	Dues and Membership Fees	$584	$1,246	$1,520	$1,520	$1,520
50-5-51-420-40	Publications and Journals	$0	$500	$100	$100	$100
	SUPPLIES					
50-5-51-430-10	Office Supplies and Expense	$6,215	$8,051	$7,900	$8,100	$8,200
50-5-51-430-20	Program Supplies	$3,840	$5,565	$8,000	$7,000	$8,000
50-5-51-430-30	Uniforms	$928	$0	$1,400	$1,100	$1,400
50-5-51-430-40	Gasoline & Oil	$326	$246	$300	$300	$300
	PRINTING, POSTAGE & NOTICES					
50-5-51-440-10	Printing	$2,652	$3,367	$3,750	$3,300	$3,600
50-5-51-440-12	Legal Notices	$35	$129	$200	$200	$200
50-5-51-440-20	Postage	$951	$1,767	$3,000	$2,500	$3,000
	UTILITIES					
50-5-51-450-10	Water	$709	$1,174	$1,300	$1,300	$1,300
50-5-51-450-20	Sewer	$1,025	$3,037	$2,000	$2,000	$2,000
50-5-51-450-40	Electric	$17,608	$24,115	$19,280	$19,280	$19,280
50-5-51-450-50	Telephone	$6,265	$6,897	$7,100	$7,200	$7,600
	RENTALS					
50-5-51-455-10	Vehicle/Equipment Rental	$0	$0	$500	$500	$500
	EQUIPMENT					
50-5-51-465-10	Computer Equip./Software Maint./Repairs	$2,853	$6,719	$4,100	$3,850	$18,100
50-5-51-465-20	Equipment Purchase/Replacement	$23,845	$5,647	$1,000	$2,500	$6,000
	SIGNS AND TREES					
50-5-51-470-20	Tree Maintenance	$4,827	$3,250	$10,000	$10,000	$10,000

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	MAINTENANCE AND REPAIR					
50-5-51-475-10	Maintenance Supplies	$17,692	$15,736	$17,500	$17,500	$17,500
50-5-51-475-31	ADA Compliance	$7,591	$7,706	$8,200	$8,200	$8,200
50-5-51-475-43	Maintenance & Repair Vehicles/Parks	$504	$0	$1,000	$1,000	$1,000
	COMMUNITY EVENTS					
50-5-51-490-10	Community Relations	$310	$29	$500	$500	$500
50-5-51-490-22	July 4th Celebration	$48,360	$45,708	$49,000	$49,000	$49,000
50-5-51-490-50	Special Events	$10,981	$14,528	$20,850	$20,850	$20,850
	SUBTOTAL OPERATIONS	**$179,984**	**$182,250**	**$214,400**	**$210,200**	**$260,550**
	INFRASTRUCTURE					
20-5-51-475-30	Maintenance & Repair Structure	$50,701	$248,505	$0	$0	$375,000
50-5-51-480-70	Trail Repair	$29,691	$0	$68,500	$68,500	$58,500
20-5-51-480-99	Infrastructure			$20,000	$54,450	$0
	EQUIPMENT					
30-5-51-465-20	Equipment Purchase	$0	$0	$13,200	$13,200	$6,000
30-5-51-465-30	Vehicle Purchase	$0	$0	$0	$0	$26,000
	SUBTOTAL CAPITAL OUTLAY	**$80,392**	**$248,505**	**$101,700**	**$136,150**	**$465,500**
PARKS AND RECREATION TOTAL		**$467,098**	**$647,527**	**$566,260**	**$601,650**	**$1,001,900**


Parks and Recreation Budgeted Expenditures by Type
Capital
46%
Operations
26%
Payroll
28%


Total Parks and Recreation Expenditures
Four Year Trend
$500,000
$450,000
$400,000
$350,000
$300,000
$250,000
$200,000
$150,000
$100,000
$50,000
$0
Payroll
Operations
Capital Outlay
FY-2013 Actual
FY-2014 Actual
FY-2015 Estimated
FY-2016 Budgeted

POOL DIVISION

Mission Statement:

The Pool Division of the Parks and Recreation Department strives to enhance the quality of life for the residents of Ellisville.

Services:

1. Operate the Pool Complex as a recreational opportunity for the citizens of Ellisville and the neighboring communities.

2. Provide instructional, recreational and competitive opportunities for the youth and adults through special events, lessons and a swim team.

Pool Performance Measures

	2013 Actual	2014 Actual	2015 Estimate	2016 Budget
Work Load Indicators				
Total Number of EDGE Memberships	366	379	302	320
Total Revenue from Memberships and I.D.s	63,302	66,936	54,447	57,000
Total EDGE Revenue	178,298	210,940	155,000	160,000
Total Concession Revenue	34,236	36,270	32,000	34,000
Total Concession Expenses	25,448	28,440	23,000	24,000
Total Daily Attendance	24,477	23,780	22,300	23,000
Effectiveness Indicators				
% Increase in # of Pool Passes Issued	-19%	4%	-20%	6%
% Increase in Revenue from Memberships	-19%	6%	-19%	5%
% Increase in EDGE Revenue	-13%	18%	-27%	3%
% Increase in Concession Revenue	-24%	6%	-12%	6%
% Increase in Daily Attendance	-19%	12%	-19%	4%

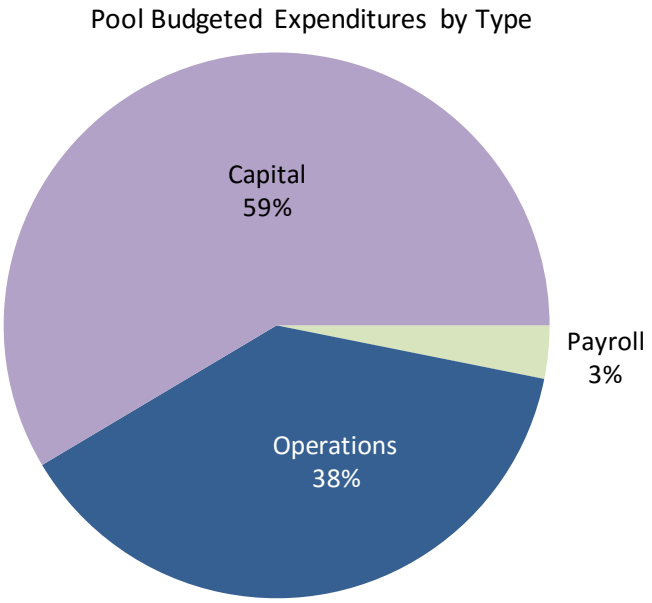
FISCAL YEAR 2016 FINANCIAL OVERVIEW
POOL DIVISION

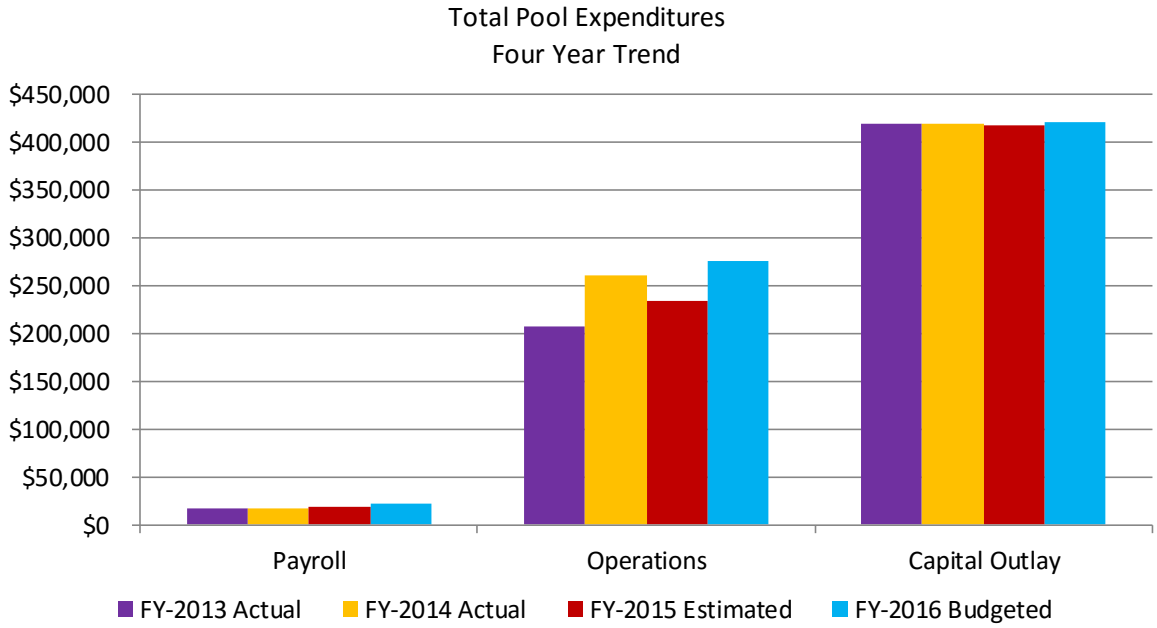
REVENUES, FEES, GRANTS	FY-2014 Actual	FY-2015 Estimate	FY-2016 Budget
1/4 Sales Tax	$573,514	$626,000	$680,000
Pool Income	$198,143	$155,000	$160,000
Pool Concessions	$36,233	$32,000	$35,000
Total Pool Division Revenues	$807,890	$813,000	$875,000
EXPENDITURES			
Payroll Expenses	$17,512	$18,310	$22,610
Operating Expenses	$260,830	$234,420	$275,296
Capital Expenditures	$419,267	$416,995	$420,770
Total Pool Division Expenditures	$697,609	$669,725	$718,676
POOL DIVISION REVENUE (UNDER) OVER EXPENDITURES	$110,281	$143,275	$156,324

MUNICIPAL POOL EXPENDITURE SUMMARY

DEPARTMENT NUMBER: 71

ACCOUNT NUMBER	DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 BUDGETED	2015 ESTIMATED	2016 BUDGETED
	SALARIES AND WAGES					
50-5-71-400-20	Wages - Seasonal	$15,121	$16,267	$21,000	$17,000	$21,000
50-5-71-400-50	FICA	$1,157	$1,245	$1,610	$1,310	$1,610
	SUBTOTAL PAYROLL	**$16,278**	**$17,512**	**$22,610**	**$18,310**	**$22,610**
	SERVICES					
50-5-71-410-50	Contractual Services	$148,025	$161,021	$180,050	$166,620	$187,946
	PERSONNEL DEVELOPMENT					
50-5-71-420-30	Dues and Membership Fees	$303	$36	$250	$250	$250
	SUPPLIES					
50-5-71-430-10	Office Supplies and Expense	$2,050	$392	$1,900	$1,000	$1,900
50-5-71-430-20	Program Supplies	$2,866	$2,242	$4,100	$3,100	$4,100
50-5-71-430-25	Concession Supplies	$15,816	$18,199	$21,000	$18,000	$21,000
50-5-71-430-30	Uniforms	$180	$228	$400	$250	$400
	UTILITIES					
50-5-71-450-10	Water	$7,530	$10,666	$11,000	$11,000	$11,000
50-5-71-450-20	Sewer	$6,865	$5,112	$8,000	$5,000	$8,000
50-5-71-450-40	Electric	$13,952	$19,166	$16,200	$16,200	$16,200
50-5-71-450-50	Telephone	$44	$0	$300	$300	$300
	EQUIPMENT					
50-5-71-465-10	Computer Equip./Software Maint./Repairs	$1,144	$3,156	$2,200	$2,200	$1,700
50-5-71-465-20	Equipment Purchase	$1,523	$1,459	$5,300	$2,000	$10,500
	MAINTENANCE AND REPAIR					
50-5-71-475-10	Maintenance Supplies	$5,748	$5,639	$7,000	$8,500	$12,000
50-5-71-475-30	Maintenance & Repair Structure	$569	$33,514	$0	$0	$0
	SUBTOTAL OPERATIONS	**$206,615**	**$260,830**	**$257,700**	**$234,420**	**$275,296**
	INFRASTRUCTURE					
50-5-71-485-10	COP Debt Service-Principal	$265,000	$275,000	$290,000	$290,000	$300,000
50-5-71-485-11	COP Debt Service-Interest & Other	$155,032	$144,267	$126,995	$126,995	$120,770
	SUBTOTAL CAPITAL OUTLAY	**$420,032**	**$419,267**	**$416,995**	**$416,995**	**$420,770**
MUNICIPAL POOL TOTAL		**$642,925**	**$697,609**	**$697,305**	**$669,725**	**$718,676**


Pool Budgeted Expenditures by Type
Capital
59%
Payroll
3%
Operations
38%


Total Pool Expenditures
Four Year Trend
$450,000
$400,000
$350,000
$300,000
$250,000
$200,000
$150,000
$100,000
$50,000
$0
Payroll
Operations
Capital Outlay
FY-2013 Actual
FY-2014 Actual
FY-2015 Estimated
FY-2016 Budgeted

FIVE YEAR CAPITAL IMPROVEMENT PROGRAM

This Program serves as a planning tool for expenditures on large capital projects and equipment as they relate to the City's long term goals. In order to keep the focus on large capital projects and equipment purchases, items are only considered that are budgeted for $20,000 or more per year. Maintenance and updates are not included unless they are intended to last for more than one year. According to the City's Capital Assets Policy, the City uses $5,000 as the level of capitalization for reporting capital assets. Therefore, the Annual Budget includes current year capital expenditures that have not been included in this section.

Work on the Five Year Capital Improvement Program actually begins the budget cycle for the next budget year. Beginning in June each department reviews its current program. It is updated by adding an additional year and by considering changes to when the expenditures will need to take place, the description of the expenditures, and also update to the estimated costs.

By updating the Program each year before beginning the annual budget process, staff has a clear picture of capital needs when formulating the operating budget requests. While funding for normal operations and services are primary to the Annual Budget, the Five Year Capital Program allows the Staff to frame the operating costs with needed capital requirements. The Five Year Capital Program is a supplemental document that is adjusted throughout the budget process and included in the final budget document.

GENERAL OVERVIEW

The Five Year Capital Improvement Program is required to cover several categories. As a planning tool it is useful for this plan to include the following:

- A listing of all proposed capital improvements for the next five years
- Justification for the purchase including how it helps achieve long term goals
- Estimated annual cost of ongoing operating and maintenance costs and savings for each proposed capital improvement
- Cost estimates for each proposed capital improvement
- Time Schedule
- Methods of Financing

These categories have been included in the Five Year Capital Improvement Plan in a way that makes the Plan a practical working document. It also includes a description of the existing condition of any item being replaced and the justification for the expenditure.

PROPOSED CAPITAL IMPROVEMENTS

This section provides a short explanation of the proposed project. If the project has multiple phases or parts which will be done over several years, this section is useful in detailing the parts by planned year.

JUSTIFICATION AND GOALS

This section provides the reasons why this capital improvement is necessary. It also provides an opportunity to explain how this can help achieve the City's long term goals. While the cost of the project is often considered the most important part, this section is actually the most important part because it explains the "why" for the expenditure.

ONGOING OPERATING AND MAINTENANCE COSTS

Some new capital expenditures are replacements that will save on maintenance costs. Others will create new items that will require future ongoing costs. Department Heads are still getting used to this consideration since

this is still a relatively new addition to the form. Still ongoing costs are being included with the five year requests.

COST ESTIMATE FOR EACH PROPOSED IMPROVEMENT

By providing the estimated cost of projects for the next five years, it is possible to plan for these expenditures. This also allows the City the opportunity to combine appropriate projects in grant requests or bond issues.

The Five Year Capital Improvement Project Listing includes annual payments for the 2007 COPs Bonds. These payments will not create any new assets but are shown because they are payments for assets that were built from the bond funds. The size of the debt service payments is significant and it is helpful for all those who use the Five Year Capital Improvement Plan to remember these payments when considering other projects.

TIME SCHEDULES

The time schedules for the projects included in the current Five Year Capital Expenditure Program are fairly simple. Most of the projects are purchases and the program provides an estimate when this equipment will need to be replaced. Street projects do take time but each one is generally planned for one construction season within one fiscal year.

METHODS OF FINANCING

Several methods of financing are included in the Five Year Capital Improvement Program. Future bond issues are a possibility if future revenues would support them. Bond issues are generally used for large dollar projects that are to be completed in a specified period of time even if it is more than one fiscal year. Ongoing projects such as street replacement have used other methods of financing.

For the Five Year Capital Improvement Program there are two other non-major methods of financing. Potential new revenue sources could be considered for specific projects. New revenue sources would require a vote of the citizens of the City. The other option is to list the method of financing as undetermined. Since the Five Year Capital Improvement Program is a planning tool, an undetermined method of financing is acceptable but not recommended. An undetermined method of financing recognizes the need for the expenditure and the need for future planning to meet these needs.

The major method of financing is from revenues in excess of operating expenses and fund balance reserves. Following is an explanation of this method of financing by fund.

General Fund

The General Fund is not used for capital expenditures; rather, it transfers its projected remaining balances to the Contingency Fund, which in turns transfers money to the Capital Infrastructure Fund and the Capital Equipment Replacement Fund or other appropriate fund for capital purposes.

Grants

Grants are a method of stretching limited funds. The City will consider and utilize grants whenever reasonably possible. Grant revenues and expenditures will be shown in the appropriate fund for the capital project.

Capital Infrastructure Fund

As the name implies, this fund is for capital infrastructure improvements. The revenue the City receives from the State of Missouri from Gasoline and Motor Vehicle Taxes are allocated to this fund. The new Capital Improvements Sales Tax is also shown as revenue in this fund. This new sales tax is not limited to capital infrastructure and can be transferred to other funds but it is shown in this fund because it is anticipated that the major portion of this new revenue will be used for infrastructure. Based upon infrastructure needs in other years, this fund will utilize its fund reserves and may receive transfers in from the Contingency Reserve Fund.

Capital Equipment Replacement Fund
This capital expenditure fund does not have a revenue source other than interest on its reserve balance and grants from outside sources. Generally, the major source of revenue is a transfer from the Contingency Reserve Fund.

Bond Project Funds
Bond issues are a possible revenue source for the largest projects such as City facilities. In the past the City has utilized Certificate of Participation (COPs) bonds. General Obligation (GO) bonds could also be considered. GO bonds normally have a lower interest rate but do require approval by the Ellisville voters.

Stormwater Control Fund
Capital Funds for stormwater projects are derived through the City's ½ cent sales tax which was approved by Ellisville voters in November 1995. These sales tax monies can be used for stormwater control purposes only.

While the revenues in this fund are for capital improvements they do cover operating expenses such as payroll for employees who are directly working on the capital projects.

Sewer Lateral Repair Program Fund
The Sewer Lateral Repair Program is a self-sustaining fund with revenue from an assessment of $28 per residential property per year. This is used to pay for repairs to residential sanitary sewer breaks on a first come first served basis. This has been included in the Five Year Capital Improvement Plan because of the dollar amount of the program and so any anticipated over runs of costs to revenues can be addressed in a timely manner. If this becomes a possibility the Council will need to decide whether to modify the program or make a transfer from the Contingency Fund.

Park Fund
The park fund includes a ¼ cent sales tax that was approved by voters for the construction and operation of a pool complex. This fund may also receive grant funds for capital projects. When necessary for capital projects, funds have been transferred from the Contingency Reserve Fund to cover the need.

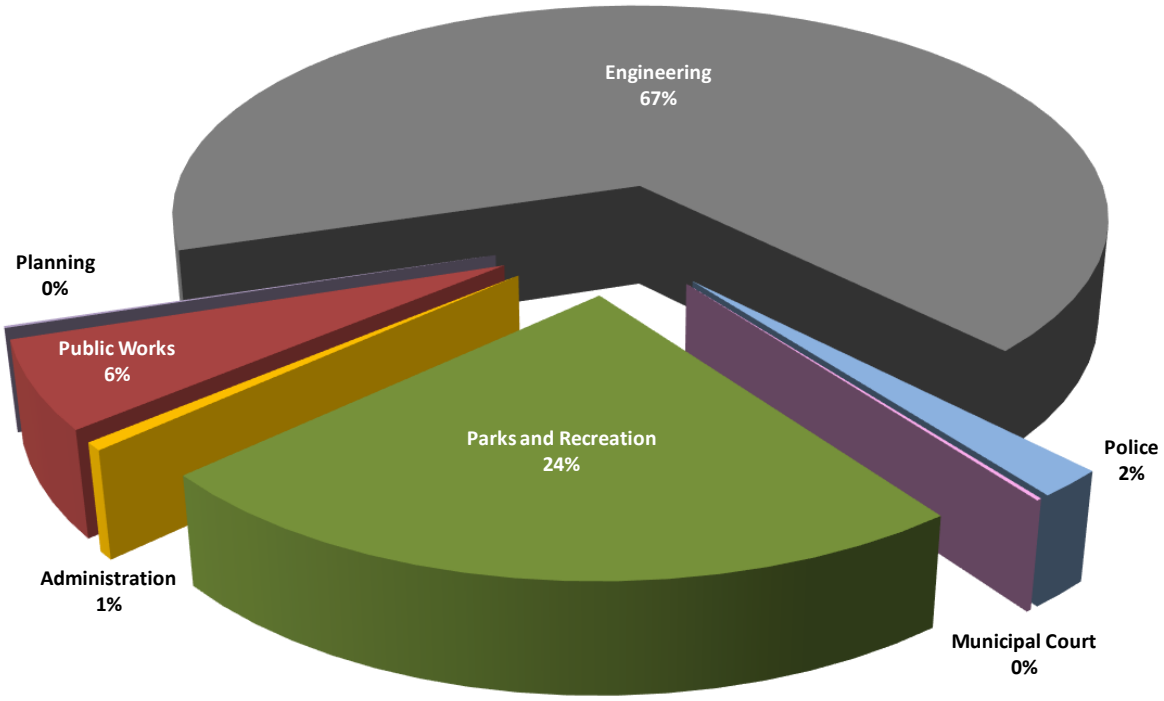
GENERAL OVERVIEW OF CAPITAL IMPROVEMENT EXPENDITURES
The major capital requests for FY-2016 total $5,382,820. Future years anticipate major capital expenditures between $2.9M to $4.4M per year.

The following sections provide summaries in different manners that can be useful when analyzing priorities, responsibilities and possible cash flow.

Summary by Department

Capital Outlay by Department 2016 - 2020		
Administration	$	110,000
Public Works		1,182,000
Planning		26,000
Engineering		12,979,800
Police		372,093
Municipal Court		30,000
Parks and Recreation		4,535,431
Total	**$**	**19,235,324**

Five Year Capital Requests by Department



FIVE YEAR CAPITAL IMPROVEMENT PROGRAM PROJECT LISTING BY DEPARTMENT

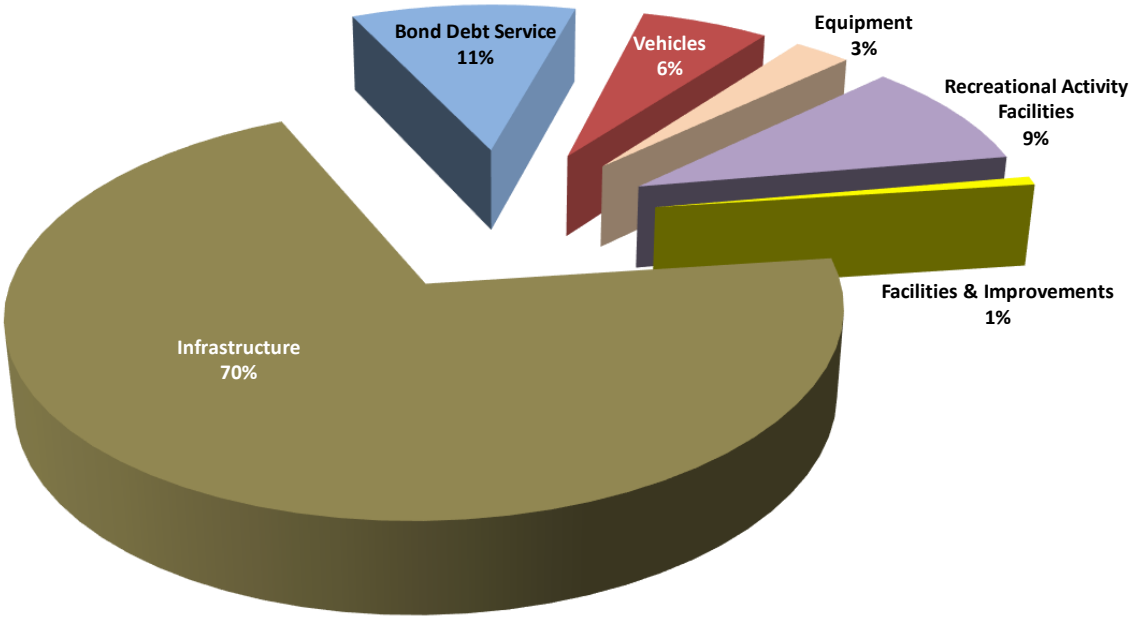
Project	2016	2017	2018	2019	2020
Administration					
Remodel Council Chamber	80,000	-	-	-	-
City Hall Electrical Service Upgrade	-	-	-	30,000	-
	$ 80,000	$ -	$ -	$ 30,000	$ -
Public Works					
Trucks	$ -	$ 175,000	$ 133,000	$ 180,000	$ 180,000
Mowers	-	25,000	-	27,000	-
Loader/Backhoe	-	95,000	-	-	-
Skid-Steer Loader	-	52,000	-	-	-
Chipper	-	-	40,000	-	-
Tub Grinder	-	-	-	220,000	-
Utility Tractor	-	-	-	-	25,000
Leaf Machine	-	-	-	-	10,000
Static Compactor	-	-	-	-	20,000
	$ -	$ 347,000	$ 173,000	$ 427,000	$ 235,000
Engineering					
Sidewalk Repairs	180,000	25,000	25,000	25,000	25,000
Crack Sealing	65,000	65,000	65,000	65,000	65,000
Concrete Street - Repairs	250,000	250,000	250,000	250,000	250,000
Asphalt Streets-- Maintenance Treatment	-	70,000	-	-	-
Pedestrian Crossing Flashers	72,000	-	-	-	-
Pavement Markings	24,000	24,000	24,000	24,000	24,000
Great Streets Initiative	140,000	140,000	140,000	140,000	140,000
Signal Painting & Illuminated Names	-	45,000	280,000	-	-
Pedestrian Bridge	-	-	1,070,000	-	-
Stormwater Concrete Streets-- Replacement	$ 430,000	$ 439,000	$ 417,000	$ 455,000	$ 530,000
Stormwater Asphalt Streets-- Overlay	550,400	111,000	40,000	48,100	119,700
Stormwater-Asphalt Streets	2,191,700	633,900	830,000	623,000	449,000
Stormwater-Repairs	100,000	100,000	100,000	100,000	100,000
Sewer Lateral Repairs	80,000	80,000	80,000	80,000	80,000
	$ 4,083,100	$ 1,982,900	$ 3,321,000	$ 1,810,100	$ 1,782,700
Planning and Community Development					
Code Enforcement Vehicle	$ -	$ 26,000	$ -	$ -	$ -
	$ -	$ 26,000	$ -	$ -	$ -
Police					
Police Vehicles	$ 65,000	$ 66,950	$ 68,958	$ 71,027	$ 73,158
Red Lights/Siren Controls	-	-	27,000	-	-
	$ 65,000	$ 66,950	$ 95,958	$ 71,027	$ 73,158
Municipal Court					
Court Administrative Offices	$ 30,000	$ -	$ -	$ -	$ -
	$ 30,000	$ -	$ -	$ -	$ -

Project	2016	2017	2018	2019	2020
Parks and Recreation					
2007 Pool COPS Debt Service	$ 420,670	$ 417,935	$ 419,113	$ 419,150	$ 418,513
Trail Update & Renovation	50,000	55,000	35,000	30,000	80,000
Trail Extension - Truman Rd. to E.A.A.	235,050	180,000	-	-	-
Park Roadway Maintenance	120,000	100,000	100,000	100,000	100,000
Park Equipment	-	32,000	30,000	22,000	22,000
Park Improvements	255,000	120,000	115,000	150,000	80,000
Park Vehicle	26,000	-	-	-	-
Picnic Shelters	-	-	70,000	70,000	60,000
Multi-Purpose Court	18,000	185,000	-	-	-
	$ 1,124,720	$ 1,089,935	$ 769,113	$ 791,150	$ 760,513
Grand Total	$ 5,382,820	$ 3,512,785	$ 4,359,071	$ 3,129,277	$ 2,851,371

Summary by Category

Capital Outlay by Category 2016 - 2020		
Facilities & Improvements	$	140,000
Infrastructure	$	13,499,800
Bond Debt Service	$	2,095,381
Vehicles	$	1,185,093
Equipment	$	527,000
Recreational Activity Facilities	$	1,788,050
Total	**$**	**19,235,324**

Five Year Captial Request by Category



FIVE YEAR CAPITAL IMPROVEMENT PROGRAM PROJECT LISTING BY CATEGORY

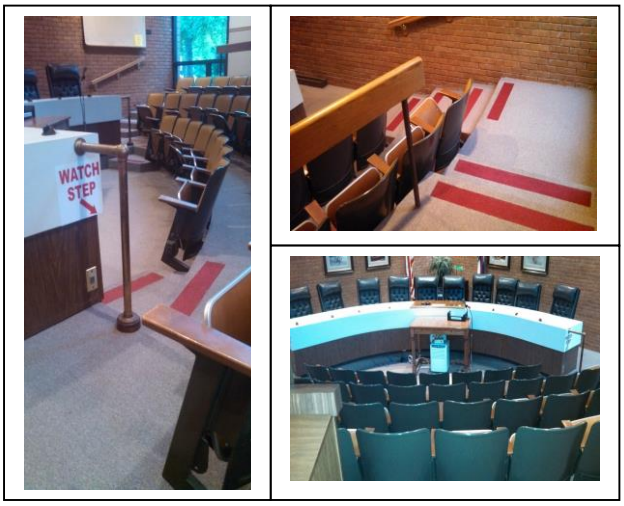
Project	2016	2017	2018	2019	2020
Bond Debt Service					
2007 Pool COPS Debt Service	420,670	417,935	419,113	419,150	418,513
	$ 420,670	$ 417,935	$ 419,113	$ 419,150	$ 418,513
Infrastructure					
Stormwater Concrete Streets-- Replacement	430,000	439,000	417,000	455,000	530,000
Stormwater Asphalt Streets-- Overlay	550,400	111,000	40,000	48,100	119,700
Sidewalk Repairs	180,000	25,000	25,000	25,000	25,000
Crack Sealing	65,000	65,000	65,000	65,000	65,000
Concrete Street - Repairs	250,000	250,000	250,000	250,000	250,000
Asphalt Streets-- Maintenance Treatment	-	70,000	-	-	-
Pedestrian Crossing Flashers	72,000	-	-	-	-
Pavement Markings	24,000	24,000	24,000	24,000	24,000
Great Streets Initiative	140,000	140,000	140,000	140,000	140,000
Signal Painting & Illuminated Names	-	45,000	280,000	-	-
Pedestrian Bridge	-	-	1,070,000	-	-
Stormwater-Asphalt Streets	2,191,700	633,900	830,000	623,000	449,000
Stormwater-Repairs	100,000	100,000	100,000	100,000	100,000
Sewer Lateral Repairs	80,000	80,000	80,000	80,000	80,000
Park Roadway Maintenance	120,000	100,000	100,000	100,000	100,000
	$ 4,203,100	$ 2,082,900	$ 3,421,000	$ 1,910,100	$ 1,882,700
Facilities & Improvements					
Remodel Council Chamber	80,000	-	-	-	-
City Hall Electrical Service Upgrade	-	-	-	30,000	-
Court Administrative Offices	30,000	-	-	-	-
	$ 110,000	$ -	$ -	$ 30,000	$ -
Equipment					
Mowers	-	25,000	-	27,000	-
Skid-Steer Loader	-	52,000	-	-	-
Chipper	-	-	40,000	-	-
Tub Grinder	-	-	-	220,000	-
Leaf Machine	-	-	-	-	10,000
Static Compactor	-	-	-	-	20,000
Red Lights/Siren Controls	-	-	27,000	-	-
Park Equipment	-	32,000	30,000	22,000	22,000
	$ -	$ 109,000	$ 97,000	$ 269,000	$ 52,000
Vehicles					
Trucks	$ -	$ 175,000	$ 133,000	$ 180,000	$ 180,000
Loader/Backhoe	-	95,000	-	-	-
Utility Tractor	-	-	-	-	25,000
Code Enforcement Vehicle	-	26,000	-	-	-
Police Vehicles	65,000	66,950	68,958	71,027	73,158
Park Vehicle	26,000	-	-	-	-
	$ 91,000	$ 362,950	$ 201,958	$ 251,027	$ 278,158

Project	2016	2017	2018	2019	2020
Recreational Activity Facilities					
Trail Update & Renovation	$ 50,000	$ 55,000	$ 35,000	$ 30,000	$ 80,000
Trail Extension - Truman Rd. to E.A.A.	$ 235,050	$ 180,000	$ -	$ -	$ -
Park Improvements	255,000	120,000	115,000	150,000	80,000
Picnic Shelters	-	-	70,000	70,000	60,000
Multi-Purpose Court	18,000	185,000	-	-	-
	$ 558,050	$ 540,000	$ 220,000	$ 250,000	$ 220,000
Grand Total	$ 5,382,820	$ 3,512,785	$ 4,359,071	$ 3,129,277	$ 2,851,371

CITY OF ELLISVILLE
CAPITAL PROJECTS REQUEST

DEPARTMENT – **ADMINISTRATION** PROJECT – **REMODEL COUNCIL CHAMBER**

Description:
Remodel the Council Chamber for accessibility.



Justification & Goals:
- Accessibility to the Council Chamber has been an issue for years.
- Uneven stairs and stairs that are not noticed cause a tripping hazard.
- A Council Member with an accessibility issue cannot reach the dais.
- This room is also used for Court and accessibility of the Court room is not a requirement by the State.
- Proper width walkways, a generally level room and an accessible and raised Judges placement as required will be the major challenges.
- Other improvements may include, addressing drainage issues, better public seating, an improved sound system and a modern computer presentation system.

Operating Impact/(Savings):

This cannot be determined without a needs assessment and input from and discussions with the citizens of Ellisville.

Operating Impact Category	2016	2017	2018	2019	2020
None anticipated					
Total/Net					

Funding Schedule:
The amount shown is considered a maximum amount.

2016	2017	2018	2019	2020
$80,000				

Funding Source: Available Funds
This project would be funded from Capital Improvements Sales Tax Receipts.

CITY OF ELLISVILLE

CAPITAL PROJECTS REQUEST

DEPARTMENT – **ADMINISTRATION** PROJECT – **CITY HALL ELECTRICAL SERVICE UPGRADE**

Description:

Replacement of the present 42-year old 400 amp main City Hall electrical panel and 225 amp electrical sub-panel along with various other electrical deficiencies throughout the City Hall complex.

Justification & Goals:

- Via an inspection by the City's loss control specialist, CHUBB Group Insurance Companies, the recommendation was made to replace all the old electrical breakers in the main and distribution electrical panels. The present breakers are old and obsolete, and replacement parts not available.
- This will allow for the complete field inspection and correction of deficiencies within the facility's aging electrical system.
- With routine access to the facility's electrical system by staff and the public, safety will be assured and compliance with present day codes will be achieved.

Operating Impact/(Savings):

Upgrading the electrical system may influence our insurance coverage rates, assure the safety of City Hall patrons and eliminate potential unscheduled system repairs.

Operating Impact Category	2016	2017	2018	2019	2020
Maintenance	$0	$0	$0	$0	$0
Total/Net	$0	$0	$0	$0	$0

Funding Schedule:

2016	201	2018	2019	2020
$0	$0	$0	$30,000	$0

Funding Source:

This project would be funded from the ½ cent Capital Sales Tax.

CITY OF ELLISVILLE

CAPITAL PROJECTS REQUEST

DEPARTMENT – **PUBLIC WORKS** PROJECT – **TRUCKS**

Description:

Various models
FY 2017 – 1.5 Ton Dump Truck ($60,000)-259/ 12 TO
FY 2017 – 2.5 Ton Dump ($115,000)-260/ 11 YO
FY 2018 – F-150 Pickup ($25,000)-261/ 14 YO
FY 2018 – Chevy Pickup ($26,000)-409/ 14 YO
FY 2018 – Aerial Lift Truck ($82,000) – 252/ 17 YO
FY 2019 – 1 Ton Dump ($60,000)-262/ 11 YO
FY 2019 – 1.5 Ton Dump ($60,000)-263/ 10 YO
FY 2019 – ¾ Ton 4x4 Truck ($35,000) – 266/ 10 YO
FY 2019 – Escape ($25,000) – 105/ 11 YO

Justification& Goals:

- These vehicles currently exhibit high maintenance costs. On many of the vehicles there is a great deal of rust present. The current average age of the replacement is just over 13 years.
- The maintenance costs of these vehicles will continue to increase each year.
- The vehicles are no longer consistently reliable. New vehicles will facilitate productivity and the level of public service to the citizens of Ellisville.
- The City's long-range objectives include (i) preserving current levels of City service, (ii) addressing capital improvement needs and infrastructure, (iii) increasing the levels of customer service, (iv) enhancing municipal facilities; and (v) improving traffic safety. The City is acting on all objectives simultaneously with these purchases.

Operating Impact/(Savings):

A savings in operating expenses is anticipated initially because repairs to the old trucks will not be necessary. As time passes, some maintenance will be needed.

Operating Impact Category	2016	2017	2018	2019	2020
Maintenance	$0	($2,500)	($4,000)	($6,500)	($8,000)
Total/Net	$0	($2,500)	($4,000)	($6,500)	($8,000)

Funding Schedule:

2016	2017	2018	2019	2020
$0	$175,000	$133,000	$180,000	$180,000

Funding Source: Available Funds

This project would be funded from the Capital Equipment Fund.

CITY OF ELLISVILLE

CAPITAL PROJECTS REQUEST

DEPARTMENT – **PUBLIC WORKS** PROJECT – **Mowers**

Description:

FY 2017 – X-Mark Diesel Lazer Mower ($25,000)/ 13 YO
FY 2019 – 1445 John Deere 4x4 o/f mower ($27,000)/ 15 YO

Justification& Goals:

- The equipment requires constant maintenance on motor and spindle shafts.
- The mowers' age coupled with their consistent use generate high maintenance costs.
- The acquisition of new mowers would decrease service costs.
- New units would provide greater reliability and safety to its operators.
- The new mowers would improve the quality of service.
- The City's long-range objectives include (i) preserving current levels of City service, (ii) addressing capital improvement needs and infrastructure, (iii) increasing the levels of customer service, and (iv) enhancing municipal facilities. The City is acting on all objectives simultaneously with this purchase.

Operating Impact/(Savings):

A savings in operating expenses is anticipated initially because repairs to the old mowers will not be necessary. As time passes, some maintenance will be needed.

Operating Impact Category	2016	2017	2018	2019	2020
Maintenance	$0	($1,500)	($1,000)	($1,500)	($1,000)
Total/Net	$0	($1,500)	($1,000)	($1,500)	($1,000)

Funding Schedule:

2016	2017	2018	2019	2020
$0	$25,000	$0	$27,000	$0

Funding Source: Available Funds

This project would be funded from the Capital Equipment Fund.

CITY OF ELLISVILLE

CAPITAL PROJECTS REQUEST

DEPARTMENT – **PUBLIC WORKS** PROJECT – **LOADER/BACKHOE**

Description:

FY 2017 – John Deere 410 Backhoe ($95,000)/12 YO

Justification& Goals:

- This unit will replace our current 2000 model. The loader is in generally poor condition and therefore requires constant maintenance.
- Service costs will decrease with the purchase of a new unit.
- It will provide staff with a reliable and secure piece of equipment.
- The new loader will improve efficiency and productivity.
- The City's long-range objectives include (i) preserving current levels of City service, (ii) addressing capital improvement needs and infrastructure, (iii) increasing the levels of customer service, (iv) enhancing municipal facilities; and (v) improving traffic safety. The City is acting on all objectives simultaneously with this purchase.

Operating Impact/(Savings):

A savings in operating expenses is anticipated initially because repairs to the old backhoe will not be necessary. As time passes, some maintenance will be needed.

Operating Impact Category	2016	2017	2018	2019	2020
Maintenance	$0	($3,200)	($3,000)	($3,000)	($3,000)
Total/Net	$0	($3,200)	($3,000)	($3,000)	($3,000)

Funding Schedule:

2016	2017	2018	2019	2020
$0	$95,000	$0	$0	$0

Funding Source: Available Funds

This project would be funded from the Capital Equipment Fund.

CITY OF ELLISVILLE

CAPITAL PROJECTS REQUEST

DEPARTMENT – **PUBLIC WORKS** PROJECT – **SKID-STEER LOADER**

Description:

Skid Steer Loaders
FY 2017 - Replace loader # S-185 /T650 ($52,000)/ 13 YO

Justification& Goals:

- The current skid loader is in relatively poor condition. The department is in need of upgraded equipment.
- Due to age and usage the skid loader will be in poor condition by the requested time for replacement.
- New loaders will provide staff with safe and reliable equipment.
- The maintenance costs for the current loader will increase with each year due to its age and high volume of use.
- The City's long-range objectives include (i) preserving current levels of City service, (ii) addressing capital improvement needs and infrastructure, (iii) increasing the levels of customer service, (iv) enhancing municipal facilities; and (v) improving traffic safety. The City is acting on all objectives simultaneously with these purchases.

Operating Impact/(Savings):

A savings in operating expenses is anticipated initially because repairs to the old skid steers will not be necessary. As time passes, some maintenance will be needed.

Operating Impact Category	2016	2017	2018	2019	2020
Maintenance	$0	($1,000)	($1,000)	($1,200)	($1,500)
Total/Net	$0	($1,000)	($1,000)	($1,200)	($1,500)

Funding Schedule:

2016	2017	2018	2019	2020
$0	$52,000	$0	$0	$0

Funding Source: Available Funds

This project would be funded from the Capital Equipment Fund.

CITY OF ELLISVILLE

CAPITAL PROJECTS REQUEST

DEPARTMENT – **PUBLIC WORKS** PROJECT – **CHIPPER**

Description:

FY 2018 – Vermeer 1400 chipper ($40,000)/12 years old

Justification& Goals:

- The current unit is a 1999 model that requires high maintenance costs.
- The new chipper will be an upgrade from the current model. The new unit, among other things, possesses new safety features.
- Staff needs a reliable and safe unit to operate.
- With high volume of use, the maintenance costs of the current chipper will continue to increase each year.
- The City's long-range objectives include (i) preserving current levels of City service, (ii) addressing capital improvement needs and infrastructure, (iii) increasing the levels of customer service and (iv) enhancing municipal facilities. The City is acting on all objectives simultaneously with this purchase.

Operating Impact/(Savings):

A savings in operating expenses is anticipated initially because repairs to the older model chipper will not be necessary. As time passes, some maintenance will be needed.

Operating Impact Category	2016	2017	2018	2019	2020
Maintenance	$0	$0	($1,500)	($1,500)	($1,700)
Total/Net	$0	$0	($1,500)	($1,500)	($1,700)

Funding Schedule:

2016	2017	2018	2019	2020
$0	$0	$40,000	$0	$0

Funding Source: Available Funds

This project would be funded from the Capital Equipment Fund.

CITY OF ELLISVILLE

CAPITAL PROJECTS REQUEST

DEPARTMENT – **PUBLIC WORKS** PROJECT – **TUB GRINDER**

Description:

FY 2019– tub grinder ($220,000)/ 17 years old

Justification& Goals:

- The existing unit is a 2001 model DuraTech tub grinder with a 9 foot hopper. It has had heavy wear on its moving parts. The cost of repairs has become increasingly expensive.
- A tub grinder saves time when collecting and disposing of brush.
- Service costs are decreased with the acquisition of a new tub grinder. Repair parts are difficult to find.
- There is greater security and reliability for its operators.
- It facilitates the work by staff creating greater efficiency and productivity.
- The City's long-range objectives include (i) preserving current levels of City service, (ii) addressing capital improvement needs and infrastructure, (iii) increasing the levels of customer service and (iv) enhancing municipal facilities. The City is acting on all objectives simultaneously with this purchase.

Operating Impact/(Savings):

A savings in operating expenses is anticipated initially because repairs to the old tub grinder will not be necessary. As time passes, some maintenance will be needed.

Operating Impact Category	2016	2017	2018	2019	2020
Maintenance	$0	$0	$0	($8,000)	($8,000)
Total/Net	$0	$0	$0	($8,000)	($8,000)

Funding Schedule:

2016	2017	2018	2019	2020
$0	$0	$0	$220,000	$0

Funding Source: Available Funds

This project would be funded from the Capital Equipment Fund.

CITY OF ELLISVILLE

CAPITAL PROJECTS REQUEST

DEPARTMENT – **PUBLIC WORKS** PROJECT – **UTILITY TRACTOR**

Description:

FY 2020 - 1976 Utility Tractor 43 years old

Justification& Goals:

- The utility tractor is 43 years old and exhibits high maintenance costs.
- A new utility tractor will decrease maintenance costs.
- A new utility tractor would also provide greater reliability and safety for its operators.
- The acquisition of this item will facilitate efficiency and productivity, therefore, providing a higher quality of public service.
- The City's long-range objectives include (i) preserving current levels of City service, (ii) addressing capital improvement needs and infrastructure, (iii) increasing the levels of customer service and (iv) enhancing municipal facilities. The City is acting on all objectives simultaneously with this purchase.

Operating Impact/(Savings):

A savings in operating expenses is anticipated initially because repairs to the old utility tractor will not be necessary. As time passes, some maintenance will be needed.

Operating Impact Category	2016	2017	2018	2019	2020
Maintenance	$0	$0	$0	$0	($1,500)
Total/Net	$0	$0	$0	$0	($1,500)

Funding Schedule:

2016	2017	2018	2019	2020
$0	$0	$0	$0	$25,000

Funding Source: Available Funds

This project would be funded from the Capital Equipment Fund.

CITY OF ELLISVILLE

CAPITAL PROJECTS REQUEST

DEPARTMENT – **PUBLIC WORKS** PROJECT – **LEAF MACHINE**

Description:

FY 2020 - Leaf Machine ($10,000)/ 20 years old

Justification & Goals:

- The new leaf machine will replace a 1999 model. Currently the leaf machine requires extensive maintenance.
- Service costs will decrease with the acquisition of a new machine.
- It will facilitate the maintenance and aesthetic appearance of city property.
- A new machine will increase efficiency and productivity.
- The City's long-range objectives include (i) preserving current levels of City service, (ii) addressing capital improvement needs and infrastructure, (iii) increasing the levels of customer service and (iv) enhancing municipal facilities. The City is acting on all objectives simultaneously with this purchase.

Operating Impact/(Savings):

A savings in operating expenses is anticipated initially because repairs to the leaf machine will not be necessary. As time passes, some maintenance will be needed.

Operating Impact Category	2016	2017	2018	2019	2020
Maintenance	($300)	($300)	($350)	($400)	$0
Total/Net	($300)	($300)	($350)	($400)	$0

Funding Schedule:

2016	2017	2018	2019	2020
$0	$0	$0	$0	$10,000

Funding Source: Available Funds

This project would be funded from the Capital Equipment Fund.

CITY OF ELLISVILLE

CAPITAL PROJECTS REQUEST

DEPARTMENT – **PUBLIC WORKS** PROJECT – **STATIC COMPACTOR**

Description:

FY 2020 - 1 ¼ Ton Static Compactor / 25 years old
Replace with Bomag vibratory roller

Justification & Goals:

- The current unit is a 1994 roller. Therefore, due to age and use, the overall unit needs to be replaced.
- At this point the maintenance costs of a 25 year old roller will continually increase each year.
- The acquisition of a 1 ¼ Ton Static compactor will facilitate efficiency and productivity.
- Staff will be able to provide a higher quality of service.
- The City's long-range objectives include (i) preserving current levels of City service, (ii) addressing capital improvement needs and infrastructure, (iii) increasing the levels of customer service, (iv) enhancing municipal facilities; and (v) improving traffic safety. The City is acting on all objectives simultaneously with this purchase.

Operating Impact/(Savings):

A savings in operating expenses is anticipated initially because repairs to the static compactor will not be necessary. As time passes, some maintenance will be needed.

Operating Impact Category	2016	2017	2018	2019	2020
Maintenance	($250)	($250)	($250)	($250)	($0)
Total/Net	($250)	($250)	($250)	($250)	($0)

Funding Schedule:

2016	2017	2018	2019	2020
$0	$0	$0	$0	$19,500

Funding Source: Available Funds

This project would be funded from the Capital Equipment Fund.

CITY OF ELLISVILLE

CAPITAL PROJECTS REQUEST

DEPARTMENT – **ENGINEERING** PROJECT – **SIDEWALK REPAIRS**

Description:

Make necessary repairs to hazardous sections of pedestrian walkways throughout the City on an as needed basis.
FY-2016 Strecker Road Sidewalk

Justification& Goals:

- By definition, the existing sidewalks are hazardous and are in need of repair.
- Failure to make repairs may create unsafe conditions, which may result in public injury.
- Sidewalk repairs improve the public service offered to the public within the City.
- Such work reflects positively upon the image of the City.
- The City's long-range objectives include (i) preserving current levels of City service, (ii) addressing capital improvement needs and infrastructure, and (iii) increasing the levels of customer service. The City is acting on all objectives simultaneously with these improvements.

Operating Impact/(Savings):

Initially an operating savings will be reflected in reduced concrete grinding of sidewalks. As time passes, some maintenance will be needed. With the repair of pedestrian hazards the risk of injuries and litigation is reduced.

Operating Impact Category	2016	2017	2018	2019	2020
Maintenance	($400)	($400)	($400)	($400)	($400)
Total/Net	($400)	($400)	($400)	($400)	($400)

Funding Schedule:

2016	2017	2018	2019	2020
$180,000	$25,000	$25,000	$25,000	$25,000

Funding Source: Available Funds

This project would be funded from the ½ cent Capital Sales Tax.

CITY OF ELLISVILLE

CAPITAL PROJECTS REQUEST

DEPARTMENT – **ENGINEERING** PROJECT – **CRACK SEALING**

Description:

Crack cleaning and sealing of concrete and asphalt pavements throughout the City.

Justification& Goals:

- It is important that consistent maintenance is completed on pavements to ensure their safety and extend continued performance.
- Sealing of existing street joints will prevent the deterioration of pavements before the useful life is reached.
- To reduce required funding for full replacement of streets.
- Service costs will decrease with the application of this practice on a 3 to 5 year rotation.
- Continued crack sealing will provide a higher quality of public service to the residents.
- The City's long-range objectives include (i) preserving current levels of City service, (ii) addressing capital improvement needs and infrastructure, (iii) increasing the levels of customer service, and (v) improving traffic safety. The City is acting on all objectives simultaneously with these improvements.

Operating Impact/(Savings):

No impact is anticipated in the operating budget by completing the crack sealing program. Should the City not provide this maintenance street pavement will require replacement reflected as an increase in capital expense.

Operating Impact Category	2016	2017	2018	2019	2020
Maintenance Patching	($25,000)	($25,000)	($25,000)	($25,000)	($25,000)
Total/Net	($25,000)	($25,000)	($25,000)	($25,000)	($25,000)

Funding Schedule:

2016	2017	2018	2019	2020
$65,000	$65,000	$65,000	$65,000	$65,000

Funding Source: Available Funds

This project would be funded from the ½ cent Capital Sales Tax.

CITY OF ELLISVILLE

CAPITAL PROJECTS REQUEST

DEPARTMENT –**ENGINEERING** PROJECT – **CONCRETE STREET - REPAIRS**

Description:

Concrete Street Repair – Repair of streets showing signs of early surface deterioration but retaining the pavement's structural integrity.

Justification& Goals:

- Improvements to streets enhance public safety.
- Extend the pavements life thus eliminating the need for early replacement of complete pavement sections reducing capital outlays.
- Maintaining a positive curb appearance of neighborhoods.

Operating Impact/(Savings):

A savings in operating expenses is anticipated with a reduction in random patching of joints and potholes. Pavement repaired will require complete replacement in later years.

Operating Impact Category	2016	2017	2018	2019	2020
Maintenance	($30,000)	($60,000)	($80,000)	($100,000)	($120,000)
Total/Net	($30,000)	($60,000)	($80,000)	($100,000)	($120,000)

Funding Schedule:

2016	2017	2018	2019	2020
$250,000	$250,000	$250,000	$250,000	$250,000

Funding Source: Available Funds

This project would be funded from the ½ cent Capital Sales Tax.

CITY OF ELLISVILLE

CAPITAL PROJECTS REQUEST

DEPARTMENT – **ENGINEERING** PROJECT – **ASPHALT STREETS – MAINTENANCE TREATMENT**

Description:

Maintenance management of existing asphalt streets showing signs of early fatigue to extend their service life with this ½ inch treatment. This is an ultrathin bonded wearing course known as Novachip.

FY 2015
FY 2016 Field Ave.
FY 2017
FY 2018
FY 2019

Justification& Goals:

- Streets selected would normally be between 10 and 15 years old with a need for minor stabilization to extend their service life.
- Maintenance treatments help maintain economic stability within a neighborhood and enhance public safety.
- This maintenance treatment would decrease additional maintenance costs.
- The City's long-range objectives include (i) preserving current levels of City service, (ii) addressing capital improvement needs and infrastructure, (iii) increasing the levels of customer service, and (v) improving traffic safety. The City is acting on all objectives simultaneously with these improvements.

Operating Impact/(Savings):

Initially an operating savings is anticipated as annual pothole filling/crack sealing will not be necessary. As time passes, some maintenance will be needed.

Operating Impact Category	2016	2017	2018	2019	2020
Crack Sealing		($6,000)			
Patching		($10,000)			
Total/Net		($16,000)			

Funding Schedule:

2016	2017	2018	2019	2020
$0	$70,000	$0	$0	$0

Funding Source: Available Funds

This project would be funded from the ½ cent Capital Sales Tax.

CITY OF ELLISVILLE

CAPITAL PROJECTS REQUEST

DEPARTMENT – **ENGINEERING** PROJECT – **PEDESTRIAN CROSSING FLASHERS**

Description:

FY-2016 Truman/Strecker $48,000
FY-2016 Ridge Road $24,000

Justification& Goals:

- To make pedestrian crossings safer.

Operating Impact/(Savings):

As a simple stand-alone fixture little or no maintenance is anticipated

Operating Impact Category	2016	2017	2018	2019	2020
No Dollar Savings is Anticipated					
Total/Net					

Funding Schedule:

2016	2017	2018	2019	2020
$72,000	$0	$0	$0	$0

Funding Source: Available Funds

This project would be funded from the Sewer Lateral Fund.

CITY OF ELLISVILLE

CAPITAL PROJECTS REQUEST

DEPARTMENT – **ENGINEERING** PROJECT – **PAVEMENT MARKINGS**

Description:

Maintaining and updating lane striping and traffic marking services throughout the City. Striping is a yearly comprehensive painting of all markings within Ellisville.

Justification& Goals:

- Failure to provide proper lane striping and traffic marking will create unsafe conditions, which may result in public injury.
- Lane striping and traffic marking improves the public service offered to the public within the City.
- To remain in compliance with MUTCD requirements for collector streets.
- To assist law enforcement in maintaining traffic control and enforcing regulations.
- The City's long-range objectives include (i) preserving current levels of City service, (ii) addressing capital improvement needs and infrastructure, (iii) increasing the levels of customer service, and (v) improving traffic safety. The City is acting on all objectives simultaneously with these improvements.

Operating Impact/(Savings):

No impact is anticipated in the operating budget by completing the lane striping and traffic marking plan. If the City does not provide this maintenance, unsafe conditions could result in litigation.

Operating Impact Category	2016	2017	2018	2019	2020
Total/Net					

Funding Schedule:

2016	2017	2018	2019	2020
$24,000	$24,000	$24,000	$24,000	$24,000

Funding Source: Available Funds

This project would be funded from the ½ cent Capital Sales Tax.

CITY OF ELLISVILLE

CAPITAL PROJECTS REQUEST

DEPARTMENT – **ENGINEERING** PROJECT – **GREAT STREETS MANAGEMENT**

Description:

This is an ongoing project promoting the revitalization of the Manchester Road Corridor through the Lafayette area communities during coming decades. This capital project will focus on the tangible aspects of developing and maintaining the project visions.

Justification& Goals:

- This will allow the City to fulfill commitments made through agreements with MoDOT to maintain corridor enhancements put in place with federal grant dollars.
- This will allow the City to promote the vibrant and economically superior community via signage of various types along the corridor, e.g., light pole banners, holiday decorations….
- This will allow the City to contract for the maintenance and upkeep of enhancement improvements as they are installed.
- This will provide for maintaining the necessary utilities to operate and maintain the enhancements, e.g., water and electric.
- This will provide funding for the incorporation of new enhancement elements moving forward to future years, e.g., upgraded bus shelters, future medians….

Operating Impact/(Savings):

This project will negate the need for additional full-time Staff allowing for contracted services as required and in areas of specific need. This project will allow future opportunities to search out and secure grant funding, promote the local community attributes set forth by the Council, establish a working relationship with local businesses and interact with potential new businesses.

Operating Impact Category	2015	2016	2017	2018	2019

Funding Schedule:

2016	2017	2018	2019	2020
$140,000	$140,000	$140,000	$140,000	$140,000

Funding Source:

This project would be funded from the ½ cent Capital Sales Tax.

CITY OF ELLISVILLE
CAPITAL PROJECTS REQUEST

DEPARTMENT – **ENGINEERING** PROJECT – **SIGNAL PAINTING & ILLUMINATED NAMES**

Description:
Signal Painting and illuminated names on Clarkson Road.

Justification & Goals:
- This will provide a similar upgrade to this important retail corridor similar to the Great Street signage on Manchester Road.

Operating Impact/(Savings):

This cannot be determined without a needs assessment and input from and discussions with the citizens of Ellisville.

Operating Impact Category	2016	2017	2018	2019	2020
Total/Net					

Funding Schedule:
The amount shown is considered a maximum amount.

2016	2017	2018	2019	2020
	$45,000	$280,000		

Funding Source: Available Funds
This project would be funded from the Capital Improvements Fund.

CITY OF ELLISVILLE
CAPITAL PROJECTS REQUEST

DEPARTMENT – **ENGINEERING** PROJECT – **PEDESTRIAN BRIDGE**

Description:

A pedestrian bridge over Manchester Road, State Highway 100.

Justification & Goals:

- This will facilitate alternative transportation, such as walking, to connect the northern and southern portions of the City.
- This will provide a safe crossing for citizens on the north side to get to Bluebird Park and The EDGE swimming complex on the south side.

Operating Impact/(Savings):

Operating Impact Category	2016	2017	2018	2019	2020
Grant			($856,000)		
Total/Net					

Funding Schedule:

The amount shown is considered a maximum amount.

2016	2017	2018	2019	2020
		$1,070,000		

Funding Source: Available Funds

This project would be funded from a grant and the Capital Improvements Sales Tax.

CITY OF ELLISVILLE

CAPITAL PROJECTS REQUEST

DEPARTMENT – **STORMWATER** PROJECT – **CONCRETE STREETS - REPLACEMENT**

Description:

Removal of existing concrete streets and subgrade with the installation of new full depth concrete pavement. May also include replacement of individual slabs. Pavements range in overall age from 25 to 40 years.

FY-2016 Palm Bay Dr., Greiner Ct., Polo Lake Dr.
FY 2017 Carole Ln., Barbara Ann Ln. (west of Reinke Rd.
FY 2018 Clarkson Pines Ln., Tartan Green Blvd. (20%)
FY 2019 Bridge Creek Tr., Walden's Meadow Ct. (40%)
FY-2020 Westridge Parc Subdivision

Justification& Goals:

- Streets are considered for replacement when the pavement has reached its full life cycle and requires complete replacement.
- This work would decrease maintenance costs.
- The City's long-range objectives include (i) preserving current levels of City service, (ii) addressing capital improvement needs and infrastructure, (iii) increasing the levels of customer service, and (v) improving traffic safety. The City is acting on all objectives simultaneously with these improvements.

Operating Impact/(Savings):

Initially an operating savings is anticipated as annual pothole filing/crack sealing will not be necessary. As time passes, some maintenance will be needed.

Operating Impact Category	2016	2017	2018	2019	2020
Maintenance	($30,000)	($20,000)	($35,000)	($25,000)	($40,000)
Total/Net	$(30,000)	($20,000)	($35,000)	($25,000)	($40,000)

Funding Schedule:

2016	2017	2018	2019	2020
$430,000	$439,000	$417,000	$455,000	$530,000

Funding Source: Available Funds

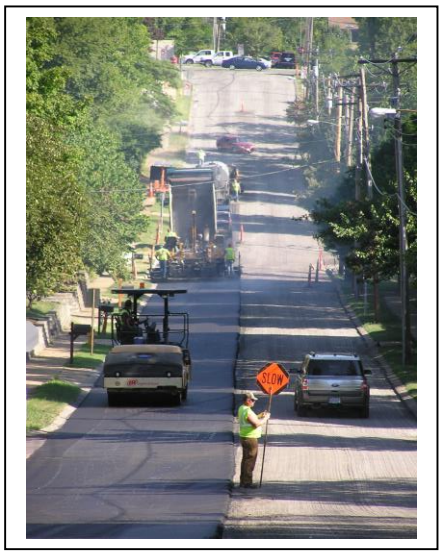
This project would be funded from the ½ cent Stormwater Sales Tax.

CITY OF ELLISVILLE

CAPITAL PROJECTS REQUEST

DEPARTMENT – **STORMWATER** PROJECT – **ASPHALT STREETS - OVERLAY**

Description:



The asphalt overlay of existing asphalt streets that are in good structural condition though the driving surface has signs of ageing. Along with the driving pavement minor gutter and sidewalk repairs are included.

FY 2016 Hutchinson Road (repair 20 year old roadway)
FY 2017 Lafayette Ct. (roadway age, 23 years)
FY 2018 Oak Hill Ct. (roadway age, 16 years)
FY 2019 Lemar Dr. (west of Marel), Marel Ct. (north of Lemar)

Justification& Goals:

- The existing streets have reached the end of their driving surface lifespan.
- Improvements to the streets enhance public safety.
- This construction would decrease maintenance costs.
- The City's long-range objectives include (i) preserving current levels of City service, (ii) addressing capital improvement needs and infrastructure, (iii) increasing the levels of customer service, and (v) improving traffic safety. The City is acting on all objectives simultaneously with these improvements.

Operating Impact/(Savings):

Initially an operating savings is anticipated as annual pothole filling/crack sealing and as needed concrete repairs will not be necessary. As time passes, some maintenance will be needed.

Operating Impact Category	2016	2017	2018	2019	2020
Potholes/Crack Sealing	($2,000)	($4,000)	($1,000)	($2,000)	($6,000)
Gutter and Approach Repairs	($20,000)	(79,000)	($10,000)	($5,000)	($25,000)
Grant	($440,300)				
Total/Net	($462,300)	($83,000)	($11,000)	($7,000)	($31,000)

Funding Schedule:

2016	2017	2018	2019	2020
$550,400	$111,000	$40,000	$48,100	$119,700

Funding Source: Available Funds

These projects would be funded from the ½ cent Stormwater Sales Tax.
The 2016 projected funding for Hutchinson Road is a 20% match to 80% or $440,300 in federal funds.

CITY OF ELLISVILLE
CAPITAL PROJECTS REQUEST

DEPARTMENT – **STORMWATER** PROJECT – **REMOVE AND REPLACE ASPHALT STREETS**

Description:

Remove existing streets, lower or raise as needed, add storm sewers as needed and replace with new concrete gutters with full depth asphalt pavement to improve stormwater collection.

FY-2016 Froesel Drive Phase II $1,462,000
FY-2016 Wolff Lane $729,700
FY-2017 Henry Avenue $633,900
FY-2018 Devore Drive $830,000
FY-2019 Carmel Woods Dr. $623,000
FY-2020 Oak Hill & W. Oak Hill $449,000

Justification& Goals:

- The streets identified above are in need of comprehensive upgrades.
- These projects will allow streets to be constructed complete with curbs, gutters, catch basins and proper grades to prevent future stormwater problems such as flooding and erosion resulting in property damage.
- The City's long-range objectives include (i) preserving current levels of City service, (ii) addressing capital improvement needs and infrastructure, (iii) increasing the levels of customer service, and (v) improving traffic safety. The City is acting on all objectives simultaneously with these improvements.

Operating Impact/(Savings):

Initially an operating savings is anticipated as annual pothole filling/crack sealing will not be necessary. As time passes, some maintenance will be needed.

Operating Impact Category	2016	2017	2018	2019	2020
Potholes/Erosion control	($20,000)	($10,000)	($15,000)	($9,000)	($30,000)
Total/Net	($20,000)	($10,000)	($15,000)	($9,000)	($30,000)

Funding Schedule:

2016	2017	2018	2019	2020
$2,191,700	$633,900	$830,000	$623,000	$449,000

Funding Source: Available Funds

This project would be funded from the Stormwater Control Fund.

CITY OF ELLISVILLE
CAPITAL PROJECTS REQUEST

DEPARTMENT – **STORMWATER** PROJECT – **STORMWATER REPAIRS**

Description:
Make emergency repairs on an as needed basis to existing stormwater facilities within the City.

Justification& Goals:
- Due to the nature of this type of emergency expenditure, the existing condition will always be broken.
- Stormwater repairs are made in order to ensure the safety and welfare of City residents.
- Repairs also retain the integrity of the existing storm line network.
- The City's broad-range objectives include (i) preserving current levels of City service, (ii) addressing capital improvement needs and infrastructure, (iii) increasing the levels of customer service, and (v) improving traffic safety. The City is acting on all objectives simultaneously with these improvements.

Operating Impact/(Savings):
Initially an operating savings is anticipated because annual erosion repairs will not be necessary. As time passes, some maintenance will be needed.

Operating Impact Category	2016	2017	2018	2019	2020
Erosion Repairs	($3,000)	($3,000)	($3,000)	($3,000)	($3,000)
Total/Net	($3,000)	($3,000)	($3,000)	($3,000)	($3,000)

Funding Schedule:

2016	2017	2018	2019	2020
$100,000	$100,000	$100,000	$100,000	$100,000

Funding Source: Available Funds
This project would be funded from the Stormwater Control Fund.

CITY OF ELLISVILLE

CAPITAL PROJECTS REQUEST

DEPARTMENT – **ENGINEERING** PROJECT – **SEWER LATERAL REPAIRS**

Description:

To cover the cost of repairing defective residential sewer laterals. Residential sewer laterals run from the foundation of a house to the public sewer main.

Justification& Goals:

- Sewer laterals are deteriorating due to age and clay pipe construction in older areas of the City. This causes damage to property and sewer line backups into homes.
- Reduce property damage.
- Eliminate health threats due to sewage leaks and backups.
- Reduce EPA violations.
- To comply with the Sewer Lateral Program approved by the voters in Ellisville.
- The City's long-range objectives include (i) preserving current levels of City service, (ii) addressing capital improvement needs and infrastructure, and (iii) increasing the levels of customer service. The City is acting on all objectives simultaneously with these improvements.

Operating Impact/(Savings):

The impact to the operating budget is for the professional services to review, design and inspect the sewer lateral replacement projects.

Operating Impact Category	2016	2017	2018	2019	2020
Professional Services	$20,000	$20,000	$20,000	$20,000	$20,000
Total/Net	$20,000	$20,000	$20,000	$20,000	$20,000

Funding Schedule:

2016	2017	2018	2019	2020
$80,000	$80,000	$80,000	$80,000	$80,000

Funding Source: Available Funds

These projects would be funded from the Sewer Lateral Fund.

CITY OF ELLISVILLE

CAPITAL PROJECTS REQUEST

DEPARTMENT – **PLANNING AND COMMUNITY DEVELOPMENT** PROJECT – **CODE ENFORCEMENT VEHICLE**

Description:

A midsize pickup truck is needed for the Code Enforcement Official's needs.

Justification & Goals:

- The current vehicle is eight (8) years old and is need of continual maintenance.
- Older vehicles are less fuel efficient and have continual maintenance costs.
- Due to maintenance issues, older vehicles have an increased risk to the driver and the public.
- A new vehicle will provide reliability, safety and fuel efficiency.
- A new vehicle will result in lower maintenance costs to the City.
- The City's long range objectives include (i) preserving current levels of City service; (ii) increasing the level of customer service to the public. The City is acting on these objectives simultaneously with this purchase.

Operating Impact/(Savings):

An initial savings is anticipated as a result of lower maintenance costs and increased fuel efficiency. Some maintenance (i.e. regular oil changes) is necessary on an on-going basis.

Operating Impact Category	2016	2017	2018	2019	2020
Maintenance	$0	$0	($1,300)0	($1,300)	($1,300)

Funding Schedule:

2016	2017	2018	2019	2020
$0	$26,000	$0	$0	$0

Funding Source:

This project would be funded from the Capital Equipment Fund.

CITY OF ELLISVILLE
CAPITAL PROJECTS REQUEST

DEPARTMENT – **POLICE** PROJECT – **VEHICLE REPLACEMENT**

Description:

New police vehicles to provide high quality service and visibility to the Ellisville community. **(Four year rotation)**
Replacement vehicles are requested as follows:
FY 2016 two patrol vehicles
FY 2017 two patrol vehicles
FY 2018 two patrol vehicles
FY 2019 two patrol vehicles
FY 2020 two patrol vehicles

Justification & Goals:

- Dependability and reliability are crucial factors for effective patrol, response and investigation.
- Dependability and reliability are crucial factors for proper response to incidents requiring detective intervention.
- It is necessary to replace these vehicles as scheduled in order to provide for safe operation and to ensure greater employee and public safety.
- Replacing vehicles on an extended rotating basis while providing the vehicles with regular preventive maintenance can extend total capital expenditures over a longer period of time.

Operating Impact/ (Savings):

Due to their usage, patrol vehicles reach high mileage status in a relatively short period of time and the hours on the engine are even higher. Once out of the warranty period there are increased service costs. However, due to budget constraints, every effort is made to prolong the life of each police vehicle by providing the best of maintenance care by a minimal increase in the maintenance budget which allows reduction in the overall costs of purchasing new vehicles. Included in cost: vehicle, new graphics, change over, title, converter for lights and console.

Operating Impact Category	2016	2017	2018	2019	2020
Maintenance	($2,500)	($2,500)	($2,500)	($2,500)	($2,500)
Gasoline					
Total/Net					

Funding Schedule:

2016	2017	2018	2019	2020
$65,000	$66,950	$68,958	$71,027	$73,158

Funding Source: Available Funds:

Project funded from the Capital Equipment Fund.

CITY OF ELLISVILLE
CAPITAL PROJECTS REQUEST

DEPARTMENT –**POLICE** PROJECT – **RED LIGHTS/SIREN CONTROLS**

Description:
Replacement of existing emergency roof lights and siren controls.

Justification & Goals:
- The existing roof/interior emergency lights and siren controls will be nine/ten (9/10) years old in 2017. It is necessary to replace these as scheduled to provide for reliable operation and to ensure greater employee and public safety. This includes installation of lights for six patrol vehicles.

Operating Impact/ (Savings):
No operating impact is anticipated for this project.

Operating Impact Category	2016	2017	2018	2019	2020
Total/Net					

Funding Schedule

2016	2017	2018	2019	2020
		$27,000		

Funding Source: Available Funds
This project would be funded from the Capital Equipment Fund.

CITY OF ELLISVILLE
CAPITAL PROJECTS REQUEST

DEPARTMENT – **Municipal Court** PROJECT – **Separate Court Administrative Offices**

Description:
Move Court Administrative offices out of the Police Station.

Justification & Goals:
- The Court, by definition, operates as an impartial judge for cases. Having the Court offices in the Police Station does not give this appearance.
- Court should not have knowledge of Police operations and should be separate from the accused and the circumstances of the accused. Court is not to know the evidence of a case prior to the plea of guilty. Having court in the same office as the police makes it nearly impossible to keep the separation.
- Having a defendant go to the Police building to admit guilt and pay a fine has shown to give some people the impression they are paying the Police.
- While it hasn't happened yet, it can safely be assumed that with all the changes that Courts are being directed to make, moving court offices out of the Police Station will be recommended soon.
- There are occasions when the division of responsibilities between the Court and the Police Department can cause some friction. This could be lessened with separate areas for the two departments.
- If the Court offices could be moved to City Hall it would make preparations for holding Court simpler. It may also allow payments to be made in a more secure environment.

Operating Impact/(Savings):

This cannot be determined without a needs assessment and input from and discussions with the citizens of Ellisville.

Operating Impact Category	2016	2017	2018	2019	2020
Total/Net					

Funding Schedule:
The amount shown is considered a maximum amount.

2016	2017	2018	2019	2020
$30,000				

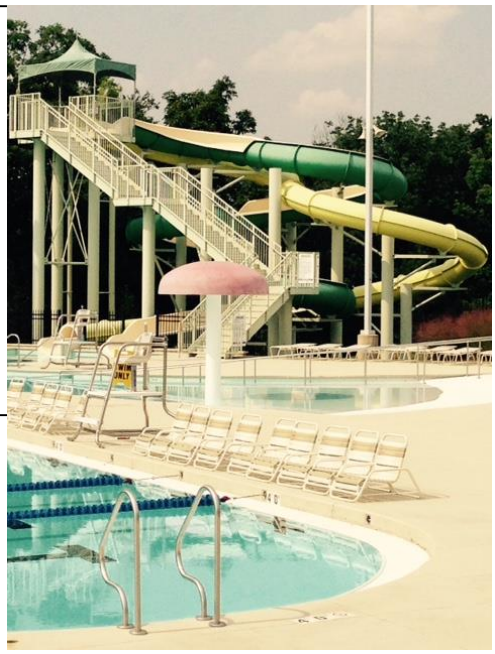
Funding Source: Available Funds
This project would be funded from Capital Improvements Sales Tax.

CITY OF ELLISVILLE
CAPITAL PROJECTS REQUEST

DEPARTMENT – **PARKS AND RECREATION** PROJECT – **DEBT SERVICE FOR 2007 COP BONDS**

Description:

Debt Service payments on the 2007 Certificate of Participation (COP) bond issue. This bond issue was to pay for the new pool complex and related park items.



Justification & Goals:

- FY-2016 will be the tenth year of payments on this fifteen (15) year bond issue.
- The City of Ellisville places a high value on its commitment to the bond holders so this is placed higher than any new capital purchases.

Operating Impact/(Savings):

Operations of the pool complex do have an impact on the operating budget but that does not relate to this expenditure for debt service. No operating impact is anticipated relating to debt service payments for the 2007 COP bonds.

Operating Impact Category	2016	2017	2018	2019	2020
Total/Net					

Funding Schedule:

2016	2017	2018	2019	2020
$420,670	$417,935	$419,113	419,150	418,513

Funding Source: Available Funds

This project has been funded by the Park Fund.

CITY OF ELLISVILLE
CAPITAL PROJECTS REQUEST

DEPARTMENT – **PARKS AND RECREATION** PROJECT – **TRAIL UPDATE & RENOVATION**

Description:

Patching, overlay and repairs due to erosion problems on trails as well as replacement of signage and realignment and extension of trail system.
FY 2016 – Quailwood Trail Renovation
FY 2017 – Bluebird Fitness Trail Renovation
FY 2018 – Hummingbird Trail Renovation
FY 2019– Owl Hollow Trail Renovation
FY 2020 – Klamberg Trail Renovation

Justification & Goals:

- A Community Trail Plan was completed with Trailnet that provides the City with a comprehensive plan for trail renovations and goals for a better walkable bikeable community.
- Well maintained trails help ensure the safety of those using them.
- Repairs to the trails would ensure a smooth walking surface by fixing deterioration and lower the City's chance of liability from injuries.
- The trail system has met one of the goals of the City to provide alternative transportation options.
- Renovation of the trails reflects positively upon the city and its park system.

Operating Impact/(Savings):

There will be an operating savings on trails that have been replaced or overhauled because annual repairs such as pot hole or crack repair will not be necessary. As time passes, some maintenance will be necessary even on newer trails.

Operating Impact Category	2016	2017	2018	2019	2020
Repairs and Maintenance		($500)	($1,000)	($1,500)	($2,000)
Total/Net		($500)	($1,000)	($1,500)	($2,000)

Funding Schedule:

2016	2017	2018	2019	2020
$50,000	$55,000	$35,000	$30,000	$80,000

Funding Source: Available

This project would be funded from the Capital Infrastructure Fund.

CITY OF ELLISVILLE

CAPITAL PROJECTS REQUEST

DEPARTMENT –**PARK & RECREATION** PROJECT – **TRAIL EXTENSION – TRUMAN RD. TO E.A.A.**

Description:

Design and construct a shared use trail extension from the new pedestrian trail along Truman Road between Ellisville and Wildwood connecting to the Ellisville Athletic Association.

FY 2016 Design
FY 2017 Construction

Justification& Goals:

- To provide promote a pedestrian friendly means of access for residents of Ellisville and Wildwood to the athletic association.
- To provide a safe means of access to the athletic association for local youth that at present does not exist.
- To promote access to local and out of town families using the athletic facility to business within the Ellisville Towne Centre.

Operating Impact/(Savings):

After the first five years routine maintenance will be necessary. A positive impact will be offered to the public through increased safety and expanded access.

Operating Impact Category	2016	2017	2018	2019	2020
	$0	$0	$0	$0	$0
Total/Net	$0	$0	$0	$0	$0

Funding Schedule:

2016	2017	2018	2019	2020
$23,500	$180,000	$0	$0	$0

Funding Source: Available Funds

This project would be funded from the ½ cent Capital Sales Tax.

CITY OF ELLISVILLE
CAPITAL PROJECTS REQUEST

DEPARTMENT – **PARKS AND RECREATION** PROJECT – **PARK ROADWAY MAINTENANCE**

Description:

FY 2016 - Overlay Bluebird Park Road and Parking Lot (Phase 1)
FY 2017 – Overlay Bluebird Park Road and Parking Lot (Phase 2)
FY 2018 – Overlay Bluebird Park Road and Parking Lot (Phase 3)
FY 2019 – Overlay Bluebird Park Road and Parking Lot (Phase 4)
FY 2020 – Overlay Bluebird Park Road and Parking Lot (Phase 5)

Justification & Goals:

- Maintain the appearance, integrity and safety of all roadways in Bluebird Park.

Operating Impact/(Savings):

There will be an operating savings if annual maintenance is not necessary on the roads in the park.

Operating Impact Category	2016	2017	2018	2019	2020
Roadway Repairs		($200)	($300)	($400)	($500)

Funding Schedule:

2016	2017	2018	2019	2020
$120,000	$100,000	$100,000	$100,000	$100,000

Funding Source: Available Funds

This project would be funded from the Capital Infrastructure Fund.

CITY OF ELLISVILLE
CAPITAL PROJECTS REQUEST

DEPARTMENT – **PARKS AND RECREATION** PROJECT – **EDGE EQUIP. AND MAINT.**

Description:

The following equipment will be needed:

FY 2017 – Replace The EDGE Lounge Furniture
FY 2018 – Painting of the EDGE Pool
FY 2019 – Paint Exterior of Slide #1
FY 2020 – Paint Exterior of Slide #2
FY 2021 – Paint Slide Tower

Justification & Goals:

- The EDGE Aquatic Center and equipment are exposed to the elements and need to be replaced on a rotating basis.
- The EDGE pool needs to be repainted every 3-5 years. It was last painted in 2014.
- Slides and slide towers need to be painted every 10-15 years. They will be due for painting in the next five years.

Operating Impact/(Savings):

As equipment is replaced a savings is anticipated in operating expenses due to less maintenance needed for the existing sound equipment. Strap replacement on the lounge furniture will not be needed if furniture is replaced.

Operating Impact Category	2016	2017	2018	2019	2020
Maintenance			($200)	($200)	($200)
Total/Net			($200)	($200)	($200)

Funding Schedule:

2016	2017	2018	2019	2020
	$32,000	$30,000	$22,000	$22,000

Funding Source:

This project would be funded from the Capital Equipment Fund.

CITY OF ELLISVILLE
CAPITAL PROJECTS REQUEST

DEPARTMENT – **PARKS AND RECREATION** PROJECT – PARK IMPROVEMENTS

Description:

The following playgrounds need to be replaced.
FY 2016 – Owl Hollow Playground Renovation
FY 2017 – Mockingbird Playground Phase 2
FY 2018 – Meadowlark Park Phase 2
FY 2018 - Tennis Court Overlay
FY 2019 - Bobwhite Playground Renovation
FY 2020 – Bluebird Park – Replace playground tiles

Justification & Goals:

- Rubber surfacing has become the industry standard and should be considered for all the parks for safety and maintenance. Currently Bluebird Park is the only park with rubber surfacing. All other parks currently have engineered wood fiber surface (wood chips).
- Updated playground equipment offers residents the latest improvements in safety and features. Updated equipment adds an aesthetic value to the park system.
- It provides a higher level of public service.
- Tennis Court overlay is required every 5-7 years.

Operating Impact/(Savings):

The main savings for playgrounds is with the installation of rubber surfacing (poured in place or tiles). This eliminates the need to regularly rake, clean and replace the engineered wood fiber. The increase in savings is with the installation of rubber surfacing at Owl Hollow, Mockingbird, Meadowlark and Bobwhite.

Operating Impact Category	2016	2017	2018	2019	2020
Maintenance Supplies		($1,000)	($2,000)	($3,000)	($4,000)
Total/Net		($1,000)	($2,000)	($3,000)	($4,000)

Funding Schedule:

2016	2017	2018	2019	2020
$255,000	$120,000	$115,000	$150,000	$80,000

Funding Source: Available Funds

This project would be funded from the Capital Equipment Fund.

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CITY OF ELLISVILLE
CAPITAL PROJECTS REQUEST

DEPARTMENT – **PARKS AND RECREATION** PROJECT – **PARK'S VEHICLE**

Description:
2016- Replacement of Park's current vehicle

Justification & Goals:
- The current Jeep will be 17 years old in 2016 and will need to be replaced due to increased maintenance costs.
- Older vehicles are subject to higher fuel and maintenance costs and present an increased safety risk to the driver and public.
- The acquisition of a new vehicle provides greater reliability and safety to staff.
- There will be a decrease in service costs with the purchase of a new vehicle.

Operating Impact/(Savings):
Repair costs should decrease as the new vehicle will be under warranty. There should also be a limited amount of maintenance required for the first few years.

Operating Impact Category	2016	2017	2018	2019	2020
Service and Maintenance		($500)	($500)	($500)	($500)
Total/Net		($500)	($500)	($500)	($500)

Funding Schedule:

2016	2017	2018	2019	2020
$26,000				

Funding Source: Available Funds
This project would be funded from the Capital Equipment Fund.

CITY OF ELLISVILLE
CAPITAL PROJECTS REQUEST

DEPARTMENT – **PARKS AND RECREATION** PROJECT – **PICNIC SHELTERS**

Description:

Rehabilitation of Picnic Shelters
FY 2018 – Bussmann Shelter in Bluebird Park
FY 2019 – Lion's Shelter in Bluebird Park
FY 2020 – Mockingbird Shelter with walkway

Justification & Goals:

- Bussmann built in 1973 and the Lion's Shelter built in 1983 are used extensively and are exposed to the elements and need to be replaced to maintain park facilities.
- The neighborhood around Mockingbird Park has requested a shelter, due to frequent use.
- The neighborhood also hosts gatherings several times each year at the park.
- A picnic shelter would improve the services offered at Mockingbird Park.

Operating Impact/(Savings):

An operating savings is anticipated due to lower maintenance costs for the Bussmann and Lion's shelters. Some additional expense in salaries and supplies will be incurred with the addition of a shelter at Mockingbird.

Operating Impact Category	2016	2017	2018	2019	2020
Maintenance (Lions/Bussmann)			($300)	($300)	($300)
Maintenance (Mockingbird)					$200
			($300)	($300)	$100

Funding Schedule:

2016	2017	2018	2019	2020
		$70,000	$70,000	$60,000

Available Funds

This project would be funded from the Park Fund.

CITY OF ELLISVILLE
CAPITAL PROJECTS REQUEST

DEPARTMENT – **PARKS AND RECREATION** PROJECT – **MULTI-PURPOSE COURT**

Description:
FY 2016 – Bluebird Multi-Purpose Court Design
FY 2017 – Bluebird Multi- Purpose Court Construction

Justification & Goals:
- There is currently not a multi-purpose court in Bluebird Park.
- There is one basketball hoop that is used extensively that is located in a service drive lane.
- The current location for basketball is not safe and not suitable for that amount of use that it gets.
- Park Upgrades are included in the City of Ellisville Strategic Plans.

Operating Impact/(Savings):
Some additional expense in salaries and supplies may be incurred with the addition of a multi-purpose court in Bluebird Park.

Operating Impact Category	2016	2017	2018	2019	2020
Maintenance			200	200	200

Funding Schedule:

Available Funds

2016	2017	2018	2019	2020
$18,000	$185,000			

This project would be funded from the Park Fund.

CITY OF ELLISVILLE
INCORPORATED 1932

STATISTICAL AND DEMOGRAPHIC DATA

Date of incorporation as a City ……May 23, 1932
Date of incorporation as a Charter City …… August 3, 1993
Form of government ……Council/Manager

Area in square miles ……4.3
Lane miles of streets maintained by City ……82
Parks ……11
Park acreage ……230.87
Number of multi-use trails ……5

Number of full-time employees……54

Police protection:
Number of full-time officers……21
Number of part-time officers……2

Total population in 2010……9,133
Men ……46.7%
Women ……53.3%

White/ non Hispanic…… 90.0%
Asian …… 4.3%
Hispanic/Latino …… 2.4%
Black ……1.9%
Multiple Race & Other ……1.4%

Under Age 18……23.7%
Age 65 & Over ……19.8%

Population that is a high school graduate or higher ……91.8%
Population with a bachelor's degree or higher ……41.8%

Population Below Poverty Level……4.9%

Total number of households in 2010 ……3,802
Owner-occupied housing units……77.9%
Renter-occupied housing units ……22.1%

Median home value…… $223,400
Median Household Income……$68,500

Public schools ……3
Private schools……2
Banking institutions ……10

Fire Protection……Metro West Fire Protection District
Library ……Daniel Boone Branch of St. Louis County Library
Schools……Rockwood School District

Population History:

2010	9,133
2000	9,111
1990	7,239
1980	6,233
1970	4,681
1960	2,732
1950	625

Principal Real Property Taxpayers for 2014:

Firm	Type of Development	Assessed Valuation	% of Total Assessment
Eaton's Bussmann Business	Fuse Manufacturer	$5,299,110	2.15%
Bradford Hills Associates	Shopping Center	$3,394,780	1.38%
Clarkson Clayton Center Assoc.	Shopping Center	$3,129,850	1.27%
BCJ Properties LLC	Auto Dealership	$2,975,070	1.21%
Fountain Plaza Finance, LLC	Shopping Center	$2,877,820	1.17%
Ellisville 154 LLC	Shopping Center	$2,445,380	0.99%
Frank Bommarito	Auto Dealerships	$2,397,310	0.97%
Lifetime Fitness (AGNL)	Fitness/Exercise	$2,396,160	0.97%
Home Depot USA, Inc.	Retail	$2,330,210	0.94%
HV Real Estate Corp.	Shopping Center	$2,192,350	0.89%

Major employers within the City of Ellisville for 2014:

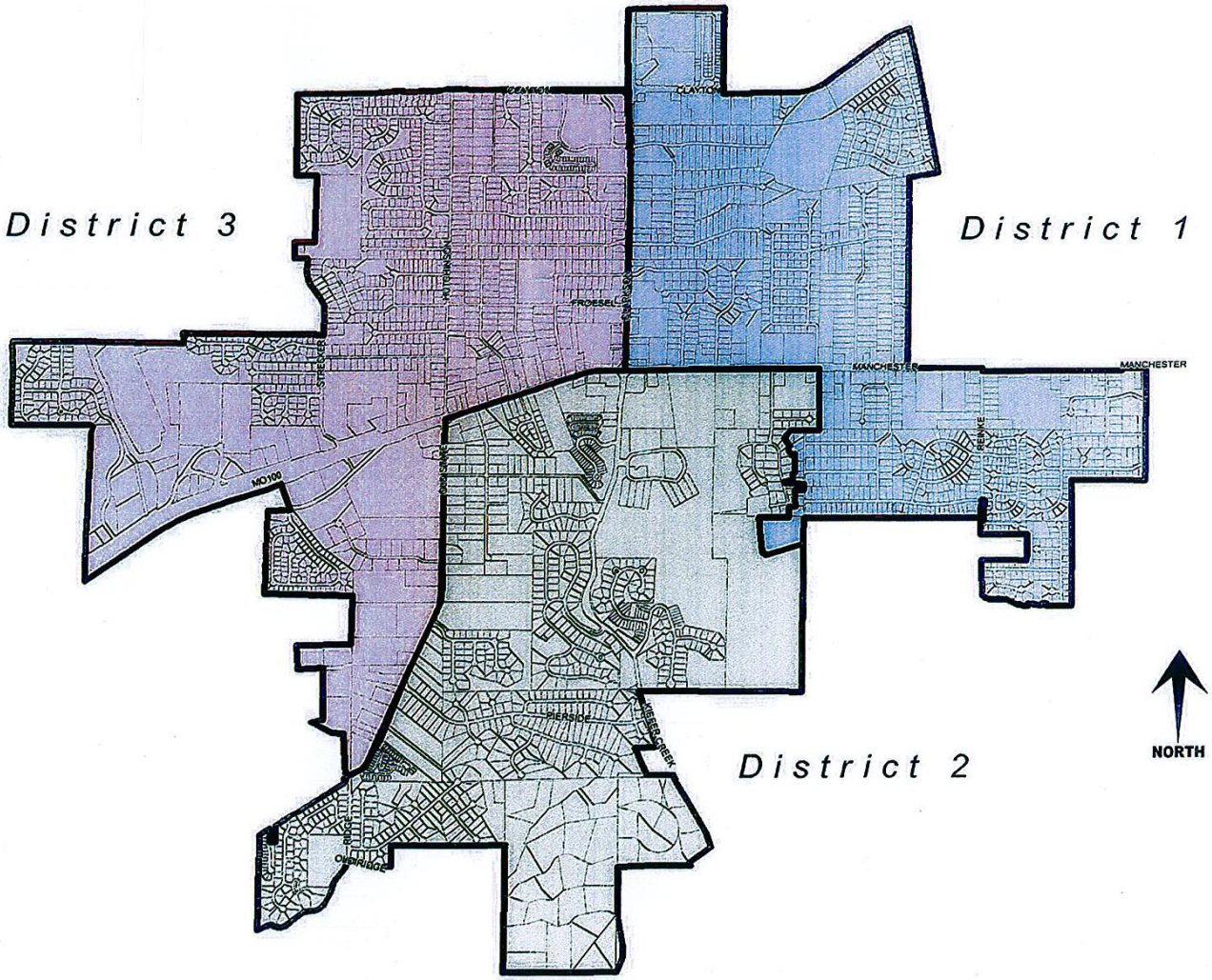
Major Employers	Type of Business/Products	# of Employees
Eaton's Bussmann Busines	Fuse Manufacturer	280
Bommarito Olds/GMC/Nissan/Infiniti	Auto Sales	179
Royal Gate Dodge	Auto Sales	176
Dierbergs Market	Grocery	150
Lifetime Fitness	Physical Fitness	150
Bethesda Meadow	Health Care	137
St. John Lutheran Church & School	Religion & Private Education	115
The Home Depot	Retail	113
Lucky's Market of Ellisville	Grocery	91
Auto Spa Etc.	Gas, Car Wash Convenience Store	90

ASSESSED VALUATION OF TAXABLE PROPERTY

Fiscal Year	Total Real Estate	Total Personal Property	Assessed Valuation of Taxable Property
2006	$201,262,971	$36,083,000	$237,345,971
2007	$255,268,729	$32,419,704	$287,688,433
2008	$255,147,480	$34,837,920	$289,985,400
2009	$251,600,543	$34,768,955	$286,369,498
2010	$246,354,856	$31,123,536	$277,478,392
2011	$238,643,812	$29,927,879	$268,571,691
2012	$239,031,013	$31,671,679	$270,702,692
2013	$227,227,909	$30,388,795	$257,616,704
2014	$228,680,344	$30,863,631	$259,543,975
2015	$246,702,631	$30,914,682	$277,617,313

While this shows Personal Property the City does not have a tax on it.

District Map



SPONSORED BY: COUNCIL MEMBER DUFFY
INTRODUCED BY: COUNCIL MEMBER DUFFY

BILL NO. 3450
ORDINANCE NO. 3242

AN ORDINANCE APPROVING THE 2016 BUDGET, CAPITAL PROGRAM, LONG RANGE PLAN, AND POSITION CLASSIFICATION AND PAY PLAN FOR THE CITY OF ELLISVILLE, ST. LOUIS COUNTY, MISSOURI.

WHEREAS, under the provisions of Article VII, Section 7.2(d) of the Home Rule Charter of the City of Ellisville, after being duly publicized, a public hearing was held on November 18, 2015, regarding the 2016 Budget; and

WHEREAS, at said public hearing all interested persons were given an opportunity to be heard and were heard; and

WHEREAS, Article VII, Section 7.2(f) of the Home Rule Charter of the City of Ellisville requires annual approval of the Budget, Capital Program and the Long Range Plan by the County on or before the last day of the fiscal year; and

WHEREAS, Ordinance #1868, passed November 14, 1993, creates a Personnel Code which, in conjunction with the adoption of the City budget, requires annual approval of a Position Classification Plan and a Pay Plan; and

WHEREAS, a copy of the proposed Ordinance was made available for public inspection prior to its consideration by the Council.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ELLISVILLE, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

SECTION 1: The 2016 Budget for the City of Ellisville, St. Louis County, Missouri, is hereby approved as set out in full on the 18th day of November, 2015, with such amendments, additions, or deletions as made in open sessions prior to passage. Said document, three (3) copies of which are on file in the office of the City Clerk of the City of Ellisville, is marked and designated as "Annual Budget and Program of Services Fiscal Year 2016" and is incorporated herein by reference.

SECTION 2: The Council hereby approves the Capital Program as if fully set forth herein. Said document, three (3) copies of which are on file in the office of the City Clerk of the City of Ellisville, is marked and designated as "Capital Improvement Plan Fiscal Years 2016-2020" and is incorporated herein by reference.

SECTION 3: The Council hereby approves the Long Range Plan as if fully set forth herein. Said document, three (3) copies of which are on file in the office of the City Clerk of the City of Ellisville, is marked and designated as "Annual Long Range Plan Fiscal Year 2016" and is incorporated herein by reference.

BILL NO. 3450 **ORDINANCE NO. 3242**

SECTION 4: The Council hereby approves the Position Classification Plan and the Pay Plan as if fully set forth herein. Said document, three (3) copies of which are on file in the office of the City Clerk of the City of Ellisville, is marked and designated as "Position Classification Plan and the Pay Plan Fiscal Year 2016" and is incorporated herein by reference.

SECTION 5: This Ordinance shall be in full force and effect from and after its passage and approval by the Council.

This Bill No. 3450 having been read by title or in full two times prior to passage and having been duly considered and voted upon was finally passed and approved this 18th day of November, 2015.

First Reading votes:
DATE: 11/18/2015

	AYE	NAY	ABSTAIN
VOSS	X		
McGRATH	X		
CAHILL	X		
BAKER	X		
POOL	X		
DUFFY	X		
PAUL	X		

Second Reading votes:
DATE: 11/18/2015

	AYE	NAY	ABSTAIN
	X		
	X		
	X		
	X		
	X		
	X		
	X		

ATTEST:

CITY CLERK

CITY OF ELLISVILLE

MAYOR ADAM Q. PAUL

Approved as to legal content and form:

City Attorney

List of Acronyms

ADA	- Americans with Disabilities Act
ARB	- Architectural Review Board
ASST	- Assistant
AV	- Assessed Valuation
CAFR	- Comprehensive Annual Financial Report
CIT	- Crisis Intervention Training
COP	- Certificate of Participation (Bonds)
CPA	- In accounting a Certified Public Accountant – In Police the citizens Police Academy
CUP	- Conditional Use Permit
CVC	- Crime Victims Compensation (Fund)
DARE	- Drug Abuse Resistance Education
DEA	- Drug Enforcement Agency
DIR	- Director
DNA	- Deoxyribonucleic Acid (nucleic acid containing genetic markers)
DOR	- Department of Revenue
DWI	- Driving While Intoxicated
FBI	- Federal Bureau of Investigation
FICA	- Federal Insurance Contributions Act – Social Security and Medicare
FY	- Fiscal Year
GAAP	- Generally Accepted Accounting Principles
GASB	- Government Accounting Standards Board
GFOA	- Government Finance Officers Association
GO	- General Obligation
HVAC	- Heating, Ventilation and Air Conditioning
ID	- Identification
IS	- Information Systems (computers)
IMDS	- Integrated Metropolitan Docking System
JIS	- Justice Information System (Court Software)
LAGERS	- Local Government Employees Retirement System (Missouri)
MO	- Missouri (State of)
MoDOT	- Missouri Department of Transportation
MULES	- Missouri Uniform Law Enforcement System
N/A	- Not Applicable
OSCA	- Office of State Courts Administrator
P2D2	- Prescription and Drug (drop off program)
POST	- Peace Officer Standards and Training (Fund)

PW	- Public Works (department)
REJIS	- Regional Justice Information System
RSMO	- Missouri Revised Statutes
SB5	- Senate Bill 5 which was approved and made a law that impacts Court Operations
SERT	- Suburban Emergency Response Team
US	- United States
YTD	- Year To Date

GLOSSARY OF TERMS

A

A-133 Audit - Non-Federal entities that expend $300,000 or more in a year in Federal awards shall have a single or program-specific audit conducted for that year in accordance with the provisions of A-133 of all federal money received by a city. Entities that expend less than $300,000 a year in Federal awards are exempt from A-133.

Accrual Basis of Accounting – The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at that time) and expenditures are recorded when goods and services are received (whether cash disbursements are made at that time or not).

Appropriation - A legal authorization granted by the City Council which permits the City to incur obligations and make expenditures of resources.

Assessed Valuation - The aggregate assessed value of all real property within the City. For taxing purposes, real property is taxed at its assessed value, as opposed to its market value. The assessed value is derived as a percentage of the market value, where the assessed value of agricultural property is 12% of its market value; the assessed value of residential property is 19% of its market value; and the assessed value of commercial property is 32% of its market value. The tax rate, or levy, is then applied against the *assessed* value of a property to determine the individual tax liability.

B

Board of Adjustment - A quasi-judicial board of the City comprised of Ellisville residents; responsible for hearing individual requests for variances to the City's zoning ordinances, and rendering decisions on such matters.

C

Capital Expenditures – Expenditures for the acquisition of capital assets or goods that have an expected life of more than one year. Capital items include real property, buildings, office equipment, furnishings, machinery and vehicles. For reporting purposes, capital expenditures must have a cost of $5,000 or more.

Capital Improvement Program - The Capital Improvement Program is a five-year plan providing a summary of proposed capital projects including the related cost. A Capital Improvement Program document is prepared and updated annually. The document serves as a planning tool, identifying projects based on assigned priorities and providing for the coordinated implementation of selected projects.

C.A.F.R. - The Comprehensive Annual Financial Report, a report issued by the City following the close of the fiscal year which reports the state of its finances.

C.O.P. Bonds – Certificate of Participation Bonds. This is a type of lease purchase bond funding for major capital projects. The City leases these capital projects for the life of the bonds with ownership passing to the City upon final payment. The funds to make the payments are subject to annual appropriation by the City. Normally, this type of lease purchase bond issue is for projects that are considered "necessary facilities" so the City is unlikely to walk away from the project. In Ellisville these necessary facilities include the Public Works facilities, the Parks and Recreation Department offices and the pool complex.

Council/Manager Form of Government - A local government structure where the City Council performs the legislative duties of the City, and the City Manager serves the Council as the Chief Executive Officer for management and day-to-day administration purposes.

County - St. Louis County, Missouri.

D

DARE - Drug Abuse Resistance Education; a program which places a police officer in the elementary classroom to teach children the importance of living a drug-free and healthy lifestyle in an effort to prevent drug and alcohol abuse.

Debt Service - The annual payment of principal and interest on the City's bonded indebtedness.

E

Economic Base - Major industries or businesses within a geographic market area that provide employment opportunities and revenues essential to support the community.

Expenditure/Expense - The outflow of funds paid or to be paid for acquisition of goods or services.

F

FICA - Acronym for social security payroll taxes, which consists of two basic components: (i) social security for the aged and disabled, and (ii) Medicare for hospitalization. While payroll taxes are automatically deducted from an employee's paycheck by the City's Finance Department, the City must also match that same portion with funds of its own. As a result, the City budgets an expenditure line item in each department for FICA payments, which must be made to the federal government after each pay period.

Fiscal Year - A period of 12 months to which the annual operating budget applies. The City of Ellisville's fiscal year is from January 1 through December 31.

Franchise Fee - An ongoing fee charged to a franchisee (utility company) for operating and providing service within the City of Ellisville. The fee is based on a percentage of gross receipts, and utility companies often pass these fees along to their customers in the form of a gross receipts tax which is collected by the utility company and paid to the City on a monthly or quarterly basis.

Fund - A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with the related liabilities and residual equities and balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. The City of Ellisville operates nine (9) accounting funds.

Fund Accounting - The accounts of the City are organized on the basis of funds, departments, and programs (budgetary units) and are used to demonstrate legal compliance and to aid in financial management by segregating financial transactions of various City functions and activities.

Fund Balance - The amount by which the reported value of the City's assets exceeds the reported value of its liabilities in a particular fund. The fund balance is reduced for appropriated expenditures and increased for recorded revenues. Generally, a fund balance represents the amount of unrestricted funds and cash on hand that is available for future budgetary appropriation.

G

General Fund - Main operating account of a nonprofit entity, such as a state or local government agency.

Generally Accepted Accounting Principles (GAAP) - Conventions, rules, and procedures that define accepted accounting practice, including broad guidelines as well as detailed procedures.

General Obligation Bond or GO Bond - Municipal bond backed by the *Full Faith and Credit* (which includes the taxing and further borrowing power) of a municipality. A G-O bond is repaid with general revenue funds and borrowings.

GFOA - Government Finance Officers Association, a professional association of municipal finance officers, nationwide. The GFOA also presents to deserving municipalities the *Distinguished Budget Presentation Award* and the *Certificate of Achievement for Excellence in Financial Reporting* award, both of which the City hold current.

H

Home Rule Charter - A legal document of a city which articulates the form and structure of the city's government, defines and limits the powers of city officials and employees, and establishes the basic procedural mechanisms which govern the conduct of a city's public institutions. By voter approval, a home rule charter allows a city to establish its own "home rule" procedures of governance, provided that those procedures are not specifically prohibited by the Constitution of the State of Missouri. The City of Ellisville has been a home rule charter city since August of 1993.

House Bill 88 - A state law enacted by the Missouri General Assembly in 1995 which authorizes cities to levy an additional sales tax of 1/2% or less for park purposes, stormwater control, or for both. The City of Ellisville enacted, with approval of Ellisville voters, a sales tax of 1/2% for stormwater control purposes in November 1995. Funds received through House Bill 88 are not subject to the House Bill 618 countywide revenue reform plan.

House Bill 618 - A state law enacted by the Missouri General Assembly in 1993. This law produced "revenue reform" in St. Louis County, whereby, the relatively "high" sales tax cities within the county must pay a portion of their sales tax receipts to the relatively "low" sales tax cities within the county. The City of Ellisville is a "high" sales tax city, and thus, is exposed to the ongoing negative impacts from this legislation.

I

ICMA - The International City/County Management Association, a professional association of city and county managers worldwide. The ICMA also operates a deferred compensation plan for any municipal employees who wish to participate.

J
None

K
None

L
LAGERS - The Missouri Local Government Employees Retirement System, a State pension plan to which the City as a whole, participates for the benefit of its employees.

Liquid Asset - Cash or easily convertible into cash. Some examples are money market shares, U.S. Treasury bills, and bank deposits.

Long-Range Planning - Planning up to five years. Long-range planning takes into account the future as a consequence of present, short-range, and intermediate-range events. It is limited to five years due to the limited accuracy of longer range projections.

M
Modified Accrual Accounting - A basis of accounting in which expenditures are accrued but revenues are accounted for on a cash basis. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability when a purchase is authorized while revenues are not recorded until they are received.

N
None

O
None

P
None

Q
None

R
Real Estate Tax Levy - On an annual basis, the City Council sets the real estate tax rate, or levy, for all real property within the City. The current levy is $0.15 per each $100 (or .15%) of assessed value.

REJIS - The Regional Justice Information Service data system, which provides confidential information on the background history of individuals for law enforcement purposes. This service is essential for identifying individuals and determining their criminal history, when needed.

Revenue - Amounts the City receives and/or earns as income including, but not limited to, such items as taxes, user fees, licenses, permits, rents, grants, fines, and interest earnings.

RSMO - The Revised Statutes of Missouri, consisting of the Missouri Constitution and all state laws.

S

Sewer Lateral - A sewer lateral is an underground fixture that connects a building to the sewer main. Older sewer laterals were made out of clay and sometimes break causing sewer backups and other problems in the building. Sewer laterals are often expensive to repair since they are underground.

State - The State of Missouri.

Stormwater Improvement Program - The City's ½% sales tax program for the construction, maintenance, and repair of stormwater control problems, as authorized under Missouri House Bill 88, adopted by the City Council, and approved through referendum by the Ellisville voters. The Stormwater Improvement Program represents a tremendous capital push for the City of Ellisville, and it is anticipated that this program will last no less than nineteen (19) years, though it is likely to last much longer.

T

TRIM - Tree Resource Improvement and Maintenance program; a State grant program administered by the Missouri Department of Conservation for tree resource and care.

U

Useful life - Period of time over which a depreciable asset (i.e. office equipment, auto/truck, buildings, etc.) will benefit the owner's trade or business.

V

Variance - The difference between actual cost and the budgeted cost in the categories of materials, labor, overhead or construction expense.

W

Wage and Salary Survey - Survey conducted with other employers in the same market to determine pay levels for specific job categories. Generally, wage and salary surveys are conducted in the surrounding community or metropolitan area for the purposes of comparability.

X

None

Y

Year-To-Date (YTD) - Accumulation of accounts from the start of the fiscal year to the latest available period. Revenue, expenses, and account balances for any current week or month may be displayed *year-to-date.*

Z

Zoning - Legislative action that divides municipalities into districts for the purposes of regulating the use of private property and the construction of buildings within the established zones. Used for the furthering of the health, morals, safety, or general welfare of the community.