

# ANNUAL OPERATING PLAN



City Of St. Louis, Missouri



F I S C A L Y E A R

2 0 0 3

*As Adopted*

**CITY OF ST. LOUIS, MISSOURI**

**FISCAL YEAR 2003**

**ANNUAL OPERATING PLAN**



As Adopted

June 14, 2002



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Paul Payne  
Deputy Budget Director

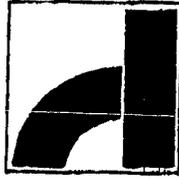
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Senior Budget Analyst

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Secretaries  
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Special thanks to the Department and Division Heads; Pete Joergensen and all the Multigraph staff for their work on the cover and reproduction of this document; Ruth Brown and all the Records Retention staff for their work on the reproduction of this document.



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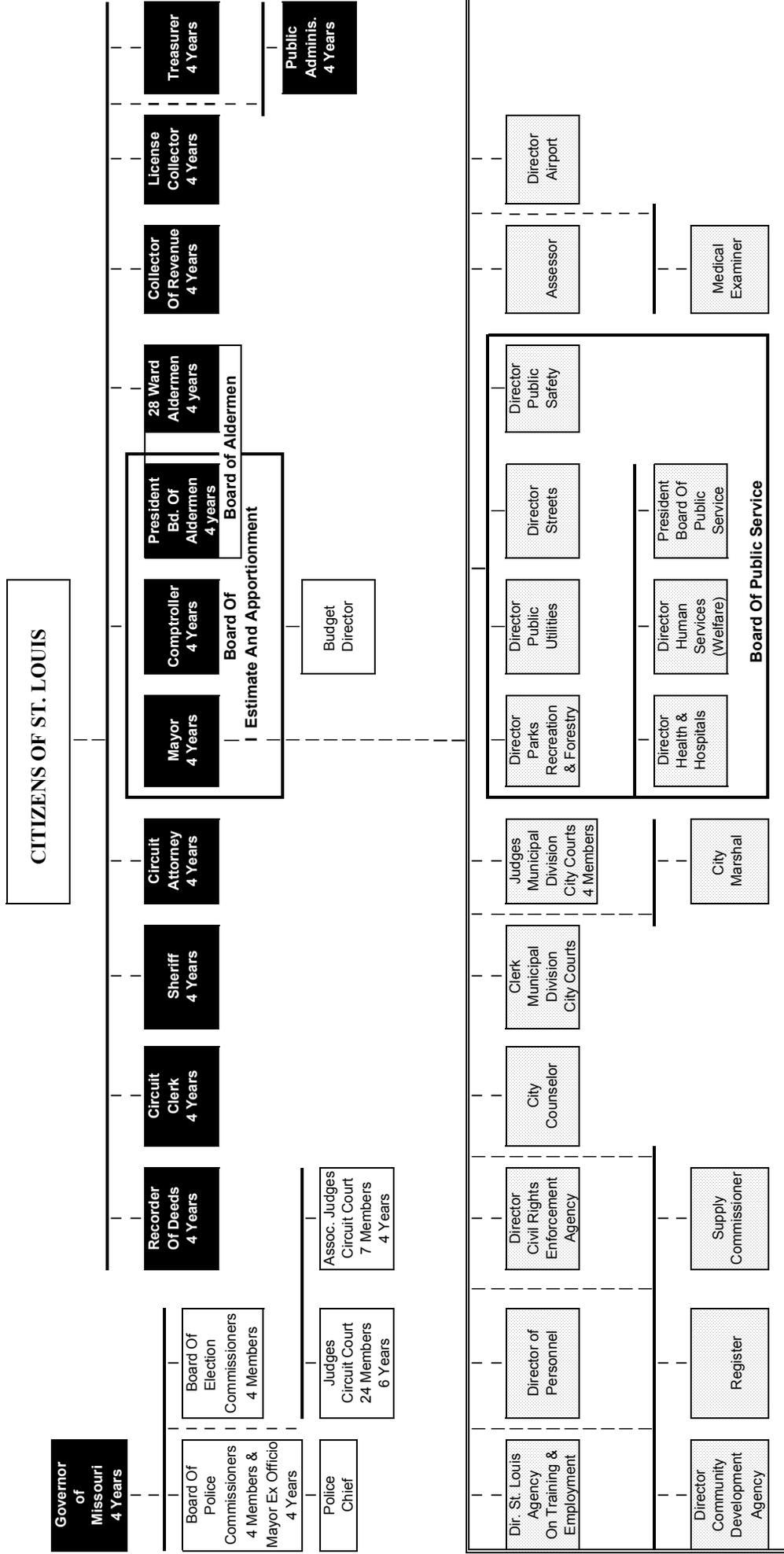
*Jeffrey R. Egan*  
Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Budget Presentation to the Budget Division, City of St. Louis for its annual budget for the fiscal year beginning July 1, 2001

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

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

# GOVERNMENT OF THE CITY OF ST. LOUIS, MISSOURI



Elective Offices  
 Offices Appointed By Mayor



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## SUMMARY AND OVERVIEW

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### EXECUTIVE SUMMARY

The FY2003 Annual Operating Plan allocates \$826.3 million of city revenues to provide for the delivery of a wide array of government services. The proposed allocation represents the effort to continue delivery of a high quality level of citizen services while recognizing and dealing with the realities of fixed costs imposed by ordinances and contracts, operating cost increases mandated by state law, as well as increased needs for services in certain areas. The environment in which the FY2003 Annual Operating Plan proposal was drafted differed significantly from that of recent years in that the Plan had to accommodate the effects of a general slowing of the national and local economy. Added to the economic slowdown is the lasting impact of terror attacks on the United States which have required all levels of government to place additional emphasis on providing security for both persons and property. As a direct result of these two events, the City of St. Louis will collect less revenue than originally expected and will continue to face increased costs associated with these security issues.

Funds available to allocate in support of the Plan include grants from federal and state agencies, user fees, and locally generated tax revenues. In the FY2003 Plan, locally generated tax revenues will be augmented by the addition of revenues from a Use Tax approved by voters in the current fiscal year. The addition of revenues from the Use Tax will allow the City to avoid the elimination of some health care services and will also provide funds for expansion of certain other programs, both in health care and in the provision and maintenance of affordable housing. New revenues are anticipated from a proposal to assess increased fees on cases adjudicated in the municipal courts. The Plan also calls for appropriating surplus amounts that have accumulated in the general and some special funds, along with shifting of some costs from the general fund to appropriate special funds.

Areas where the operational costs are significantly higher than in the current year are Public Safety, Courts, Corrections, and Health Care. All city agency budgets incorporate the impact of increased contributions to the Employee Retirement

## SUMMARY AND OVERVIEW

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System, the amount of which while less than the actuary's recommendation, was calculated to protect the financial integrity of the System.

Total funding for other city agencies is about even with the current year, effectively forcing these agencies to absorb all fixed and inflationary increases. To maintain the ability to continue the delivery of an acceptable level of citizen services proposed staff reductions are directed primarily at positions involved in administrative functions, in lieu of those involved in direct service delivery. The Plan also proposes consolidation of some services, interdepartmental cooperation to produce efficiencies, and more extensive use of private contractors to provide services such as monitoring of information systems and enhanced building security.

The total budget for FY2003 is \$826.3 million, and is funded by a combination of local tax revenues, dedicated funds for enterprise operations, and project specific grants. These amounts are further broken down by departmental activities using specific projects and accounts, with distinctions being made between operating funds and capital expenditures.

## GENERAL FUND OPERATIONS

The City's general fund budget supports those recurring activities necessary for the operation of city government and is funded by a combination of revenues derived from taxes, fees, fines, and intergovernmental transfers. At \$415.2 million, the general fund proposal for FY2003 is the largest of the city funding units. In keeping with the City's stated priorities, this fund allocates \$221.1 million for public safety functions, including \$128.0 million for police services. The remaining public safety allocation from the general fund provides for fire protection, pre-trial inmate housing, emergency medical services, and various permitting and inspection activities. The general fund proposal also dedicates funds for the city's neighborhood stabilization efforts through allocations for solid waste collection and disposal as well as for maintenance of streets, alleys, and parks in the amount of \$50.6 million. Debt service payments for large projects funded through lease arrangements are included in the general fund allocation in the amount of \$23.7 million which funds annual lease payments on the Justice Center,

## **SUMMARY AND OVERVIEW**

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Kiel Center, Civil Courthouse, and the Convention Center/ Stadium complex. Funding for state and municipal court functions and county offices account for an additional \$49.0 million. The remainder of the general fund budget can be categorized as paying for maintenance and operations of buildings, health care services and administrative functions.

### **ENTERPRISE FUND OPERATIONS**

The Water Division and the Airport are the city's two enterprise funds. Allocations for these departments are included in the FY2003 proposal at \$46.9 million and \$164.8 million, respectively. The Water Division receives its income from the sale of water to residents of the City and recently from the sale of water to other municipalities in the metropolitan area. Approximately 9% of the Water Division's budget or \$4.1 million is devoted to retirement of revenue bonds issued for capital improvements to the divisions two treatment facilities and an upgrade of the supporting infrastructure. With a proposed budget of \$164.8 million, the Airport is the city's largest cost center and is supported entirely by user fees paid by

airlines and concessionaires, along with federal funds. Approximately 40% of the proposed airport budget is devoted to debt service payments on revenue bonds for Airport expansion and to facilitate repair and maintenance of the runways and terminals. The Airport budget also reflects increased security costs as functions performed by the National Guard are being assumed by Airport personnel. The remaining budget amounts provide for the administration and daily operations of both the Airport and Water Division.

### **FEDERAL AND STATE GRANTS**

Grant funds secured from agencies at both the State and Federal level are included in the proposed plan in the amount of \$59.2 million, a 6% decrease from the current year level. The largest portion of these dollars are used to augment locally funded social service programs and are allocated through the Department of Health and the Department of Human Services. Necessary services are delivered by the City either directly or by contract. In FY2003, \$30.2 million in grant funds will be allocated for use by these two departments. Public safety and neighborhood

## **SUMMARY AND OVERVIEW**

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stabilization issues are addressed with miscellaneous project specific grants administered by the Police Department and the Local Law Enforcement Block Grant. Grants for this category total \$13.2 million in FY2003. The remaining grant funds supplement the city's efforts in the provision of job training services through the St. Louis Agency for Training and Employment and with providing administrative support for the Law Department and the Community Development Agency.

### **CAPITAL IMPROVEMENTS**

The budget allocates \$40.0 million in funds dedicated to equipment purchases and capital improvements. The sources include a dedicated sales tax, general fund appropriations, gaming admissions receipts, special projects grants and interest earnings on invested funds. Projects funded include replacement of rolling stock, infrastructure improvements to bridges, streets, and buildings, as well as debt service on previously approved projects such as the Justice Center and Civil Courts Building.

### **OTHER SPECIAL REVENUE FUNDS**

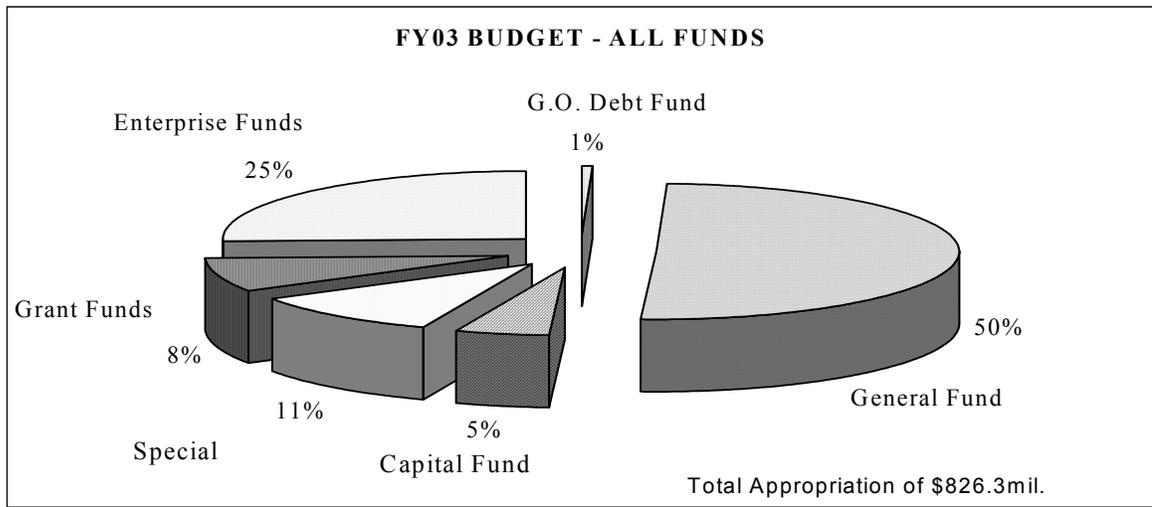
The remaining allocations in the budget are through special funds, the revenues from which are legally required to be accounted for separately from the general fund. This category includes \$20.0 million expected in FY 2003 from the Local Use Tax which is allocated to health care and the provision of affordable housing and \$6.8 million from gaming operations which is used for capital improvements and enhancing the safety of the public visiting the riverfront. Other functions for which special revenue funds are allocated in this proposal include maintenance of improvements in Forest Park, demolition of condemned buildings, and repair of sewer lines.

## SUMMARY AND OVERVIEW

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The graph below illustrates the total budget distributed among fund groups. The following

page presents a summary of highlights of the FY2003 Annual Operating Plan



## SUMMARY AND OVERVIEW

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### Highlights of the FY2003 Operating Plan

- Cost of living pay increases for firefighters and employees of the Police Department amounting to \$5.0 million
- \$2.0 million for cost of living pay increases for other City employees
- Employee health insurance cost increases of \$2.4 mil in the Police Dept. and \$1.1 mil. for other City departments
- Contribution to Employee Retirement system of 8.8% of payroll amounting to \$17.4 million.
- Addition of 58 Commissioned Police officers using local and grant funds
- Increase of \$1.3 mil. in Election Board costs due to multiple elections in fiscal year
- Increase of \$4.0 million to enhance Airport Security
- Increase of \$5.0 mil. from local use tax revenues to fund ConectCare subsidy for uninsured and underinsured citizen health care
- Additional \$12.6 million in use tax revenues allocated for Health Dept. program funding and Affordable Housing program initiatives
- Transfer of Vital Records functions from Health Division to Recorder of Deeds
- Increase of \$30.1 million in debt retirement funds to finance continued Airport expansion
- Increase in contractual services providing security at City buildings
- Increase of \$7.5 mil. for Division of Corrections' anticipated opening of the Justice Center in October, 2002
- Increase of \$150,000 in public safety gaming revenues allocated to the Police Department for enhanced presence on the riverfront.
- Restructuring of Parks horticulture program to emphasize more volunteer efforts and use of perennial plantings
- Shift of air Pollution Control from Dept. of Public Safety to Dept. of Health & Hospitals
- Net increase of 251 budgeted positions in all funds

## SUMMARY AND OVERVIEW

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The FY2003 Annual Operating Plan includes funds for scheduled debt service obligations on several large projects initiated in previous fiscal years. These include the Justice Center, Kiel Center, and the Convention Center and Stadium Complex, as well as debt retirement payments on a lease purchase of rolling stock and a general obligation bond issue that provided for the replacement of firefighting equipment along with other public safety improvements. Projects developed using Tax Increment Financing, with loan repayments generated by the project are also included in the budget proposal.

Social Service initiatives funded in this budget are found in the Department of Health & Hospitals and the Department of Human Services. These funds whether generated locally or as the result of federal or state grants, have been distributed in a manner which seeks to ensure that these services are available to all who are in need. Health and Human Services program spending is supported by \$16.9 million in local funds and \$29.8 million in federal and state grants. Seventy-five percent or \$12.6 million of local

funds allocated to these social service initiatives result from passage of the local use tax. Allocations for Public Safety functions are designed to maintain current staffing levels for Fire and Emergency Medical Services and to increase the number of police officers by 58 with the use of local and federal dollars. The FY2003 plan allocates additional funds through the Capital Budget for major street and bridge projects while the general fund budget maintains residential street maintenance and street sweeping schedules. In the Department of Parks, Recreation and Forestry, funding for park maintenance activities is retained at the current year's level, and recreation programming will continue to be offered at the existing ten centers located throughout the City.

## SUMMARY AND OVERVIEW

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### SUMMARY

In summary, the total budget appropriation for FY2003 is \$826.3 million. Over 50%, or \$415.2 million, is appropriated from general revenue to pay for day-to-day City operations. City general funds are supplemented by approximately \$60 million in grants from State and Federal Sources. The remainder of the budget comes from a variety of special and enterprise funds maintained by the City in compliance with specific ordinances or agreements. The allocation of these funds is designed to make the City of St. Louis a more desirable place to live, work and do business. The allocation also reflects the City administration's goal of providing an effective and responsive City government as well as one that can deliver a wide range of recreational, entertaining, and cultural experiences. The service enhancements and infrastructure improvements funded in this plan will promote growth in future economic activity, which will in turn produce tangible results in jobs and fiscal stability.

## SUMMARY AND OVERVIEW

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### GENERAL FUND OVERVIEW

#### Sources of Funds

The operating revenues available for appropriation for general fund obligations will rise in FY2003 by 3.2% over the revised FY2001 estimate to \$406.8 million. Nearly 50% of the increased revenue results from steady growth in the Earnings and Payroll taxes, emphasizing the importance to the City of retaining existing jobs, as well as encouraging job creation. These two taxes will account for \$163.4 million or 40% of all general fund revenue in FY2003. Property tax revenues are forecast to increase by 2.7% reflecting increased assessed value of both real estate and personal property. General sales tax revenues are forecast to grow at slightly less than 2.5% after a reduction in the base revenues in the current year. Intergovernmental revenues will be slightly higher resulting from an increase in the reimbursement for Juvenile Court operations and pre-trial inmate housing. These increases effectively offset decreases in gasoline and motor vehicle sales tax revenues brought on by application of new census numbers.

Franchise and Utility tax revenue is expected to be up by approximately \$1.0 million based on a seasonal weather pattern. Growth in gross receipts tax payments by the Airport is limited to the change in CPI. Revenues from other franchise taxpayers are expected to remain relatively flat. Fees for licenses and permits will increase by 3.5% overall with the greatest impact coming from those licenses that are gross receipts based rather than unit based. The gross receipts category includes sports admissions, parking garages, restaurants, and hotels.

In addition to the increase in operating revenues, the general fund will benefit from the transfer-in of one-time revenues equal to \$8.4 million. This sum includes \$4.0 million representing the general fund balance amount that is in excess of the City's 5% goal. The remaining one-time transfers include \$1.5 million from the FY2002 Use Tax collections, \$1.4 million from Port Authority revenues, \$1.2 million expected from a debt refinancing and close out of the Justice Center Parking Lot account.

## SUMMARY AND OVERVIEW

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### Uses of Funds

The FY2003 Annual Operating Plan includes a General Fund budget that seeks to provide for continued and enhanced neighborhood stabilization and an allocation scheme designed to ensure that City departments charged with service delivery are provided with the necessary resources to fulfill their missions. Major highlights that differentiate this year's plan from that of last year have been identified in a previous table. These include the allocation of funds sufficient to meet the City's debt service requirements, as well as other contractual obligations. Personnel costs represent 72% of the general fund budget and include the impact of cost-of-living adjustments granted to employees as well as other benefit increases. The plan also reflects a commitment of funds to enhance the perception of safety by increasing the number of commissioned police officers in the City.

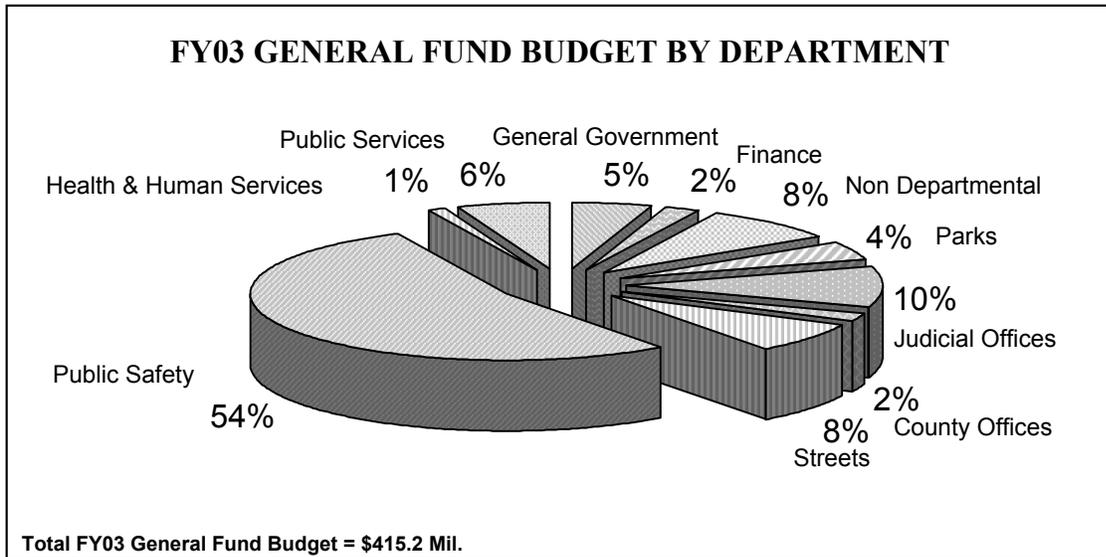
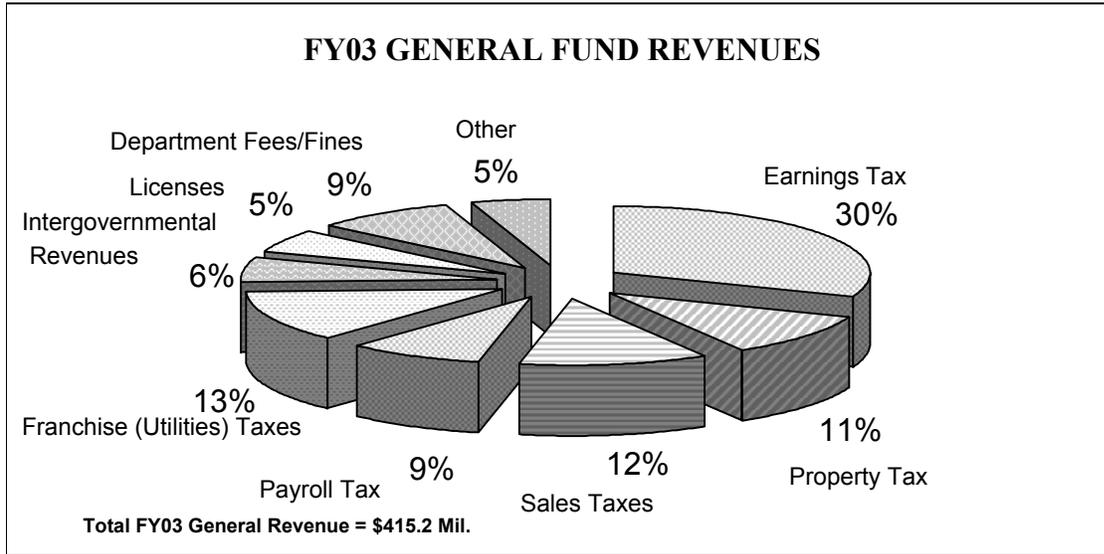
Operationally, the City will continue to contractually provide for housing for prisoners pending opening of the Justice Center, scheduled for October, 2002 and will assume maintenance costs of the Carnahan Courthouse.

The general fund budget as proposed is in balance with available revenues. However, a balanced budget in FY2003 includes the use of non-recurring revenues such as funds that have built up over a period of years and use of funds that are in excess of the City's established reserve amount. Where possible, one-time revenues in this budget were intentionally linked to capital improvement projects in order to provide flexibility in the development of future budgets

**SUMMARY AND OVERVIEW**

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The following charts illustrate the sources and uses of funds



## SUMMARY AND OVERVIEW

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### Projected Operating Results

Based on the expected operating revenue and the proposed appropriations previously identified, the operating revenues will approximately match the proposed budget

The table below shows the expected results from operations in FY2003.

Estimated Revenue	\$415,200,000
General Fund Appropriations	<u>415,195,843</u>
Results from operations	\$ <u><u>4,157</u></u>

## SUMMARY AND OVERVIEW

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### CAPITAL IMPROVEMENTS

The City of St. Louis Capital Committee has developed a five-year Capital Improvements Plan containing projects that have an estimated cost of \$400 million. These projects will be funded through a combination of local, state and federal funds. Over the five year period, an estimated \$191 million will be appropriated for cash payments and debt service requirements, and in some cases the local matching share for road and bridge repair projects and major flood protection projects. The FY2003 Capital Budget funds the first year of the plan with a recommended appropriation of \$40.1 million. Sales taxes for capital improvement will generate \$18.8 million in FY2003 or approximately 47% of the total revenue. Other revenues supporting the capital budget include \$3.8 million from the general fund, \$5.4 million from projected gaming revenues, \$2.5 million in special project grants, \$1.5 million from gasoline tax revenue, \$6.0 in reappropriated funds, and \$2.1 million from various other sources.

Capital expenses planned for FY2003 include those for projects designed to further the City's goal of stabilizing neighborhoods as

well as increasing the efficiency of service delivery through replacement of vital equipment required to deliver those services. Also included are funds necessary to comply with federal mandates regarding environmental hazards such as lead and asbestos abatement, and treatment of former underground tank sites. In accord with established policy, the plan proposes maximum funding of approved road and bridge projects that are 80% federally funded. The major categories of planned capital expenses are presented below:

#### **Ward Improvements - \$8.8 million**

Each of the City's 28 wards will be allocated \$313,600 for projects such as neighborhood park improvements, street resurfacing, street lighting enhancements, and refuse container replacement. Actual projects will be determined by the ward alderman subject to approval by the Board of Estimate and Apportionment.

## SUMMARY AND OVERVIEW

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**Major Parks and Recreation Centers** – \$7.3 million: The City’s six major parks, Forest, Tower Grove, Carondelet, Fairgrounds, O’Fallon, and Willmore will share \$5.0 million. Planned projects include roadway repairs, skating rink renovations, and improvements to tennis courts. A total of \$2.3 million will be expended on recreation centers for projects such as swimming pool repairs, air conditioning, and building modifications to comply with ADA standards, as well as initial federal funding for a new recreation center.

**Facility Improvements** - \$14.6 million: Funds categorized as being for facility improvements will service previously incurred debt on the Justice Center and the Civil Courts Building. In addition, improvements are planned for several other city facilities including Municipal Garage, City Hall, Civil Courts Plaza, and the newly acquired federal courthouse.

**Equipment Replacement** - \$2.1 million: Planned expenditures include replacement of rolling stock necessary to the refuse collection and street cleaning operations along with other vehicle replacements. A five-year lease purchase will be used for a replacement of

rolling stock at \$2.1 million annually. Replacement and upgrading of computer and communication equipment is authorized using the existing credit line up to \$2.0 million.

**Bridge & Street Improvements** - \$6.4 million: Twenty bridge and street improvement projects are funded in conjunction with the federal ISTEA program. The City’s share of those projects averages 20% of the total cost. This category also includes funds for unforeseen bridge repairs, which are not eligible for the federal cost sharing arrangement, as well as any planned arterial street resurfacing.

## BUDGET FORMAT

The remainder of this budget document is divided into the following sections:

**Budget Overview:** This section provides a more detailed discussion of the City’s projected revenues and expenditures. The discussion includes an overall economic outlook for the City and includes summary tables illustrating projected revenues and appropriations for all funds.

## SUMMARY AND OVERVIEW

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**Department and Program Budgets** This section is divided by major City departments. Each department begins with a summary of budget statistics and is followed by division and program budgets within each department. The division and program budgets are presented in a format that contains narrative information about respective programs and identifies outputs and projected performance levels.

**Capital Improvements:** The City's FY2003 Capital Budget and Capital Improvement Plan are presented in this section. A detailed discussion of the five-year plan and description for each capital project are being submitted under a separate cover.

**Appendix:** The appendix includes supplemental information about the City and its budget including debt issues, the budget process, trends in personnel, etc.

## BUDGET OVERVIEW

This section presents summary information on the FY2003 Annual Operating Plan for the City of St. Louis. The discussion that follows describes the economic outlook for the City and region in the context of both

the national and state perspective, and presents a comprehensive review of the general operating fund budget, as well as for enterprise and special revenue funds. Also presented in this section are summary tables of sources and uses of funds for all fund groups and descriptions of the major sources of revenue for FY2003.

## ECONOMIC OUTLOOK

### U.S. Economy and Outlook

After ten consecutive years of real growth as measured by real Gross Domestic Product (GDP), the U. S. economy fell into recession in 2001. Following a growth rate of 4.1% in calendar 2000, real GDP growth in 2001 dropped to 1.0%. With the weakening of the economy, the national unemployment rate is expected to rise to near 6% in 2002, up from 5% in 2001. The consensus of many leading forecasters is that the current recession will be relatively brief, with real GDP growth resuming in 2002. In summary, the U.S. economy is under strain, but improvement over the next 18 months seems probable.

## SUMMARY AND OVERVIEW

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### Missouri Economy and Outlook

As was the case with the national economy, the Missouri economy began to weaken during the first half of 2001 and subsequently was further hurt by the September 11 events. In one year the Missouri seasonally adjusted unemployment rate rose by one percentage point, from 3.7% to 4.7%. One effect of this has been a lowering in the rate of growth in Missouri personal income. After growing by 4.4% and 6.0% in fiscal years 2000 and 2001, respectively, growth of only 3.2% is expected in fiscal year 2002. In addition to the weakness seen in these statistics, the Missouri Purchasing Managers Index, which is used to predict the direction of the state economy, has been stagnant for practically all of 2001, implying a sluggish economy for the next three to six months. While the state's economy is under strain, it remains diverse with strong presence in health care services, agriculture, and the travel and leisure industry.

As the U.S. economy rebounds, growth in the Missouri economy will likely resume.

### St. Louis Economic Outlook

The City of St. Louis is the core of an eleven county metropolitan area covering parts of both Missouri and Illinois, and as such is the employment and entertainment center of an area containing a population of 2.6 million residents. It is also the office center of the region with 24 million square feet of office space, with an average occupancy rate of 77%. The metropolitan area and the City are major industrial centers in the Eastern Missouri-southwestern-Illinois area with a broad range of industries. According to information supplied by the Missouri Department of Labor and Industrial Relations there are approximately 1.3 million non-agricultural jobs in the metropolitan area with 60,000 new jobs having been created in the past 5 years. Although the distribution of jobs across industry sectors has resulted in a decline in the City's share of jobs in the metropolitan area, the City remains a significant source of jobs in the region with nearly 20% of all the jobs. Job growth in the City has been concentrated in the service sector and the expectation is that long term employment growth in the City will be in the

## SUMMARY AND OVERVIEW

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areas of medical and business services, as well as the convention and tourism business.

Following the national trend, medical service providers in the St. Louis area have merged. One of the resulting corporations, Barnes-Jewish Medical Center, which has its headquarters in the City, has nearly completed work on a \$350 million campus integration plan to include in-patient acute care, ambulatory care and a cancer treatment center. According to the Regional Commerce and Growth Association (RCGA), this project once completed will inject an estimated \$428 million into the local economy and provide employment for more than 4,700 employees, creating income of approximately \$145.6 million annually. Development of The Forest Park Highlands site situated in the heart of the City directly across from historic Forest Park is currently underway. The initial phase has been completed and includes prime office space, restaurants, and shops to service both campus workers and park visitors, and a Forest Park Visitor's Center as a cultural anchor. The final development will complement rather than compete with Downtown St. Louis by targeting firms that would otherwise locate in outlying suburban

areas. It is anticipated that once fully occupied, the office campus and surrounding venues will have added hundreds of jobs to the City's tax rolls as well as increasing the assessed value of property in the City.

The metropolitan area's major industries include aviation, biotechnology, chemicals, electrical utilities, telecommunications, and transportation. The Regional Commerce and Growth Association (RCGA) has implemented an economic development campaign to generate 100,000 new jobs in the region by the end of 2004.

Through the provision of city services, maintenance of infrastructure and promotion of tourism and business development, the City will be assured of its continuing role as the region's economic center.

## SUMMARY AND OVERVIEW

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### FY2003 OPERATING PLAN

#### FUND GROUPS

The total appropriation for the City of St. Louis for FY2003 totals \$826.3 million. In addition to this appropriation, there are funds such as the Community Development Block grant and the Street Improvement funds among others that are appropriated separately. The following is a brief description of the major funds subject to appropriation followed by tables illustrating recent revenue and expenditure history as well as projected performance in FY2003.

#### **General Fund**

The General Fund is the general operating fund of the City and accounts for all financial transactions not required to be accounted for in another fund. General Fund expenditures account for about one-half of all City expenditures. As the general operating fund, general fund revenues pay for the majority of services delivered to and paid for by citizens. These include administrative costs as well as more visible services such as police and fire protection, emergency and other medical services and maintenance of parks and streets.

#### **Special Revenue Funds**

Special Revenue Funds are used to account for proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. Funds contained in this category include, government grants, the convention and tourism fund, gaming fund, assessment fund, lateral sewer fund, capital funds, tax increment financing funds, transportation fund and other miscellaneous special funds. The debt service fund is used to account for resources and

expenses related to the City's general obligation (property tax supported) debt and is also included as a special fund. Two other funds are included in this group for illustrative convenience. The City's mail room service operates as an internal service fund in that it provides mail service to departments on a reimbursement basis. The employee benefits fund is an agency fund in that it administers expenditures for the City's various health plans funded by appropriations from other City funds as well as contributions from City

## SUMMARY AND OVERVIEW

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employees.

### **Enterprise Funds**

Enterprise 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 cost (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The enterprise funds in the operating plan are the Water Division and Airport operations. The Parking Meter Division is also operated as an enterprise fund and is separately appropriated

Detailed descriptions of funds within each of these fund groups can be found in the glossary in the Appendix of these documents.

The tables on the following pages contain summary budget information for all funds. A more detailed discussion of the general fund budget and descriptions of trends in major sources of revenue follow.

**FY03 REVENUE SUMMARY - ALL FUNDS**  
(in millions)

	FY01 Actual	FY02 Revised	FY03 Budget	Percent Change FY02-03
<b>General Fund</b>				
Earnings Tax	\$122.6	\$123.3	\$127.5	3.4%
Property Tax	39.8	42.7	43.8	2.8%
Sales Tax	49.8	48.7	49.9	2.5%
Payroll Tax	34.7	34.1	35.9	5.1%
Franchise (Utilities) Taxes	57.2	51.4	52.4	2.1%
Other Taxes	2.0	2.0	2.2	7.5%
License Fees	21.1	22.1	22.4	1.5%
Grants & Intergovernmental Revenues	25.3	24.1	25.5	6.0%
Department User Fees and Fines	32.0	33.9	36.5	7.5%
Transfers	11.7	12.0	15.2	26.3%
Fund Balance (in excess of 5%)	0.0	0.0	4.0	n/a
	<b>\$396.2</b>	<b>\$394.2</b>	<b>\$415.2</b>	<b>5.3%</b>
<b>Special Revenue Funds</b>				
Property Tax	\$10.8	\$6.8	\$6.8	0.0%
Franchise (Utilities) Taxes	4.4	4.4	5.1	16.3%
Local Use Tax	0.0	18.0	20.0	11.1%
Other Taxes	12.5	11.3	11.0	-3.0%
Grants & Intergovernmental Revenues	55.5	71.1	69.4	-2.4%
Department User Fees and Fines	39.8	36.7	41.9	14.1%
Transfers	2.8	1.8	1.9	7.2%
Fund Balances and Other Resources	6.4	3.1	2.9	-7.9%
	<b>\$132.1</b>	<b>\$153.2</b>	<b>\$159.0</b>	<b>3.8%</b>
<b>Capital Improvements Funds</b>				
1/2 Cent Sales Tax	\$18.1	\$17.7	\$18.1	2.5%
Metro Parks Sales Tax	0.0	2.3	1.2	-48.3%
Department User Fees and Fines	0.0	0.0	1.7	n/a
Grants & Intergovernmental Revenues	1.8	2.7	4.0	49.1%
Transfers	14.9	10.5	9.2	-11.7%
Other Resources	1.3	0.8	0.4	-57.6%
Previous Year General Fund Surplus	1.1	5.3	6.1	15.2%
	<b>\$37.0</b>	<b>\$39.3</b>	<b>\$40.7</b>	<b>3.5%</b>
<b>Enterprise Funds</b>				
Franchise (Utilities) Taxes	\$3.9	\$4.0	\$4.0	0.0%
Enterprise Revenues	170.6	202.3	209.4	3.5%
	<b>\$174.5</b>	<b>\$206.3</b>	<b>\$213.4</b>	<b>3.4%</b>
<b>Total General Appropriation</b>				
	<b>\$739.8</b>	<b>\$793.0</b>	<b>\$828.2</b>	<b>4.4%</b>
<b>Funds Appropriated Separately</b>				
Community Development (CDBG) & Housing Grants *	\$97.3	\$30.5	\$30.9	1.2%
Street Improvement Fund	4.4	5.2	4.2	-19.3%
Parking Division Revenues	13.5	10.8	10.8	-0.2%
Transportation Fund Revenues	27.4	25.7	31.0	20.6%
* excluding admin. appropriated above	<b>\$142.6</b>	<b>\$72.2</b>	<b>\$76.8</b>	<b>6.4%</b>
<b>Total All Sources</b>				
	<b>\$882.5</b>	<b>\$865.2</b>	<b>\$905.0</b>	<b>4.6%</b>

**FY03 BUDGET SUMMARY - ALL FUNDS**  
(in millions)

Fund	FY01 Actual	FY02 Budget	FY03 Budget	Percent Change FY02-03
<b>General Fund</b>	\$386.4	\$403.3	\$415.2	2.9%
<b>Special Revenue Funds</b>				
Debt Service Fund	\$5.7	\$5.7	\$5.7	0.1%
Capital Fund	\$35.9	\$40.3	\$40.7	1.0%
Assessment Fund	\$3.6	\$3.7	\$4.0	7.4%
Employee Benefits Fund	\$24.4	\$28.2	\$31.6	12.2%
Convention and Tourism Fund	\$4.0	\$4.3	\$4.1	-5.2%
Lateral Sewer Fund	\$3.2	\$3.7	\$3.6	-3.9%
Cable Communications Fund	\$1.4	\$1.4	\$1.8	27.6%
Port Authority	\$2.2	\$3.7	\$4.7	25.1%
Riverfront Gaming Fund	\$3.1	\$4.7	\$6.8	44.8%
Convention and Sport Facility Trust Fund	\$4.7	\$5.0	\$5.5	10.0%
Health Care Trust Fund	\$5.0	\$1.0	\$16.1	1507.9%
Other Special Revenue Funds	\$15.5	\$11.3	\$13.2	17.4%
	\$108.6	\$113.0	\$137.7	21.9%
<b>Grant Funds</b>				
St. Louis Agency on Training and Employment	\$11.1	\$12.1	\$8.8	-27.6%
Community Dev. Planning & Administration	\$3.8	\$5.6	\$6.3	12.6%
Health and Human Services	\$23.0	\$33.7	\$30.7	-8.9%
Police Department	\$3.7	\$5.4	\$10.2	88.8%
Other Grants	\$7.1	\$8.2	\$5.8	-29.4%
	\$48.8	\$65.0	\$61.8	-5.0%
<b>Enterprise Funds</b>				
Water Division	\$39.2	\$45.8	\$46.9	2.2%
Airport Authority	\$119.5	\$125.9	\$164.8	30.9%
	\$158.7	\$171.7	\$211.6	23.2%
<b>Total General Appropriation</b>	<b>\$702.4</b>	<b>\$753.1</b>	<b>\$826.3</b>	<b>9.7%</b>
<b>Separate Appropriations</b> <sup>1</sup>				
Community Development (Net Planning/Adm.)	\$34.3	\$30.6	\$30.7	0.4%
Street Improvement Fund	\$4.7	\$4.7	\$5.0	6.4%
Parking Division Funds	\$8.8	\$10.8	\$10.8	0.3%
Transportation Trust Funds	\$30.3	\$31.8	\$20.2	-36.5%
	\$78.1	\$77.9	\$66.8	-14.3%
<b>Total Appropriations</b>	<b>\$780.4</b>	<b>\$831.0</b>	<b>\$893.1</b>	<b>7.5%</b>

<sup>1</sup> CDBG & housing grants and Street Improvement funds appropriations are for calendar years 2000, 2001, and 2002 and are appropriated separately. Spending for any one grant year appropriation may occur over a period of several years.

**FY03 BUDGET - ALL FUNDS  
BY DEPARTMENT**

Department		General Fund	Special Funds Revenue	Special Funds Grant	Enterprise Funds	Total Funds
<b>GENERAL GOVERNMENT</b>						
110	Board of Aldermen	2,320,508	-	0	-	2,320,508
120	Mayor's Office	2,262,226	-	55,000	-	2,317,226
121	St. Louis Agency on Training and Emp.	-	-	8,772,053	-	8,772,053
123	Department of Personnel	3,162,893	-	-	-	34,810,078
	Employee Benefits Fund	-	31,647,185	-	-	-
124	Register	148,446	-	-	-	148,446
126	Civil Rights Enforcement Agency	452,244	-	61,085	-	513,329
137	Budget Division	5,985,293	200,000	-	-	6,185,293
139	City Counselor	6,017,514	-	676,338	-	6,693,852
141	Planing and Urban Design	-	-	2,170,111	-	2,170,111
142	Community Development Administration	-	-	3,057,171	-	3,057,171
143	Affordable Housing Commission	-	2,238,139	-	-	2,238,139
	<b>Subtotal</b>	<b>20,349,124</b>	<b>34,085,324</b>	<b>14,791,758</b>	<b>-</b>	<b>69,226,206</b>
<b>FINANCE</b>						
160	Comptroller	7,872,310	-	-	-	11,094,210
	Lateral Sewer Fund	-	55,283	-	-	-
	Columbia Bottoms	-	-	-	-	-
	Tax Increment Financings	-	1,943,717	-	-	-
	Trustee Lease Fund	-	1,052,000	-	-	-
	Grant and Other Funds	-	170,900	-	-	-
162	Municipal Garage	259,883	-	-	-	259,883
163	Microfilm	315,564	-	-	-	315,564
170	Supply Commissioner	598,431	-	-	-	598,431
171	Multigraph	1,183,436	-	-	-	1,183,436
172	Mail Room	-	871,123	-	-	871,123
180	Assessor	-	4,019,438	-	-	4,019,438
	<b>Subtotal</b>	<b>10,229,624</b>	<b>8,112,461</b>	<b>-</b>	<b>-</b>	<b>18,342,085</b>
<b>NON-DEPARTMENTAL</b>						
190	City Wide Accounts	35,318,721	-	-	-	45,488,721
	Convention and Tourism Fund	-	4,075,000	-	-	-
	Riverfront Gaming Fund	-	6,095,000	-	-	-
	<b>Subtotal</b>	<b>35,318,721</b>	<b>10,170,000</b>	<b>-</b>	<b>-</b>	<b>45,488,721</b>
<b>PARKS, RECREATION &amp; FORESTRY</b>						
210	Director, Parks, Recreation and Forestry	384,130	-	210,000	-	594,130
213	Division of Recreation	2,227,141	-	-	-	2,227,141
214	Division of Forestry	6,583,637	-	-	-	6,583,637
220	Division of Parks	8,737,037	-	-	-	8,737,037
250	Tower Grove Park	700,000	-	-	-	700,000
	<b>Subtotal</b>	<b>18,631,945</b>	<b>-</b>	<b>210,000</b>	<b>-</b>	<b>18,841,945</b>
<b>JUDICIAL OFFICES</b>						
310	Circuit Clerk	941,991	-	-	-	941,991
311	Circuit Court	7,576,574	-	-	-	7,576,574
312	Circuit Attorney	5,603,814	2,078,811	205,926	-	7,888,551
313	Board of Jury Supervisors	1,491,841	-	-	-	1,491,841
314	Probate Court	88,550	-	-	-	88,550
315	Sheriff	7,622,360	-	-	-	7,622,360
316	City Courts	2,816,347	-	-	-	2,816,347
317	City Marshal	988,373	-	31,013	-	1,019,386
320	Probation and Juvenile Detention Center	14,629,495	-	-	-	14,629,495
321	Circuit Drug Court	398,635	-	-	-	398,635
	<b>Subtotal</b>	<b>42,157,980</b>	<b>2,078,811</b>	<b>236,939</b>	<b>-</b>	<b>44,473,730</b>
<b>COUNTY OFFICES</b>						
330	Tax Equalization Board	16,900	-	-	-	16,900
331	License Collector	-	5,500,000	-	-	5,500,000
333	Recorder of Deeds	2,171,381	-	-	-	2,171,381
334	Board of Election Commissioners	3,049,924	-	-	-	3,049,924
335	Medical Examiner	1,512,409	-	125,000	-	1,637,409
340	Treasurer	651,590	-	-	-	651,590
	<b>Subtotal</b>	<b>7,402,204</b>	<b>5,500,000</b>	<b>125,000</b>	<b>-</b>	<b>13,027,204</b>

**FY03 BUDGET - ALL FUNDS  
BY DEPARTMENT**

Department		General Fund	Special Funds Revenue	Special Funds Grant	Enterprise Funds	Total Funds
<b>PUBLIC UTILITIES</b>						
401	Cable Communications	-	1,613,451	-	-	1,613,451
414	Soulard Market	248,945	-	-	-	248,945
415	Water Division	-	-	-	46,863,350	46,863,350
420	Airport Authority	-	-	-	164,758,051	164,758,051
	<b>Subtotal</b>	<b>248,945</b>	<b>1,613,451</b>	<b>-</b>	<b>211,621,401</b>	<b>213,483,797</b>
<b>STREETS</b>						
510	Director of Streets	1,026,254	-	-	-	4,851,498
	Lateral Sewer Fund	-	3,825,244	-	-	-
511	Traffic and Lighting	7,891,869	-	-	-	7,891,869
513	Auto Towing and Storage	1,591,945	-	-	-	1,591,945
514	Street Division	6,612,860	-	-	-	6,612,860
516	Refuse Division	14,311,774	-	310,260	-	14,622,034
520	Port Authority	-	4,661,000	-	-	4,661,000
	<b>Subtotal</b>	<b>31,434,702</b>	<b>8,486,244</b>	<b>310,260</b>	<b>-</b>	<b>40,231,206</b>
<b>PUBLIC SAFETY</b>						
610	Director of Public Safety	577,062	-	-	-	577,062
611	Fire Department	47,192,723	25,000	-	-	47,217,723
612	Firefighter's Retirement System	5,844,384	-	-	-	5,844,384
615	Air Pollution Control	-	-	-	-	0
616	Excise Commissioner	321,592	-	-	-	321,592
620	Building Commissioner	7,440,508	841,206	4,197,417	-	12,479,131
622	Neighborhood Stabilization	2,202,801	-	3,425,048	-	5,627,849
625	City Emergency Management Agency	324,164	-	-	-	324,164
632	Medium Security Institution	15,886,074	-	-	-	15,886,074
633	City Justice Center	12,717,109	-	-	-	12,717,109
650	Police Department	128,227,999	4,017,615	6,925,974	-	139,171,588
651	Police Retirement System	298,123	-	-	-	298,123
	<b>Subtotal</b>	<b>221,032,539</b>	<b>4,883,821</b>	<b>14,548,439</b>	<b>-</b>	<b>240,464,799</b>
<b>HEALTH AND HOSPITALS</b>						
700	Director, Health and Hospitals	-	1,111,017	280,276	-	1,391,293
710	Health Commissioner	-	1,159,178	4,767,604	-	5,926,782
711	Communicable Disease Control	-	1,900,028	3,352,660	-	5,252,688
712	School Health	-	-	-	-	-
713	Public Health Laboratory	-	620,863	-	-	620,863
714	Animal Regulation Center	857,858	-	30,375	-	888,233
715	Community Sanitation and Vector Control	2,156,451	-	1,345,504	-	3,501,955
716	Lead Poisoning Control	-	481,653	653,519	-	1,135,172
717	Biostatistics/Vital Records	-	-	-	-	-
719	Immunization Service	-	1,356,128	1,111,197	-	2,467,325
720	Food Control	-	639,066	38,911	-	677,977
721	Health Promotion/Education	-	-	-	-	-
737	Health Care Trust Fund	-	5,000,000	1,500,000	-	6,500,000
	<b>Subtotal</b>	<b>3,014,309</b>	<b>12,267,933</b>	<b>13,080,046</b>	<b>-</b>	<b>28,362,288</b>
<b>HUMAN SERVICES</b>						
800	Director of Human Services	1,533,317	1,273,444	20,179,102	-	22,985,863
	<b>Subtotal</b>	<b>1,533,317</b>	<b>1,273,444</b>	<b>20,179,102</b>	<b>-</b>	<b>22,985,863</b>
<b>BOARD OF PUBLIC SERVICE</b>						
900	President, Board of Public Service	3,748,054	1,185,427	-	-	4,933,481
903	Facilities Management	9,913,767	-	-	-	9,913,767
910	Equipment Services Division	9,985,105	-	-	-	9,985,105
930	Soldier's Memorial	195,507	-	-	-	195,507
	<b>Subtotal</b>	<b>23,842,433</b>	<b>1,185,427</b>	<b>-</b>	<b>-</b>	<b>25,027,860</b>
<b>CAPITAL IMPROVEMENTS FUND</b>						
		-	40,654,600	-	-	40,654,600
<b>DEBT SERVICE FUND</b>						
		-	5,701,473	-	-	5,701,473
<b>TOTAL BUDGET</b>		<b>\$415,195,843</b>	<b>\$136,012,989</b>	<b>\$63,481,544</b>	<b>\$211,621,401</b>	<b>\$826,311,777</b>

**FY03 BUDGET SUMMARY BY FUND (in million \$)**

Sources and Uses	Convention										
	General Fund	Local Use Tax Fund	Tourism Fund	Convention & Sports Facility Trust Fund	Building Demolition Fund	Assessment Fund	Child Support Fund	Other 1116 Special Funds	Communications Fund	Lateral Sewer Fund	Riverboat Gaming Fund
<b>Projected Beginning Fund Balance</b>	\$24,700	\$10,810	(\$0,044)	\$0,437	\$0,962	(\$0,073)	\$0,090	\$18,436	\$0,244	\$3,401	\$1,424
<b>Revenues</b>											
Earnings Tax	127,500	--	--	--	--	--	--	--	--	--	--
Property Tax	43,834	--	--	--	--	1,153	--	--	--	--	--
Sales & Use Taxes	49,895	20,000	--	--	--	--	--	--	--	--	--
Motor Vehicle Sales Tax	3,600	--	--	--	--	--	--	--	--	--	--
Gasoline Tax	8,950	--	--	--	--	--	--	--	--	--	--
Payroll Tax	35,850	--	--	--	--	--	--	--	--	--	--
Franchise (Utilities) Taxes	52,442	--	--	--	--	--	--	--	2,216	2,750	--
Restaurant Taxes	2,150	--	4,075	--	--	--	--	--	--	--	--
3.5% Hotel Sales Tax	--	--	--	5,065	--	--	--	--	--	--	--
Other Taxes	0,500	--	--	--	--	--	--	--	--	--	--
License Fees	22,406	--	--	--	--	--	--	--	--	--	--
Enterprise Revenues	--	--	--	--	--	--	--	--	--	--	--
Grants / Other Intergovt. Revenues	12,461	--	--	--	--	0,839	1,478	--	--	--	5,800
Dept. User Fees, Fines & Other Rev.	36,462	--	--	--	1,600	0,099	--	8,560	--	--	0,020
Transfers In	13,600	--	--	--	--	1,929	--	--	--	--	--
Other Resources	1,550	--	--	--	--	--	--	--	--	0,150	--
<b>Total Sources of Fund:</b>	<b>\$411,200</b>	<b>\$20,000</b>	<b>\$4,075</b>	<b>\$5,065</b>	<b>\$1,600</b>	<b>\$4,020</b>	<b>\$1,478</b>	<b>\$8,560</b>	<b>\$2,216</b>	<b>\$2,900</b>	<b>\$5,820</b>
<b>Appropriation:</b>											
Personal Services	310,299	6,924	--	--	0,469	3,306	0,973	2,264	1,178	0,509	0,650
Materials & Supplies	16,133	0,343	--	--	0,105	0,033	0,119	0,420	0,068	0,007	0,010
Rental & Non Capital Leases	4,385	0,070	--	--	--	0,010	0,011	0,025	0,004	0,006	0,000
Non Capital Equipment	0,671	0,013	--	--	0,123	0,019	0,064	0,031	0,012	0,000	0,010
Capital Assets	3,008	--	--	--	--	0,000	0,047	0,106	0,054	0,060	0,655
Contractual & Other Services	52,231	8,729	0,075	--	1,771	0,652	0,265	5,006	0,497	2,998	0,625
Debt Service	20,740	--	--	--	--	--	--	2,568	--	--	--
Transfers Out :											
Capital Lease Payments	5,800	--	--	--	--	--	--	--	--	--	--
Other Transfers Out	1,929	1,500	4,000	5,500	--	--	0,000	1,600	--	--	4,820
<b>Total Uses of Funds</b>	<b>\$415,196</b>	<b>\$17,579</b>	<b>\$4,075</b>	<b>\$5,500</b>	<b>\$2,468</b>	<b>\$4,020</b>	<b>\$1,478</b>	<b>\$12,020</b>	<b>\$1,814</b>	<b>\$3,581</b>	<b>\$6,770</b>
<b>Projected Ending Fund Balance</b>	<b>\$20,704</b>	<b>\$13,231</b>	<b>(\$0,044)</b>	<b>\$0,002</b>	<b>\$0,094</b>	<b>(\$0,073)</b>	<b>\$0,090</b>	<b>\$14,976</b>	<b>\$0,646</b>	<b>\$2,721</b>	<b>\$0,474</b>

nb: Fund balances exclude 27th pay reserves and other designated balances.

\* CDBG funds and St. Louis Street Improvement Fund are appropriated on a calendar year basis and are under separate appropriating ordinances. Fund balances rollover and do not require reappropriation.

**FY03 BUDGET SUMMARY BY FUND (in million \$)**

Sources and Uses	SLATE	Community Development Agency *	1166-69 Grant Funds	Street Improvement Fund *	1217-22 Capital Improvement Funds	General Obligation Debt Service	Tax Incremental Financings	Water Division Enterprise Fund	Airport Enterprise Fund	Mail Services Internal Service Fund	Employees Health & Hosp. Fund
	n/a	n/a	n/a	\$1,000	\$6,080	\$7,974	\$0,000	\$13,353	\$24,921	\$0,037	\$0,734
<b>Projected Beginning Fund Balance</b>											
<b>Revenues</b>											
Earnings Tax	--	--	--	--	--	--	--	--	--	--	--
Property Tax	--	--	--	--	--	5,701	--	--	--	--	--
Sales & Use Taxes	--	--	--	--	19,356	--	--	--	--	--	--
Motor Vehicle Sales Tax	--	--	--	0,794	--	--	--	--	--	--	--
Gasoline Tax	--	--	--	--	1,450	--	--	--	--	--	--
Payroll Tax	--	--	--	--	--	--	--	--	--	--	--
Franchise (Utilities) Taxes	--	--	--	3,360	--	--	--	4,000	--	--	--
Restaurant Taxes	--	--	--	--	--	--	--	--	--	--	--
3.5% Hotel Sales Tax	--	--	--	--	--	--	--	--	--	--	--
Other Taxes	--	--	--	--	--	--	1,944	--	--	--	--
License Fees	--	--	--	--	--	--	--	--	--	--	--
Enterprise Revenues	--	--	--	--	--	--	--	38,693	170,675	--	--
Grants / Other Intergovt. Revenues	8,812	37,124	46,155	--	2,500	--	--	--	--	--	--
Dept. User Fees, Fines & Other Rev.	--	--	--	--	1,675	--	--	--	--	0,870	30,987
Transfers In	--	--	--	--	11,245	--	--	--	--	--	--
Other Resources	--	--	--	--	0,350	--	--	--	--	--	--
<b>Total Sources of Fund:</b>	<b>\$8,812</b>	<b>\$37,124</b>	<b>\$46,155</b>	<b>\$4,154</b>	<b>\$36,576</b>	<b>\$5,701</b>	<b>\$1,944</b>	<b>\$42,693</b>	<b>\$170,675</b>	<b>\$0,870</b>	<b>\$30,987</b>
<b>Appropriation:</b>											
Personal Services	1,952	4,714	14,633	--	0,580	--	0,055	19,550	41,053	0,172	0,412
Materials & Supplies	0,187	0,073	0,221	--	--	--	--	7,470	4,629	0,004	0,005
Rental & Non Capital Leases	0,374	0,475	0,046	--	--	--	--	0,183	0,281	--	--
Non Capital Equipment	--	0,034	1,951	--	25,119	--	--	0,163	0,485	--	0,012
Capital Assets	0,000	0,060	0,000	--	--	--	--	0,815	3,320	--	0,000
Contractual & Other Services	6,299	31,767	29,301	5,000	--	--	--	14,630	37,904	0,695	31,218
Debt Service	--	--	0,004	--	14,956	5,701	1,889	4,053	77,086	--	--
Transfers Out :											
Capital Lease Payments	--	--	--	--	--	--	--	--	--	--	--
Other Transfers Out	--	--	--	--	--	--	--	--	--	--	--
<b>Total Uses of Funds</b>	<b>\$8,812</b>	<b>\$37,124</b>	<b>\$46,155</b>	<b>\$5,000</b>	<b>\$40,655</b>	<b>\$5,701</b>	<b>\$1,944</b>	<b>\$46,864</b>	<b>\$164,758</b>	<b>\$0,871</b>	<b>\$31,647</b>
<b>Projected Ending Fund Balance</b>	<b>\$0,000</b>	<b>\$0,000</b>	<b>\$0,000</b>	<b>\$0,154</b>	<b>\$2,001</b>	<b>\$7,974</b>	<b>\$0,000</b>	<b>\$9,182</b>	<b>\$30,838</b>	<b>\$0,036</b>	<b>\$0,074</b>

nb: Fund balances exclude 27th pay reserves and other designated balances.

\* CDBG funds and St. Louis Street Improvement Fund are appropriated on a calendar year basis and are under separate appropriating ordinances. Fund balances rollover and do not require reappropriation.

## SUMMARY AND OVERVIEW

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### FY2003 GENERAL FUND BUDGET

The FY2003 proposed general fund budget is \$415.2 million, an increase of 2.6% over that of FY2002. The allocation of these funds has been developed in such a way as to maintain existing services and properly fund all fixed obligations, while accommodating the changing dynamics among the market forces that ultimately drive the budget process. The proposed allocation scenario continues to place emphasis on Neighborhood Stabilization and Public Safety as its primary focus areas. Additionally, the proposal accommodates all fixed obligations, including debt service costs, pension fund contributions, mandated costs imposed by state statutes, and contractual commitments. Remaining resources have been allocated across departments in a manner designed to encourage operational efficiencies in the delivery of services and to begin to put the City in a position to fund the necessary changes to the way certain services will be delivered in the future.

The general fund allocation for Police services is \$128.2 million and now consumes more than 30% of the entire budget. The

allocated amount is based on a constant minimum staffing level of 1,503 commissioned officers and sufficient recruit classes to maintain the authorized level. The number of commissioned officers funded by this proposal represents an increase of 58 over the current strength. Building on the success of the program of enhanced neighborhood police patrols initiated in previous years, the allocation for Police services includes funds to expand the program by increasing the funding for overtime. The budget proposal also includes \$47.1 million for Fire and Emergency Medical services. While no new Fire Department services are contemplated, the proposed allocation represents an increase of 5.7%, and continues the practice of operating 30 firehouses throughout the City.

In recent budget proposals, the City has implemented new programs aimed at enhancing the stability of its neighborhoods. In addition to responding to actual and perceived problems related to public safety, new programs designed to improve the attractiveness of the neighborhoods were funded. These include a program to enhance street lighting in residential neighborhoods, the District Debris program to clean up and

## SUMMARY AND OVERVIEW

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maintain vacant and abandoned property, and the Trash Task Force to reduce and ultimately eliminate illegal dumping. Each of these programs has met with initial success and funds to continue these efforts have been incorporated into the operating budget proposal for FY2003.

Operational changes are proposed for FY2003 to make more efficient use of the City's limited resources. Responsibility for maintaining and providing records of births and deaths formerly held by the Health Division will be transferred to the Recorder of Deeds. The plan also proposes a reorganization of security functions provided by the City marshal and expanded contractual security services at City buildings. The Corrections Division will continue to provide inmate housing by contract with St. Louis County for three months prior to the opening of the City's new Justice Center, scheduled for September, 2002. The FY2003 proposal also accommodates the City's recent acquisition of the nearby federal courthouse and includes transitional funding to complete the transfer of certain City offices to this facility.

## SUMMARY AND OVERVIEW

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In the FY2003 budget proposal, the practice of allocating general fund revenues to finance and maintain public improvements is continued. This includes \$1.0 million to retire debt associated with the Kiel Center, \$5.0 million to retire debt on the Edward Jones Dome, and \$12.9 for debt on the Convention Center. Aside from these debt service payments, \$1.0 million and \$2.0 million allocations are included to preserve the assets at the Edward Jones Dome & Convention Center respectively. In addition to these direct payments from the general fund budget, a total of \$3.8 million will be transferred to the Capital Improvements Fund to offset debt service requirements on the Justice Center and Civil Courts Building.

Fixed increases accommodated in the FY2003 budget include the impact of a pay plan for firefighters and police officers that will provide for a \$1,500 per person cost of living increase. For commissioned police officers and firefighters, the budget proposal provides salary increases ranging from 3.4% to 10.5% depending on length of service. A total of \$2.0 mil has been included for a 1.5% pay raise for other City employees. Increases included in the budget estimates of the Circuit

Court require the City to budget for new programs, new employees, and repairs to city owned buildings. These increases are funded as a result of statutory requirements to leave unaltered any budget estimates submitted by the Circuit Court. Negotiations between the City and the Circuit Court during the budget review process, produced some reductions from the original request accounting for the restoration of previously considered budget cuts in other areas.

The proposed budget increases are funded by increases in recurring revenues, decreases in some operating costs, and use of previously unappropriated fund balances. New revenue included in the plan include additional court costs on cases adjudicated in the municipal courts. Operating cost decreases include elimination of the subsidy to the Truman Restorative Center and a decrease in the expected cost of utilities. The aforementioned unappropriated fund balances refers to accumulated balances in certain special funds, as well as any excess in the general fund after setting aside a reserve equal to 5% of the general fund budget.

## SUMMARY AND OVERVIEW

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### Major changes in the FY2003 General Fund Budget include:

- Salary increases for firefighters and police department employees at a cost of \$5.0 mil.
- \$2.0 mil. for a 1.5% pay increase for other City employees
- Increase in Retirement System contributions of \$6.2 mil.
- \$7.5 mil. increase in costs for operating new Justice Center
- Employee health insurance increases of \$2.4 mil. in the Police Dept. and \$1.1 mil. for other City departments
- \$275,000 for Circuit Court moving expenses in move to Carnahan Courthouse
- Shift of Air Pollution Control from Dept. of Public Safety to Dept. of Health & Hospitals
- \$200,000 increase in liability insurance coverage.
- \$500,000 increase in scheduled debt service payments on the Convention Center
- Transfer of Vital Records function to the Recorder of Deeds
- Increase in Workers' Compensation costs of \$1.3 mil.
- Restructuring of Parks horticulture program to emphasize volunteer group efforts and use of perennial plantings to reduce costs

## SUMMARY AND OVERVIEW

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### FY2003 GENERAL FUND REVENUES

Revenues available to support the budget for general operations are forecast at \$415.2 million. The recurring portions of these revenues are generated by a variety of sources, the most significant being taxes on employment. Other major revenue sources include taxes on property and retail sales, along with various business license fees and intergovernmental revenues from the State of Missouri. The remaining general fund revenues are comprised of departmental receipts for services rendered and fines resulting from ordinance violations. Additionally, revenues which have built up in special funds are being transferred in to the general fund to augment recurring sources.

Employment based taxes, a category which includes the earnings tax, payroll expense tax, and the graduated business license fee provide the largest share of general fund revenues. In FY2003, this group is expected to provide more than 40% of all general fund revenues and is forecast to grow at a rate of 3.6% over the revised estimate for FY2002. Of this group, the earnings tax applied to individual's earnings and business

profits is the most significant and is forecast to generate \$127.5 million in FY2003. The payroll expense tax, a function of total wages paid for work performed in the City, and the graduated business license fee, which is based on the number of full time equivalent workers in the City, are both key indicators of employment trends in the City. Together these two revenue sources are forecast to generate \$43.7 million in FY2003. All of the forecasted increase is expected to come from the payroll expense tax, as the graduated business license fee has remained constant at \$7.8 million per year.

Property tax revenues are forecast to increase by 2.8% to \$43.8 million based on the expectation that the assessed value of both real and personal property will continue to increase. Retail sales taxes are expected to generate \$49.9 million, an amount that is nearly equal to actual collections in FY2001 and which reflects the decline in retail economic activity. Franchise taxes, a category which includes a gross receipts tax on privately owned utility companies and the City-owned Airport and Water Division, should provide \$52.4 million, a modest increase from the current year's revised

## SUMMARY AND OVERVIEW

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estimate of \$51.4 million.. While there are no rate increases incorporated into the forecast, the City will continue to benefit from an expansion of taxable services provided by telephone utilities. As in past years, the estimated receipts from the sale of both natural gas and electricity is based on existing rates and average usage, with extreme weather conditions being factored out.

Revenues from sources associated with the hospitality and entertainment industry are also projected to be higher. As a group, these services which include the amusement, restaurant, parking and hotel taxes are expected to provide \$22.2 million. In addition to the underlying growth in these sources, FY2003 will benefit from the addition of new hotel rooms in the downtown area. Intergovernmental revenue should be higher based on increased reimbursements for housing state pre-trial inmates due to increased capacity with the Justice Center coming on line. These reimbursements will help offset losses in motor vehicle sales tax and gasoline tax experienced when the year 2000 census figures took effect.

Departmental user fees will increase by

nearly 3%, mainly due to expected new charges for court costs, along with increasing efficiency in collection activity. The following chart depicts the allocation of revenue sources supporting the general revenue budget for FY2003.

### **Earnings and Payroll Tax**

Employment-based tax revenue, i.e., earnings and payroll taxes, continue to grow and provide the largest share of the City's general revenue. The concentration of metropolitan area jobs in the downtown St. Louis area and the stable outlook for employment throughout the area are the basis for our expectation of continued growth from these sources. The FY2003 revenue estimate projects growth of 3.3% for earnings tax and 5.1% for payroll tax, both of which are consistent with the recent trend. Earnings and payroll taxes are projected to provide \$127.5 and \$35.9 million, respectively. Together, these account for approximately 40% of the City's general fund revenues.

### **Tourism and Amusement Tax**

Convention and tourism based revenues such

## SUMMARY AND OVERVIEW

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as restaurant and hotel taxes are projected to provide \$11.7 million, an increase from the current year's level of \$11.3 million. Actual growth in hotel and restaurant receipts is expected to average about 3%. Previously collected revenues, which have been accumulating in a special fund, will be transferred in FY2003 accounting for the increase of nearly 4% to the general fund. Amusement tax revenues, which are a function of the prices paid for tickets purchased for sports events are expected to increase due to ticket price hikes and growing popularity evidenced by attendance figures. In FY2003 amusement taxes are projected to be \$7.9 million, up from \$7.6 million in FY2002, an increase of 4.0%. This increase incorporates the estimated impact of previously announced hikes in the prices of tickets.

### **Sales Tax**

Local sales tax revenues will account for approximately \$49.9 million based on the local tax rate of 1.375%. Sales tax revenue has declined in the last two quarters and the original estimate will not be achieved. The FY2003 estimate calls for growth of about

2.5% on a decreased base.

### **Property Tax**

Property tax revenues, which will account for more than 10% of the general fund in FY2003, continue to provide an important piece of the general revenue pie. The forecast for next year recognizes the growth in the real estate assessments and the statutory prohibition against the realization of a revenue windfall resulting from reassessment of real property. Revenue from real property is allowed an increase limited to an accepted inflation index, plus any increases resulting from new construction. FY2003 revenues anticipate continued growth in the assessed value of real estate and personal property.

### **Franchise Tax**

Revenues from franchise taxes are forecast at \$52.4 million. Because a majority of these revenues are based on the gross receipts of utility companies, they are to a great extent dependent on changes in weather patterns, and to a lesser extent on regulatory agency actions. An expected decline in revenues

## SUMMARY AND OVERVIEW

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from the airport based on reduced carrier revenues also serve to mitigate otherwise expected increases in this area.

### **License and Permits**

License and permit revenue is expected to increase from the current year's level, by approximately 3.5% with increases in gross receipts based licenses such as the ones levied on parking garages, sporting events, and building and occupancy permits. Some of the increase will be offset by an expected decrease in revenue from the cigarette license tax. Others, such as liquor, graduated business, and automobile licenses are forecast to remain at the current year's level.

### **Intergovernmental Revenues.**

Revenues received from the State include the motor vehicle sales tax and a gasoline tax, both of which are imposed statewide and distributed to local jurisdictions based on a statutory or constitutional formula. Because of increased automobile sales statewide, the distribution to the City of motor vehicle sales tax had been growing.

As a result of the City's population decrease as measured by the year 2000 census, the share of gasoline and motor vehicle sales tax distributed to the City has dropped, effective in the current year. That decrease is also reflected in the FY2003 forecast. This category also includes state reimbursements for the cost of housing pre-trial inmates and placements of juvenile offenders. Because of increased capacity, housing reimbursements are forecast to be higher, offsetting the decrease in other intergovernmental revenues

**CITY OF ST. LOUIS**  
**GENERAL FUND REVENUE ESTIMATE**

<b>Revenue Category</b>	<b>Actual FY01</b>	<b>Revised Estimate FY02</b>	<b>Projected Receipts FY03</b>	<b>Percent Change</b>
Earnings Tax	\$122,594,134	\$123,339,000	\$127,500,000	3.4%
Sales Taxes	49,807,226	48,680,000	49,895,000	2.5%
Property Tax	39,829,977	42,654,000	43,834,000	2.8%
Payroll Expense Tax	34,719,192	34,100,000	35,850,000	5.1%
Franchise / Utility Taxes:				
Electricity	23,427,074	23,000,000	23,500,000	2.2%
Natural Gas	11,964,885	7,200,000	7,500,000	4.2%
Telephone	11,778,590	11,600,000	11,700,000	0.9%
Water	3,893,724	4,000,000	4,000,000	0.0%
Airport	5,061,000	4,800,000	4,968,000	3.5%
All Other franchise fees	1,053,935	774,000	774,000	0.0%
Subtotal	57,179,208	51,374,000	52,442,000	2.1%
Intergovernmental Revenues:				
Gasoline Tax	10,219,892	9,400,000	8,950,000	-4.8%
Health Care Payments	2,410,587	3,111,000	3,061,000	-1.6%
Prisoner Housing Reimbursement	6,016,126	5,400,000	7,200,000	33.3%
Juvenile Detention Reimbursements	2,085,194	2,220,000	2,200,000	-0.9%
Motor Vehicle Sales Tax	4,134,656	3,800,000	3,600,000	-5.3%
Intangible Tax	422,900	125,000	500,000	300.0%
Subtotal	25,289,355	24,056,000	25,511,000	6.0%
Licenses:				
Graduated Business License	7,764,178	7,800,000	7,800,000	0.0%
Cigarette Occupational License	2,131,646	1,904,000	1,814,000	-4.7%
Sports and Amusement	6,766,797	7,601,000	7,920,000	4.2%
Automobile	1,415,592	1,425,000	1,425,000	0.0%
Parking Garages and Lots	2,466,432	2,500,000	2,625,000	5.0%
Other Licenses	520,962	840,000	822,000	-2.1%
Subtotal	21,065,607	22,070,000	22,406,000	1.5%

**CITY OF ST. LOUIS  
GENERAL FUND REVENUE ESTIMATE**

<b>Revenue Category</b>	<b>Actual FY01</b>	<b>Revised Estimate FY02</b>	<b>Projected Receipts FY03</b>	<b>Percent Change</b>
Departmental Revenues:				
Fines and Forfeits	7,097,277	7,993,000	9,658,000	20.8%
Building and Occupancy Permits	3,785,924	4,138,000	4,271,000	3.2%
Departmental User Fees & Other	21,075,094	21,796,000	22,533,000	3.4%
Subtotal	31,958,295	33,927,000	36,462,000	7.5%
Convention and Tourism Taxes:				
Hotel / Motel Gross Receipts <sup>1</sup>	4,650,000	5,000,000	5,500,000	10.0%
Restaurant Gross Receipts - 1 cent <sup>1</sup>	3,800,000	4,300,000	4,000,000	-7.0%
Restaurant Gross Receipts - 1/2 cent	2,012,807	2,000,000	2,150,000	7.5%
Subtotal	10,462,807	11,300,000	11,650,000	3.1%
All other revenues and transfers	3,298,311	2,700,000	5,650,000	109.3%
Fund Balance (in excess of 5%)	0	0	4,000,000	
Subtotal	3,298,311	2,700,000	9,650,000	257.4%
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$396,204,112</b>	<b>\$394,200,000</b>	<b>\$415,200,000</b>	<b>5.3%</b>

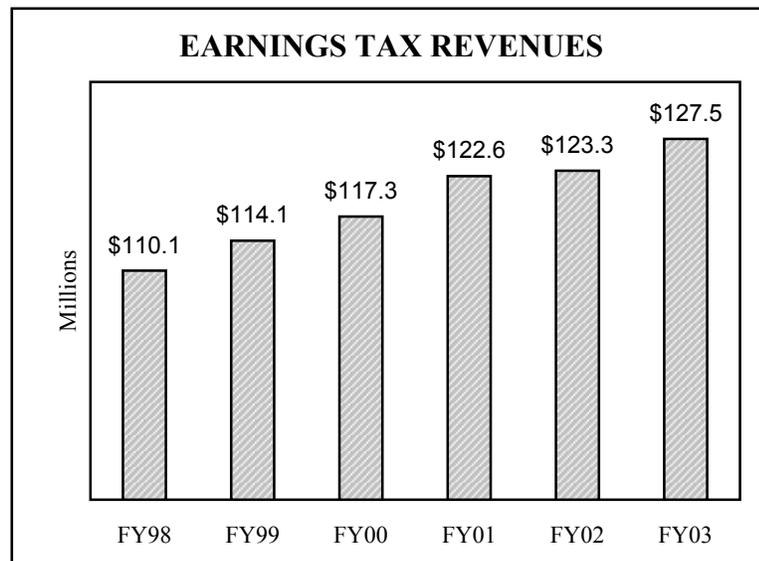
<sup>1</sup> Transfers from convention and sports facility trust fund and convention and tourism fund respectively

## EARNINGS TAX

### Definition

A one percent tax levied against employee gross compensation and business net profits.

The tax applies to all residents of the City of St. Louis regardless of where they work. It also applies to the earnings of non-residents who work within the city limits.



### Discussion

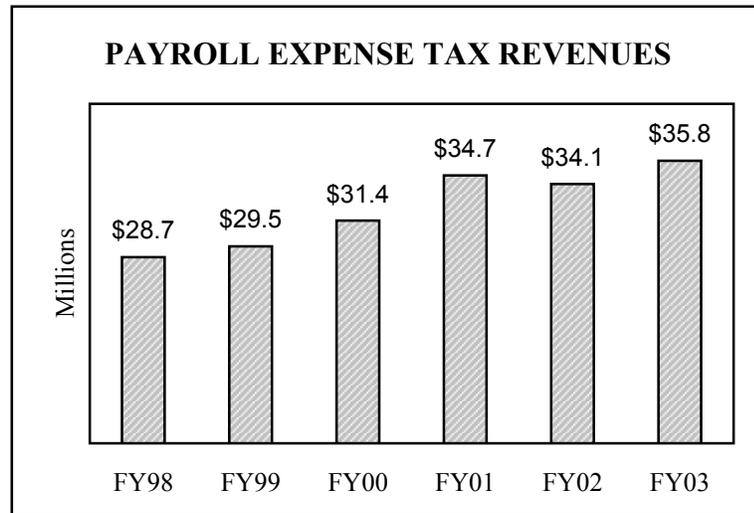
The city earnings tax is the most significant single source of general fund revenues, comprising nearly one-third of the total revenues. Receipts from individual taxpayers comprise about 85 percent of total earnings tax revenues, with businesses paying the remaining 15 percent. The Collector of Revenue is authorized by State law to retain a percentage of collections to pay for office operations. Funds not used for operations, including interest, are returned to the city.

Revenues are projected to increase by about 3.4% reflecting a return to growth in the local economy.

## PAYROLL EXPENSE TAX

### Definition

A tax of one-half of one percent of total compensation paid by a business to its employees for work performed in the City of St. Louis. Not-for-profit charitable or civic organizations are exempt from the payroll expense tax.



### Discussion

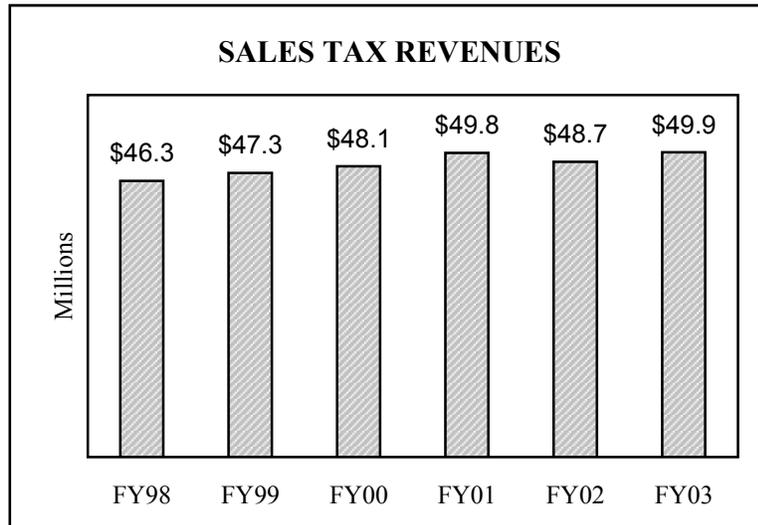
The payroll expense tax was implemented in 1988 as part of an overall tax reform package, the aim of which was to redesign the city revenue base to be more attuned to changes in the economy. Payroll expense tax receipts follow trends in earnings tax collections, but grows at a different rate, due to a somewhat different base and exemptions noted above. Revenue from this source is expected to increase by 5.0% in FY02

# SALES TAX

## Definition

A one and three-eighths percent tax levied on retail sales in the City of St. Louis. Sales tax is not levied on certain items, including motor fuels, prescription drugs, food purchased with food stamps, all sales by or to not for profit organizations and residential utility charges.

## Discussion



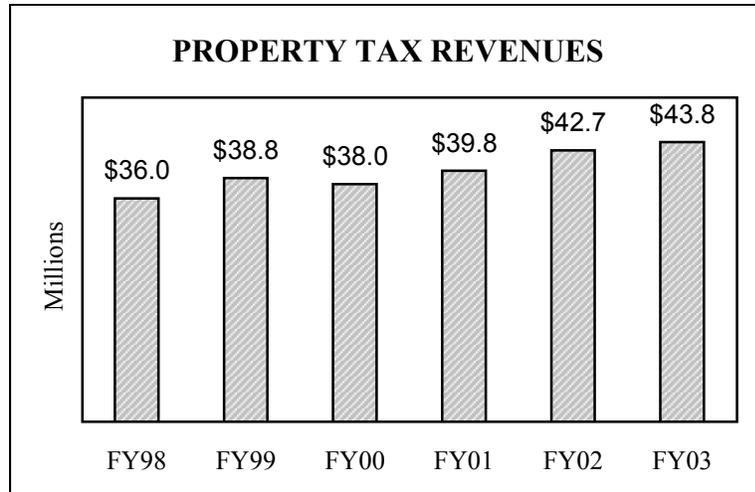
The chart above shows the collections history of the city's 1.375% local sales tax that is deposited into the City's general fund. Revenue from sales taxes in FY03 are forecast to increase at a rate of 2.5%.

Separate sales taxes not included in the above figures are the City's 0.5% (half cent) sales tax for capital improvement purposes (described in another section) as well as 0.5% and 0.25% sales taxes for transportation purposes that are allocated to the Bi-State Transit Authority. Finally a 0.10% regional parks sales tax which became effective in 2001 brings the total sales taxes imposed by the City to total 2.725%.

## REAL AND PERSONAL PROPERTY TAXES

### Definition

A tax levied on the assessed value of all real and personal property. The current tax rate is \$7.325 per \$100 assessed value



### Discussion

Real and personal property tax revenues are distributed to the following taxing jurisdictions.

State	\$0.0300
Schools	4.3000
Community College	0.2300
Library	0.5595
Zoo, Museum, Garden District	0.2220
Sewer District	0.0890
Sheltered Workshop	0.1499
Community Mental Health	0.0899
City - General Purposes	1.4478
City - Public Debt	0.1513
<b>TOTAL</b>	<b>\$7.2694</b>

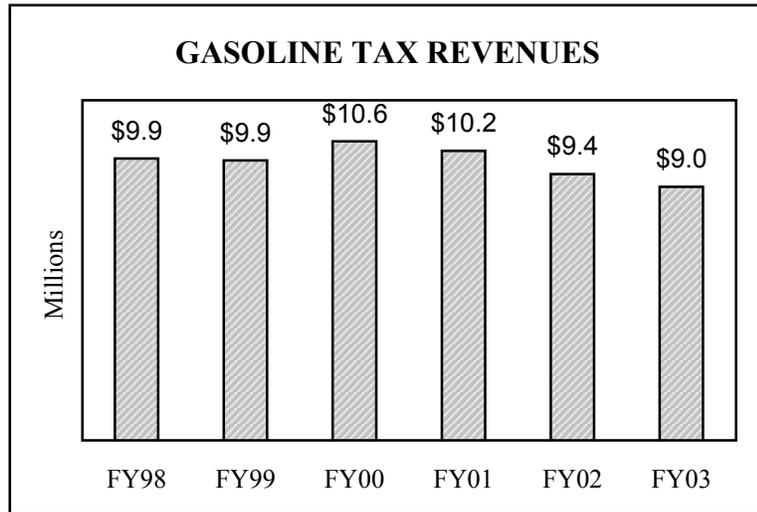
Taxes are levied on all real and personal property owned as of January 1 in each year. Tax bills are normally mailed in November and payment is due by December 31, after which taxes become delinquent. Assessment ratios are 19% for residential property, 32% for commercial property, and 12% for agricultural real estate. Personal property is assessed at 33.3% of the appraised market value.

In addition to the rate shown, commercial real property is taxed at a rate of \$1.64 per \$100 assessed valuation, as a replacement for the Manufacturer's Inventory tax.

# GASOLINE TAX

## Definition

A per unit tax levied on the sale of motor fuel purchased statewide. The gasoline tax is levied by the state and remitted monthly to local jurisdictions based on the proportionate share of the total population.



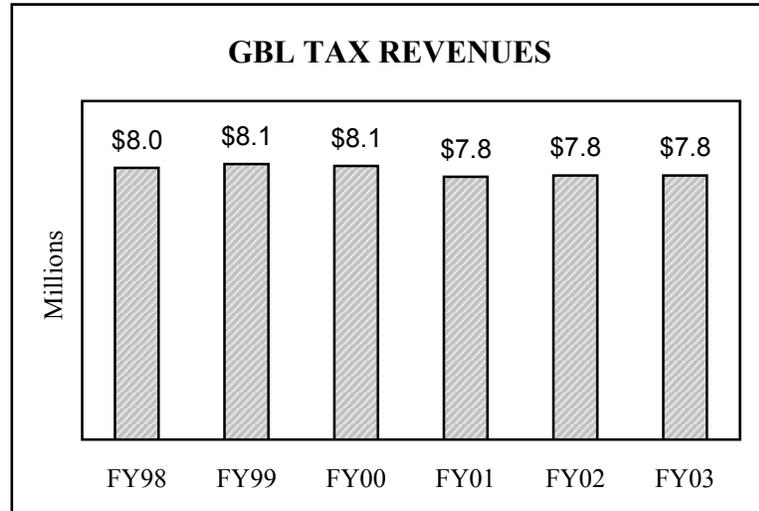
## Discussion

The gasoline tax rate imposed by the State of Missouri is \$0.17 per gallon. The City receives distributions from the state both for its status as a city and a county. The formula for distribution for these revenues is based on the jurisdiction's population as a percentage of all jurisdictions. As a result of the 2000 census, the City has seen a decline in its share of gasoline tax revenue distributions beginning in FY02. FY03 receipts will reflect the full year's impact of the census with over a \$1.0 million less than that received in FY01. A like decline will be experienced in that portion of the gasoline tax revenues, dedicated to the Capital Improvements Fund for street and bridge projects.

## GRADUATED BUSINESS LICENSE TAX

### Definition

A flat rate tax on businesses based on the number of persons a business employs within the city limits. The tax rate ranges from \$150 for employers with two or fewer employees to \$25,000 for employers with more than five hundred employees.



### Discussion

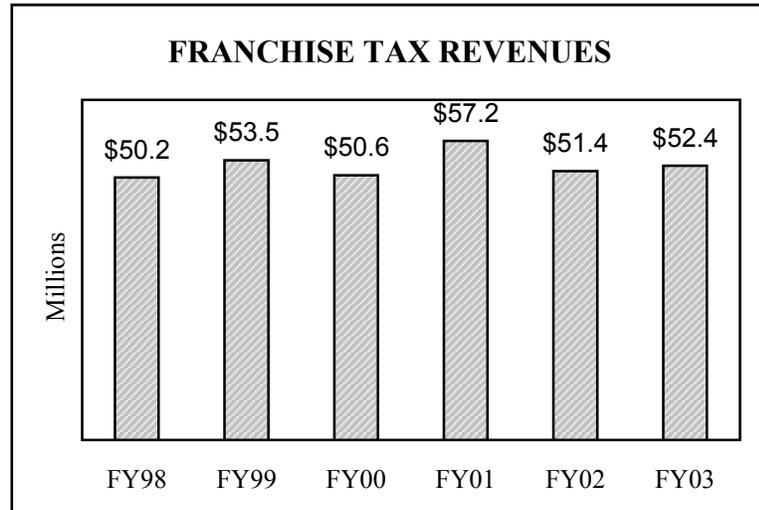
The graduated business license tax and provides a consistent source of revenue of about \$8.0 million per year. As indicated by the chart above, the level of employment activity has remained relatively constant. Taxes are based on the following schedule.

<u>Number of Employees</u>	<u>GBL Tax</u>
501 or more	\$25,000
401-500	\$23,000
301-400	\$20,000
201-300	\$17,000
151-200	\$13,500
101-150	\$10,000
76-100	\$7,500
51-75	\$5,000
41-50	\$3,000
31-40	\$2,000
21-30	\$1,500
11-20	\$1,000
6-10	\$500
3-5	\$250
2 or fewer	\$150

## FRANCHISE TAX

### Definition

A tax on the gross receipts of utility companies operating within the city, including sales of electricity, natural gas, telephone services, water and steam, and on the gross receipts of the Airport.



### Discussion

The tax rate for companies supplying natural gas and electricity is 10% of the gross receipts from their commercial customers and 4% of the gross receipts from residential customers. Companies supplying telephone service, steam and water are taxed at 10% of their gross receipts from all customers. The taxes are passed on to the ultimate consumers.

The tax on natural gas and electricity account for about two-thirds of all franchise tax revenue. Rate changes for supplying natural gas, electricity, and telephone service are subject to approval by the Missouri Public Service Commission. In FY01, increases in the cost of natural gas resulted in significantly higher revenues from natural gas taxes. Projections for FY02 and FY03 reflect a return to more normal usage and rates.

**CITY OF ST. LOUIS**  
**SPECIAL AND OTHER FUNDS REVENUE ESTIMATE**

<b>Revenue Category</b>	<b>Actual Receipts FY01</b>	<b>Revised Estimate FY02</b>	<b>Projected Receipts FY03</b>	<b>Percent Change</b>
<b>SPECIAL FUND REVENUES:</b>				
Local Use Tax Fund	\$0	\$18,000,000	\$20,000,000	11.1%
	0	18,000,000	20,000,000	11.1%
Convention and Tourism Fund				
Restaurant Gross Receipts Tax (1%)	3,877,203	4,224,000	3,970,000	-6.0%
Fund Balance	85,297	76,000	30,000	
	3,962,500	4,300,000	4,000,000	-7.0%
Convention and Sports Facility Fund				
Hotel and Motel Sales Tax (3.5%)	5,152,949	5,203,500	5,065,000	-2.7%
Fund Balance	0	0	435,000	n/a
	5,152,949	5,203,500	5,500,000	5.7%
Building Demolition Fund - Permits	1,259,885	1,600,000	1,600,000	0.0%
Fund Balance	0	0	867,000	n/a
	1,259,885	1,600,000	2,467,000	54.2%
Assessment Fund				
Real Estate Tax	1,108,329	1,100,000	1,100,000	0.0%
State Reimbursements	838,952	839,000	839,000	0.0%
Other	81,128	98,600	98,600	0.0%
General Fund Subsidy	1,550,000	1,800,000	1,854,000	3.0%
	3,578,409	3,837,600	3,891,600	1.4%
Child Support Unit - State & Misc. revenues	\$2,187,550	\$1,350,000	\$1,478,000	9.5%
	2,187,550	1,350,000	1,478,000	9.5%
Miscellaneous Special 1116 Funds				
Forest Park Fund	691,425	210,000	210,000	0.0%
Street Excavation Fund	133,660	190,000	190,000	0.0%
Port Authority (incl. gaming lease)	2,755,826	3,034,000	3,239,000	6.8%
Port Authority (previous year rollovers)	0	781,000	1,422,000	82.1%
Building Commissioner - Lead Remediation	1,106,786	1,100,000	1,100,000	0.0%
Building Commissioner - Lead Fund Balance	0	0	630,000	n/a
Police Officer Training Fund	77,290	80,000	80,000	0.0%
Communicable Disease - Immunization Fund	479,021	336,000	300,000	-10.7%
Health Div. - Lead Remediation	101,218	100,000	100,000	0.0%

**CITY OF ST. LOUIS**  
**SPECIAL AND OTHER FUNDS REVENUE ESTIMATE**

<b>Revenue Category</b>	<b>Actual Receipts FY01</b>	<b>Revised Estimate FY02</b>	<b>Projected Receipts FY03</b>	<b>Percent Change</b>
Special Health Care Fund	2,270,206	1,000,000	1,500,000	50.0%
Health Care Trust Fund	5,138,609	0	0	
Battered Persons Shelter Fund	130,073	130,000	130,000	0.0%
BPS Special Project Funds	0	0	1,186,000	n/a
Other Special Revenue Funds	65,688	84,000	139,000	65.5%
	12,949,802	7,045,000	10,226,000	45.2%
<b>Communications Fund</b>				
Cable Television Gross Receipts Tax	1,527,457	1,500,000	2,216,000	47.7%
Fund Balance	317,279	96,000	0	-100.0%
	1,844,736	1,596,000	2,216,000	38.8%
<b>Lateral Sewer Fund</b>				
Tax receipts and interest	2,849,544	2,900,000	2,900,000	0.0%
Fund Balance	0	700,000	680,000	-2.9%
	2,849,544	3,600,000	3,580,000	-0.6%
<b>Riverfront Gaming Revenues (excl. Port lease)</b>				
Adjusted Gross Receipts Tax (@ 2%)	1,276,973	1,500,000	1,600,000	6.7%
Admissions Tax (@ \$1)	3,835,472	4,250,000	4,250,000	0.0%
Interest	18,882	20,000	20,000	
Fund Balance	278,000	0	900,000	
	5,409,327	5,770,000	6,770,000	17.3%
<b>Government Grant Fund Revenues</b>				
St. Louis Agency on Training & Employment	7,609,860	12,113,000	8,800,000	-27.4%
Police Department Grants	3,948,859	5,298,000	10,194,000	92.4%
Community Development (admin. portion)	4,890,954	6,514,000	6,267,000	-3.8%
Other Government Grants	30,889,977	39,206,000	35,949,000	-8.3%
	47,339,650	63,131,000	61,210,000	-3.0%
<b>Capital Improvements Funds</b>				
1/2 Cent Sales Tax	18,070,616	17,702,000	18,143,000	2.5%
Metro Parks Sales Tax	0	2,343,750	1,212,600	-48.3%
Gasoline Tax	1,750,000	1,750,000	1,450,000	-17.1%
Previous Year Surpluses / Balances	1,080,000	5,280,000	6,080,000	15.2%
Income From Sale Of City Assets	219,683	825,000	350,000	-57.6%
Transfers from General and Other Funds	14,895,900	10,475,000	9,245,000	-11.7%
Courthouse Restoration Funds	0	0	1,675,000	
Capital Grants	0	900,000	2,500,000	177.8%

**CITY OF ST. LOUIS**  
**SPECIAL AND OTHER FUNDS REVENUE ESTIMATE**

<b>Revenue Category</b>	<b>Actual Receipts FY01</b>	<b>Revised Estimate FY02</b>	<b>Projected Receipts FY03</b>	<b>Percent Change</b>
Interest Earnings	1,031,023	0	0	
	37,047,222	39,275,750	40,655,600	3.5%
Debt Service Fund				
Property Taxes	9,719,951	5,698,000	5,701,000	0.1%
	9,719,951	5,698,000	5,701,000	0.1%
Tax Increment Financing	3,448,206	1,894,000	1,944,000	2.6%
Trustee Lease Fund - Interest & DSR Earnings	4,149,220	1,172,050	1,052,000	-10.2%
Mail Services Internal Service Fund	582,173	850,000	870,000	2.4%
Employee Benefits Fund	24,976,924	27,134,350	30,987,185	14.2%
Fund Balance	0	1,060,000	660,000	n/a
	24,976,924	28,194,350	31,647,185	12.2%
Rams Practice Facility Fund				
NFL Gross Receipts Tax	0	0	0	
Transfers from Other Funds	1,200,000	0	0	
Fund Balance	1,800,000	0	0	
	3,000,000	0	0	
<b>Subtotal Special Fund Revenues</b>	<b>169,458,048</b>	<b>192,517,250</b>	<b>203,208,385</b>	<b>5.6%</b>
<b>ENTERPRISE FUND REVENUES:</b>				
Water Division				
Net Sales of Water	37,990,545	36,100,000	35,640,000	-1.3%
Gross Receipts Tax	3,893,724	4,000,000	4,000,000	0.0%
All Other Income	4,005,699	3,703,250	3,053,250	-17.6%
	45,889,968	43,803,250	42,693,250	-2.5%
Lambert St. Louis Airport				
Landing Fees	43,076,000	45,854,000	47,395,000	3.4%
Rents	33,579,413	40,607,000	42,315,000	4.2%
Utilities and Charges	1,828,000	1,882,000	1,939,000	3.0%
Concessions	26,150,000	25,212,000	27,778,000	10.2%
Interest	8,170,000	6,947,000	7,636,000	9.9%
Parking and Miscellaneous	15,770,000	9,357,000	12,840,000	37.2%

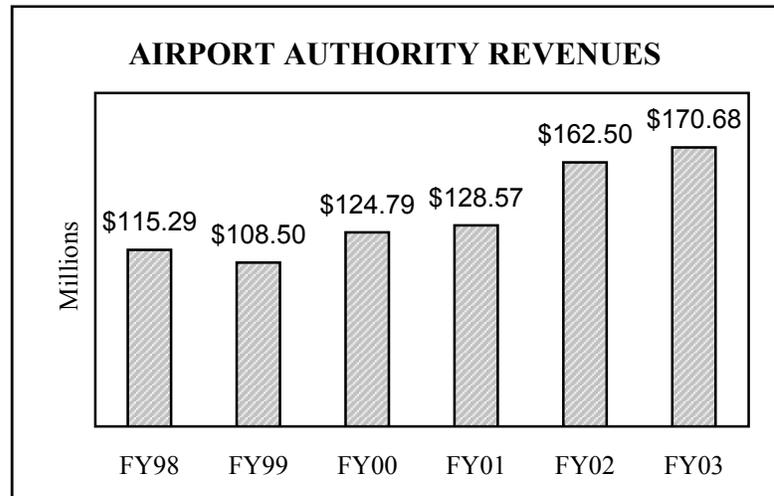
**CITY OF ST. LOUIS**  
**SPECIAL AND OTHER FUNDS REVENUE ESTIMATE**

<b>Revenue Category</b>	<b>Actual Receipts FY01</b>	<b>Revised Estimate FY02</b>	<b>Projected Receipts FY03</b>	<b>Percent Change</b>
Pledged PFC Revenues	0	14,735,744	18,766,310	
LOI Grant Receipts	0	17,910,000	12,006,000	-33.0%
	128,573,413	162,504,744	170,675,310	5.0%
<b>Subtotal Enterprise Funds</b>	<b>174,463,381</b>	<b>206,307,994</b>	<b>213,368,560</b>	<b>3.4%</b>
<b>Total Special and Enterprise Revenues</b>	<b>\$343,921,429</b>	<b>\$398,825,244</b>	<b>\$416,576,945</b>	<b>4.5%</b>
<b>Revenues Appropriated Separately:</b>				
Street Improvement Fund				
Motor Vehicle Sales Tax	905,280	956,000	794,000	-16.9%
Franchise (Utility) Taxes	3,499,425	4,194,000	3,360,000	-19.9%
	4,404,705	5,150,000	4,154,000	-19.3%
Community Dev. Block Grants / Housing Grants (excluding admin. listed above)	97,287,351	30,486,000	30,857,000	1.2%
Parking Division				
Meter Division Revenues	7,012,763	6,000,000	5,900,000	-1.7%
Parking Facility Revenues	6,436,942	4,825,000	4,900,000	1.6%
	13,449,705	10,825,000	10,800,000	-0.2%
Transportation Funds				
Transportation 1/2 Cent Sales Tax	18,137,879	17,702,000	20,185,476	14.0%
MetroLink 1/4 Cent Sales Tax	9,263,679	8,851,000	10,834,818	22.4%
	27,401,558	26,553,000	31,020,294	16.8%
<b>Total All Special and Other Fund Revenues</b>	<b>\$486,464,748</b>	<b>\$471,839,244</b>	<b>\$493,408,239</b>	<b>4.6%</b>

## AIRPORT AUTHORITY (Lambert-St. Louis International Airport)

### Definition

Airport revenue comes from Signatory Airline Fees, Concession Revenues, Interest Income and other revenues.



### Discussion

Lambert - St. Louis International Airport receives just over half of its operating revenues from signatory airlines in the form of landing fees and terminal rents. Signatory airlines are those airlines serving the Airport who have signed use agreements and include: American, Continental, Delta, Northwest, USAir, Southwest, Trans States and United. The Airport also receives revenues from concessions that operate on Airport property. Concession fees include revenues from the following activities: food & beverage sales, giftshops, coin devices, ground transportation, public parking, car rentals, space rental, in-flight catering and other concession revenues. Other revenues include non-signatory airline fees, cargo, hangar, tenant improvement surcharges, employee lot, gain on sale of investments and other miscellaneous revenues. FY03 revenues include nearly \$19 million in projected receipts from passenger facility charges pledged to payment on the Airport expansion.

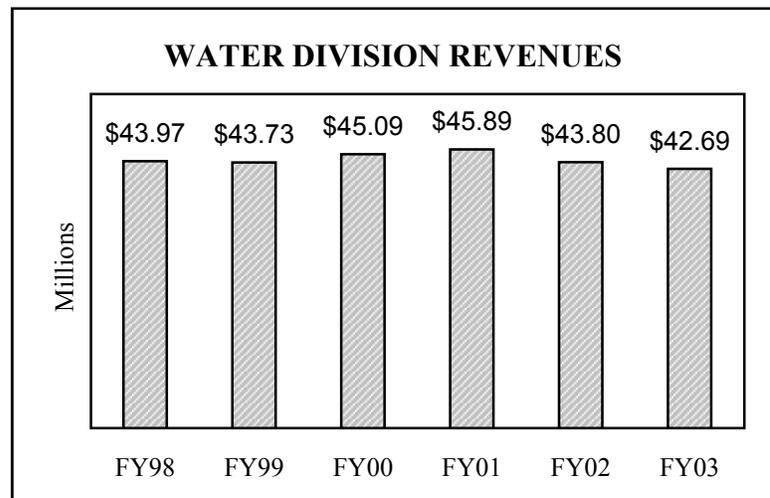
## WATER DIVISION

### Definition

The Water Division receives revenues from Net Sales of Water, Gross Receipts Tax and other miscellaneous income.

### Discussion

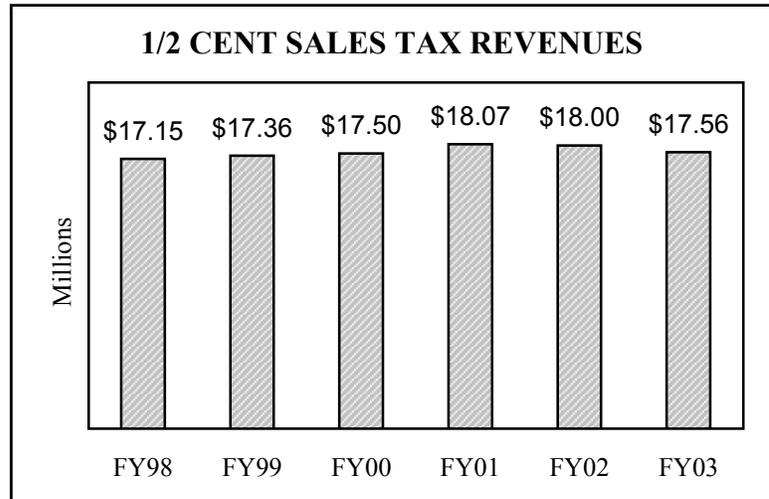
Revenues from net sales of Water include sales to flat-rate and metered customers and sales to other governmental jurisdictions. While the number of metered and unmetered customers has decreased slightly the sales to other governmental jurisdictions has more than compensated for the decrease. The Gross Receipts Tax is a 10% utility tax levied on all purchasers of water from the Water Division and payable to the City's General Fund. The other miscellaneous income is mostly revenue from services the Water Division performs, such as repairing damaged fire hydrants or tapping water lines for new buildings.



# 1/2 CENT CAPITAL SALES TAX

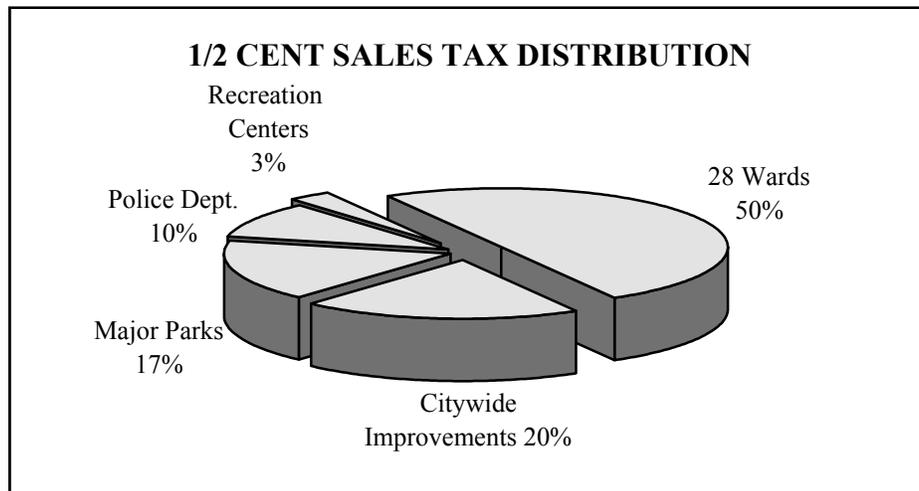
## Definition

A one half percent tax levied on retail sales in the City of St. Louis is dedicated to Capital expenditures. The sales tax is not levied on certain items, including motor fuels, prescription drugs, food purchased with food stamps, all sales by or to not for profit organizations and residential utility charges.



## Discussion

City voters approved the 1/2 cent sales tax for capital improvements in August, 1993. Projected revenue for FY02 is projected to total \$18.75 million. The City ordinance authorizing the 1/2 cent sales tax included a formula for allocating the proceeds among various capital spending areas. This allocation is illustrated in the pie chart below:



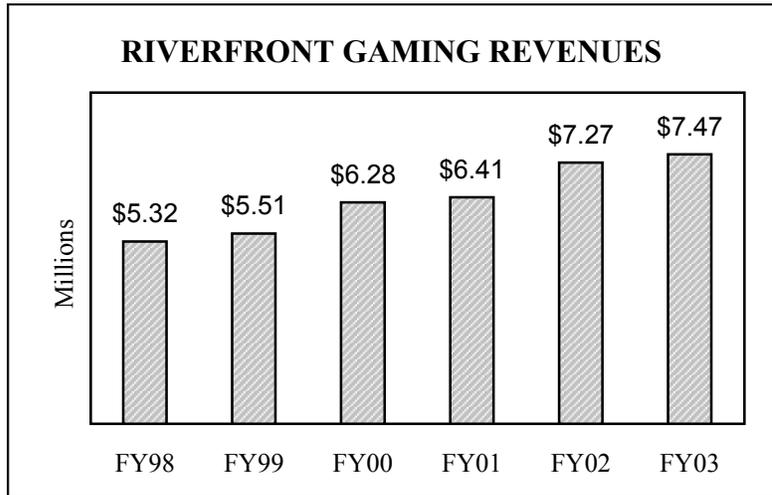
# RIVERFRONT GAMING

## Definition

Riverfront Gaming revenues come primarily from three sources:

1) the local share of the state gaming tax, 2) the local share of the state admissions tax, and 3) the lease agreement with the City Port Authority

## Discussion



Riverboat gaming on the St. Louis riverfront began in May, 1994 with the opening of President Casino's Admiral riverboat. The variety of games was somewhat limited until "games of chance" (e.g. slot machines) were permitted by law beginning in December, 1995. The State of Missouri imposes a 20% tax on the adjusted gross receipts (AGR) of riverboat gambling facilities as well as a \$2 head tax on the number of admissions. By state statute, the City receives a 10% share of the state tax or 2% of AGR. The City is also entitled to one-half the state admission fee or \$1 per admission. The City receives an additional 2% of AGR through a lease the between the riverboat operator and the City's Port Authority.

Two recent developments have had a positive impact on the level of gaming revenues. During FY00, the Missouri Gaming Commission approved open boarding, which led to an increase in the number of visitors patronizing the Admiral. Subsequently the Admiral was relocated from its original docking point across from the Arch to a new location at Laclede's Landing. The new site is better situated for parking and offers greater protection from rising river waters. Gaming revenues are now \$1 million a year higher than they were in FY00.

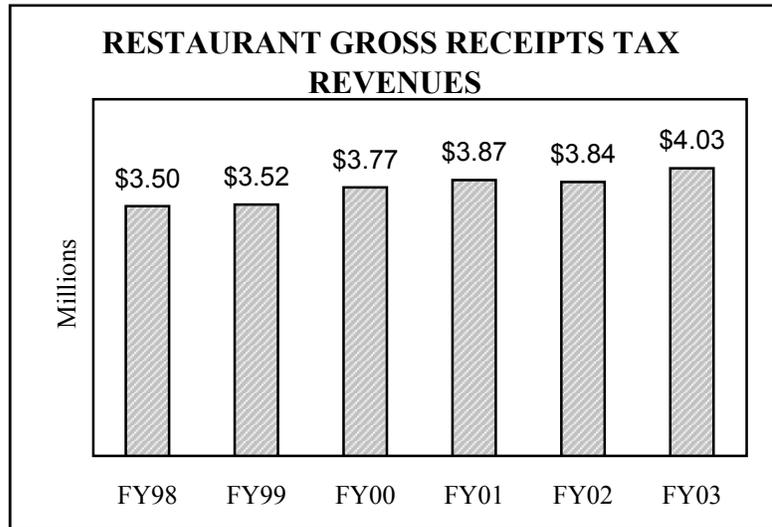
## RESTAURANT GROSS RECEIPTS TAX

### Definition

A 1% tax levied on the gross receipts of restaurants, excluding the sale of alcoholic beverages.

### Discussion

The 1% restaurant gross receipts tax serves as the source of revenue to the City's Convention and Tourism Fund. The fund was established to foster and promote the City's convention and tourism industry. Revenues from this source are used to offset debt service payments on the Cervantes Convention Center.



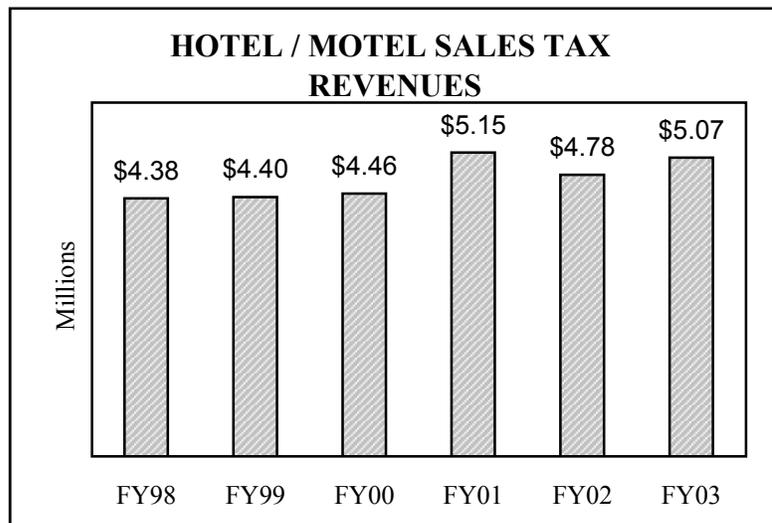
## HOTEL / MOTEL SALES TAX

### Definition

A 3.5% tax levied on the price of a hotel room.

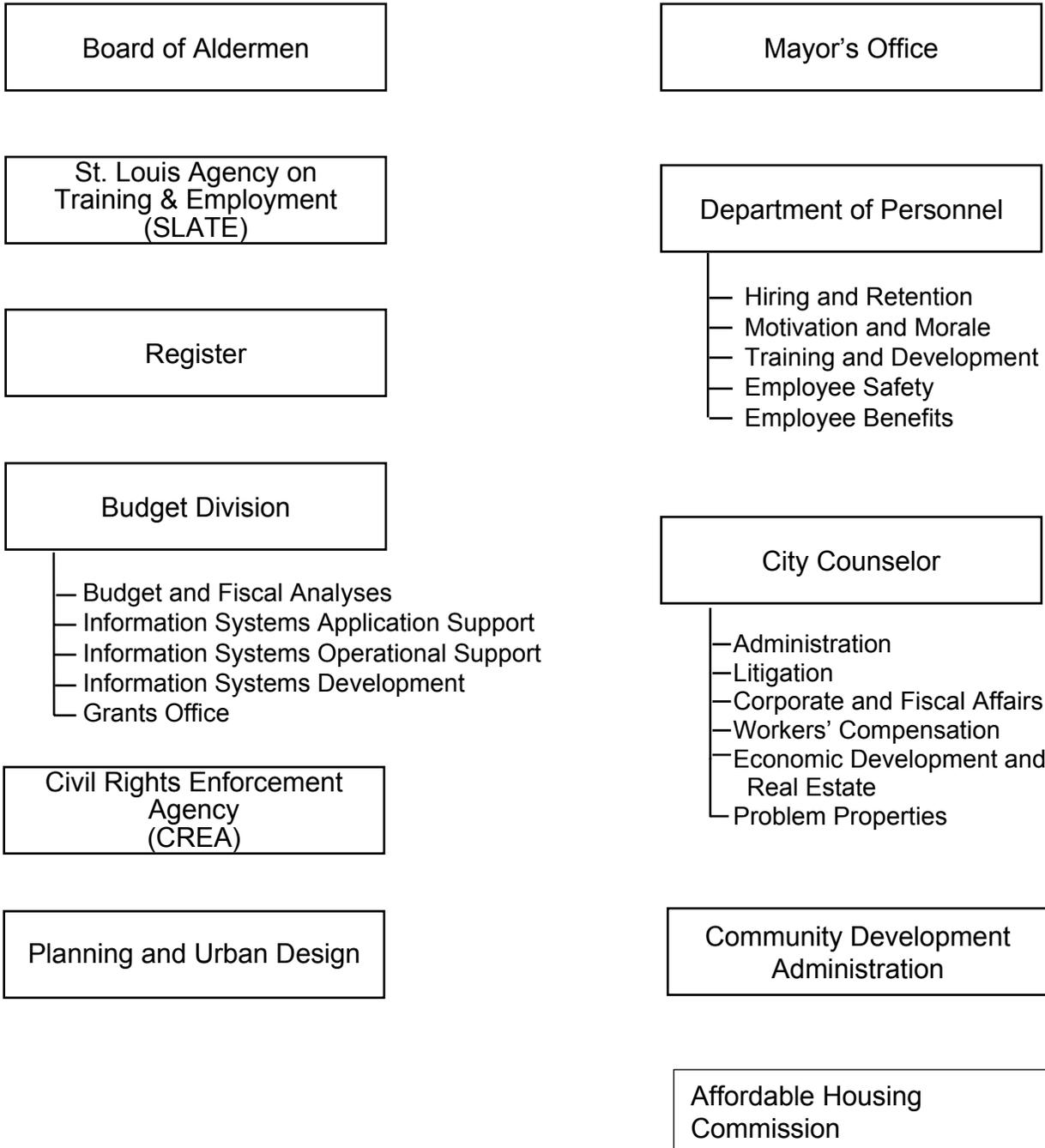
### Discussion

Beginning in FY94, the City's \$2.00 license fee per occupied hotel room was replaced by a 3.5% sales tax on hotel and motel receipts. The change in structure has allowed this source of revenue to grow with inflationary increases in the cost of a hotel room. Proceeds from this tax are deposited into a Convention and Sports facility trust fund and are used to offset debt payments on the City's convention center.



# **GENERAL GOVERNMENT**

# GENERAL GOVERNMENT

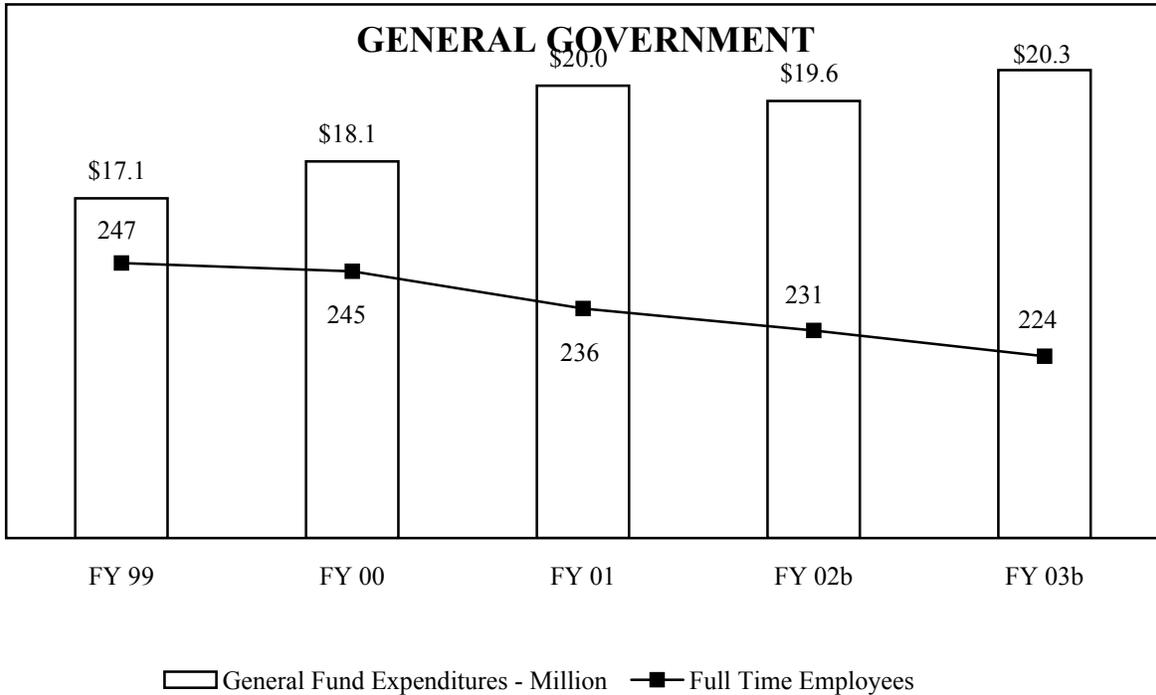


# GENERAL GOVERNMENT

<b>Budget By Division</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
110 Board of Aldermen	2,013,922	2,245,037	2,320,508
120 Mayor's Office	1,939,624	2,265,164	2,262,226
121 St. Louis Agency on Training & Emp.	157,971	97,968	0
123 Department of Personnel	2,905,336	3,069,103	3,162,893
124 Register	111,991	130,668	148,446
126 Civil Rights Enforcement Agency	359,496	442,524	452,244
137 Budget Division	4,632,065	5,053,319	5,985,293
139 City Counselor	7,840,304	6,271,506	6,017,514
<b>Total General Fund</b>	<b>\$19,960,709</b>	<b>\$19,575,289</b>	<b>\$20,349,124</b>
141 Planning and Urban Design	1,550,290	1,880,134	2,170,111
142 Community Development Administration	2,271,999	3,686,868	3,057,171
143 Affordable Housing Commission	0	0	2,238,139
Grant and Other Funds	36,438,951	41,010,588	41,411,661
<b>Total Department All Funds</b>	<b>\$60,221,949</b>	<b>\$66,152,879</b>	<b>\$69,226,206</b>

<b>Personnel By Division</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
110 Board of Aldermen	45.0	45.0	45.0
120 Mayor's Office	27.0	28.0	25.5
121 St. Louis Agency on Training & Emp.	3.0	2.0	0.0
123 Department of Personnel	49.9	47.6	43.8
124 Register	3.0	3.0	3.0
126 Civil Rights Enforcement Agency	8.0	7.0	7.0
137 Budget Division	50.0	50.0	51.0
139 City Counselor	50.0	48.0	49.0
<b>Total General Fund</b>	<b>235.9</b>	<b>230.6</b>	<b>224.3</b>
141 Planning and Urban Design	31.0	32.0	28.0
142 Community Development Administration	58.0	56.0	59.0
143 Affordable Housing Commission	0.0	0.0	0.0
Grant and Other Funds	52.1	56.4	61.7
<b>Total Department All Funds</b>	<b>377.0</b>	<b>375.0</b>	<b>373.0</b>

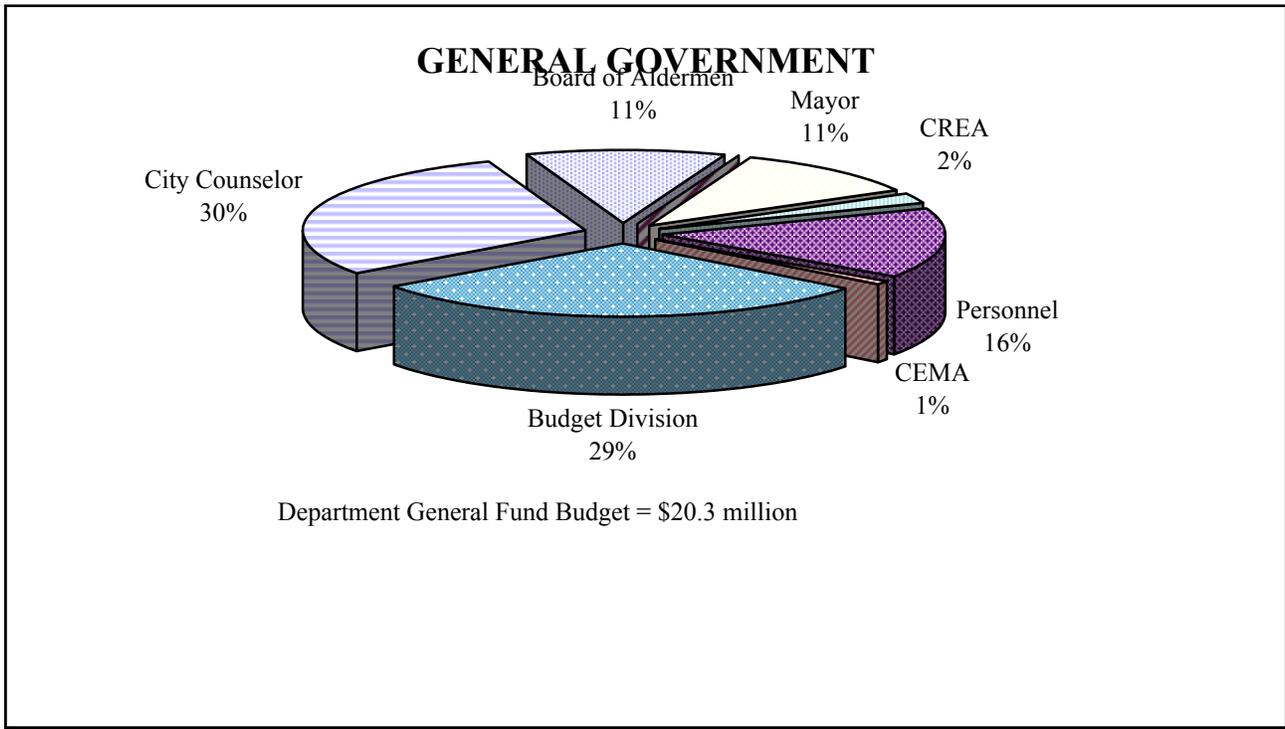
# GENERAL GOVERNMENT



## Major Goals and Highlights

- o Target a 5% reduction in the number of on-the-job accidents and lost days due to accidents
- o Target the eradication of problem properties through a block grant funded program in the City Counselor's Office
- o Achieve 80% retention for first 6 months in SLATE adult job placements and 70% for youth placements
- o Realize an annualized increase of approx. \$2,700 in earnings for SLATE adult and youth placements
- o Develop and enhance web-enabled (E-government) applications
- o Oversee switch to a self-funded health care plan for City employees
- o Continue to maintain processing time for Civil Rights Enforcement cases that are lower than the national average

# GENERAL GOVERNMENT



- o Institute first full year of Affordable Housing Commission programs utilizing funds from Local Use Tax
- o Coordinate purchase of approximately \$300k in computer systems purchases for City government agencies
- o Conduct 270 civil service exams

- o Pursue exclusive use of computer database in Register's office as more efficient means of retrieving information
- o Maintain accurate and complete inventory of City computer software and hardware network

Department: General Government  
 Division: 110 Board of Aldermen

**Division Budget**

**Services Provided & FY03 Highlights**

The Board of Aldermen, the legislative body of the City of St. Louis, is comprised of 28 members representing the City's 28 wards and a board president, who is elected citywide. The Board of Aldermen is responsible for the approval and enactment of ordinances, the review of policy matters and the review and passage of the annual budget. The President of the Board of Aldermen is one of three members of the City's Board of Estimate and Apportionment.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,813,734	1,992,187	2,047,746
Materials and Supplies	10,804	53,220	49,282
Equipment, Lease & Assets	23,811	31,100	30,100
Contractual and Other Services	165,573	168,530	193,380
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$2,013,922</b>	<b>\$2,245,037</b>	<b>\$2,320,508</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$2,013,922</b>	<b>\$2,245,037</b>	<b>\$2,320,508</b>

**Number of Full Time Positions**

General Fund	45.0	45.0	45.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>45.0</b>	<b>45.0</b>	<b>45.0</b>

Department: General Government  
 Division: 120 Mayor's Office

**Division Budget**

**Services Provided & FY03 Highlights**

As the Chief Executive Officer of the City, the Mayor's primary responsibilities include policy formulation and executive direction and coordination of the activities of City Departments and agencies. The Mayor serves as chair of the three member Board of Estimate and Apportionment.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,803,322	2,075,514	2,086,076
Materials and Supplies	23,359	30,850	31,350
Equipment, Lease & Assets	0	36,000	27,000
Contractual and Other Services	112,943	122,800	117,800
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,939,624</b>	<b>\$2,265,164</b>	<b>\$2,262,226</b>
Grant and Other Funds	\$0	\$0	\$55,000
<b>Total Budget All Funds</b>	<b>\$1,939,624</b>	<b>\$2,265,164</b>	<b>\$2,317,226</b>

**Number of Full Time Positions**

General Fund	27.0	28.0	25.5
Other	0.0	0.0	0.5
<b>Total</b>	<b>27.0</b>	<b>28.0</b>	<b>26.0</b>

Department: General Government  
 Division: 121 St. Louis Agency on Training and Employment (SLATE)

**Division Budget**

**Services Provided & FY03 Highlights**

The St. Louis Agency on Training and Employment (SLATE) administers and operates the Job Training Partnership Act, which is a Federal program designed to aid in the employment and training of the economically disadvantaged. Its mission is to provide leadership and promote collaboration among public and private partners to develop a quality workforce that will meet the economic and labor market needs of the region. SLATE has established goals of realizing 80% and 70% for job placements for adults and youths respectively and has targeted an annualized earnings increase of approximately \$2,700. With the expiration of the SafeFutures grant in the fall of 2001, the FY03 budget eliminates the general fund subsidy to the SLATE Office of Youth Development.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	121,844	81,568	0
Materials and Supplies	3,330	1,000	0
Equipment, Lease & Assets	0	2,400	0
Contractual and Other Services	32,797	13,000	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$157,971</b>	<b>\$97,968</b>	<b>\$0</b>
Grant and Other Funds	\$11,093,361	\$12,113,350	\$8,772,053
<b>Total Budget All Funds</b>	<b>\$11,251,332</b>	<b>\$12,211,318</b>	<b>\$8,772,053</b>

**Number of Full Time Positions**

General Fund	3.0	2.0	0.0
Other	35.0	33.0	36.0
<b>Total</b>	<b>38.0</b>	<b>35.0</b>	<b>36.0</b>

Department: General Government  
 Division: 123 Department of Personnel

**Division Budget**

**Services Provided & FY03 Highlights**

The Department of Personnel is charged with the task of hiring, training, and maintaining a City workforce of over 5,200 employees. Programs under this division are structured to emphasize five major aspects of human resource management: hiring and retention, motivation and morale, training and development, safety, and employee benefits.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	2,468,464	2,656,903	2,617,493
Materials and Supplies	23,167	25,500	33,500
Equipment, Lease & Assets	828	11,900	32,400
Contractual and Other Services	412,877	374,800	479,500
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$2,905,336</b>	<b>\$3,069,103</b>	<b>\$3,162,893</b>
Grant and Other Funds	\$24,420,510	\$28,194,350	\$31,647,185
<b>Total Budget All Funds</b>	<b>\$27,325,846</b>	<b>\$31,263,453</b>	<b>\$34,810,078</b>

**Number of Full Time Positions**

General Fund	49.9	47.6	43.8
Other	7.1	13.4	12.2
<b>Total</b>	<b>57.0</b>	<b>61.0</b>	<b>56.0</b>

**Department:** General Government  
**Division:** 123 Department of Personnel  
**Program:** 01 Employee Hiring and Retention

**Program Budget**

**Services Provided & FY03 Highlights**

This program combines the activities of the Recruitment and Examination section and the Personnel Services and Classification and Compensation functions of the Department's Compensation/Employee Relations Division. Duties include the recruiting function, the development and administration of over 250 examinations, analysis of City staffing patterns, etc. This program is also responsible for the routing and filing of thousands of individual personnel actions, pay adjustments, disciplinary actions, pay conversions and maintenance of the automated Table of Organization.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,318,638	1,585,756	1,480,242
Materials and Supplies	8,256	14,250	15,329
Equipment, Lease & Assets	390	7,000	17,160
Contractual and Other Services	181,927	148,000	200,314
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,509,211</b>	<b>\$1,755,006</b>	<b>\$1,713,045</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,509,211</b>	<b>\$1,755,006</b>	<b>\$1,713,045</b>

**Number of Full Time Positions**

General Fund	27.9	25.6	21.8
Other	0.0	0.0	0.0
<b>Total</b>	<b>27.9</b>	<b>25.6</b>	<b>21.8</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
	255	265	270
o Conduct compensation studies	420	300	350
o Process & file personnel actions	4,300	4,400	4,500

**Department:** General Government  
**Division:** 123 Department of Personnel  
**Program:** 02 Employee Motivation and Morale

**Program Budget**

**Services Provided & FY03 Highlights**

This program includes those departmental efforts to inform, raise consciousness, improve morale and work to process appeals and grievances, monitor and control the drug testing program, and otherwise measure the various indicators of City Service performance. This program also oversees the editing and publishing of the employee Newsgram.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	665,499	690,209	692,824
Materials and Supplies	7,383	6,750	9,772
Equipment, Lease & Assets	292	2,900	9,661
Contractual and Other Services	97,848	121,000	134,219
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$771,022</b>	<b>\$820,859</b>	<b>\$846,476</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$771,022</b>	<b>\$820,859</b>	<b>\$846,476</b>
 <b>Number of Full Time Positions</b>			
General Fund	12.0	12.0	12.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
Total	12.0	12.0	12.0

**Department:** General Government  
**Division:** 123 Department of Personnel  
**Program:** 03 Employee Training and Development

**Program Budget**

**Services Provided & FY03 Highlights**

The Employee Development section is responsible for most of the employee and supervisory training conducted for city employees and is the focal point for most of the organizational development efforts of the Personnel Department. This section coordinates or conducts employee and supervisory training across a wide range of topics including a mandatory core curriculum. Personnel trainers handle a fairly broad range of training and other organizational interventions as well.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	259,879	267,628	269,613
Materials and Supplies	3,691	3,150	4,738
Equipment, Lease & Assets	146	2,000	5,579
Contractual and Other Services	105,965	96,950	123,548
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$369,681</b>	<b>\$369,728</b>	<b>\$403,478</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$369,681</b>	<b>\$369,728</b>	<b>\$403,478</b>
 <b>Number of Full Time Positions</b>			
General Fund	5.0	5.0	5.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
Total	5.0	5.0	5.0



**Department:** General Government  
**Division:** 123 Department of Personnel  
**Program:** 04 Employee Safety

**Program Budget**

**Services Provided & FY03 Highlights**

The Department of Personnel, through the Safety Manager monitors safety status for City operations, provides technical assistance to safety personnel within each operating department, and orders and distributes personal protective equipment to City workers. The Employee Safety Program also conducts safety training, writes and monitors the City's safety plan, conducts safety inspections, and serves as the City's point of contact with State and Federal safety officials. Over the past year, the number of lost days due to accidents rose moderately after declines in previous years. In FY03, the Safety program is targeting a 5% reduction in accidents and lost days from the previous year.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	224,448	113,310	174,814
Materials and Supplies	3,837	1,350	3,661
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	27,137	8,850	21,419
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$255,422</b>	<b>\$123,510</b>	<b>\$199,894</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$255,422</b>	<b>\$123,510</b>	<b>\$199,894</b>

**Number of Full Time Positions**

General Fund	5.0	5.0	5.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Administer safety program			
- accidents	949	862	819
- lost days	1,851	2,086	1,982
- lost salary expenses	\$217,418	\$245,022	\$232,806

**Department:** General Government  
**Division:** 123 Department of Personnel  
**Program:** 05 Employee Benefits

**Program Budget**

**Services Provided & FY03 Highlights**

The Employee Benefits Section of the Department of Personnel administers and monitors the various benefit programs available to City employees. In FY02, Employee Benefits conducted a selection process for a new employee health care plan. As a result of this process, the City has elected to pursue a self-funded option and has contracted with a third party administrator to manage health care claims. The ongoing oversight of this arrangement will begin in FY03.

<b>Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	319,751	406,912	412,036
Materials and Supplies	1,417	3,960	5,000
Equipment, Lease & Assets	0	12,000	12,000
Contractual and Other Services	24,099,342	27,771,478	31,218,149
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Grant and Other Funds	\$24,420,510	\$28,194,350	\$31,647,185
<b>Total Budget All Funds</b>	<b>\$24,420,510</b>	<b>\$28,194,350</b>	<b>\$31,647,185</b>

**Number of Full Time Positions**

General Fund	0.0	0.0	0.0
Other	7.1	13.4	12.2
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>7.1</b>	<b>13.4</b>	<b>12.2</b>



Department: General Government  
 Division: 124 Register

**Division Budget**

**Services Provided & FY03 Highlights**

The Register's Office records, signs, numbers, seals, and stores approximately 4,000 City bonds, contracts and other documents and about 300 City ordinances per year. The Register provides 2,200 copies of ordinances and documents for distribution and purchasing to both City agencies and the general public. This office also provides and proofs material for the City Journal and mails out copies of the Journal to 350 subscribers. The Register is also responsible for administering the oath to all new City employees.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	104,401	115,868	130,846
Materials and Supplies	2,546	8,000	10,000
Equipment, Lease & Assets	0	5,300	6,100
Contractual and Other Services	5,044	1,500	1,500
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$111,991</b>	<b>\$130,668</b>	<b>\$148,446</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$111,991</b>	<b>\$130,668</b>	<b>\$148,446</b>

**Number of Full Time Positions**

General Fund	3.0	3.0	3.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Process and record ordinances	300	271	300

Department: General Government  
 Division: 126 Civil Rights Enforcement Agency

**Division Budget**

**Services Provided & FY03 Highlights**

The Civil Rights Enforcement Agency (CREA) investigates alleged violations of the laws governing discrimination in housing, employment, bias crimes, and public accommodations. The agency has been successful in reducing the age of its active inventory of cases through the conducting of timely and quality investigations in all areas covered by City ordinance. CREA continues to offer a variety of services to a number of local organizations including: The World's Affairs Council, The National Conference, St. Louis 2004, the U.S. Dept. of Housing and Urban Development, the Equal Employment Opportunity Commission and the Metropolitan St. Louis Multicultural Task Force. CREA also maintains an on-going tenant/landlord dispute resolution process.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	284,523	350,274	368,494
Materials and Supplies	5,227	21,200	15,700
Equipment, Lease & Assets	0	52,800	49,800
Contractual and Other Services	69,746	18,250	18,250
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$359,496</b>	<b>\$442,524</b>	<b>\$452,244</b>
Grant and Other Funds	\$107,512	\$114,499	\$61,085
<b>Total Budget All Funds</b>	<b>\$467,008</b>	<b>\$557,023</b>	<b>\$513,329</b>
 <b>Number of Full Time Positions</b>			
General Fund	8.0	7.0	7.0
Other	3.0	3.0	1.0
Total	<hr/> 11.0	<hr/> 10.0	<hr/> 8.0

Department: General Government  
 Division: 137 Budget Division

**Division Budget**

**Services Provided & FY03 Highlights**

The Budget Division serves under the Board of Estimate and Apportionment and is responsible for the development and monitoring of the City's annual budget and operating plan. The Budget Division also oversees Information Technology Services which manages the City's mainframe and computer network systems. A grants office for furthering the City's efforts in capturing additional sources of federal and other assistance was instituted in FY99.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	2,697,448	3,105,807	3,322,683
Materials and Supplies	61,481	567,260	516,760
Equipment, Lease & Assets	77,888	55,000	227,000
Contractual and Other Services	1,795,248	1,325,252	1,918,850
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$4,632,065</b>	<b>\$5,053,319</b>	<b>\$5,985,293</b>
Grant and Other Funds	\$442,018	\$175,000	\$200,000
<b>Total Budget All Funds</b>	<b>\$5,074,083</b>	<b>\$5,228,319</b>	<b>\$6,185,293</b>

**Number of Full Time Positions**

General Fund	50.0	50.0	51.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>50.0</b>	<b>50.0</b>	<b>51.0</b>

**Department:** General Government  
**Division:** 137 Budget Division  
**Program:** 01 Budget and Fiscal Analyses

**Program Budget**

**Services Provided & FY03 Highlights**

Through this program the Budget Division prepares and monitors the City's annual budget and operating plan. This involves working closely with operating departments in identifying budgetary requirements and new service initiatives as well as finding potential revenues and operating efficiencies to maximize the services made available from City revenues. Throughout the year, the Budget Division also performs various projects including fiscal analyses in preparation for bond issues, revenue and expenditure trend analyses and long term financial outlooks.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	339,771	343,666	432,958
Materials and Supplies	4,981	7,150	7,700
Equipment, Lease & Assets	20,378	4,000	4,000
Contractual and Other Services	17,582	19,500	26,900
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$382,712</b>	<b>\$374,316</b>	<b>\$471,558</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$382,712</b>	<b>\$374,316</b>	<b>\$471,558</b>
 <b>Number of Full Time Positions</b>			
General Fund	6.0	5.0	6.0
Other	0.0	0.0	0.0
Total	<hr/> 6.0	<hr/> 5.0	<hr/> 6.0

**Department:** General Government  
**Division:** 137 Budget Division  
**Program:** 02 Information Technology Application Support

**Program Budget**

**Services Provided & FY03 Highlights**

Information Systems Application Support provides for installation, maintenance, training and upgrading of desktop and laptop computer hardware and software application packages throughout the City's P.C. network systems. Application Support has a goal of providing a semiannual maintenance schedule for all city computers as well as maintaining a complete and accurate inventory of City hardware and software. Due to limitations in capital funds for computer replacement, the FY03 operating budget includes \$250,000 for hardware replacement.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	351,163	360,396	421,104
Materials and Supplies	1,423	28,360	32,360
Equipment, Lease & Assets	0	0	100,000
Contractual and Other Services	22,763	55,250	10,250
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$375,349</b>	<b>\$444,006</b>	<b>\$563,714</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$375,349</b>	<b>\$444,006</b>	<b>\$563,714</b>
<b>Number of Full Time Positions</b>			
General Fund	8.0	7.0	7.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>8.0</b>	<b>7.0</b>	<b>7.0</b>



**Department: General Government**  
**Division: 137 Budget Division**  
**Program: 03 Information Technology Operational Support**

**Program Budget**

**Services Provided & FY03 Highlights**

Information technology Operational Support is responsible for the accessibility, security and dissemination of the City's warehouse of data. These tasks are accomplished through the maintenance and continued operation of the City's infrastructure of communication lines, network systems, database systems, security systems, mainframe systems, internet systems and personal workstations. Operational Support is also responsible for operation of the Call Center, the first point of contact for customers that are requesting software or hardware related assistance.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	965,802	1,232,678	1,241,452
Materials and Supplies	53,405	485,700	471,500
Equipment, Lease & Assets	57,510	51,000	115,000
Contractual and Other Services	1,723,236	1,249,052	1,881,250
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$2,799,953</b>	<b>\$3,018,430</b>	<b>\$3,709,202</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$2,799,953</b>	<b>\$3,018,430</b>	<b>\$3,709,202</b>

**Number of Full Time Positions**

General Fund	18.0	20.0	20.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>18.0</b>	<b>20.0</b>	<b>20.0</b>

**Department:** General Government  
**Division:** 137 Budget Division  
**Program:** 04 Information Technology Systems Development

**Program Budget**

**Services Provided & FY03 Highlights**

Information Systems Development develops and maintains application solutions to the requirements of the City's information customer. This section supports many applications used by several departments, especially departments that handle revenues and expenses. The applications fall into four major categories: Assessment and collections, Financials, Payrolls and Miscellaneous. The applications operate on a variety of platforms: mainframe systems, network systems, internet systems and personal workstations. Among major projects in the upcoming fiscal year will be the continued conversion of several hierarchal databases into relational databases. In addition, Systems Development will be developing and enhancing applications that will be web-enabled (e-government) as well as expanding services into new customer bases within City government.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	964,994	1,078,537	1,129,326
Materials and Supplies	1,067	44,900	3,900
Equipment, Lease & Assets	0	0	8,000
Contractual and Other Services	31,175	1,250	250
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$997,236</b>	<b>\$1,124,687</b>	<b>\$1,141,476</b>
Grant and Other Funds	\$442,018	\$175,000	\$200,000
<b>Total Budget All Funds</b>	<b>\$1,439,254</b>	<b>\$1,299,687</b>	<b>\$1,341,476</b>

**Number of Full Time Positions**

General Fund	16.0	16.0	16.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>16.0</b>	<b>16.0</b>	<b>16.0</b>

**Department: General Government**  
**Division: 137 Budget Division**  
**Program: 05 Grants Office**

**Program Budget**

**Services Provided & FY03 Highlights**

The Budget Division Grant's office serves as a citywide clearinghouse and networking mechanism for the City of St. Louis' grants activities and source of information concerning federal, state and private funding. The office provides the necessary tools that will enable the City of St. Louis to function successfully in a grants environment. Staff identifies and disseminates information on funding opportunities and citywide grant activities. The office provides technical assistance and training in the development, submission and negotiation of the grant application process and collects and disseminates statistical data. The Grants Office also serves as a liaison between City departments and agencies and the state and federal lobbyist.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	75,718	90,530	97,843
Materials and Supplies	605	1,150	1,300
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	492	200	200
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$76,815</b>	<b>\$91,880</b>	<b>\$99,343</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$76,815</b>	<b>\$91,880</b>	<b>\$99,343</b>
 <b>Number of Full Time Positions</b>			
General Fund	2.0	2.0	2.0
Other	0.0	0.0	0.0
Total	2.0	2.0	2.0

Department: General Government  
 Division: 139 City Counselor

**Division Budget**

**Services Provided & FY03 Highlights**

The City Counselor is the director and representative in all legal matters involving the City. Through the various programs under this office, the City Counselor directs the management of all litigation in which the City is a party, including service in the City Courts; represents the City in all legal matters and proceedings and advises the Board of Aldermen, the mayor, department heads, and all other officers of the City as to all legal questions affecting the City's interests.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	3,015,610	3,361,134	3,684,566
Materials and Supplies	61,977	73,500	73,500
Equipment, Lease & Assets	16,257	14,900	15,200
Contractual and Other Services	4,746,460	2,821,972	2,244,248
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$7,840,304</b>	<b>\$6,271,506</b>	<b>\$6,017,514</b>
Grant and Other Funds	\$375,550	\$413,389	\$676,338
<b>Total Budget All Funds</b>	<b>\$8,215,854</b>	<b>\$6,684,895</b>	<b>\$6,693,852</b>

**Number of Full Time Positions**

General Fund	50.0	48.0	49.0
Other	7.0	7.0	12.0
<b>Total</b>	<b>57.0</b>	<b>55.0</b>	<b>61.0</b>

**Department: General Government**  
**Division: 139 City Counselor**  
**Program: 01 Administration**

**Program Budget**

**Services Provided & FY03 Highlights**

The City Counselor's Office administrative program supports the City Counselor's Office and provides overall legal direction for the City. Administrative personnel are responsible for tracking budget expenditures, maintaining records for billable hours, accounts payable and receivable, vouchering, and providing general employee development and computer systems management.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	512,238	548,068	583,346
Materials and Supplies	1,338	3,500	3,500
Equipment, Lease & Assets	9,215	8,600	8,700
Contractual and Other Services	2,056,292	952,460	54,160
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$2,579,083</b>	<b>\$1,512,628</b>	<b>\$649,706</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$2,579,083</b>	<b>\$1,512,628</b>	<b>\$649,706</b>
 <b>Number of Full Time Positions</b>			
General Fund	10.0	10.0	10.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>10.0</b>	<b>10.0</b>	<b>10.0</b>

**Department: General Government**  
**Division: 139 City Counselor**  
**Program: 02 Litigation**

**Program Budget**

**Services Provided & FY03 Highlights**

Under the Litigation program, the City Counselor represents the City in all litigation including damage suits, workers' compensation, medical malpractice, and appellate court and equity matters. It also handles the prosecution of cases in the City Courts and processes all claims presented against the City of St. Louis. Each fiscal year, the City contributes to its own insurance fund known as the Public Facilities Protection Corporation or PFPC. In FY03, the contribution to PFPC will amount to \$2.0 million.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,369,711	1,408,976	1,897,962
Materials and Supplies	32,995	37,000	37,000
Equipment, Lease & Assets	5,303	6,200	6,400
Contractual and Other Services	2,653,083	1,835,436	2,155,762
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$4,061,092</b>	<b>\$3,287,612</b>	<b>\$4,097,124</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$4,061,092</b>	<b>\$3,287,612</b>	<b>\$4,097,124</b>

**Number of Full Time Positions**

General Fund	23.0	21.0	25.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>23.0</b>	<b>21.0</b>	<b>25.0</b>

**Department:** General Government  
**Division:** 139 City Counselor  
**Program:** 03 Corporate and Fiscal Affairs

**Program Budget**

**Services Provided & FY03 Highlights**

Corporate and Fiscal Affairs represents the Board of Estimate and Apportionment and is responsible for all legal aspects of the financial transactions of the City. It also represents the Comptroller's office in all major fiscal matters, supervises contract review and represents City operated development agencies.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,025,421	1,278,568	1,067,789
Materials and Supplies	27,644	33,000	33,000
Equipment, Lease & Assets	1,739	100	100
Contractual and Other Services	37,085	34,076	34,326
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,091,889</b>	<b>\$1,345,744</b>	<b>\$1,135,215</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,091,889</b>	<b>\$1,345,744</b>	<b>\$1,135,215</b>

**Number of Full Time Positions**

General Fund	15.0	15.0	12.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>15.0</b>	<b>15.0</b>	<b>12.0</b>

**Department:** General Government  
**Division:** 139 City Counselor  
**Program:** 04 Worker's Compensation

**Program Budget**

**Services Provided & FY03 Highlights**

Under this program, the City Counselor's Office reviews payments, payroll accounts, and medical statements associated with workers' compensation claims. Payments for workers' compensation medical and settlement payments are included in Department 190 City-Wide Accounts. This program is coordinated with the City's third party administrator, Management Services, Inc., who manages all workers' compensation files for the City of St. Louis. The program averages over 1,700 new files a year. The personnel under this program provide legal representation on the files and dispose of them as appropriate. They also handle all clerical and overall management aspects of the program.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	108,240	125,522	135,469
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$108,240</b>	<b>\$125,522</b>	<b>\$135,469</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$108,240</b>	<b>\$125,522</b>	<b>\$135,469</b>
 <b>Number of Full Time Positions</b>			
General Fund	2.0	2.0	2.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
Total	2.0	2.0	2.0

**Department: General Government**  
**Division: 139 City Counselor**  
**Program: 05 Problem Properties**

**Program Budget**

**Services Provided & FY03 Highlights**

The problem properties unit is a block grant funded program that pursues comprehensive legal remedies to problem properties throughout the City. This includes prosecution of building, health and related ordinance violations as well as prosecutions involving nuisance behavior. The unit identifies and locates owners of problem properties, seeks to evict nuisance tenants and have properties condemned through an administrative process and pursues liens on properties. The unit works closely with the Neighborhood Stabilization Office of the Building Division along with other City departments. The unit also handles certain environmental and land use matters.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	0	0	229,667
Materials and Supplies	0	0	1,000
Equipment, Lease & Assets	0	0	6,400
Contractual and Other Services	0	0	9,700
Debt Service and Special Charges	0	0	0
	_____	_____	_____
<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Grant and Other Funds	<b>\$0</b>	<b>\$0</b>	<b>\$246,767</b>
	_____	_____	_____
<b>Total Budget All Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$246,767</b>
 <b>Number of Full Time Positions</b>			
General Fund	0.0	0.0	0.0
Other	0.0	0.0	5.0
	_____	_____	_____
Total	0.0	0.0	5.0

**Department: General Government**  
**Division: 139 City Counselor**

**Program Budget**

**Program: 06 Economic Development & Real Estate**

**Services Provided & FY03 Highlights**

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As part of the effort to reorganize the St. Louis Development Corporation, all legal representation of that agency was consolidated with the City Counselor's Office. Beginning in FY01, although still under the purview of the City Counselor, the Economic Development section was once again funded through community development block grant funds.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	375,550	413,389	429,571
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	\$0	\$0	\$0
Grant and Other Funds	<b>\$375,550</b>	<b>\$413,389</b>	<b>\$429,571</b>
<b>Total Budget All Funds</b>	<b>\$375,550</b>	<b>\$413,389</b>	<b>\$429,571</b>
<b>Number of Full Time Positions</b>			
General Fund	0.0	0.0	0.0
Other	7.0	7.0	7.0
	<hr/>	<hr/>	<hr/>
Total	7.0	7.0	7.0



Department: General Government  
 Division: 141 Planning and Urban Design

**Division Budget**

**Services Provided & FY03 Highlights**

The Planning and Urban Design Agency is a division resulting from the reorganization of the St. Louis Development Corporation. Planning and Urban Design is funded through the Community Development Block Grant. The Agency will staff the Planning Commission and prepare city-wide comprehensive and neighborhood plans, oversee the preservation of cultural resources and provide the research, graphics and design standards associated with such plans.

<b>Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,305,221	1,673,884	1,562,611
Materials and Supplies	6,430	11,500	11,500
Equipment, Lease & Assets	31,992	17,000	170,000
Contractual and Other Services	206,647	177,750	426,000
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>CDBG Funds</b>	<b>\$1,550,290</b>	<b>\$1,880,134</b>	<b>\$2,170,111</b>
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$1,550,290</b>	<b>\$1,880,134</b>	<b>\$2,170,111</b>
<b>Number of Full Time Positions</b>			
General Fund	0.0	0.0	0.0
Other	31.0	32.0	28.0
	<hr/>	<hr/>	<hr/>
Total	31.0	32.0	28.0



Department: General Government  
 Division: 142 Community Development Administration

**Division Budget**

**Services Provided & FY03 Highlights**

The Community Development Administration is a division resulting from the reorganization of the St. Louis Development Corporation. Community Development Administration is funded through the Community Development Block Grant and its primary purpose is to provide effective monitoring and administration of the City's Federal Entitlement Funds.

<b>Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,677,596	2,727,192	2,483,421
Materials and Supplies	11,503	30,100	60,850
Equipment, Lease & Assets	61,899	366,500	392,500
Contractual and Other Services	521,001	563,076	120,400
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>CDBG Funds</b>	<b>\$2,271,999</b>	<b>\$3,686,868</b>	<b>\$3,057,171</b>
<b>Total Budget All Funds</b>	<b>\$2,271,999</b>	<b>\$3,686,868</b>	<b>\$3,057,171</b>
<b>Number of Full Time Positions</b>			
General Fund	0.0	0.0	0.0
Other	58.0	56.0	59.0
<b>Total</b>	<b>58.0</b>	<b>56.0</b>	<b>59.0</b>

Department: General Government  
 Division: 143 Affordable Housing Commission

**Division Budget**

**Services Provided & FY03 Highlights**

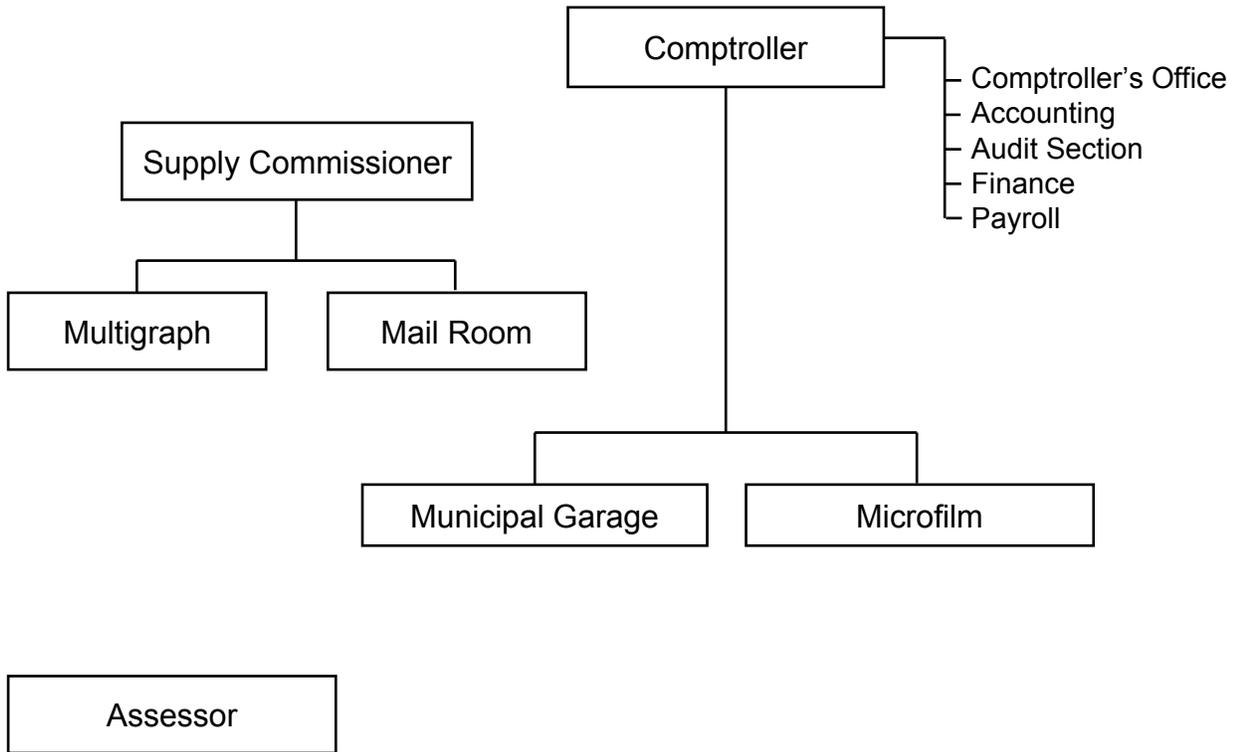
The Affordable Housing Commission was created upon voter approval of the local use tax in 2001. With funding from local use tax proceeds, the Commission is charged with recommending actions and establishing programs to improve the quantity and quality of affordable and accessible housing in the City. Said programs include low interest and no-interest loans to housing developers for the rehabilitation, modification, construction and preservation of affordable and accessible housing in the City on projects approved by the Community Development Agency. Grant programs include efforts such as housing modifications to accommodate people with disabilities, lead based paint abatement, emergency home repair, temporary emergency services to prevent homelessness, etc. Projects eligible for funding shall be sponsored by housing or neighborhood organizations operating in the immediate project area.

<b>Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	0	0	175,719
Materials and Supplies	0	0	5,700
Equipment, Lease & Assets	0	0	3,750
Contractual and Other Services	0	0	2,052,970
Debt Service and Special Charges	0	0	0
	_____	_____	_____
<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Affordable Housing Trust Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,238,139</b>
	_____	_____	_____
<b>Total Budget All Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,238,139</b>
 <b>Number of Full Time Positions</b>			
General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
	_____	_____	_____
Total	0.0	0.0	0.0



# **DEPARTMENT OF FINANCE**

# DEPARTMENT OF FINANCE

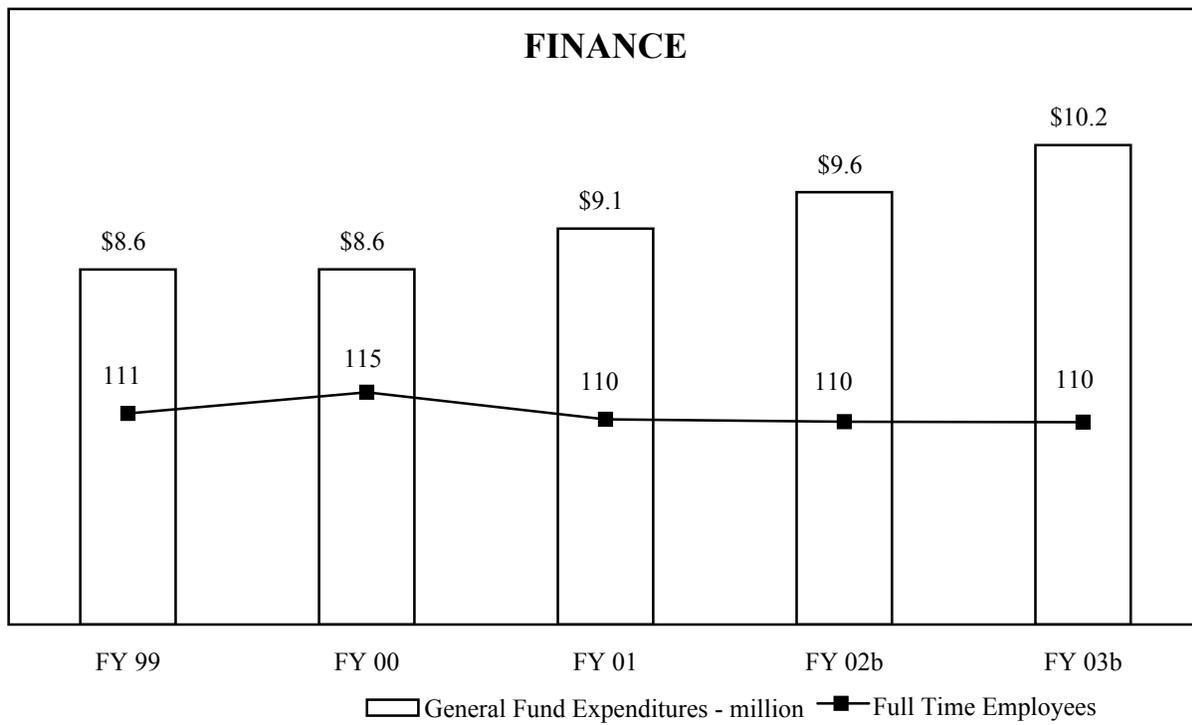


# FINANCE

<b>Budget By Division</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
160 Comptroller	6,863,633	7,366,797	7,872,310
162 Municipal Garage	223,522	243,745	259,883
163 Microfilm Section	248,419	301,913	315,564
170 Supply Commissioner	528,573	581,598	598,431
171 Multigraph Section	1,281,698	1,124,121	1,183,436
<b>Total General Fund</b>	<b>\$9,145,845</b>	<b>\$9,618,174</b>	<b>\$10,229,624</b>
Lateral Sewer Fund	48,261	52,166	55,283
Columbia Bottoms	1,229,345	0	0
Tax Increment Financings	3,043,835	1,893,550	1,943,717
Trustee Lease Fund	3,011,999	1,172,050	1,052,000
Mail Room Service Fund	579,607	843,703	871,123
180 Assessor (Assessment Fund)	3,556,186	3,743,807	4,019,438
Grant and Other Funds	0	0	170,900
<b>Total Department All Funds</b>	<b>\$20,615,078</b>	<b>\$17,323,450</b>	<b>\$18,342,085</b>

<b>Personnel By Division</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
160 Comptroller	73.0	73.6	73.5
162 Municipal Garage	7.0	7.0	7.0
163 Microfilm Section	7.0	7.0	7.0
170 Supply Commissioner	11.0	11.0	11.0
171 Multigraph Section	12.0	11.0	11.0
<b>Total General Fund</b>	<b>110.0</b>	<b>109.6</b>	<b>109.5</b>
172 Mail Room	5.0	5.0	5.0
180 Assessor (Assessment Fund)	80.0	75.0	75.0
Grant and Other Funds	24.0	22.4	24.5
<b>Total Department All Funds</b>	<b>219.0</b>	<b>212.0</b>	<b>214.0</b>

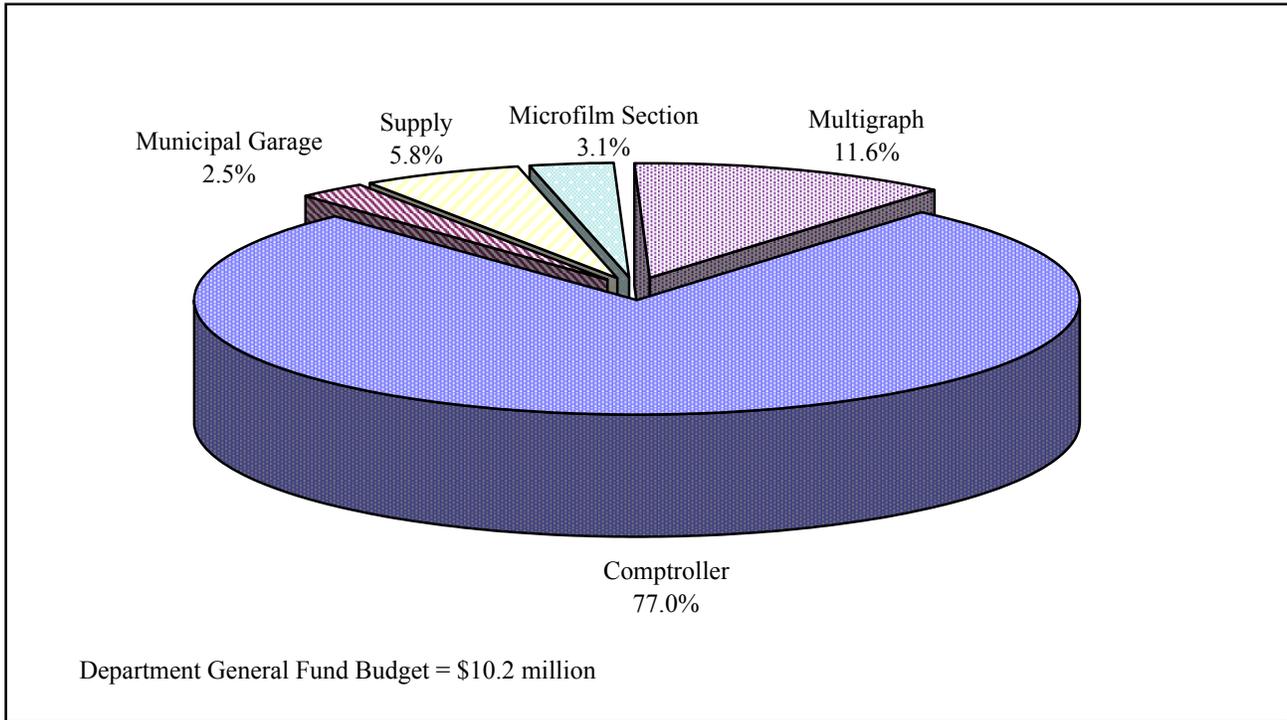
# FINANCE



## Major Goals and Highlights

- o Have 100% of purchase contracts in place prior to expiration
- o Attain 30 day average for processing purchase requisitions and bids
- o Manage Multigraph's printed forms inventory by utilizing historical database
- o Provide \$1.9 million in insurance coverage premiums for various City facilities
- o Maintain and encourage certifications and licensures of property tax appraisal staff
- o Maintain real estate appraisals on over 138,000 real estate parcels in City

# FINANCE



- o Continue to maintain and enhance user access to property tax information on the internet
- o Coordinate for delivery of nearly 1.9 million pieces of outgoing mail
- o Develop a Web page and other on-line purchasing methods for Supply Division

- o Develop a uniform Emergenc requisition for use by departn customers of Supply Division

Department: Finance  
 Division: 160 Comptroller

**Division Budget**

**Services Provided & FY03 Highlights**

The Comptroller's Office supervises the fiscal affairs of the City. It is responsible for all accounting, payroll and auditing functions as well as supervision of the Municipal Garage, and Microfilm Section. The Comptroller's office also manages the City's telecommunications services and oversees payment on such expense items as the City's insurance policies and sewer bills. The Comptroller is one of three members of the City's Board of Estimate and Apportionment. The Comptroller's Office serves as the cost center for payment on the principal and interest on Tax Increment Revenue bonds and certain administrative costs for the Lateral Sewer Line program. The budget also contains payments from the Trustee Lease Fund. The Trustee Lease Fund contains revenues such as interest on debt service reserves from various lease debt agreements. These funds are held by a trustee with their use restricted to offset lease payments. The FY03 budget for the Comptroller's Office contains \$1.9 million in insurance premiums an increase of \$300,000 over FY02, reflecting the higher premium rate environment since the end of last year.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	3,452,674	3,793,863	4,052,629
Materials and Supplies	33,135	35,424	38,450
Equipment, Lease & Assets	61,793	614,664	613,730
Contractual and Other Services	3,316,031	2,922,846	3,167,501
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$6,863,633</b>	<b>\$7,366,797</b>	<b>\$7,872,310</b>
Lateral Sewer Fund	\$48,261	\$52,166	\$55,283
Columbia Bottoms	\$1,229,345	\$0	\$0
Tax Increment Financings	\$3,043,835	\$1,893,550	\$1,943,717
Trustee Lease Fund	\$3,011,999	\$1,172,050	\$1,052,000
Grant and Other Funds	\$0	\$0	\$170,900
<b>Total Budget All Funds</b>	<b>\$14,197,073</b>	<b>\$10,484,563</b>	<b>\$11,094,210</b>
<b>Number of Full Time Positions</b>			
General Fund	73.0	73.6	73.5
Other	23.0	21.4	23.5
<b>Total</b>	<b>96.0</b>	<b>95.0</b>	<b>97.00</b>

Department: Finance  
 Division: 162 Municipal Garage

**Division Budget**

**Services Provided & FY03 Highlights**

This Division is responsible for the maintenance of the Municipal Garage, which has a capacity of 435 parking spaces, and the City owned vehicles located in the garage.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	207,574	226,095	241,733
Materials and Supplies	4,985	7,150	7,650
Equipment, Lease & Assets	0	2,000	2,000
Contractual and Other Services	10,963	8,500	8,500
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$223,522</b>	<b>\$243,745</b>	<b>\$259,883</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$223,522</b>	<b>\$243,745</b>	<b>\$259,883</b>

**Number of Full Time Positions**

General Fund	7.0	7.0	7.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>



Department: Finance  
 Division: 163 Microfilm Section

**Division Budget**

**Services Provided & FY03 Highlights**

The Microfilm Section is responsible for microfilming or scanning documents received from various departments as well as maintaining and providing records in the archival library. This Division also provides City Departments with document reproduction and general copying services.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	200,487	222,913	236,564
Materials and Supplies	13,298	25,000	25,000
Equipment, Lease & Assets	23,489	26,000	37,000
Contractual and Other Services	11,145	28,000	17,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$248,419</b>	<b>\$301,913</b>	<b>\$315,564</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$248,419</b>	<b>\$301,913</b>	<b>\$315,564</b>

**Number of Full Time Positions**

General Fund	7.0	7.0	7.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>



Department: Finance  
 Division: 170 Supply Commissioner

**Division Budget**

**Services Provided & FY03 Highlights**

The Supply Division is responsible for the procurement of all supplies, equipment, equipment maintenance and selected services for all City departments. The division processes approximately 5,500 requisitions per year and administers approximately 270 purchase contracts. In FY02, Supply developed new contracts for replacement & repair of auto glass and auto parts, playground equipment, liquid chlorine and hazardous material supplies, and mailing services. In FY03, the Supply Division will pursue such efficiency efforts as increasing the discretionary purchase threshold to \$500 from \$200 to reduce overhead and creating a uniform emergency purchase requisition for all departments. Efforts will continue to maintain the existing web page as another means of providing bid information to the public.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	504,436	550,748	577,031
Materials and Supplies	3,599	3,050	2,000
Equipment, Lease & Assets	0	7,500	9,000
Contractual and Other Services	20,538	20,300	10,400
<b>Total General Fund</b>	<b>\$528,573</b>	<b>\$581,598</b>	<b>\$598,431</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$528,573</b>	<b>\$581,598</b>	<b>\$598,431</b>

**Number of Full Time Positions**

General Fund	11.0	11.0	11.0
Other	1.0	1.0	1.0
<b>Total</b>	<b>12.0</b>	<b>12.0</b>	<b>12.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Process supply bids	2,544	2,316	2,356
o Contract administration	265	270	280
o Contracts in place prior to expiration	85%	95%	100%
o Avg. no. of days to process bids	36	36	30

Department: Finance  
 Division: 171 Multigraph Section

**Division Budget**

**Services Provided & FY03 Highlights**

The Multigraph Section provides the various forms, brochures, letterheads and informational materials required by the City's departments and agencies. Multigraph provides typesetting, graphic design, photography, press work and bindery services. For printing services not provided in-house, Multigraph is responsible for writing specifications and bids for specialized printing to private vendors. The Multigraph Division provides printing services to City agencies. The FY03 budget reflects an increase in contract printing due to Election Board needs in this election year.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	465,118	491,839	508,661
Materials and Supplies	207,249	176,450	191,200
Equipment, Lease & Assets	49,363	53,732	54,152
Contractual and Other Services	559,968	402,100	429,423
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,281,698</b>	<b>\$1,124,121</b>	<b>\$1,183,436</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,281,698</b>	<b>\$1,124,121</b>	<b>\$1,183,436</b>

**Number of Full Time Positions**

General Fund	12.0	11.0	11.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>12.0</b>	<b>11.0</b>	<b>11.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Pre-press composing - typesetting	660	695	670
o Press bindery service - print requests	1,485	1,565	1,510
o Copy services - duplication jobs	495	620	512
o Commercial job requests	330	342	335

Department: Finance  
 Division: 172 Mail Room

**Program Budget**

**Services Provided & FY03 Highlights**

The mail room coordinates both outgoing City mail and mail between City offices. By consolidating outgoing mail and standardizing to meet the Postal Service guidelines for "C.A.S.S Bar Coding" automated mailing, the City receives discounted postage rates and thereby reduces postage expenses. Mail room services also reduce the need for messenger service required by certain departments. This program also offers an inserting service to departments, where computer generated mailings are separated and inserted in to envelopes, saving hand labor by the departments.

<b>Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	128,927	163,983	171,773
Materials and Supplies	3,476	4,420	4,000
Equipment, Lease & Assets	8,243	53,000	0
Contractual and Other Services	438,961	622,300	695,350
Debt Service and Special Charges	0	0	0
<b>Total</b>	<b>\$579,607</b>	<b>\$843,703</b>	<b>\$871,123</b>

**Number of Full Time Positions**

General Fund	0.0	0.0	0.0
Other	5.0	5.0	5.0
<b>Total</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Coordinate outgoing mail	1,106,405	1,170,639	1,278,923
o Deliver internal mail	91,078	83,325	91,033
o Inserting in envelopes	461,492	473,348	517,131

Department: Finance  
 Division: 180 Assessor

**Division Budget**

**Services Provided & FY03 Highlights**

The responsibility of the Assessor's office is to assess real and personal property, keep records of all real estate transactions and maintain a current record of property ownership in the City. In every odd year, the Assessor will assess all real property located within the City in accordance with a two year assessment and equalization maintenance plan approved by the State Tax Commission. The office is funded through reimbursements from the state and commissions from other taxing jurisdictions. The City subsidizes the operating cost of the office through a General Fund appropriation in Department 190 City Wide Accounts. In FY03, the Assessor's Office will continue its efforts to enhance its existing website and expand use of electronic data storage in order to make government/business interaction more efficient and user friendly.

<b>Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	2,879,730	3,101,236	3,306,133
Materials and Supplies	23,832	19,500	32,730
Equipment, Lease & Assets	19,849	35,071	29,075
Contractual and Other Services	632,775	588,000	651,500
Debt Service and Special Charges	0	0	0
<b>Total</b>	<b>\$3,556,186</b>	<b>\$3,743,807</b>	<b>\$4,019,438</b>

**Number of Full Time Positions**

Total	80.0	75.0	75.0
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<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Real estate appraisals	138,572	138,382	138,300
o Personal property appraisals	136,000	134,085	134,100

# **NON-DEPARTMENTAL**

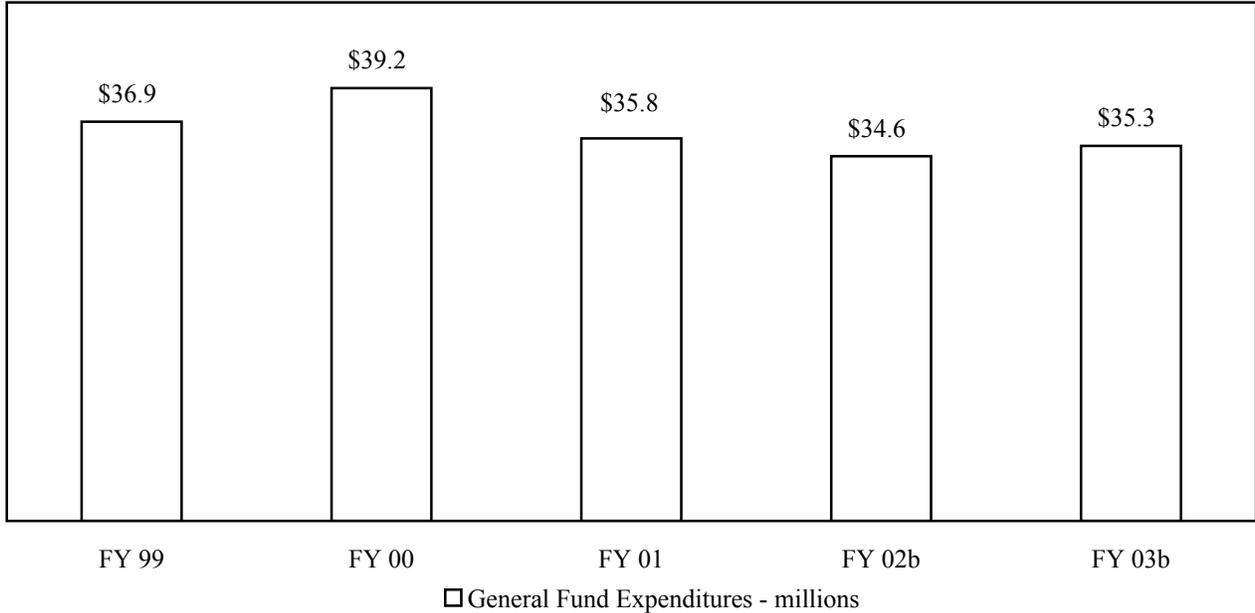
# NON-DEPARTMENTAL

<b>Budget By Division</b>	<b>Actual FY00</b>	<b>Budget FY01</b>	<b>Budget FY02</b>
190 City Wide Accounts	35,822,010	34,622,783	35,318,721
<b>Total General Fund</b>	<b>\$35,822,010</b>	<b>\$34,622,783</b>	<b>\$35,318,721</b>
Riverfront Gaming Fund	3,041,181	4,650,000	6,095,000
Convention and Tourism Fund	3,962,500	4,300,000	4,075,000
<b>Total Department All Funds</b>	<b>\$42,825,691</b>	<b>\$43,572,783</b>	<b>\$45,488,721</b>

<b>Personnel By Division</b>	<b>Actual FY00</b>	<b>Budget FY01</b>	<b>Budget FY02</b>
190 City Wide Accounts	0.0	0.0	0.0
<b>Total Department All Funds</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

# NON-DEPARTMENTAL

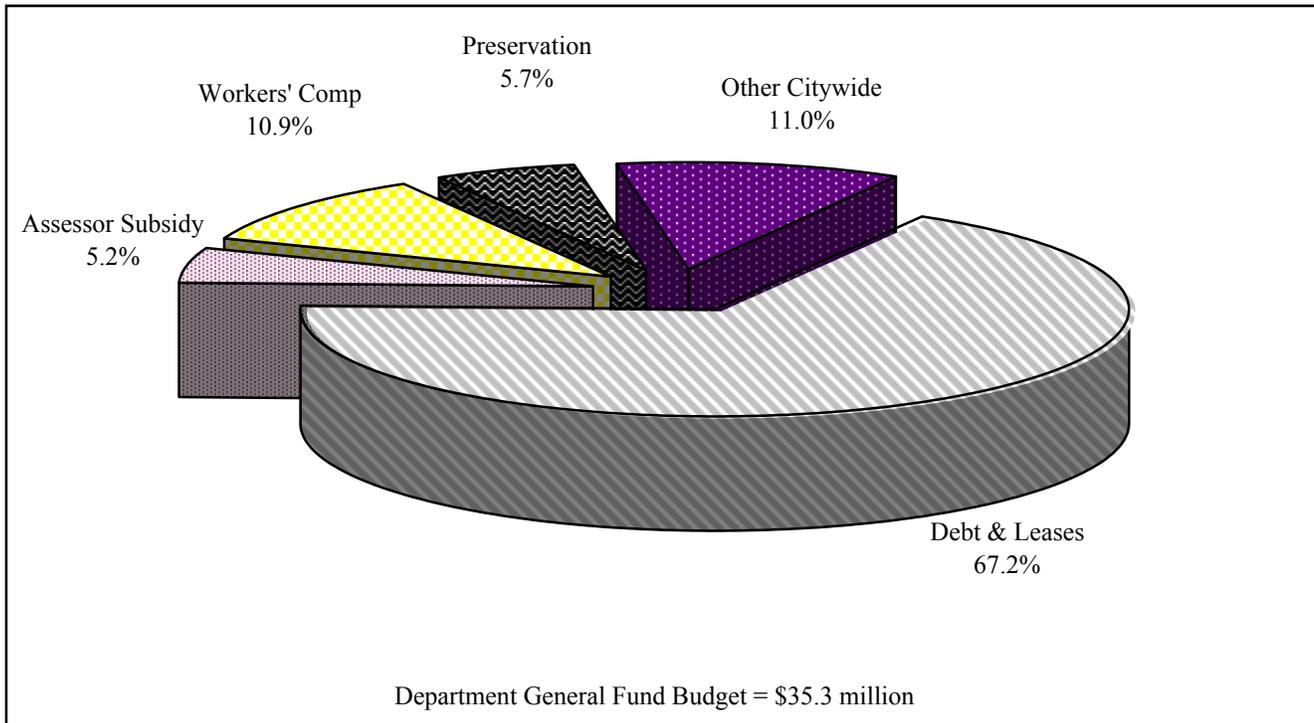
## NON-DEPARTMENTAL



### Major Goals and Highlights

- o Provide \$250,000 for operations and business efforts of St. Louis Development Corporation and \$100,000 for Planning and Urban Design
- o Provide \$50,000 in support of Teach for America organization
- o Allocate \$75,000 for City's participation in Sister Cities program
- o Continue \$2.0 million in payments to Convention & Visitor's Commission for maintenance of City's convention center
- o Maintain sufficient funding for the purchase of \$100,000 in safety equipment/apparel for City employees

# NON-DEPARTMENTAL



o Meet all general fund commitments for payments on existing and proposed lease debt

o Provide \$625,000 in gaming funds for final payment on Eads Bridge reconstruction work.

Department: Non-Departmental  
 Division: 190 City Wide Accounts

**Division Budget**

**Services Provided & FY03 Highlights**

The City Wide Accounts include funding for general purpose items not specific to any one department. These include unemployment compensation, workers' compensation, etc. The City Wide Accounts also contain the City's share of lease payments such as the Kiel Center and Convention Center expansion projects. Corrections facilities lease payments total \$5.4 mil. This amount is supplemented by \$4.4 mil. in capital funds to pay debt on the City's new Justice Center. Combined net debt service payments for the Justice Center will total \$9.8 mil. in FY03. Total debt payments for the Convention Center are expected to increase \$538,000 to a total of \$12.9 mil. This rise reflects the regular increase in the debt service payment schedule. The Civil Courts lease payment has been budgeted at \$400,000. This is a reduction of \$700,000 reflecting the inclusion of courthouse restoration funds into capital fund revenues rather than general revenues in FY03. Civil Courts lease debt payment from all sources will remain at \$2.6 million. The City-Wide Accounts includes a \$250,000 subsidy to SLDC after a one-time subsidy was paid at the end of FY01. Also budgeted is \$100,000 for Planning and Urban Design and \$50,000 subsidy payment to the Teach for America organization. The Assessor's Office subsidy is budgeted at \$1.93 mil., an increase of \$130,000.

The City Wide Gaming Fund budget includes payments of \$4.8 mil. to the capital fund, an increase of \$820,000 over FY02. Also, \$50,000 is allocated as needed to the state's Compulsive Gambler's Fund and \$600,000 to the City Port Authority to pay debt on a gaming facility relocation note. \$625,000 is also being allocated as the final debt payment to the State for work on the Eads Bridge reconstruction.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	5,244,453	4,475,000	6,565,000
Materials and Supplies	141,462	0	100,000
Equipment, Lease & Assets	17,349,288	2,000,000	2,000,000
Contractual and Other Services	6,112,963	2,132,783	2,929,783
Debt Service and Special Charges	6,973,844	26,015,000	23,723,938
<b>Total General Fund</b>	<b>\$35,822,010</b>	<b>\$34,622,783</b>	<b>\$35,318,721</b>
Riverfront Gaming Fund	\$3,041,181	\$4,650,000	\$6,095,000
<b>Total Budget All Funds</b>	<b>\$38,863,191</b>	<b>\$39,272,783</b>	<b>\$41,413,721</b>

**Number of Full Time Positions**

Total	0.0	0.0	0.0
Other	0.0	0.0	0.0

Department: Non-Departmental  
 Division: 160 Convention and Tourism Fund

**Division Budget**

**Services Provided & FY03 Highlights**

The Convention and Tourism (C&T) fund was established to foster and promote the City's convention and tourism industry. It is funded by a 1% tax on restaurant gross receipts. Expenditures from the fund are approved by members of the C&T Board, which consists of the Mayor, the Comptroller and the President of the Board of Aldermen. In FY03, \$4.0 mil. in receipts to the Convention and Tourism Fund will be allocated to the City's General Fund to pay for current debt and other expenses related to the convention center and \$75,000 is being allocated for City participation in the Sister Cities program.

<b>Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	0	0	0
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	75,000
Debt Service and Special Charges	3,962,500	4,300,000	4,000,000
<b>Total</b>	<b>\$3,962,500</b>	<b>\$4,300,000</b>	<b>\$4,075,000</b>

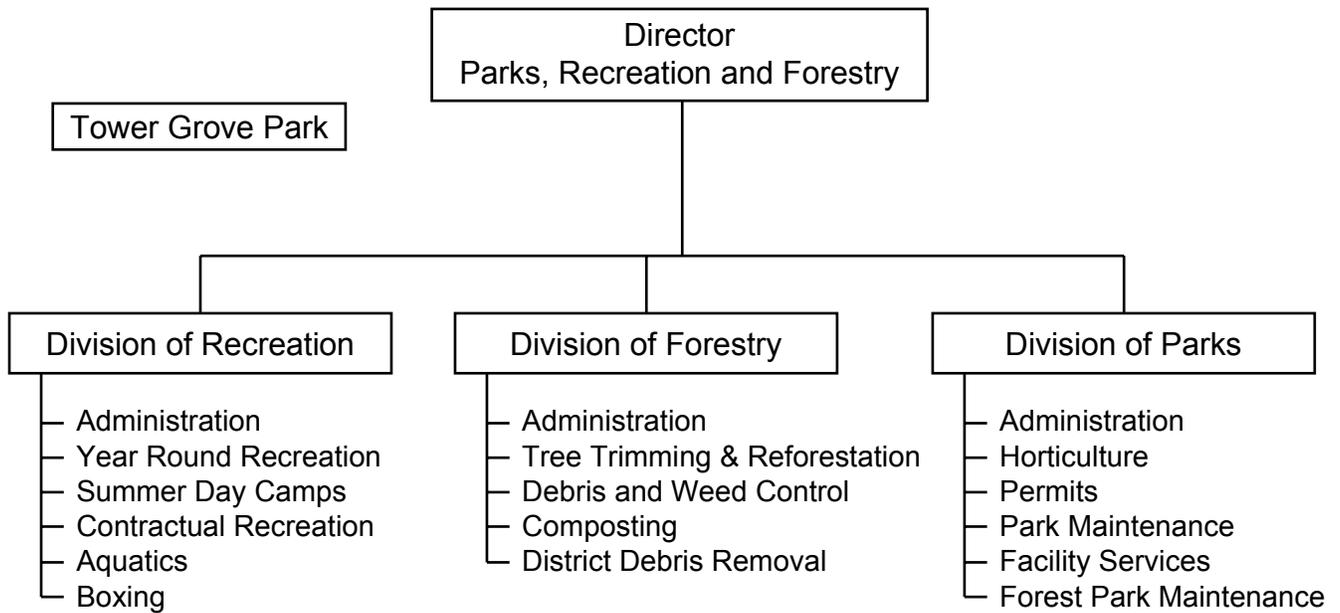
**Number of Full Time Positions**

Total	0.0	0.0	0.0
Other	0.0	0.0	0.0



**DEPARTMENT OF  
PARKS, RECREATION, AND FORESTRY**

# DEPARTMENT OF PARKS, RECREATION AND FORESTRY

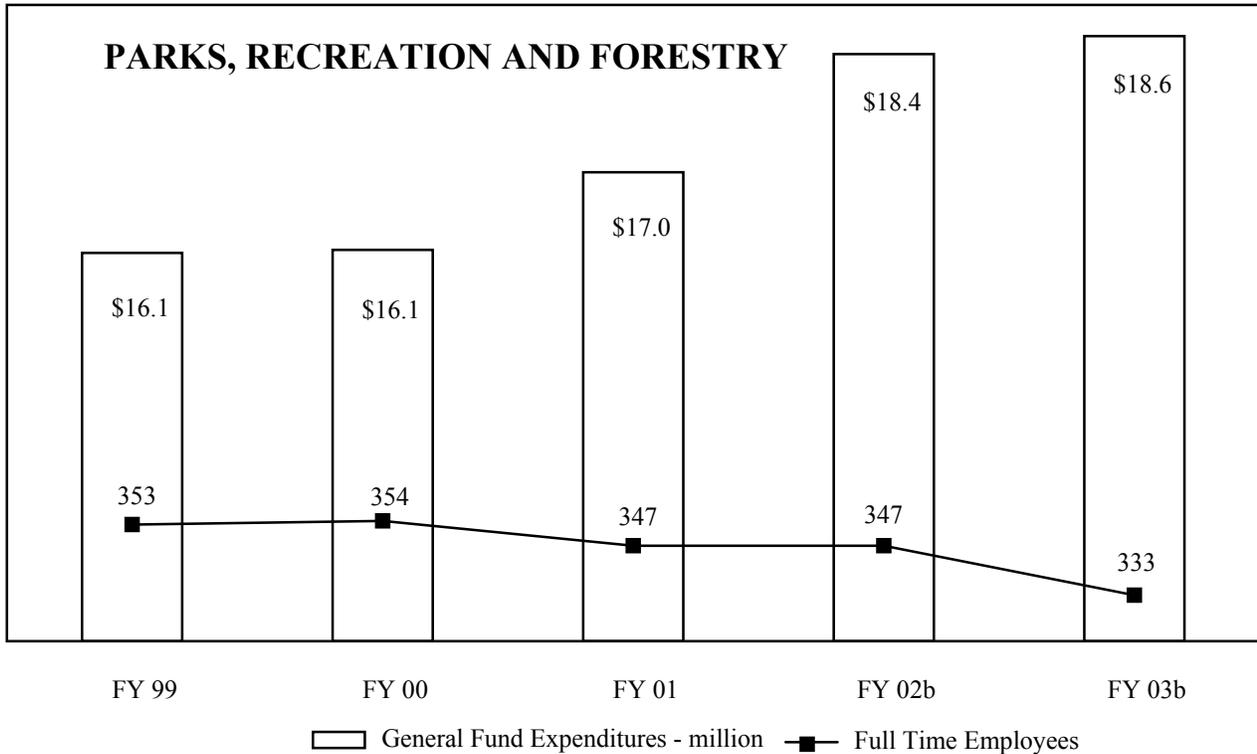


# PARKS, RECREATION AND FORESTRY

<b>Budget By Division</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
210 Director of PRF	324,316	356,555	384,130
213 Recreation	2,168,098	2,496,596	2,227,141
214 Forestry	5,917,196	6,189,599	6,583,637
220 Parks	7,943,617	8,702,075	8,737,037
250 Tower Grove Park	674,233	675,000	700,000
<b>Total General Fund</b>	<b>\$17,027,460</b>	<b>\$18,419,825</b>	<b>\$18,631,945</b>
Forest Park Fund	\$393,026	\$233,000	\$210,000
Community Development Block Grant	\$745,000	\$500,000	\$500,000
<b>Total Department All Funds</b>	<b>\$18,165,486</b>	<b>\$19,152,825</b>	<b>\$19,341,945</b>

<b>Personnel By Division</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
210 Director of PRF	5.0	5.0	5.0
213 Recreation	39.0	37.0	37.0
214 Forestry	118.0	120.0	119.0
220 Parks	185.0	185.0	172.0
250 Tower Grove Park	0.0	0.0	0.0
<b>Total General Fund</b>	<b>347.0</b>	<b>347.0</b>	<b>333.0</b>
Grant and Other Funds	0.0	0.0	1.0
<b>Total Department All Funds</b>	<b>347.0</b>	<b>347.0</b>	<b>334.0</b>

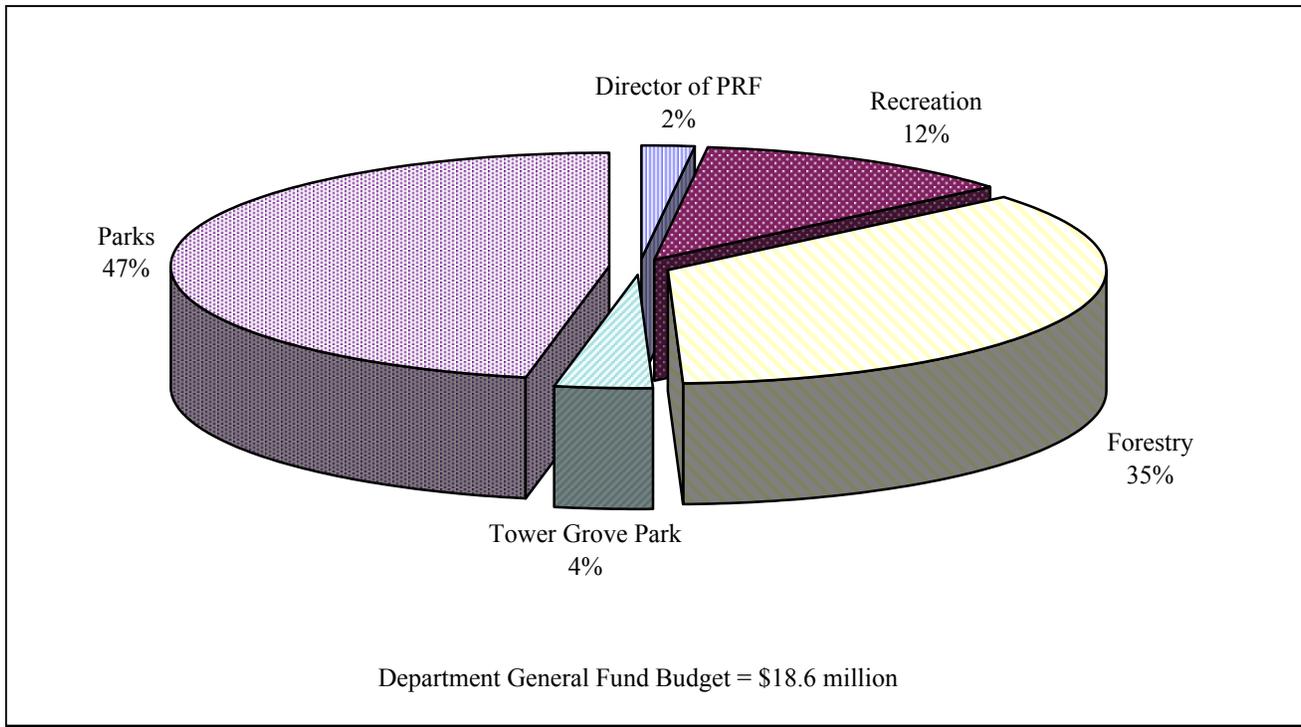
# PARKS, RECREATION AND FORESTRY



## Major Goals and Highlights

- o Develop additional after school recreation sites to provide activities near homes and schools in an effort to keep children occupied in evening hours and prevent them being victims of crime
- o Restructure Parks horticulture program to utilize more neighborhood groups in planting beds
- o Provide over 60,000 participant hours in Recreation Division boxing programs
- o Service 10,500 alleys for debris removal as part of district debris program
- o Maintain 78 restrooms and 156 athletic fields throughout the City park system
- o Issue over 4,00 permits for activities in the parks

# PARKS, RECREATION AND FORESTRY



- o Mow 22,000 vacant lots five times a season and spray weed control chemicals & mow four times a season around 6,400 vacant buildings
- o Prune 22,000 street trees & 5,000 Park trees and remove 3,000 hazardous trees
- o Plant 3,000 replacement trees along City streets and parks and increase inventory by planting 500 new trees

- o Receive 18,000 visitors to the Jewel Box in Forest Park
- o Produce 19,000 cubic yards of high quality mulch for use by various City agencies

Department: Parks, Recreation and Forestry  
 Division: 210 Director, PRF

**Division Budget**

**Services Provided & FY03 Highlights**

The Director of Parks, Recreation and Forestry is responsible for the supervision and coordination of all activities of the department. The Director also works to coordinate efforts of community groups so as to maximize their positive impact on the City parks and recreation activities. This Division has oversight for the purchasing, accounts payable and receivable, office supplies and travel for the entire Department. The Director's office is deeply involved with the implementation of the Forest Park Master Plan, which was begun in 1996 and will continue oversight of major improvement projects within the park through FY03. Public/private partnerships continue to grow as evidenced by construction of Cardinals Care baseball fields in Adams and Fox Parks and the Department will host the annual conference of the 2003 National Recreation and Parks Association.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	282,738	309,501	338,781
Materials and Supplies	21,235	22,700	22,700
Equipment, Lease & Assets	3,190	7,304	7,304
Contractual and Other Services	17,153	17,050	15,345
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$324,316</b>	<b>\$356,555</b>	<b>\$384,130</b>
Forest Park Fund	\$393,026	\$233,000	\$210,000
<b>Total Budget All Funds</b>	<b>\$717,342</b>	<b>\$589,555</b>	<b>\$594,130</b>

**Number of Full Time Positions**

General Fund	5.0	5.0	5.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>

Department: Parks, Recreation and Forestry  
 Division: 213 Recreation

**Division Budget**

**Services Provided & FY03 Highlights**

The Recreation Division serves approximately 750,000 participants per year and is responsible for the development and administration of the City's public recreational program and for general supervision and control over other recreational activities in the City parks and recreation centers. In addition to General Revenue Funds, the Recreation Division receives Community Development Block Grant funds for expanded recreation programs. The CDBG funds will be used for programs such as art instruction and various sports leagues at the City's recreation centers and for after school outpost sites during the school year, primarily at public school sites.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	2,008,516	2,342,541	2,096,363
Materials and Supplies	47,503	82,460	76,016
Equipment, Lease & Assets	288	19,000	1,500
Contractual and Other Services	97,833	52,595	53,262
Debt Service and Special Charges	13,958	0	0
	_____	_____	_____
<b>Total General Fund</b>	<b>\$2,168,098</b>	<b>\$2,496,596</b>	<b>\$2,227,141</b>
Community Development Block Grant	\$745,000	\$500,000	\$500,000
	_____	_____	_____
<b>Total Budget All Funds</b>	<b>\$2,913,098</b>	<b>\$2,996,596</b>	<b>\$2,727,141</b>

**Number of Full Time Positions**

General Fund	39.0	37.0	37.0
Other	0.0	0.0	0.0
	_____	_____	_____
<b>Total</b>	<b>39.0</b>	<b>37.0</b>	<b>37.0</b>



**Department:** Parks, Recreation and Forestry  
**Division:** 213 Recreation  
**Program:** 01 Administration

**Program Budget**

**Services Provided & FY03 Highlights**

As administrator of the division, the Commissioner of Recreation coordinates the multitude of City recreation programs available to the public and leads assistance to area agencies using centers for community support activities such as food pantries, tutoring, etc.. These programs include year-round activities which are offered at the City's 9 recreation centers, 14 outpost sites, a neighborhood center, 8 swimming pools, day camps that are offered at various locations during the summer months. This program also coordinates budgeting, grant activity, staffing, purchasing, strategic planning and special activities, such as park concerts which are provided through contractual agreements. During FY03, the Recreation Division hopes to develop additional after school sites wherein children are within walking distance from their homes and schools.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	301,527	395,339	416,125
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	17,573	14,150	10,650
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$319,100</b>	<b>\$409,489</b>	<b>\$426,775</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$319,100</b>	<b>\$409,489</b>	<b>\$426,775</b>

**Number of Full Time Positions**

General Fund	7.0	7.0	7.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>

**Department:** Parks, Recreation and Forestry  
**Division:** 213 Recreation  
**Program:** 02 Year-Round Recreation Centers

**Program Budget**

**Services Provided & FY03 Highlights**

The Recreation Division provides City residents with a variety of year-round recreation and leisure activities. The Division offers year-round activities at 9 recreation centers, 1 neighborhood center and 8 municipal swimming pools. With funding from the Local Law Enforcement Block Grant, curfew violation sites were established at two centers at various times during the year. In FY03, the Division will seek to realign center programming to better meet the needs of the neighborhood through increased health and wellness, life skills, and academic enrichment programs while continuing to offer traditional programs and activities popular throughout the community.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,180,231	1,379,151	1,352,586
Materials and Supplies	26,961	48,460	43,016
Equipment, Lease & Assets	288	16,500	1,500
Contractual and Other Services	64,557	33,945	33,000
Debt Service and Special Charges	0	0	0
	-----	-----	-----
<b>Total General Fund</b>	<b>\$1,272,037</b>	<b>\$1,478,056</b>	<b>\$1,430,102</b>
Grant and Other Funds	\$0	\$0	\$0
	-----	-----	-----
<b>Total Budget All Funds</b>	<b>\$1,272,037</b>	<b>\$1,478,056</b>	<b>\$1,430,102</b>
 <b>Number of Full Time Positions</b>			
General Fund	32.0	30.0	30.0
Other	0.0	0.0	0.0
	-----	-----	-----
Total	32.0	30.0	30.0

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Recreation Center programs - (year-round) participant hours	791,008	800,000	850,000
o Ratio of staff to participants - minimum	1:20	1:20	1:10
- maximum	1:45	1:45	1:45

**Department:** Parks, Recreation and Forestry  
**Division:** 213 Recreation  
**Program:** 03 Summer Day Camps

**Program Budget**

**Services Provided & FY03 Highlights**

During the summer months, the Recreation Division expands upon its regular recreation programs by offering 25 day camps at selected parks and public housing locations. This extremely popular program is greatly needed by working parents. The Division constantly evaluates the sites to assess service needs in order to ensure the continued effectiveness and quality of the day camp program. The department aims to make the summer day camp program more accessible for parents with young children by offering a specialized tiny tot program that encourages parent participation. The Recreation Division also furnishes 45 A-frames sprinklers to provide heat relief for children during the summer months in areas where no swimming pools are available. In FY03, the Division will seek to collaboration with other service providers so that duplication of service is avoided and the greatest number of youths are provided with safe and interesting summer camp activities.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	248,598	211,299	63,910
Materials and Supplies	3,081	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	1,163	0	0
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$252,842</b>	<b>\$211,299</b>	<b>\$63,910</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$252,842</b>	<b>\$211,299</b>	<b>\$63,910</b>

**Number of Full Time Positions**

General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Summer day camps - participant hours	107,209	114,498	126,000
o Ratio of staff to participants	1:60	1:60	1:60

**Department:** Parks, Recreation and Forestry  
**Division:** 213 Recreation  
**Program:** 04 Contractual Recreation

**Program Budget**

**Services Provided & FY03 Highlights**

In the past this program provided the funding for various summer park concerts, and miscellaneous field trips and special events for young people and senior citizens. This program administers the Community Development Block Grant funds to provide expanded programs such as outpost sites during the school year, sports leagues, recreation and arts programs. Beginning in FY02, these programs and events became grant funded activities.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	0	0	0
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	13,958	0	0
<b>Total General Fund</b>	<b>\$13,958</b>	<b>\$0</b>	<b>\$0</b>
Community Development Block Grant	\$745,000	\$500,000	\$500,000
<b>Total Budget All Funds</b>	<b>\$758,958</b>	<b>\$500,000</b>	<b>\$500,000</b>

**Number of Full Time Positions**

General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Summer concerts - participant hours	20,000	0	0

**Department:** Parks, Recreation and Forestry  
**Division:** 213 Recreation  
**Program:** 05 Aquatics Programs

**Program Budget**

**Services Provided & FY03 Highlights**

The Aquatics program operates 3 outdoor and 5 indoor municipals swimming pools all staffed with lifeguards. Summer staffing consists of 72 lifeguards and the non-summer staffing is 25 lifeguards, all certified by the American Red Cross, currently 3 are also certified to train lifeguards and 6 are certified to teach swimming classes. The Aquatics program provides services for all ages, senior water aerobics, lap swimming, tiny tot instructional programs and open swim use. A Junior Lifeguard program is conducted year-round to train young adults as future lifeguards. Pools are also available for rent for private functions.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	231,237	265,250	204,535
Materials and Supplies	15,920	31,000	30,000
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$247,157</b>	<b>\$296,250</b>	<b>\$234,535</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$247,157</b>	<b>\$296,250</b>	<b>\$234,535</b>

**Number of Full Time Positions**

General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Aquatics programs - participant hours	103,357	108,126	120,000
o Ratio of staff to participants	1:30	1:30	1:30

**Department:** Parks, Recreation and Forestry  
**Division:** 213 Recreation  
**Program:** 06 Boxing

**Program Budget**

**Services Provided & FY03 Highlights**

The mission of the Boxing program is to promote and foster the development of youth through an organized amateur boxing program. Knowledgeable and caring coaches instruct young boys & girls in the self-discipline, sporting spirit, individual integrity, character and the physical & mental fitness needed to become responsible adults. The program will follow all the United States Amateur Boxing policies to ensure that all safe guards and regulations are upheld. Approximately 140 boxers receive 3 hours of training each day. In the past over 70 participants advanced to various State, Regional and National Tournaments.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	46,923	91,502	59,207
Materials and Supplies	1,541	3,000	3,000
Equipment, Lease & Assets	0	2,500	0
Contractual and Other Services	14,540	4,500	9,612
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$63,004</b>	<b>\$101,502</b>	<b>\$71,819</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$63,004</b>	<b>\$101,502</b>	<b>\$71,819</b>

**Number of Full Time Positions**

General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Boxing program - participant hours	50,796	62,147	60,000
o Ratio of staff to participants	1:45	1:45	1:45

Department: Parks, Recreation and Forestry  
 Division: 214 Forestry

**Division Budget**

**Services Provided & FY03 Highlights**

The Forestry Division is responsible for planting, trimming and maintaining the City's trees in parks and along all public streets, boulevards and parkways. This division runs a composting operation which recycles organic material generated by the City. The Forestry Division cleans and mows around vacant lots and buildings, operates the City's composting program. In FY99 the district debris program for neighborhood by neighborhood clean-up of vacant lots, vacant buildings and alleys was expanded. In FY03 additional per performance staff and overtime funding will be provided.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	5,671,388	6,002,632	6,396,670
Materials and Supplies	89,330	94,344	79,967
Equipment, Lease & Assets	18,943	61,023	64,600
Contractual and Other Services	137,535	31,600	42,400
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$5,917,196</b>	<b>\$6,189,599</b>	<b>\$6,583,637</b>
Grant and Other Funds	\$13,156	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$5,930,352</b>	<b>\$6,189,599</b>	<b>\$6,583,637</b>

**Number of Full Time Positions**

General Fund	118.0	120.0	119.0
Other	0.0	0.0	1.0
<b>Total</b>	<b>118.0</b>	<b>120.0</b>	<b>120.0</b>

**Department:** Parks, Recreation and Forestry  
**Division:** 214 Forestry  
**Program:** 01 Administration

**Program Budget**

**Services Provided & FY03 Highlights**

The Administration Section is responsible for coordinating all policies, procedures, and activities of the Forestry Division. This program manages the computerized billing system, which issues bills for Forestry Division charges (i.e. weed & debris work, and private tree removal) as well as for the demolition and board-up charges of the Building Division. Over 15,000 accounts are managed annually and this program coordinates collection activities for over due accounts. The Administration Section also directs the safety program and employee development within the Division.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	241,959	251,960	172,198
Materials and Supplies	801	3,323	5,246
Equipment, Lease & Assets	4,197	6,423	5,000
Contractual and Other Services	48,778	12,000	12,705
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$295,735</b>	<b>\$273,706</b>	<b>\$195,149</b>
Grant and Other Funds	\$13,156	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$308,891</b>	<b>\$273,706</b>	<b>\$195,149</b>
 <b>Number of Full Time Positions</b>			
General Fund	4.0	4.0	4.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>



**Department:** Parks, Recreation and Forestry  
**Division:** 214 Forestry  
**Program:** 02 Tree Trimming and Reforestation

**Program Budget**

**Services Provided & FY03 Highlights**

The Forestry Division is responsible for the maintenance of 150,000 trees located between curbs and sidewalks throughout the City. In addition to regular systematic maintenance of trees via the District Trim section, the Division responds to citizens' requests for tree inspection and storm or ice related emergencies. Year-round, on-call personnel are available to respond in the event of damaging storms. Hazardous trees are pruned or removed on a regular basis from City streets and Parks. Trees are planted in a period running from October through May, weather permitting. In FY03 additional overtime is being budgeted to handle emergency tree trimming situations.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,594,170	1,664,298	1,638,445
Materials and Supplies	23,378	25,605	26,500
Equipment, Lease & Assets	14,746	6,300	9,500
Contractual and Other Services	2,547	6,600	9,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,634,841</b>	<b>\$1,702,803</b>	<b>\$1,683,445</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,634,841</b>	<b>\$1,702,803</b>	<b>\$1,683,445</b>

**Number of Full Time Positions**

General Fund	42.0	43.0	41.0
Other	0.0	0.0	1.0
<b>Total</b>	<b>42.0</b>	<b>43.0</b>	<b>42.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Special tree trim & district trim (7yr cycle)	12,000	22,000	22,000
o Remove hazardous trees	3,000	3,000	3,000
o Plant/Inspect trees	15,000	15,000	15,000
o Trim Park trees	5,000	5,000	5,000
o Citizen Service Bureau (CSB) service requests - tree trimming/removal	5,771	4,550	4,500

**Department:** Parks, Recreation and Forestry  
**Division:** 214 Forestry  
**Program:** 03 Debris and Weed Control

**Program Budget**

**Services Provided & FY03 Highlights**

The Debris and Weed Control program is responsible for maintaining vacant and occupied properties within established guidelines. Work crews remove weeds and debris from the 6,400 vacant buildings and 22,000 lots on a regular maintenance schedule. The Division clears debris from vacant and occupied properties on a complaint basis. The Forestry Division estimates over 85,000 maintenance and service calls on vacant lots and 36,000 service calls on buildings. The Division also coordinates activities with the Alternative Sentencing Program and the Regimented Discipline Program. In FY01 this program along with the District Debris program collected over 16,556 tons of trash from vacant buildings, lots and alleys. In FY02 the projected to collect over 17,000 tons. In FY03 additional overtime will be provided to allow the early spring mowing of vacant lots and buildings.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	2,708,289	2,949,843	3,410,854
Materials and Supplies	62,313	38,510	26,500
Equipment, Lease & Assets	0	47,200	49,500
Contractual and Other Services	86,210	10,500	17,500
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$2,856,812</b>	<b>\$3,046,053</b>	<b>\$3,504,354</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$2,856,812</b>	<b>\$3,046,053</b>	<b>\$3,504,354</b>

**Number of Full Time Positions**

General Fund	43.0	43.0	44.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>43.0</b>	<b>43.0</b>	<b>44.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Maintain vacant lots - maint, & complaints	85,000	85,000	85,000
o Citizen Service Bureau (CSB) service requests			
- weed control occupied properties	4,405	4,600	4,000
- weed control vacant properties	1,788	2,130	2,000
- debris control occupied/vacant properties	7,614	9,740	9,000

Department: Parks, Recreation and Forestry  
 Division: 214 Forestry  
 Program: 05 Composting

**Program Budget**

**Services Provided & FY03 Highlights**

Since 1992, the State of Missouri has banned the disposal of yard waste in landfills. With the adoption of a new waste disposal contract in FY98, the composting facility no longer receives yard waste from dumpster pick-ups. The remaining component of the compost program recycles organic wastes generated by both the Forestry weed and tree operations and the leaves generated during fall leaf collection. This section now provides compost, mulch and wood chips to the Park Division (19,000 cubic yards), saving this Division significantly in supply and maintenance costs. Compost and wood chips are provided for citizen pick-up at various sites and is delivered to the "Gateway to Gardening" sponsored projects. In FY99 this program initiated a construction wood waste capability to reduce material going to land fills. The program will expand the operation for commercial drop-off customers and sale of finished product in an attempt to generate new revenue sources.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	336,754	296,076	370,826
Materials and Supplies	2,838	15,606	10,861
Equipment, Lease & Assets	0	400	600
Contractual and Other Services	0	1,500	2,195
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$339,592</b>	<b>\$313,582</b>	<b>\$384,482</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$339,592</b>	<b>\$313,582</b>	<b>\$384,482</b>

**Number of Full Time Positions**

General Fund	7.0	7.0	8.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>7.0</b>	<b>7.0</b>	<b>8.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Organic composting, leaf processing and wood processing - tons	12,000	17,000	17,000

**Department:** Parks, Recreation and Forestry  
**Division:** 214 Forestry  
**Program:** 06 District Debris Removal

**Program Budget**

**Services Provided & FY03 Highlights**

This is the fourth year of the District Debris Removal program which systematically cleans all alleys, easements, right of ways, lots and buildings in the City on a neighborhood by neighborhood basis. In contrast to the vacant lot and building weed and debris control program, the cyclical clean-up will sweep through all alleys in a neighborhood, cleaning up all debris without citing property owners. The clean-up of vacant lots and buildings during a neighborhood clean-up would be billed to the responsible owners as is the current practice. This program removed an average of 4600 truck loads of annually.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	790,216	840,455	804,347
Materials and Supplies	0	11,300	10,860
Equipment, Lease & Assets	0	700	0
Contractual and Other Services	0	1,000	1,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$790,216</b>	<b>\$853,455</b>	<b>\$816,207</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$790,216</b>	<b>\$853,455</b>	<b>\$816,207</b>

**Number of Full Time Positions**

General Fund	22.0	23.0	22.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>22.0</b>	<b>23.0</b>	<b>22.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Debris from lots - number of services	17,000	17,000	17,000
o Debris from buildings - number of services	9,000	9,000	9,000
o Debris from alleys - number of services	10,500	10,500	10,500

Department: Parks, Recreation and Forestry  
 Division: 220 Parks

**Division Budget**

**Services Provided & FY03 Highlights**

The Parks Division maintains over 100 parks throughout the City, including major parks, such as Forest Park and neighborhood parks. The Parks Division also provides security in parks and recreation centers. In FY02, the City's regional parks -- Forest Park, Tower Grove, Carondelet, Fairground, O'Fallon and Willmore -- along with many neighborhood parks, will continue to benefit from funds made possible by the Half-Cent and Metro Parks sales tax for capital improvements.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	7,238,954	7,877,120	7,953,582
Materials and Supplies	467,516	463,410	415,710
Equipment, Lease & Assets	3,551	13,500	13,500
Contractual and Other Services	233,596	348,045	354,245
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$7,943,617</b>	<b>\$8,702,075</b>	<b>\$8,737,037</b>
Grant and Other Funds	\$3,767	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$7,947,384</b>	<b>\$8,702,075</b>	<b>\$8,737,037</b>

**Number of Full Time Positions**

General Fund	185.0	185.0	172.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>185.0</b>	<b>185.0</b>	<b>172.0</b>



**Department:** Parks, Recreation and Forestry  
**Division:** 220 Parks  
**Program:** 01 Administration

**Program Budget**

**Services Provided & FY03 Highlights**

The Administration Section is responsible for the management and operation of the Parks Division, including all City parks, park facilities, medians and other garden areas, playgrounds and park security. Administration Section's responsibility includes all administrative functions associated with, budget preparation, establishing goals and objectives, responding to Citizen inquiries, and monitoring expenditures.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	273,367	311,743	353,069
Materials and Supplies	0	0	0
Equipment, Lease & Assets	3,551	2,500	2,500
Contractual and Other Services	19,229	36,300	43,500
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$296,147</b>	<b>\$350,543</b>	<b>\$399,069</b>
Grant and Other Funds	\$3,767	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$299,914</b>	<b>\$350,543</b>	<b>\$399,069</b>

**Number of Full Time Positions**

General Fund	5.0	5.0	5.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Citizen Service Bureau (CSB) service requests - misc. maintenance & service complaints	363	450	300

**Department:** Parks, Recreation and Forestry  
**Division:** 220 Parks  
**Program:** 02 Horticulture

**Program Budget**

**Services Provided & FY03 Highlights**

The Horticulture program is responsible for the operation of the Greenhouse, which propagates flowering and foliage plants. Responsibilities also include the operation of the Jewel Box and growing seasonal specialty plants for the display. The Horticulture section also assists in landscaping projects in the City parks that are funded through the Capital Improvement Program. Due to fiscal constraints in FY03 many of this program's activities such as, annual planting in the decorative median planters, floral bed planting and highway daffodil programs will be restructured to utilize more neighborhood and other groups and the use of perennial plantings in beds. This program will still support the Jewel Box operations and will continue to propagate plants at a reduced level.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	579,204	663,159	223,131
Materials and Supplies	106,207	95,700	48,500
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	351	0	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$685,762</b>	<b>\$758,859</b>	<b>\$271,631</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$685,762</b>	<b>\$758,859</b>	<b>\$271,631</b>

**Number of Full Time Positions**

General Fund	18.0	18.0	5.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>18.0</b>	<b>18.0</b>	<b>5.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Propagate plants in greenhouse	1,000,000	1,000,000	265,000
o Maintain planters/beds	180	200	0
o Operate Jewel Box - visitors	20,000	24,000	18,000

**Department:** Parks, Recreation and Forestry  
**Division:** 220 Parks  
**Program:** 03 Permits

**Program Budget**

**Services Provided & FY03 Highlights**

The Permit Section issues athletic field, picnic, vending and concession, special event and Jewel Box use permits. Revenue from permits issued for Forest Park facilities go to a special fund for improvements within the park. Additional time slots have resulted in increased hayrides. With many of the major renovations to Forest Park being completed, additional site availability will increase the number of permits available in F03. This program also arranges for the delivery and set-up of equipment requested for special events. Each year, the permit section responds to 15,000 inquiries and applications which result in over 4,000 revenue generating permits being issued annually.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	116,143	130,876	137,714
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	1,754	2,045	2,045
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$117,897</b>	<b>\$132,921</b>	<b>\$139,759</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$117,897</b>	<b>\$132,921</b>	<b>\$139,759</b>

**Number of Full Time Positions**

General Fund	3.0	3.0	3.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Process/Issue Permits	3,787	4,165	4,100

**Department:** Parks, Recreation and Forestry  
**Division:** 220 Parks  
**Program:** 04 Park Maintenance

**Program Budget**

**Services Provided & FY03 Highlights**

The Park Maintenance program mows and trims all acreage included in the City's park system as well as medians, park strips, etc. located in major thoroughfares and residential streets. Other maintenance duties include litter and debris removal, restroom maintenance, athletic field preparation, playground inspections, cleaning lakes, set-up of special events equipment, and posting permits on picnic sites. During the fall and winter months, the park maintenance section assists in snow removal on park roadways and City operated buildings, leaf mulching and other miscellaneous duties. This program also supports park improvement projects such as turf repair, ballfield and lake improvements.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	2,676,874	2,736,448	2,941,151
Materials and Supplies	53,799	58,990	58,990
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	3,437	1,000	1,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$2,734,110</b>	<b>\$2,796,438</b>	<b>\$3,001,141</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$2,734,110</b>	<b>\$2,796,438</b>	<b>\$3,001,141</b>

**Number of Full Time Positions**

General Fund	63.0	64.0	64.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>63.0</b>	<b>64.0</b>	<b>64.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Mow and trim turf - park acres	1,790	1,792	1,792
o Mow and trim turf - median acres	336	336	336
o Remove litter/trash - park acres	1,790	1,792	1,792
o Remove litter/trash - median acres	336	336	336
o Clean restrooms - no. of restrooms	78	78	78
o Maintain athletic fields - no. of fields	156	157	157
o Provide support - Operation Blitz - hours	2,336	2,336	2,336

**Department:** Parks, Recreation and Forestry  
**Division:** 220 Division of Parks  
**Program:** 05 Park and Recreation Facility Services

**Program Budget**

**Services Provided & FY01 Highlights**

The Facilities Services program is responsible for maintaining all facilities within the City's 105 parks. The work includes carpentry, plumbing, painting, HVAC and electrical repairs. These include 10 recreation centers, 8 swimming pools, 150 park buildings and 75 playgrounds. The security section of the program is responsible for patrolling the City's parks, recreation centers, and the Forestry Division's construction equipment storage sites. During summer months, security is also provided at the swimming pools.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	2,543,528	2,819,153	3,004,824
Materials and Supplies	289,002	287,965	287,465
Equipment, Lease & Assets	0	11,000	11,000
Contractual and Other Services	206,510	306,000	305,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$3,039,040</b>	<b>\$3,424,118</b>	<b>\$3,608,289</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$3,039,040</b>	<b>\$3,424,118</b>	<b>\$3,608,289</b>

**Number of Full Time Positions**

General Fund	72.0	71.0	71.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>72.0</b>	<b>71.0</b>	<b>71.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Carpentry work orders	504	552	550
o Plumbing repair orders	540	636	630
o Painting service orders	468	360	360
o General labor work orders	360	984	980
o H.V.A.C. & Electrical maintenance orders	468	493	490
o Security services hours	74,000	72,800	76,040

**Department:** Parks, Recreation and Forestry  
**Division:** 220 Division of Parks  
**Program:** 06 Forest Park Maintenance

**Program Budget**

**Services Provided & FY03 Highlights**

Forest Park is the largest park in the City of St. Louis, encompassing nearly 1,300 acres and is a major attraction for both area residents and visitors. The Forest Park Master Plan has been developed to provide direction to efforts to restore and maintain the park. As a result of the Plan, \$86 million in infrastructure improvements in the park over the next seven years. In FY97, the City issued bonds that provided \$19.3 million in lease debt as part of a public/private effort to fund the Master Plan project. The bonds will be paid with proceeds from that portion of the 1/2 Cent sales tax dedicated to Forest Park. FY02 the Metro Parks sales tax increased funding for the parks capital improvements. This budget reflects the routine on-going maintenance of Forest Park, including mowing and trimming, litter and debris removal, opening/closing restrooms, preparing athletic fields, and maintaining the lakes.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,049,838	1,215,741	1,293,693
Materials and Supplies	18,508	20,755	20,755
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	2,315	2,700	2,700
Debt Service and Special Charges	0	0	0
	_____	_____	_____
<b>Total General Fund</b>	<b>\$1,070,661</b>	<b>\$1,239,196</b>	<b>\$1,317,148</b>
Grant and Other Funds	\$0	\$0	\$0
	_____	_____	_____
<b>Total Budget All Funds</b>	<b>\$1,070,661</b>	<b>\$1,239,196</b>	<b>\$1,317,148</b>

**Number of Full Time Positions**

General Fund	24.0	24.0	24.0
Other	0.0	0.0	0.0
	_____	_____	_____
<b>Total</b>	<b>24.0</b>	<b>24.0</b>	<b>24.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Mow and trim turf - park acres	1,295	1,295	1,295
o Remove litter/trash - park acres	1,295	1,295	1,295
o Clean restrooms - no. of restrooms	12	12	12
o Maintain athletic fields - no. of fields	45	45	45
o Provide support - Operation Blitz - hours	864	860	860

Department: 250 Tower Grove Park  
 Program: Tower Grove Park

**Division Budget**

**Services Provided & FY03 Highlights**

Tower Grove Park, donated to the City in 1868 by Henry Shaw, is considered the finest remaining example in the nation of an urban Victorian park landscape. In 1989, it was designated as a National Historic Landmark, one of only 4 urban parks in the country to be so recognized. The budget for the park as presented below represents only the City's General Fund subsidy. Tower Grove Park also benefits from revenues generated within its boundaries as well as from the contributions of private benefactors. Tower Grove Park is administered by a separate Board of Commissioners. As one of the City's regional parks, Tower Grove Park will also benefit from both the 1/2 Cent and Metro Parks sales tax for capital improvements for park purposes. In FY03, Tower Grove Park will receive \$451,200 from these taxes.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	0	0	0
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	674,233	675,000	700,000
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$674,233</b>	<b>\$675,000</b>	<b>\$700,000</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$674,233</b>	<b>\$675,000</b>	<b>\$700,000</b>

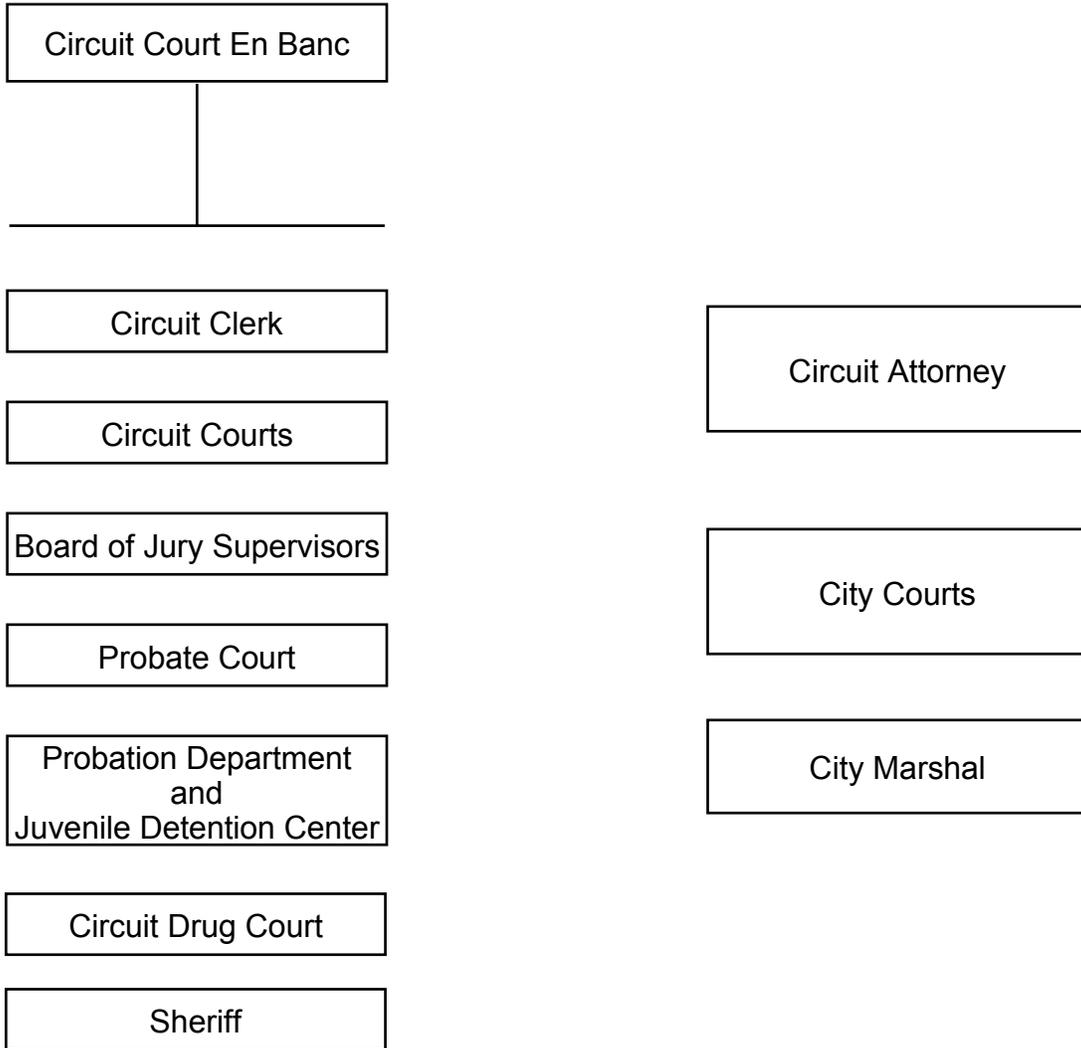
**Number of Full Time Positions**

General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>



# **JUDICIAL OFFICES**

# JUDICIAL OFFICES

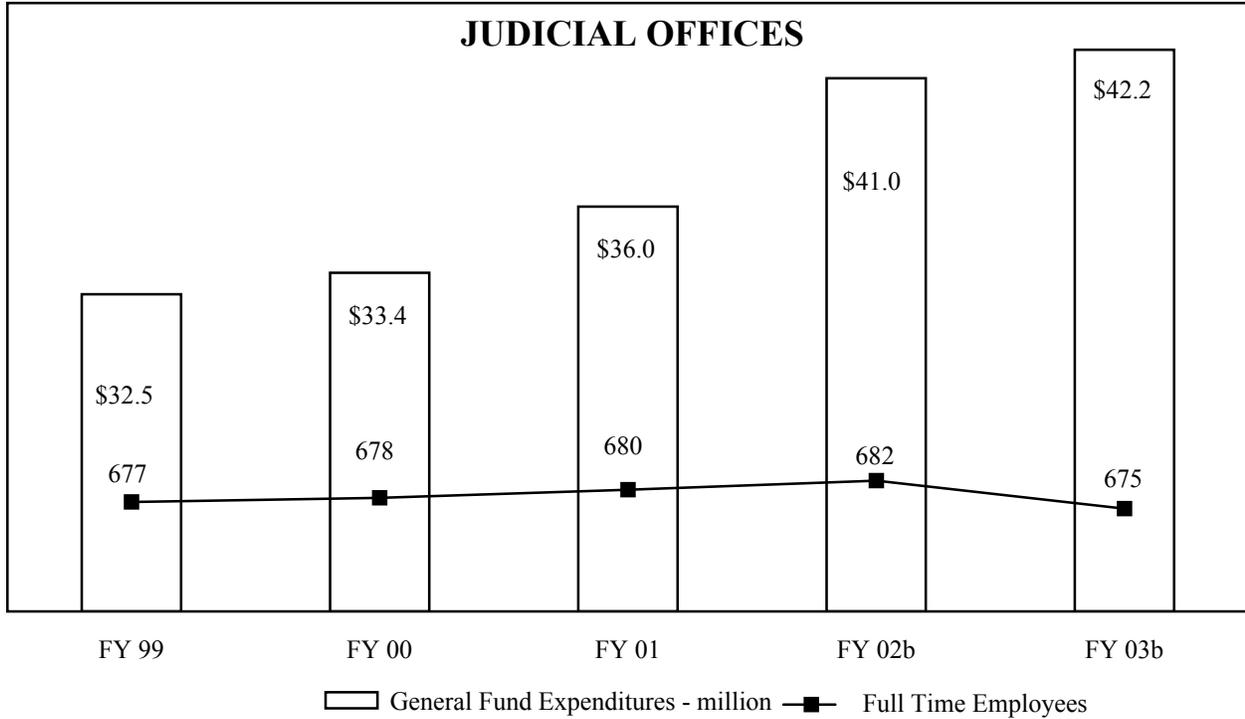


# JUDICIAL OFFICES

<b>Budget By Division</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
310 Circuit Clerk	1,205,936	1,407,785	941,991
311 Circuit Court (Court Administrator)	6,017,869	7,297,101	7,576,574
312 Circuit Attorney	4,571,786	5,389,722	5,603,814
313 Board of Jury Supervisors	1,346,507	1,460,511	1,491,841
314 Probate Court	84,039	92,750	88,550
315 Sheriff	6,394,168	7,292,513	7,622,360
316 City Courts	2,462,976	2,676,833	2,816,347
317 City Marshal	1,147,906	1,245,541	988,373
320 Probation Dept. and Juvenile Detention	12,424,526	13,770,289	14,629,495
321 Circuit Drug Court	315,375	398,635	398,635
<b>Total General Fund</b>	<b>\$35,971,088</b>	<b>\$41,031,680</b>	<b>\$42,157,980</b>
Grant and Other Funds	\$2,418,769	\$2,025,132	\$2,284,737
<b>Total Department All Funds</b>	<b>\$38,389,857</b>	<b>\$43,056,812</b>	<b>\$44,442,717</b>

<b>Personnel By Division</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
310 Circuit Clerk	1.0	1.0	1.0
311 Circuit Court (Court Administrator)	68.0	68.0	71.0
312 Circuit Attorney	93.0	93.3	94.3
313 Board of Jury Supervisors	10.0	10.0	10.0
314 Probate Court	0.0	0.0	0.0
315 Sheriff	185.0	185.0	191.0
316 City Courts	40.0	39.0	39.0
317 City Marshal	35.0	33.0	25.0
320 Probation Dept. and Juvenile Detention	248.0	253.0	244.1
321 Circuit Drug Court	0.0	0.0	0.0
<b>Total General Fund</b>	<b>680.0</b>	<b>682.3</b>	<b>675.4</b>
Grant and Other Funds	32.0	35.8	57.7
<b>Total Department All Funds</b>	<b>712.0</b>	<b>718.0</b>	<b>733.0</b>

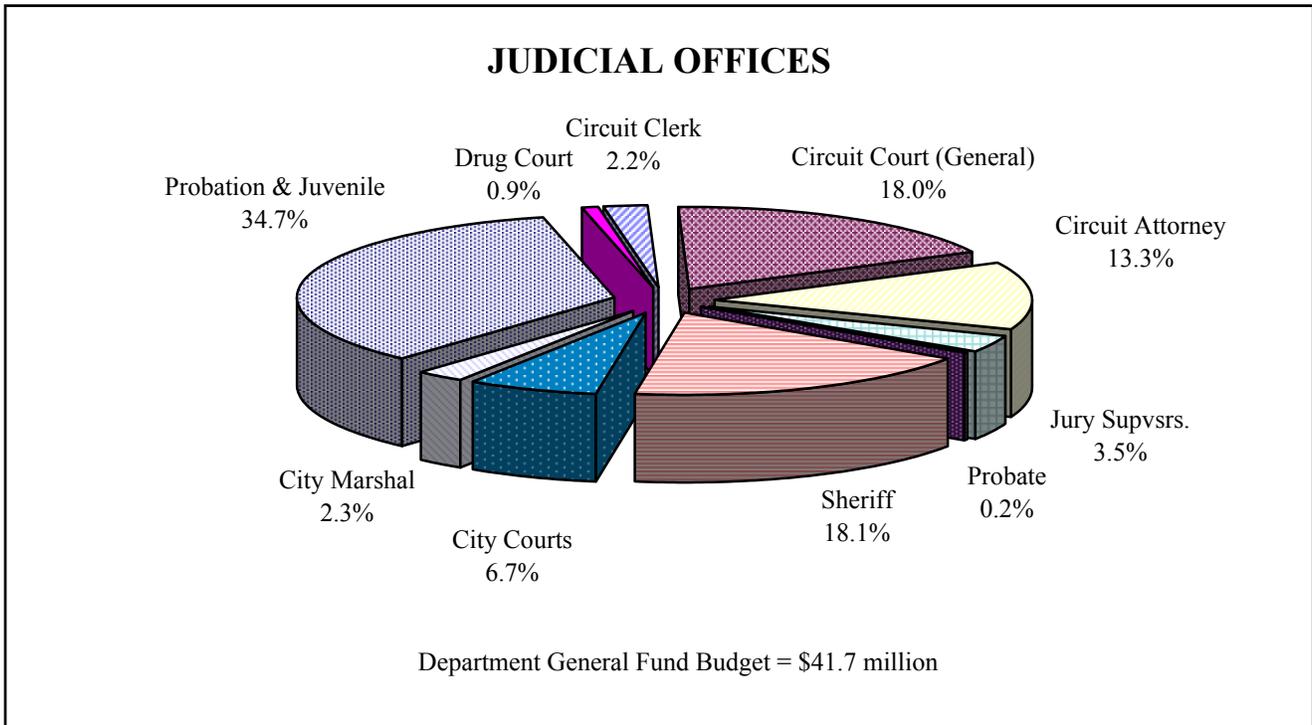
# JUDICIAL OFFICES



## Major Goals and Highlights

- o Prepare old federal courthouse facility for move of Circuit Court and other judicial offices
- o Provide over \$500,000 for the institutional placement juveniles
- o Utilize special interest account to supplement funding for operations of Circuit Clerk's office
- o Enhance gun violence prosecution capability of the Circuit Attorney's Office through a new gun violence grant
- o Provide parking and or public transportation for 26,000 petit jurors
- o Replace jury management system equipment
- o Restructure municipal building security function of City Marshal's office

# JUDICIAL OFFICES



o Provide six additional Sheriff deputies to ensure security for the Carnahan courthouse

o Broaden neighborhood justice system through Quality of Life Court, Mental Health Court, and Neighborhood Intervention and Treatment Courts

Department: Judicial Offices  
 Division: 310 Circuit Clerk

**Division Budget**

**Services Provided & FY03 Highlights**

The Circuit Clerk is responsible for recording the judgements, rules, orders and other proceedings of the Circuit Court En Banc. The Circuit Clerk also handles and accounts for the funds generated from Circuit Court fees. As employees of this office are state employees, the budget for personal services contains only those salary costs of the position of Circuit Clerk. In FY03, the Circuit Court En Banc has recommended that certain expenses of the Circuit Clerk's office be funded through a special interest account previously treated as a revenue source to the City's general fund.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	108,642	118,985	123,957
Materials and Supplies	62,836	269,100	289,140
Equipment, Lease & Assets	138,903	441,600	338,552
Contractual and Other Services	895,555	578,100	190,342
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,205,936</b>	<b>\$1,407,785</b>	<b>\$941,991</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,205,936</b>	<b>\$1,407,785</b>	<b>\$941,991</b>

**Number of Full Time Positions**

General Fund	1.0	1.0	1.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>

Department: Judicial Offices  
 Division: 311 Circuit Court (General)

**Division Budget**

**Services Provided & FY03 Highlights**

The Circuit Court Administrator's Office is responsible for the overall administration of the Circuit Court in accordance with State and local court rules. Duties include budget preparation, personnel management for approximately 200 employees, data processing, pretrial release and the administration of the Juvenile Division. The FY03 budget includes costs for moving expenses (\$275,000) and maintenance items related to the occupation of the Carnahan Courthouse as well as miscellaneous maintenance items for the existing Civil Courts building.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	2,732,600	3,266,181	3,492,324
Materials and Supplies	185,794	239,522	316,565
Equipment, Lease & Assets	128,508	148,000	306,110
Contractual and Other Services	2,970,967	3,643,398	3,461,575
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$6,017,869</b>	<b>\$7,297,101</b>	<b>\$7,576,574</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$6,017,869</b>	<b>\$7,297,101</b>	<b>\$7,576,574</b>

**Number of Full Time Positions**

General Fund	68.0	68.0	71.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>68.0</b>	<b>68.0</b>	<b>71.0</b>

Department: Judicial Offices  
 Division: 312 Circuit Attorney

**Division Budget**

**Services Provided & FY03 Highlights**

The Circuit Attorney's Office is responsible for the prosecution of all felony and misdemeanor crimes committed in the City of St. Louis, plus the enforcement of child support obligations on behalf of dependent children living within the City. The Circuit Attorney's office was successful in receiving a renewal of its drug prosecution grant and has also been awarded a new drug prosecution grant that will provide additional prosecutors solely for the purpose of prosecuting crimes involving the use of guns.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	4,218,463	4,953,762	5,127,034
Materials and Supplies	42,903	83,950	99,850
Equipment, Lease & Assets	22,601	96,213	94,530
Contractual and Other Services	287,819	255,797	282,400
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$4,571,786</b>	<b>\$5,389,722</b>	<b>\$5,603,814</b>
Grant and Other Funds	\$1,675,773	\$2,025,132	\$2,284,737
<b>Total Budget All Funds</b>	<b>\$6,247,559</b>	<b>\$7,414,854</b>	<b>\$7,888,551</b>

**Number of Full Time Positions**

General Fund	93.0	93.3	94.3
Other	32.0	34.8	38.8
<b>Total</b>	<b>125.0</b>	<b>128.0</b>	<b>133.0</b>

Department: Judicial Offices  
 Division: 313 Board of Jury Supervisors

**Division Budget**

**Services Provided & FY03 Highlights**

The Board of Jury Supervisors exercises a general supervisory control over the Jury Commissioner and the method of obtaining jurors for the Circuit Court. The budget for this division consists of the office of the Jury Commissioner and includes funds for the payment of juror fees and expenses. Anticipated juror expenses are based on an estimate of 26,000 petit jurors serving an average of 2.2 days, four grand juries and three sequestered juries. Seated jurors are currently paid \$18 per day of which \$6 is reimbursed to general revenue by the state. The FY03 budget includes replacement equipment for the jury management system.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	360,910	409,536	441,166
Materials and Supplies	5,250	7,525	41,315
Equipment, Lease & Assets	1,762	10,950	20,861
Contractual and Other Services	978,585	1,032,500	988,499
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,346,507</b>	<b>\$1,460,511</b>	<b>\$1,491,841</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,346,507</b>	<b>\$1,460,511</b>	<b>\$1,491,841</b>

**Number of Full Time Positions**

General Fund	10.0	10.0	10.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>10.0</b>	<b>10.0</b>	<b>10.0</b>

Department: Judicial Offices  
 Division: 314 Probate Court (Probate Judge)

**Division Budget**

**Services Provided & FY03 Highlights**

The Probate Division is responsible for hearing cases and making orders pertaining to the appointment of guardians and conservators for incapacitated and disabled persons and for minors. The division also provides for the appointment of personal representatives for decedent estates, the oversight of estates and guardianships and involuntary civil commitments.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	0	0	0
Materials and Supplies	25,466	41,650	45,450
Equipment, Lease & Assets	14,915	19,800	12,700
Contractual and Other Services	43,658	31,300	30,400
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$84,039</b>	<b>\$92,750</b>	<b>\$88,550</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$84,039</b>	<b>\$92,750</b>	<b>\$88,550</b>

**Number of Full Time Positions**

General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

Department: Judicial Offices  
 Division: 315 Sheriff

**Division Budget**

**Services Provided & FY03 Highlights**

The Sheriff's Office is responsible for the security of the thirty-one divisional courtrooms of the Circuit Court and the transportation of prisoners between the Courts and detention facilities. The Sheriff also has the duty of serving court papers and eviction notices and issuing jury summons and gun permits. With the existing jail space lease arrangement between the Dept. of Corrections and St. Louis County, the Sheriff's office will continue to transport prisoners among the County facility and the Courts and City detention facilities. The FY03 Sheriff's office budget includes six additional deputies to provide security for the Carnahan courthouse.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	6,132,250	6,924,974	7,364,310
Materials and Supplies	19,137	92,650	31,300
Equipment, Lease & Assets	23,081	155,639	14,488
Contractual and Other Services	219,700	119,250	212,262
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$6,394,168</b>	<b>\$7,292,513</b>	<b>\$7,622,360</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$6,394,168</b>	<b>\$7,292,513</b>	<b>\$7,622,360</b>

**Number of Full Time Positions**

General Fund	185.0	185.0	191.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>185.0</b>	<b>185.0</b>	<b>191.0</b>



Department: Judicial Offices  
 Division: 316 City Courts

**Division Budget**

**Services Provided & FY03 Highlights**

The Municipal Division of the St. Louis Circuit Court (City Courts) is structured into five court divisions that hear St. Louis City traffic violation cases, housing, sanitation and other ordinance violation cases. It operates five days per week and processes over 100,000 cases annually. Within this operation, six problem solving courts: Female Drug Court, Mental Health Court, Truancy Court, Quality of Life Court, Housing/Problem Property Court and Re-entry Court have evolved. The courts target specific violations and identify individuals that create problems for homeowners, business owners and visitors to St. Louis. The Court's mission is to expiently deal with these cases, bring restitution to the affected victim(s) and refer the defendant to treatment and assistance from existing City and private sector programs.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,428,951	1,571,983	1,638,231
Materials and Supplies	9,205	9,250	8,000
Equipment, Lease & Assets	0	324,350	354,656
Contractual and Other Services	1,024,820	771,250	815,460
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$2,462,976</b>	<b>\$2,676,833</b>	<b>\$2,816,347</b>
Grant and Other Funds	\$742,996	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$3,205,972</b>	<b>\$2,676,833</b>	<b>\$2,816,347</b>

**Number of Full Time Positions**

General Fund	40.0	39.0	39.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>40.0</b>	<b>39.0</b>	<b>39.0</b>

Department: Judicial Offices  
 Division: 317 City Marshal

**Division Budget**

**Services Provided & FY03 Highlights**

The City Marshal provides courtroom security for the four courtrooms of the City Courts as well as the entrances and other areas of City Courts. The City Marshal is also responsible for City Court prisoners seen over video-link, those brought over from the Sheriff's office and individual arrests out of court. The City Marshal also provides security for other city buildings including City Hall, 634 N. Grand and 1300 Convention Plaza. In FY03, it is anticipated that security for certain municipal buildings will be provided through contractual arrangements. Funds for these services are being provided through the office of the Director of Public Safety.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,131,985	1,216,041	968,323
Materials and Supplies	10,697	16,600	10,800
Equipment, Lease & Assets	670	3,800	3,800
Contractual and Other Services	4,554	9,100	5,450
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,147,906</b>	<b>\$1,245,541</b>	<b>\$988,373</b>
Grant and Other Funds	\$0	\$30,160	\$31,013
<b>Total Budget All Funds</b>	<b>\$1,147,906</b>	<b>\$1,275,701</b>	<b>\$1,019,386</b>

**Number of Full Time Positions**

General Fund	35.0	33.0	25.0
Other	0.0	1.0	1.0
<b>Total</b>	<b>35.0</b>	<b>34.0</b>	<b>26.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Courtroom hallway security hours	10,400	12,970	15,114
o Electronic detection security hours	3,051	4,550	5,177
o Jail security hours	2,288	10,400	10,400
o Mayor's Office security hours	2,160	2,080	2,080
o City Hall security hours	10,640	12,896	12,896
o Soldier's Memorial security hours	5,260	6,240	6,240
o 1300 Convention Plaza security hours	2,160	2,184	2,184
o Special security services	1,080	3,240	3,903

Department: Judicial Offices  
 Division: 320 Probation Dept. & Juvenile Detention Center

**Division Budget**

**Services Provided & FY03 Highlights**

The purpose of the Juvenile Division is to facilitate the care, protection and discipline of children who come under the jurisdiction of the Juvenile Court. The Juvenile Court has jurisdiction of delinquency and status offense matters up to the seventeenth birthday, and abuse and neglect matters up to the eighteenth birthday. Contained within the Juvenile Division budget is the cost of institutional care for delinquent juveniles. The FY03 budget allocates over \$500,000 to institutional placements. The Juvenile Division has also received additional grant funding to support seven additional staff, (operating and grants personnel in previous years not delineated.)

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	10,435,364	11,713,977	12,360,258
Materials and Supplies	301,717	339,696	407,900
Equipment, Lease & Assets	107,782	186,574	105,255
Contractual and Other Services	1,579,663	1,530,042	1,756,082
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$12,424,526</b>	<b>\$13,770,289</b>	<b>\$14,629,495</b>
Grant and Other Funds	\$106,297	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$12,530,823</b>	<b>\$13,770,289</b>	<b>\$14,629,495</b>

**Number of Full Time Positions**

General Fund	248.0	253.0	244.1
Other	0.0	0.0	17.9
<b>Total</b>	<b>248.0</b>	<b>253.0</b>	<b>262.0</b>

Department: Judicial Offices  
 Division: 321 Circuit Drug Court

**Division Budget**

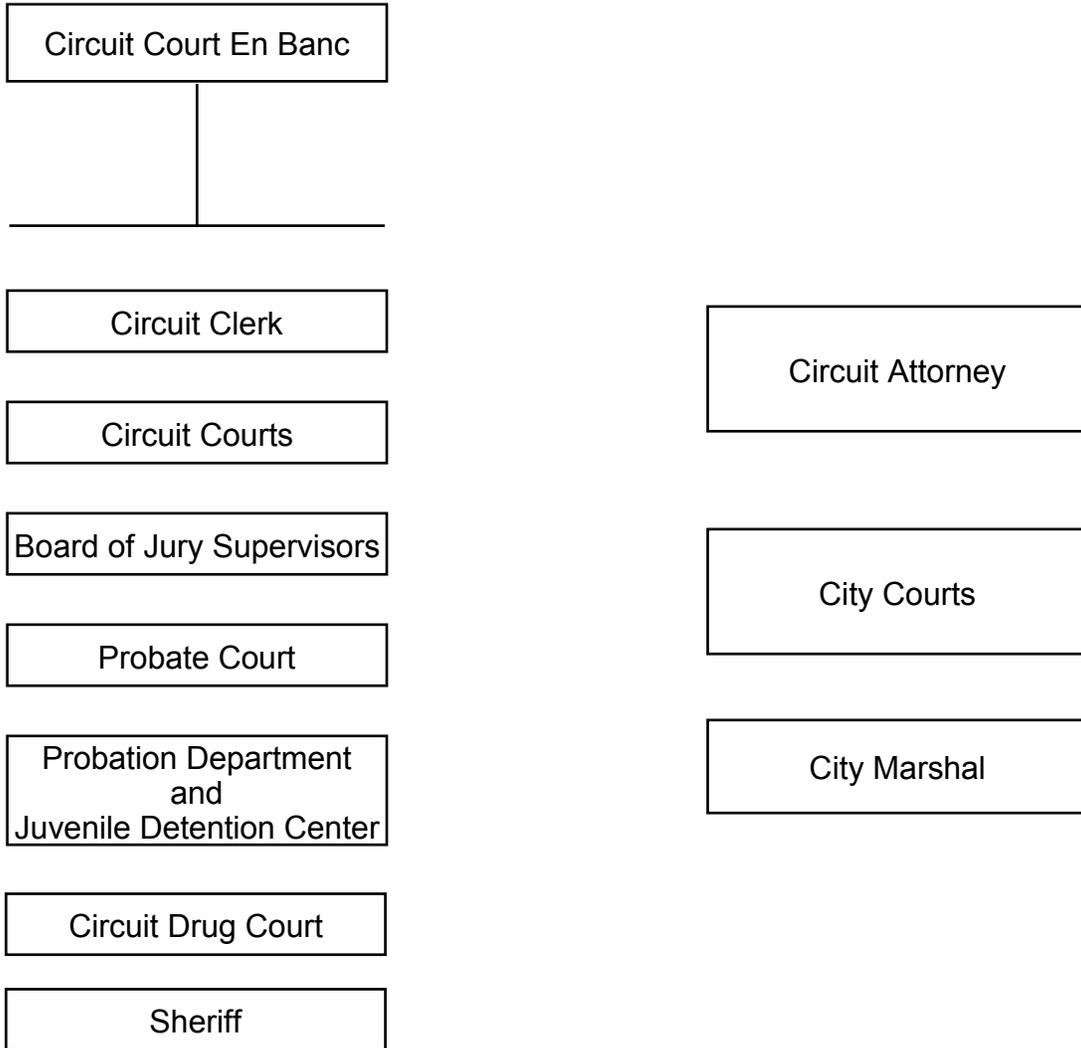
**Services Provided & FY03 Highlights**

The Circuit Drug Court was established as a separate cost center with a general fund subsidy in FY01. The purpose of the Drug Court is to address those defendants appearing habitually before the court on drug offenses and intervene with a system of counseling and treatment. The program is funded in part by Local Law Enforcement block grant funds secured the Div. of Neighborhood Stabilization.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	0	0	0
Materials and Supplies	7,073	32,900	35,700
Equipment, Lease & Assets	5,836	8,100	4,100
Contractual and Other Services	302,466	357,635	358,835
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$315,375</b>	<b>\$398,635</b>	<b>\$398,635</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$315,375</b>	<b>\$398,635</b>	<b>\$398,635</b>
<b>Number of Full Time Positions</b>			
General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

# **COUNTY OFFICES**

# JUDICIAL OFFICES



# COUNTY OFFICES

<b>Budget By Division</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
330 Tax Equalization Board	9,680	16,900	16,900
333 Recorder of Deeds	1,662,071	1,836,920	2,171,381
334 Election and Registration	2,459,674	1,690,324	3,049,924
335 Medical Examiner	1,318,539	1,416,450	1,512,409
340 Treasurer	627,784	644,981	651,590
<b>Total General Fund</b>	<b>\$6,077,748</b>	<b>\$5,605,575</b>	<b>\$7,402,204</b>
Grant and Other Funds	\$273,589	\$125,000	\$125,000
Convention and Sports Facility Trust Fund	\$4,650,000	\$5,000,000	\$5,500,000
Rams Practice Facility Fund	\$2,946,487	\$0	\$0
<b>Total Department All Funds</b>	<b>\$13,947,824</b>	<b>\$10,730,575</b>	<b>\$13,027,204</b>

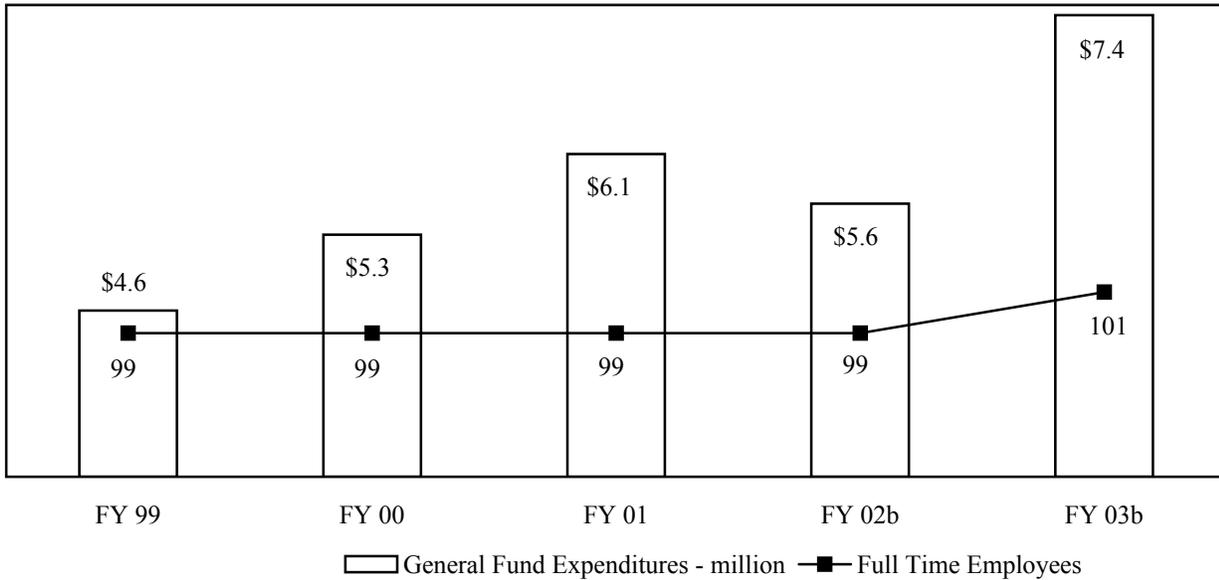
<b>Personnel By Division</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
330 Tax Equalization Board	0.0	0.0	0.0
333 Recorder of Deeds	44.0	44.0	46.0
334 Election and Registration	32.0	32.0	32.0
335 Medical Examiner	11.0	12.0	12.0
340 Treasurer	12.0	11.0	11.0
<b>Total General Fund</b>	<b>99.0</b>	<b>99.0</b>	<b>101.0</b>
Grant and Other Funds	0.0	0.0	0.0
<b>Total Department All Funds</b>	<b>99.0</b>	<b>99.0</b>	<b>101.0</b>

### **Additional County Offices**

In addition to the above, the City also maintains Offices of the Collector of Revenue and the License Collector. These offices are established by state law as fee offices, or offices that derive operating funds from commissions on the revenues they collect. The total operating budgets for these two offices are not subject to annual appropriation and total about \$5.5 million and \$1.3 million respectively. Typically, as commissions will exceed the cost of operations, unexpended "surplus commissions" are paid to the City's General Fund.

# COUNTY OFFICES

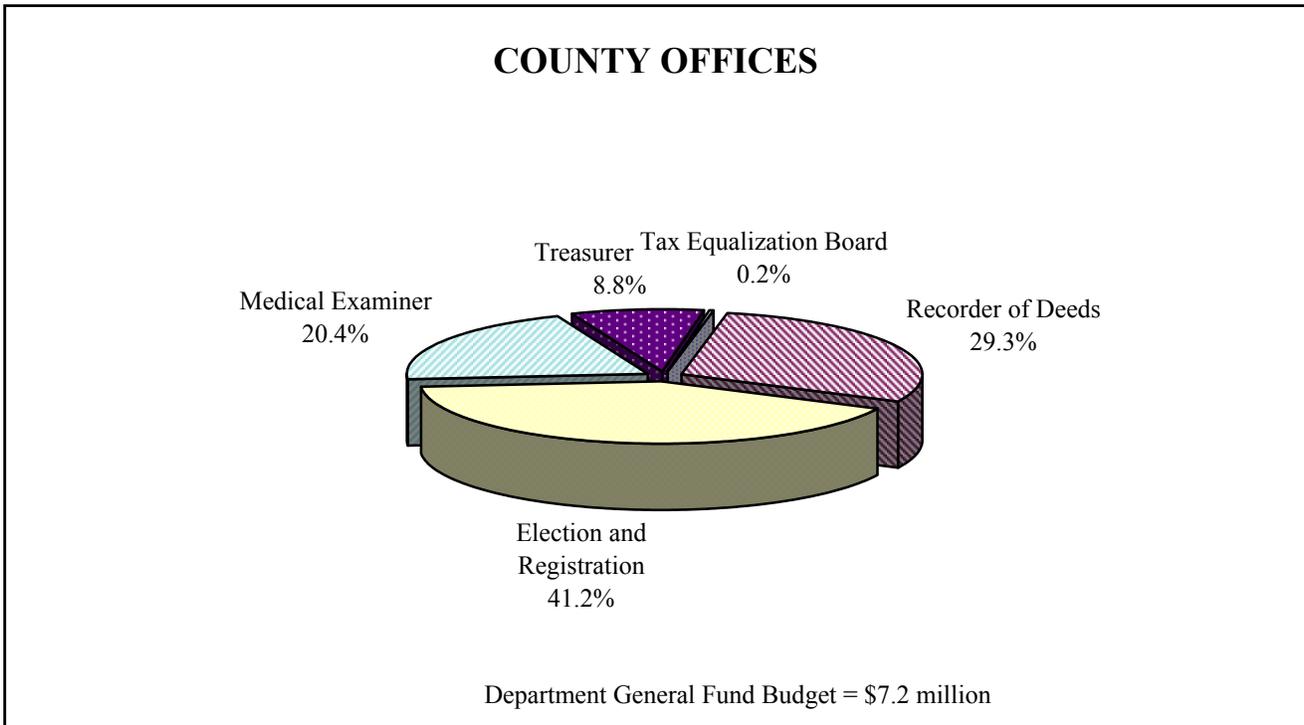
## COUNTY OFFICES



### Major Goals and Highlights

- o Shift the provision of Vital Records from the Health Division to the Recorder of Deeds office
- o Continue conversion of land and marriage records from microfilm to computer images
- o Conduct four City-wide elections utilizing newly redistricted wards and districts

# COUNTY OFFICES



- o Conduct approximately 700 post mortem examinations through the Medical Examiner's office

Department: County Offices  
 Division: 330 Tax Equalization Board

**Division Budget**

**Services Provided & FY03 Highlights**

The Tax Equalization Board serves as the review board for the purpose of equalizing the valuation of merchants and manufacturer's tax return statements. Appointed by the Mayor, the Board has the power to review, adjust and correct the license and license tax books, determine as far as possible whether all persons have been listed who are required to have a license or pay a license tax and whether all persons have made correct returns as required by law or City ordinances. The annual appropriation consists of compensation to members of the Board for days in session and for incidental costs related Board meetings.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	9,680	16,500	16,500
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	400	400
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$9,680</b>	<b>\$16,900</b>	<b>\$16,900</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$9,680</b>	<b>\$16,900</b>	<b>\$16,900</b>

**Number of Full Time Positions**

General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

Department: County Offices

**Division Budget**

Division: 331 License Collector - Convention & Sports Facility Trust Funds

**Services Provided & FY03 Highlights**

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The City Convention and Sports Facility Trust Fund was authorized by state statute primarily to facilitate debt payments on the City's convention center. The source of revenue to the fund is the 3.5% tax on hotel room sales and is collected monthly by the License Collector. Proceeds from the tax are deposited in the trust fund before being transferred to the General Fund for purposes of retiring the convention center debt. Payments on the debt itself are contained in the 190 City-Wide Accounts. The Rams Practice Facility Fund was created in FY96 to pay the debt on the City's \$5.0 million obligation to help construct a practice facility for the St. Louis Rams. This debt was retired in FY01.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	0	0	0
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Convention & Sports Facility Fund	\$4,650,000	\$5,000,000	\$5,500,000
Rams Practice Facility Fund	\$2,946,487	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$7,596,487</b>	<b>\$5,000,000</b>	<b>\$5,500,000</b>

Department: County Offices  
 Division: 333 Recorder of Deeds

**Division Budget**

**Services Provided & FY03 Highlights**

The Office of the Recorder of Deeds records and serves as a repository for legal documents which affect title to real estate. It also accepts filings which affect title to the personal property of a commercial interest; microfilms all recorded documents; and issues civil marriage licenses. In FY01, the Recorder's Office installed a file manager system to track all recording fees and funds and converted five years of records from microfilm into a computer image format. In FY03, the Recorder of Deeds will assume the duties performed previously by the Vital Records section of the Health Department. Since the Recorder's office is already structured to provide public records, the shift of duties will result in overall savings in the cost of providing this service.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,507,388	1,643,620	1,834,531
Materials and Supplies	22,200	38,000	46,400
Equipment, Lease & Assets	200	18,000	59,000
Contractual and Other Services	132,283	137,300	231,450
Debt Service and Special Charges	0	0	0
	_____	_____	_____
<b>Total General Fund</b>	<b>\$1,662,071</b>	<b>\$1,836,920</b>	<b>\$2,171,381</b>
Grant and Other Funds	\$267,763	\$0	\$0
	_____	_____	_____
<b>Total Budget All Funds</b>	<b>\$1,929,834</b>	<b>\$1,836,920</b>	<b>\$2,171,381</b>
<b>Number of Full Time Positions</b>			
General Fund	44.0	44.0	46.0
Other	0.0	0.0	0.0
	_____	_____	_____
Total	44.0	44.0	46.0

Department: County Offices  
 Division: 334 Board of Election Commissioners

**Division Budget**

**Services Provided & FY03 Highlights**

The Board of Election Commissioners for the City of St. Louis is a state agency mandated by state law for the purpose of conducting all public elections within the City. The Board of Election Commissioner's staff is responsible for the registration of voters and maintenance of the City's voter registration records. The budget for the Board of Elections is cyclical following election year cycles. In FY03 the Board of Election Commissioners will be conducting four city-wide elections. The first of these in August 2002 will be the first utilizing the newly redistricted wards and precincts. The FY03 budget reflects these election year expenses as well as one-time costs (e.g special mailings) related to the new district boundaries.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,757,220	1,287,924	2,031,091
Materials and Supplies	35,345	96,000	342,879
Equipment, Lease & Assets	14,086	195,000	312,610
Contractual and Other Services	653,023	111,400	363,344
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$2,459,674</b>	<b>\$1,690,324</b>	<b>\$3,049,924</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$2,459,674</b>	<b>\$1,690,324</b>	<b>\$3,049,924</b>

**Number of Full Time Positions**

General Fund	32.0	32.0	32.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>32.0</b>	<b>32.0</b>	<b>32.0</b>

Department: County Offices  
 Division: 335 Medical Examiner

**Division Budget**

**Services Provided & FY03 Highlights**

The Medical Examiner's primary responsibility is to investigate deaths in the City that occur as a result of unusual or suspicious circumstances as well as for certain deaths that by law fall under its jurisdiction. These death investigations may require a post-mortem examination which includes radiology, toxicology, histology, chemistry, microbiology and other special exams as needed. Special studies may require consultation with experts in a particular field of study. Coupled with these exams is a thorough investigation of the death by the office's Medicolegal Investigators. It is anticipated that the Medical Examiner will conduct approximately 700 post mortem examinations over the next fiscal year.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	487,661	553,188	593,651
Materials and Supplies	12,125	20,500	20,500
Equipment, Lease & Assets	1,095	8,100	8,100
Contractual and Other Services	817,658	834,662	890,158
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,318,539</b>	<b>\$1,416,450</b>	<b>\$1,512,409</b>
Grant and Other Funds	\$5,826	\$125,000	\$125,000
<b>Total Budget All Funds</b>	<b>\$1,324,365</b>	<b>\$1,541,450</b>	<b>\$1,637,409</b>

**Number of Full Time Positions**

General Fund	11.0	12.0	12.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>11.0</b>	<b>12.0</b>	<b>12.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Conduct medical examinations	700	700	700
o Histology services	3,600	3,600	3,600
o Livery and funeral home service contracts	580	745	720
o Provide for city burials	24	24	24
o Provide indigent cemetery plots	14	24	24

Department: County Offices  
 Division: 340 Treasurer

**Division Budget**

**Services Provided & FY03 Highlights**

The Treasurer's Office controls and monitors all the bank accounts of the City. There are currently over 30 accounts under this office's control. Through daily contact with the Comptroller's Office and detailed reconciliation of these accounts, this office provides a check and balance for the Comptroller's office. In addition, this office is by ordinance the depository for all receipts of the City and provides a means for departments to make daily deposits. The Treasurer's Office issues all payroll checks, deposits funds for federal and state taxes, funds for savings bonds and other payroll deductions. The Treasurer is also responsible for making all investments for the City. This includes purchasing, selling and auditing the earnings on these investments as well as ensuring that City funds are safe and secure.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	598,227	609,681	631,790
Materials and Supplies	4,874	9,300	4,600
Equipment, Lease & Assets	0	2,000	2,000
Contractual and Other Services	24,683	24,000	13,200
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$627,784</b>	<b>\$644,981</b>	<b>\$651,590</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$627,784</b>	<b>\$644,981</b>	<b>\$651,590</b>

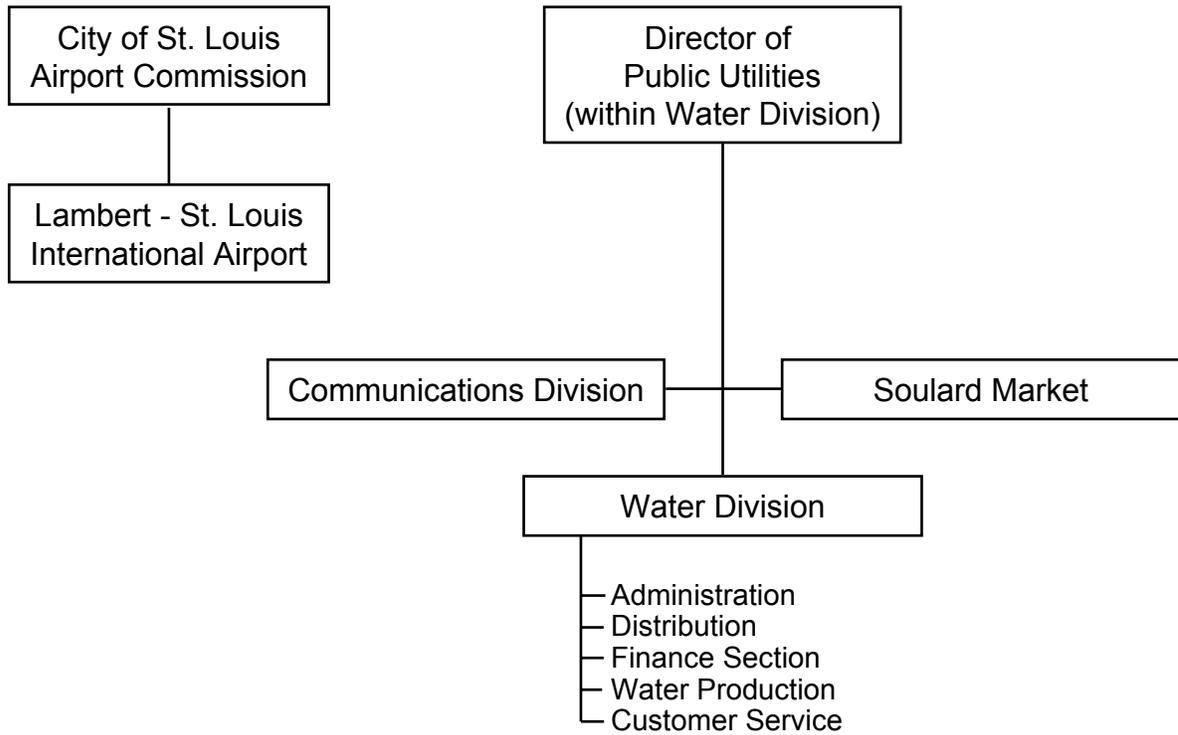
**Number of Full Time Positions**

General Fund	12.0	11.0	11.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>12.0</b>	<b>11.0</b>	<b>11.0</b>



# **PUBLIC UTILITIES**

# DEPARTMENT OF PUBLIC UTILITIES



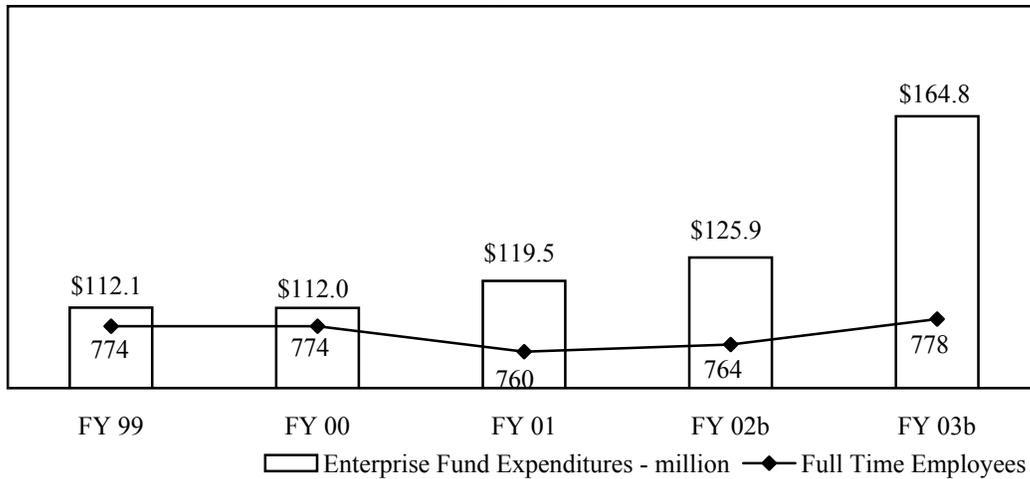
# PUBLIC UTILITIES

<b>Budget By Division</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
414 Souldard Market	257,357	253,361	248,945
<b>Total General Fund</b>	<b>\$257,357</b>	<b>\$253,361</b>	<b>\$248,945</b>
414 Souldard Market Grant Funds	\$29,780	\$12,000	\$0
401 Communications Division	\$1,405,137	\$1,420,712	\$1,613,451
415 Water Division	\$39,169,013	\$45,832,816	\$46,863,350
420 City of St. Louis Airport Commission	\$119,486,099	\$125,898,374	\$164,758,051
<b>Total Department All Funds</b>	<b>\$160,347,386</b>	<b>\$173,417,263</b>	<b>\$213,483,797</b>

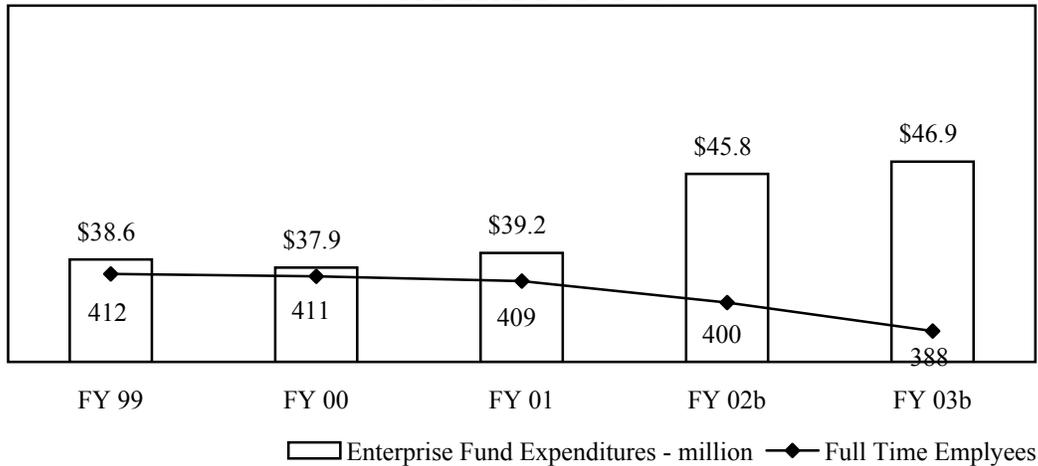
<b>Personnel By Division</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
414 Souldard Market	4.0	4.0	4.0
<b>Total General Fund</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>
401 Communications Division	17.0	16.0	18.0
415 Water Division	409.0	400.0	388.0
420 City of St. Louis Airport Commission	760.0	764.0	778.0
<b>Total Department All Funds</b>	<b>1,190.0</b>	<b>1,184.0</b>	<b>1,188.0</b>

# PUBLIC UTILITIES

## AIRPORT



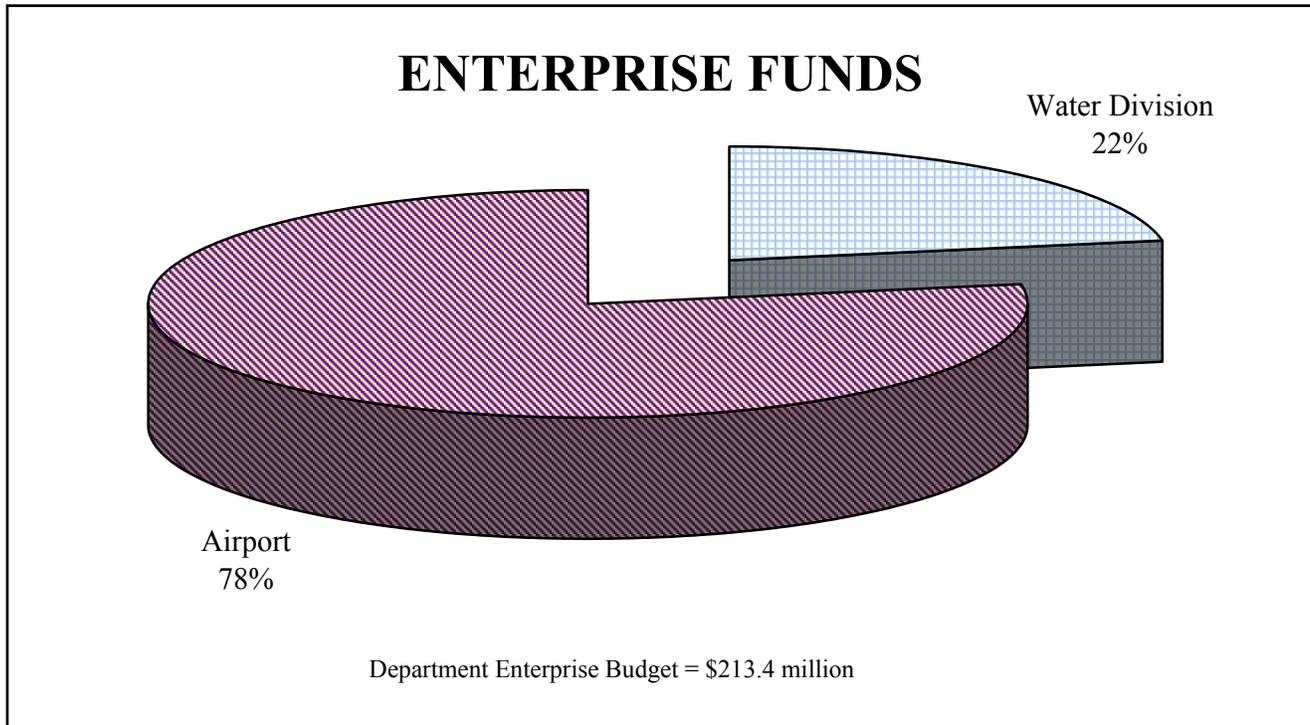
## WATER DIVISION



### Major Goals and Highlights

- o Utilize over \$700,000 from cable franchise settlement agreement to provide facility upgrades and minority training in Communications Division
- o Seek coordination with vendors in promoting business activity at Souldard Market
- o Service approximately 104,000 customer accounts at City Water Division
- o Provide for additional security personnel at Lambert Intl. Airport

# PUBLIC UTILITIES



- o Resequence all meter routes to take advantage of new radio read water meter system
- o Continue upgrade of physical facilities and employee security procedures in Water Division
- o Convert 5,000 meter accounts from touch read to radio read devices
- o Monitor telecommunications legislative developments on state and national level to protect City's prerogatives and right-of-way interests
- o Maintain and service approximately 15,000 fire hydrants and 1,400 miles of water mains
- o Serve nearly 27 million passengers at Lambert - St. Louis International Airport
- o Develop database for analyzing water service line leaks

Department: Public Utilities  
 Division: 401 Communications Division

**Division Budget**

**Services Provided & FY03 Highlights**

The Communications Division enforces the cable franchise ordinances, acting as agency for the Board of Aldermen. In this capacity, the Division monitors the performance of the cable franchise grantee and resolves complaints received from subscribers. Technical performance is monitored with regular inspections of cable installations and plant construction. In addition, the Division enforces Chapter 23.64 City Code, pertaining to telecommunications networks built in the City by private businesses and institutions. Such builders are licensed by the Division and their construction is inspected by Division staff. The Division maintains a television studio and produces programming for two government access channels. An additional duty of the Division is coordinating the participation of City departments in the 800 megahertz radio system operated the Police Communication Center. The Division meets regularly with Police officials, reviews City radio requisitions and advises City departments on radio matters. In FY02, the Division negotiated a new contract agreement with the City's cable provider. A number of settlement agreements resulting from this process will provide approximately \$700,000 in FY03 over and above the base 5% franchise fee on gross revenue. The additional funds will be used to upgrade facilities and provide for a minority training program.

<b>Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	960,644	982,435	1,177,624
Materials and Supplies	13,424	34,377	68,427
Equipment, Lease & Assets	9,615	70,300	70,300
Contractual and Other Services	421,454	333,600	297,100
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Cable Fund	\$1,405,137	\$1,420,712	\$1,613,451
<b>Total Budget All Funds</b>	<b>\$1,405,137</b>	<b>\$1,420,712</b>	<b>\$1,613,451</b>

**Number of Full Time Positions**

General Fund	0.0	0.0	0.0
Other	17.0	16.0	18.0
<b>Total</b>	<b>17.0</b>	<b>16.0</b>	<b>18.0</b>

Department: Public Utilities  
 Division: 414 Soulard Market

**Division Budget**

**Services Provided & FY01 Highlights**

Soulard Farmer's Market has been serving the St. Louis metropolitan area for over 200 years and has been owned and operated by the City of St. Louis since 1842. Revenues from the market are generated through leases to vendors and are used to support the market's operation. The market is still one of the rare community gathering places where up to 500,000 neighbors, families and friends come together each year for the simple purpose of buying the basics and supporting up to 500 people who make their living at the Market. As the cornerstone of the historic Soulard community, Soulard Market continues to play a role in the on-going neighborhood stabilization and development of the area. With reduced funding in FY03, the Market will explore cost cutting measures in the area of trash hauling and security. The market also will make efforts to elicit vendor participation in market promotion activities.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	137,367	146,216	149,656
Materials and Supplies	4,201	5,000	4,800
Equipment, Lease & Assets	3,473	0	0
Contractual and Other Services	112,316	102,145	94,489
	0	0	0
<b>Total General Fund</b>	<b>\$257,357</b>	<b>\$253,361</b>	<b>\$248,945</b>
Grant and Other Funds	\$29,780	\$12,000	\$0
<b>Total Budget All Funds</b>	<b>\$287,137</b>	<b>\$265,361</b>	<b>\$248,945</b>

**Number of Full Time Positions**

General Fund	4.0	4.0	4.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Lease 11 store spaces - occupancy	100%	100%	100%
o Lease 136 market stands - occupancy	87%	90%	92%
o Maintain market patrons - annual visits	486,000	491,000	493,000

Department: Public Utilities  
 Division: 415 Water Division

**Division Budget**

**Services Provided & FY03 Highlights**

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The Water Division provides over 50 billion gallons of water annually to City residents and businesses. The Water Division operates as an enterprise fund; that is, the cost of providing services is financed through user charges, rather than through the general operating funds of the City.

<b>Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	17,430,860	19,126,076	19,549,760
Materials and Supplies	6,278,576	7,952,740	7,469,800
Equipment, Lease & Assets	1,201,846	2,007,400	1,160,600
Contractual and Other Services	10,197,367	12,636,600	14,630,190
Debt Service and Special Charges	4,060,364	4,110,000	4,053,000
	_____	_____	_____
<b>Total</b>	<b>\$39,169,013</b>	<b>\$45,832,816</b>	<b>\$46,863,350</b>

**Number of Full Time Positions**

Total	409.0	400.0	388.0
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**Department:** Public Utilities  
**Division:** 415 Water Division  
**Program:** 01 Administration

**Program Budget**

**Services Provided & FY03 Highlights**

The Administration Program provides overall direction and human resources support to the various Water Division programs by promoting safety, health awareness, job training, motivational training, and by maintaining employee records. The Administrative section of the Water Division also is responsible for the Kingshighway facility, division-wide telephone systems and office management functions for offices of both the Water Commissioner and Director of Public Utilities. In FY03, the Water Division administrative group will emphasize the upgrade of the physical security of facilities, employee security procedures and expand the access control system to encompass plants and remote sites. Ongoing efforts include improving the division claims system to expedite resolution of customer complaints and continue conversion of touch read meter devices to radio read devices.

<b>Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,525,576	1,678,413	1,875,577
Materials and Supplies	39,819	41,450	47,200
Equipment, Lease & Assets	31,512	63,000	16,800
Contractual and Other Services	913,893	1,267,500	1,415,000
Debt Service and Special Charges	0	0	0
<b>Total</b>	<b>\$2,510,800</b>	<b>\$3,050,363</b>	<b>\$3,354,577</b>

**Number of Full Time Positions**

Total	14.0	14.0	15.0
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**Department:** Public Utilities  
**Division:** 415 Water Division  
**Program:** 02 Distribution

**Program Budget**

**Services Provided & FY03 Highlights**

The Distribution program is responsible for providing a quality water supply to 115,000 customers and other City agencies. Through the Distribution System, the City maintains and services approximately 22,000 valves, over 15,000 fire hydrants, and approximately 1,400 miles of water mains. The Distribution section includes the meter and tap program, engineering services and leak inspection services. This section is also a lead agency on the continuing development of the City's G.I.S. and base map, helping to support and administer the program. In FY03, Distribution will seek to consolidate its storeroom facilities to improve overall material storage handling and will replace all Hersey meters with newer technology.

<b>Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	5,877,751	6,499,693	6,523,496
Materials and Supplies	1,408,217	1,802,300	1,674,000
Equipment, Lease & Assets	636,040	1,166,400	696,700
Contractual and Other Services	497,978	452,300	1,008,500
Debt Service and Special Charges	0	0	0
<b>Total</b>	<b>\$8,419,986</b>	<b>\$9,920,693</b>	<b>\$9,902,696</b>

**Number of Full Time Positions**

Total	155.0	154.0	149.0
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<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Maintain water line -- miles	1,400	1,400	1,400
o Maintain water meters	16,000	16,000	16,000
o Conduct water line inspections (accounts)	106,000	105,000	104,000

**Department:** Public Utilities  
**Division:** 415 Water Division  
**Program:** 03 Finance Section

**Program Budget**

**Services Provided & FY01 Highlights**

The Finance Section provides financial coordination and review to the various other Water Division programs. This section also maintains both cash books for the City's financial system and detailed accrual books as mandated by bond requirements. The Finance Section also develops the annual budget, analyzes overall expenditures and develops the City's water rate proposals. The Finance Section processes over 20,000 invoices and 1,500 requisitions per year. A miscellaneous billing system generating over \$3.0 million per year is also administered by this office. In FY03, the Finance Section will develop a database for analyzing service line leaks - gathering age material and location information and working with GIS sytem to develop database.

<b>Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	474,893	543,973	559,999
Materials and Supplies	148,158	253,800	255,300
Equipment, Lease & Assets	29,300	9,000	9,000
Contractual and Other Services	4,379,872	6,076,200	6,220,200
Debt Service and Special Charges	4,060,364	4,110,000	4,053,000
<b>Total</b>	<b>\$9,092,587</b>	<b>\$10,992,973</b>	<b>\$11,097,499</b>

**Number of Full Time Positions**

Total	11.0	11.0	11.0
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<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Process accounts receivable - bills	4,000	4,000	4,000
o Maintain customer accounts	106,000	105,000	104,000

**Department: Public Utilities**  
**Division: 415 Water Division**  
**Program: 04 Water Production**

**Program Budget**

**Services Provided & FY03 Highlights**

The City operates two water treatment plans, Chain of Rocks and Howard Bend. At these two plants, 14 large pumps are used to deliver approximately 54 billion gallons of river water into the basin for treatment. Then, 15 pumps send 50 billion gallons per year of the treated water into the distribution system. Recent improvements include construction work on the new Chain of Rocks basins and chlorine handling facility and a complete cleaning of the primary chemical mixing chamber of the Chain of Rocks plant. A new chlorine handling facility went into service in January, 2002, with the Howard Bend facility following in the next month.

<b>Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	8,438,013	9,280,349	9,437,764
Materials and Supplies	4,670,645	5,767,390	5,405,500
Equipment, Lease & Assets	457,957	728,000	397,100
Contractual and Other Services	3,759,873	4,037,800	5,183,690
Debt Service and Special Charges	0	0	0
<b>Total</b>	<b>\$17,326,488</b>	<b>\$19,813,539</b>	<b>\$20,424,054</b>

**Number of Full Time Positions**

Total	195.0	190.0	183.0
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<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Provide water to consumers - millions of gallons	50,165	50,000	50,000

**Department:** Public Utilities  
**Division:** 415 Water Division  
**Program:** 05 Customer Service

**Program Budget**

**Services Provided & FY03 Highlights**

Customer Service is responsible for billing and collecting payment for water service from approximately 101,000 customers. This includes meter reading, the keeping of accurate customer records, the leaving of delinquent notices and the actual collection of payments from delinquent customers. This office also handles the investigation of all claims for damages against the Water Division. This includes main breaks and vehicle and injury claims. This office annually notifies approximately 1,300 customers who have leaking water service lines and will let approximately 350 water service line replacement contract to private plumbers amounting to about \$600,000 per year. As the switch to radio read meters is implemented customer service will be resequencing meter routes to take advantage of the new technology.

<b>Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,114,627	1,123,648	1,152,924
Materials and Supplies	11,737	87,800	87,800
Equipment, Lease & Assets	47,037	41,000	41,000
Contractual and Other Services	645,751	802,800	802,800
Debt Service and Special Charges	0	0	0
<b>Total</b>	<b>\$1,819,152</b>	<b>\$2,055,248</b>	<b>\$2,084,524</b>

**Number of Full Time Positions**

Total	34.0	31.0	30.0
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<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Conduct quarterly customer billing	106,000	105,000	104,000
o Service Line Program - repairs	350	350	350

Department: Airport Commission  
 Division: 420 City of St. Louis Airport Commission

**Division Budget**

**Services Provided & FY03 Highlights**

The City of St. Louis Airport Authority operates Lambert - St. Louis International Airport, which, based on preliminary 2001 traffic data collected by the Airport Council International, is the 10th busiest in airport operations and 17th in total passenger movement in the nation. Lambert has 76 gates serving 9 major airlines and also serves 8 commuter airlines and 6 on-site cargo companies. Following the events of September 11th, there are new challenges facing the airport industry, such as increased security costs to ensure the continued safety of airline passengers. The FAA has approved funding to reimburse the Airport for a portion of the increased security measures incurred during FY02, but future assistance is dependent upon the availability of additional funding. The Airport is continuing to proceed with its expansion project and has been successful with obtaining funding for a portion of the capital requirements through the bond market. The expansion project is expected to be completed by 2006.

<b>Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	31,826,013	36,556,426	41,052,775
Materials and Supplies	3,257,024	5,060,380	4,629,189
Equipment, Lease & Assets	1,516,866	3,348,241	3,276,152
Contractual and Other Services	33,187,827	33,912,327	38,714,192
Debt Service and Special Charges	49,698,369	47,021,000	77,085,743
<b>Total</b>	<b>\$119,486,099</b>	<b>\$125,898,374</b>	<b>\$164,758,051</b>

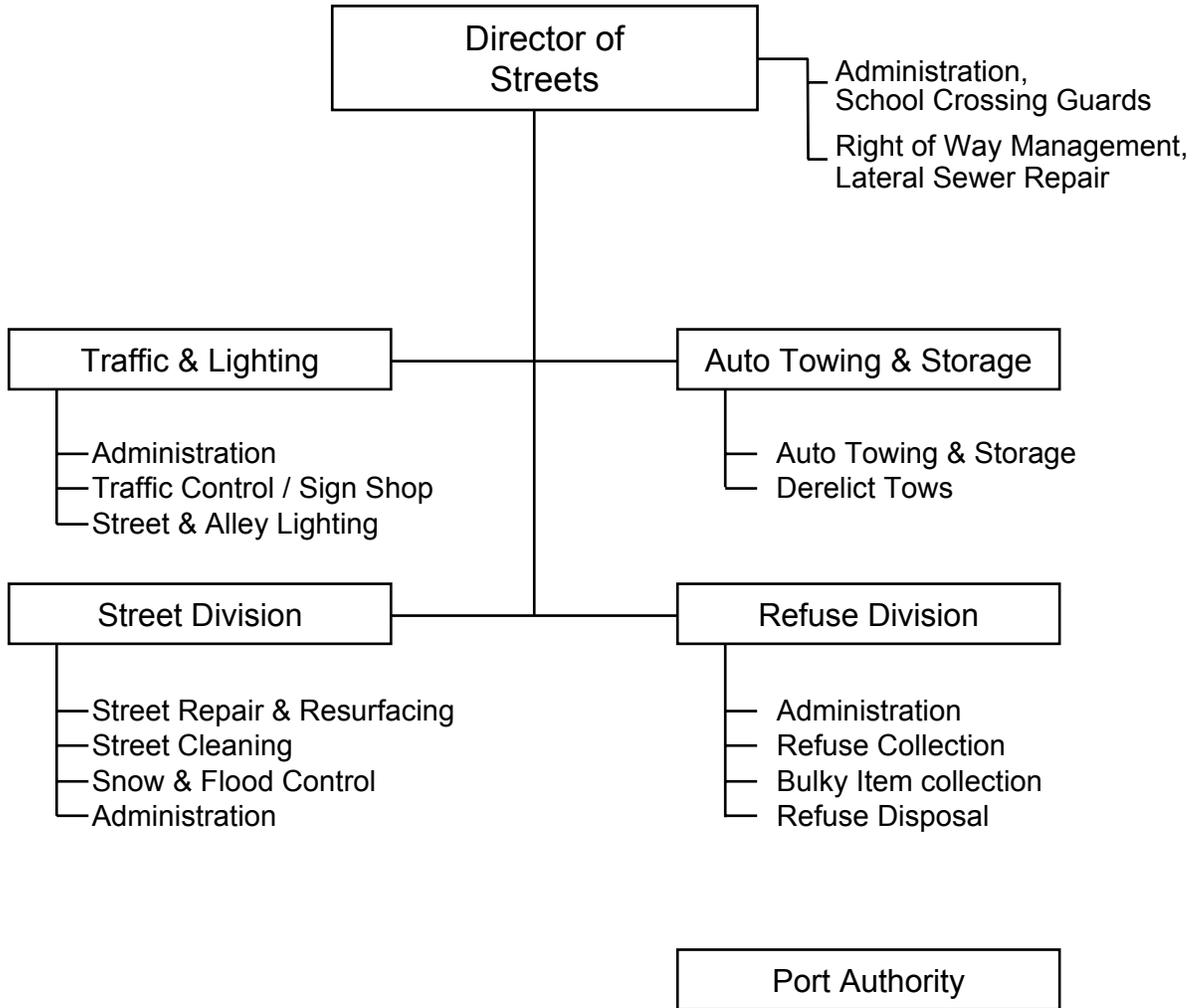
**Number of Full Time Positions**

Total	760.0	764.0	778.0
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<b>Service Description</b>	<b>Calendar 1999</b>	<b>Calendar 2000</b>	<b>Calendar 2001</b>
o Service passengers (in millions)	30.2	30.6	26.7

# **DEPARTMENT OF STREETS**

# DEPARTMENT OF STREETS

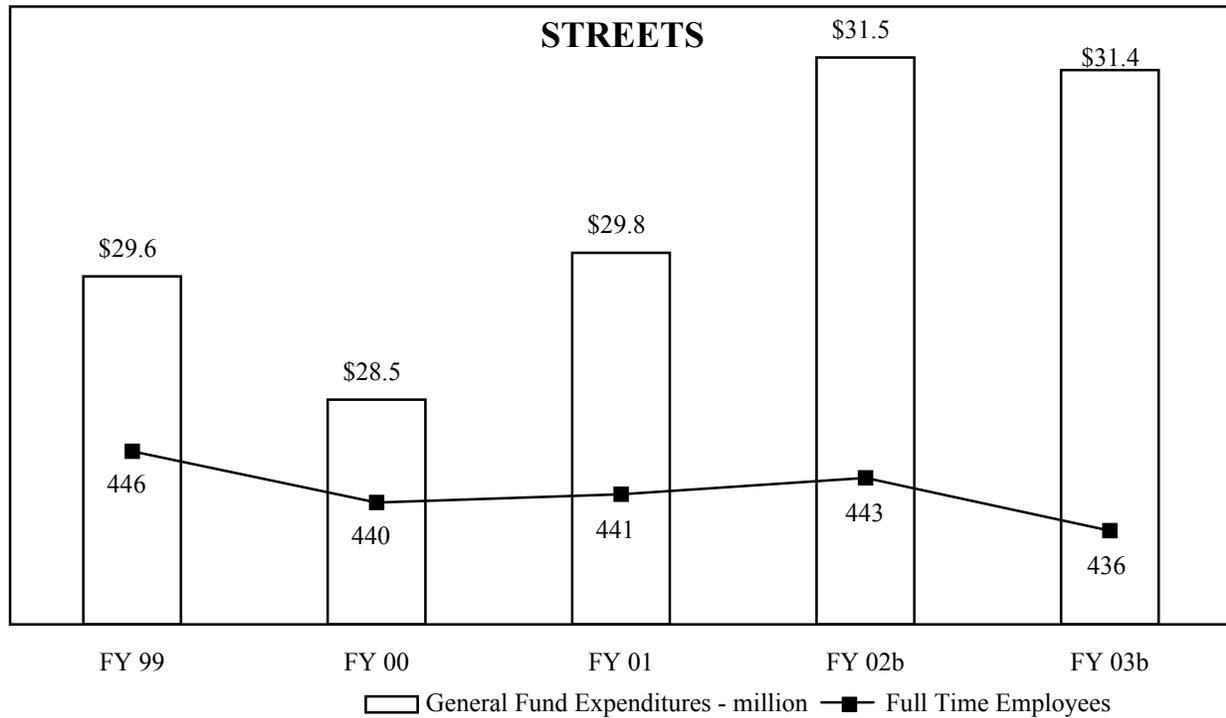


# STREETS

<b>Budget By Division</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
510 Director of Streets	793,501	887,063	1,026,254
511 Traffic and Lighting	7,398,554	7,728,417	7,891,869
513 Auto Towing and Storage	1,429,387	1,522,964	1,591,945
514 Street Division	6,125,393	6,778,195	6,612,860
516 Refuse Division	14,061,716	14,629,556	14,311,774
<b>Total General Fund</b>	<b>\$29,808,551</b>	<b>\$31,546,195</b>	<b>\$31,434,702</b>
Port Authority	\$2,231,756	\$3,727,000	\$4,661,000
Lateral Sewer Repair Fund	\$3,130,766	\$3,526,340	\$3,525,244
Grant and Other Funds	\$252,312	\$389,000	\$310,260
<b>Total Department All Funds</b>	<b>\$35,423,385</b>	<b>\$39,188,535</b>	<b>\$39,931,206</b>

<b>Personnel By Division</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
510 Director of Streets	15.8	15.8	18.4
511 Traffic and Lighting	94.0	96.0	94.0
513 Auto Towing and Storage	30.0	30.0	30.0
514 Street Division	137.0	137.0	132.0
516 Refuse Division	164.0	164.0	162.0
<b>Total General Fund</b>	<b>440.8</b>	<b>442.8</b>	<b>436.4</b>
520 Port Authority	0.0	0.0	0.0
Grant and Other Funds	34.2	35.2	35.6
<b>Total Department All Funds</b>	<b>475.0</b>	<b>478.0</b>	<b>472.0</b>

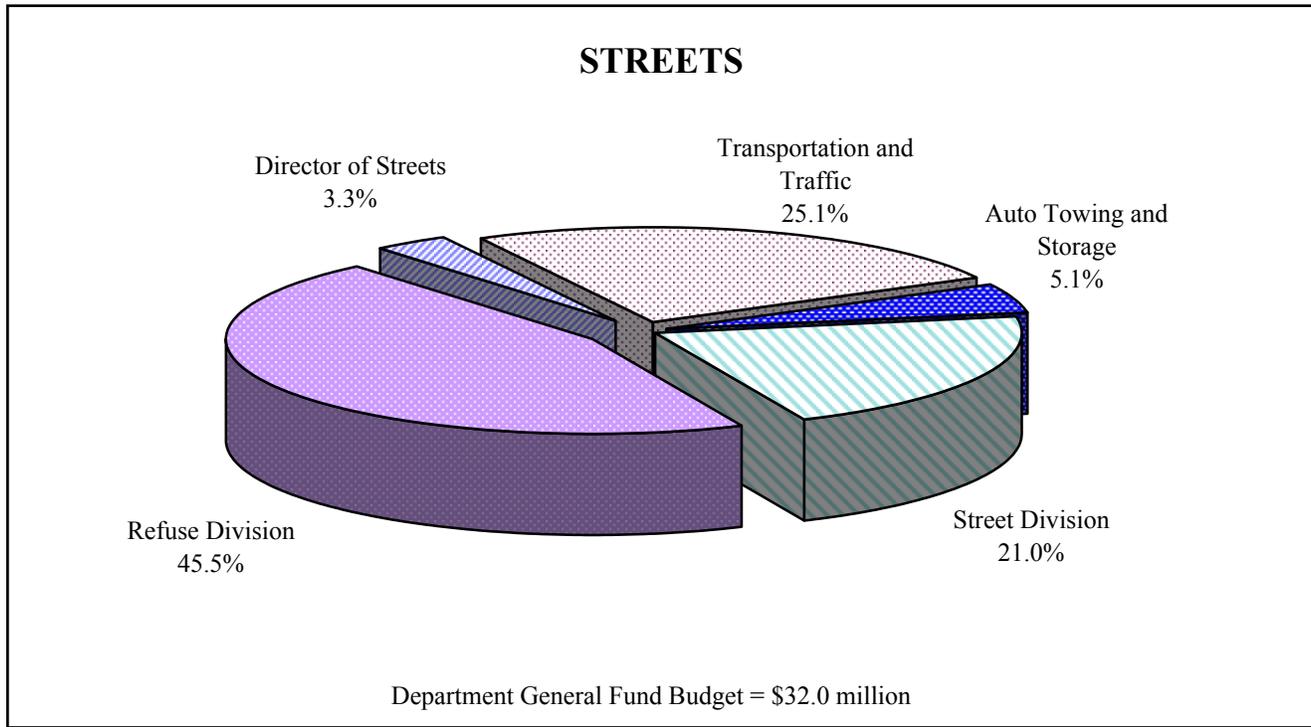
# STREETS



## Major Goals and Highlights

- o Implement new Refuse Division waste disposal contract
- o Complete conversion of traffic signal lights to new LED's by December, 2002 through use of Mo. DNR loan program
- o Respond to all street and alley light outages within 5 working days and replace 95% of individual outages within 2 working days
- o Replace 95% of signs within 3 days of request and respond to 90% of reported sign problems within one hour
- o Consolidate payroll and accounting functions of Department into Director's office
- o Towing to contact Police weekly to verify hold orders thereby allowing more vehicles to be auctioned
- o Repair 150,000 linear feet of seams in streets through street excavation fund
- o Make third year payment of \$600,000 on loan for Admiral relocation

# STREETS



- o Tow 500 derelict vehicles and send notification letters within 10 days of work order
- o Replenish existing salt and snow chemical at reduced level of \$150,000
- o Handle construction debris disposal for Streets and other City departments
- o Respond to signal problems within one hour
- o Respond immediately to accidents and oil spills to reduce dangerous driving conditions
- o Collect over 200,000 tons of municipal waste and 30,000 tons of yard waste
- o Collect 13,000 tons of bulky waste
- o Divert over 6,000 tons of municipal solid waste from landfills with various recycling programs
- o Respond to citizen requests for street repairs within 48 hours

Department: Streets  
 Division: 510 Director of Streets

**Division Budget**

**Services Provided & FY03 Highlights**

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The Director of Streets is responsible for overseeing the repair, cleaning and maintenance of all public streets, alleys and other City right-of-ways as well as the collection and disposal of refuse. Through right-of-way management, the Director's Office also oversees the Lateral Sewer Repair Program and manages the 50/50 Sidewalk program. The Director's office will also oversee the street restoration project which will seal over 150,000 linear feet of seams in the streets caused by construction and utility repairs.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	783,999	875,923	1,007,164
Materials and Supplies	3,022	4,150	12,872
Equipment, Lease & Assets	0	1,100	528
Contractual and Other Services	6,480	5,890	5,690
Debt Service and Special Charges	0	0	0
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<b>Total General Fund</b>	<b>\$793,501</b>	<b>\$887,063</b>	<b>\$1,026,254</b>
Grant and Other Funds	\$3,130,766	\$3,671,840	\$3,825,244
<b>Total Budget All Funds</b>	<b>\$3,924,267</b>	<b>\$4,558,903</b>	<b>\$4,851,498</b>

**Number of Full Time Positions**

General Fund	15.8	15.8	18.4
Other	8.2	11.2	12.6
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<b>Total</b>	<b>24.0</b>	<b>27.0</b>	<b>31.0</b>



**Department:** Streets  
**Division:** 510 Director of Streets  
**Program:** 01 Administration

**Program Budget**

**Services Provided & FY03 Highlights**

The Administrative Program is responsible for overseeing all permits, plans and ordinances pertaining to right-of-way use. This section issues approximately 6,000 permits for street blockings, parades, parking, taxicab, transportation and sidewalk/ driveway permits. The section is also supervisors the City's school crossing guard program and is responsible for collecting revenues consisting of the above permits and the 50/50 sidewalk program billing . The FY03 budget includes the consolidation of accounting and payroll functions from other divisions of the Street Department.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	548,533	620,134	734,251
Materials and Supplies	2,730	3,700	4,800
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	5,475	5,890	5,290
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$556,738</b>	<b>\$629,724</b>	<b>\$744,341</b>
Grant and Other Funds	\$0	\$145,500	\$300,000
<b>Total Budget All Funds</b>	<b>\$556,738</b>	<b>\$775,224</b>	<b>\$1,044,341</b>

**Number of Full Time Positions**

General Fund	9.4	9.4	12.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>9.4</b>	<b>9.4</b>	<b>12.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Issue blocking permits	2,185	2,100	2,150
o Issue parade permits	129	150	150
o Issue parking permits	342	320	400
o Issue transportation permits	1,776	1,900	1,800
o Issue sidewalk/driveway permits	658	660	660
o Taxicab inspections	862	900	875

**Department:** Streets  
**Division:** 510 Director of Streets  
**Program:** 02 Right-of-Way Management

**Program Budget**

**Services Provided & FY03 Highlights**

The Right-of-Way Management Program maintains the right-of-way safety on streets, alleys, and sidewalks for both motorists and pedestrians. In the last fiscal year, the Department completed 45,093 street inspections. This program also supervised the repair of 996 lateral sewer lines funded through the Lateral Sewer Repair Fund.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	235,466	255,789	272,913
Materials and Supplies	292	450	8,072
Equipment, Lease & Assets	0	1,100	528
Contractual and Other Services	1,005	0	400
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$236,763</b>	<b>\$257,339</b>	<b>\$281,913</b>
Grant and Other Funds	\$3,130,766	\$3,526,340	\$3,525,244
<b>Total Budget All Funds</b>	<b>\$3,367,529</b>	<b>\$3,783,679</b>	<b>\$3,807,157</b>

**Number of Full Time Positions**

General Fund	6.4	6.4	6.4
Other	8.2	11.2	12.6
<b>Total</b>	<b>14.6</b>	<b>17.6</b>	<b>19.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Street inspections	45,093	47,798	46,000
o Lateral sewer line repairs	996	1,000	1,000

Department: Streets  
 Division: 511 Traffic and Lighting

**Division Budget**

**Services Provided & FY03 Highlights**

The Transportation and Traffic Division manages the City's traffic and street lighting needs. This division is responsible for the maintenance and repair of all traffic signals, traffic signs, street painting, and streets lights. In FY02, the Traffic and Lighting Division entered into a \$2 mil. loan agreement with the Mo. State Department of Natural Resources whereby existing traffic signal lights could be replaced with energy efficient LED's. Utility savings from the conversion will be used to pay for the cost of the loan.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	3,836,146	4,217,067	4,379,769
Materials and Supplies	391,286	596,150	596,150
Equipment, Lease & Assets	11,480	3,600	4,600
Contractual and Other Services	3,159,642	2,911,600	2,911,350
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$7,398,554</b>	<b>\$7,728,417</b>	<b>\$7,891,869</b>
Grant and Other Funds	\$33,214	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$7,431,768</b>	<b>\$7,728,417</b>	<b>\$7,891,869</b>

**Number of Full Time Positions**

General Fund	94.0	96.0	94.0
Other	2.0	0.0	0.0
<b>Total</b>	<b>96.0</b>	<b>96.0</b>	<b>94.0</b>



**Department:** Streets  
**Division:** 511 Traffic and Lighting  
**Program:** 01 Administrative Services

**Program Budget**

**Services Provided & FY03 Highlights**

This section provides the administrative services for the Traffic and Lighting Division, including the planning and management of all traffic and lighting functions. All work orders and Citizen Service Bureau requests are monitored under this program. The administrative section also provides payroll supervision and manages purchasing for the division. In FY03, Administrative services will oversee completion of the CMAQ II project as well as the installation of LED's in all City traffic signals.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	832,574	929,399	926,762
Materials and Supplies	4,643	7,350	28,200
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	40,089	36,000	36,750
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$877,306</b>	<b>\$972,749</b>	<b>\$991,712</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$877,306</b>	<b>\$972,749</b>	<b>\$991,712</b>

**Number of Full Time Positions**

General Fund	19.0	19.0	17.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>19.0</b>	<b>19.0</b>	<b>17.0</b>

**Department:** Streets  
**Division:** 511 Traffic and Lighting  
**Program:** 02 Traffic Control

**Program Budget**

**Services Provided & FY03 Highlights**

The Traffic Control Section stripes streets for traffic control, maintains the City's 683 signalized intersections, and makes and installs approximately 18,000 street signs per year. This section also inspects the condition of school crosswalks and restripes the crosswalks as necessary. In FY03, Traffic Control will continue efforts at improving response time to signal malfunctions and has established a goal of replacing all signs within seven days of receiving notification for replacement.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,603,205	1,606,425	1,822,470
Materials and Supplies	212,844	316,100	328,500
Equipment, Lease & Assets	0	0	1,000
Contractual and Other Services	11,918	11,000	10,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,827,967</b>	<b>\$1,933,525</b>	<b>\$2,161,970</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,827,967</b>	<b>\$1,933,525</b>	<b>\$2,161,970</b>

**Number of Full Time Positions**

General Fund	41.0	39.0	42.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>41.0</b>	<b>39.0</b>	<b>42.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Stripe and mark streets - lane miles	2,000	2,000	2,000
o Maintain, fabricate and install signs	18,000	18,000	18,000
o Maintain traffic signal devices (intersections)	680	683	690

**Department:** Streets  
**Division:** 511 Traffic and Lighting  
**Program:** 03 Street and Alley Lighting

**Program Budget**

**Services Provided & FY03 Highlights**

This program provides the repair and maintenance of the City's 51,000 street lights and 16,000 alley lights. The utility charges for all of these lights plus those on the highway and traffic signal lights are funded in this program. Street Lighting responds to reported outages and is working to ensure a response to all service requests within five working days. This program continues the Street Lighting Enhancement Program, with funds from the Aldermen's Ward Capital Improvements to enhance lighting in the neighborhoods.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,400,367	1,681,243	1,630,537
Materials and Supplies	173,799	272,700	239,450
Equipment, Lease & Assets	11,480	3,600	3,600
Contractual and Other Services	3,107,635	2,864,600	2,864,600
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$4,693,281</b>	<b>\$4,822,143</b>	<b>\$4,738,187</b>
Grant and Other Funds	\$33,214	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$4,726,495</b>	<b>\$4,822,143</b>	<b>\$4,738,187</b>

**Number of Full Time Positions**

General Fund	34.0	38.0	35.0
Other	2.0	0.0	0.0
<b>Total</b>	<b>36.0</b>	<b>38.0</b>	<b>35.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Street lighting maintenance	51,000	51,250	51,250
o Alley lighting	16,000	16,000	16,000
o Easement lighting	2,100	2,100	2,100
o Citizen Service Bureau (CSB) service requests Street lighting repair	5,192	5,200	5,200

Department: Streets  
 Division: 513 Auto Towing and Storage

**Division Budget**

**Services Provided & FY03 Highlights**

The Auto Towing and Storage Division manages the towing of cars within the City. Cars towed in the City fall into two categories, cars towed under orders of the Police Department and cars that have been abandoned. The City tows cars ordered by the Police Department and contracts with a private company for the derelict tows. The Division also assists the Street Maintenance Division by removing illegally parked cars to allow for snow removal or paving operations and it also assists the Equipment Services Division by towing 100 to 150 City owned vehicles to the repair facilities.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,105,439	1,202,374	1,262,245
Materials and Supplies	3,742	6,950	8,050
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	320,206	311,640	321,650
Debt Service and Special Charges	0	2,000	0
<b>Total General Fund</b>	<b>\$1,429,387</b>	<b>\$1,522,964</b>	<b>\$1,591,945</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,429,387</b>	<b>\$1,522,964</b>	<b>\$1,591,945</b>

**Number of Full Time Positions**

General Fund	30.0	30.0	30.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>30.0</b>	<b>30.0</b>	<b>30.0</b>

**Department:** Streets  
**Division:** 513 Auto Towing and Storage  
**Program:** 01 Auto Towing and Storage

**Program Budget**

**Services Provided & FY03 Highlights**

The Auto Towing and Storage Program conducts police-generated tows of vehicles resulting from accidents, arrests, delinquent parking tickets or theft. In addition, the division tows and relocates vehicles during snow emergencies. This Division conducts public auctions every week to dispense of unclaimed vehicles. Auto towing is a 24 hour, 7 day per week operation and tows approximately 16,500 vehicles per year including over 4,700 due to multiple tickets. In FY03, Towing will be contacting the Police Dept. once a week concerning the release of "hold" orders. This will speed of the processing and sale of those vehicles that no longer need to be held for law enforcement reasons.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,081,419	1,174,590	1,232,701
Materials and Supplies	3,742	6,950	8,050
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	317,768	311,640	319,650
Debt Service and Special Charges	0	0	0
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<b>Total General Fund</b>	<b>\$1,402,929</b>	<b>\$1,493,180</b>	<b>\$1,560,401</b>
Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$1,402,929</b>	<b>\$1,493,180</b>	<b>\$1,560,401</b>

**Number of Full Time Positions**

General Fund	29.0	29.0	29.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>29.0</b>	<b>29.0</b>	<b>29.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Tow and redeem vehicles	17,993	16,750	16,500
o Tows of vehicles with multiple tickets	5,250	4,700	4,500
o Vehicle sales	8,027	7,500	6,500
o Dispatches within 30 minutes of call	90%	80%	75%

**Department:** Streets  
**Division:** 513 Auto Towing and Storage  
**Program:** 02 Derelict Tows

**Program Budget**

**Services Provided & FY03 Highlights**

The Derelict Tows program removes vehicles from private property that are in violation of City ordinances. These are abandoned/derelict cars left on lots or in back yards. Each property owner is notified of the violation and has seven days to remove the vehicle, if not removed, the violation is turned over to the courts. A private company tows and stores the derelicts and pays the City for each vehicle towed.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	24,020	27,784	29,544
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	2,438	0	2,000
Debt Service and Special Charges	0	2,000	0
<b>Total General Fund</b>	<b>\$26,458</b>	<b>\$29,784</b>	<b>\$31,544</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$26,458</b>	<b>\$29,784</b>	<b>\$31,544</b>

**Number of Full Time Positions**

General Fund	1.0	1.0	1.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Notifications - derelict tows	3,625	3,900	4,500
o Citizen Service Bureau (CSB) service requests Derelict vehicles complaints	3,967	3,000	3,000

Department: Streets  
 Division: 514 Street Division

**Division Budget**

**Services Provided & FY03 Highlights**

The Street Division is responsible for the maintenance of 1,100 miles of streets and 600 miles of alleys within the City. Specific functions performed by this division include street resurfacing and repair, street cleaning, snow removal and wharf cleaning and maintenance on the riverfront. In FY02, up to \$1.3 million of capital funds have been allocated for arterial street paving. Along with these efforts, the Street Division will oversee numerous paving projects as a result of the annual St. Louis Works street improvement program. The FY01 Capital Budget provided funds to replace 7 street sweepers and 11 dump trucks.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	5,186,922	5,643,036	5,617,701
Materials and Supplies	513,407	601,200	601,200
Equipment, Lease & Assets	0	23,000	23,000
Contractual and Other Services	425,064	510,959	370,959
Debt Service and Special Charges	0	0	0
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<b>Total General Fund</b>	<b>\$6,125,393</b>	<b>\$6,778,195</b>	<b>\$6,612,860</b>
Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$6,125,393</b>	<b>\$6,778,195</b>	<b>\$6,612,860</b>
 <b>Number of Full Time Positions</b>			
General Fund	137.0	137.0	132.0
Other	24.0	24.0	23.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>161.0</b>	<b>161.0</b>	<b>155.0</b>



**Department:** Streets  
**Division:** 514 Street Division  
**Program:** 01 Street Repair & Resurfacing

**Program Budget**

**Services Provided & FY03 Highlights**

The Street Repair program performs the majority of the street maintenance on 1,100 miles of streets and 600 miles of alleys. Maintenance efforts include pothole repairs, crack sealing, curb repairs and bridge maintenance. This program also responds to emergencies such as cave-ins, fence and guardrail repairs for the Street Department. Funds from the St. Louis Works program, appropriated separately, and the Capital Improvement Program are also used for resurfacing arterial and neighborhood streets. In FY03, Street Repair will be evaluating the success of major street resurfacing using polymer asphalt and will target a 48 hour response time to citizen repair requests .

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	2,821,722	3,030,340	3,163,720
Materials and Supplies	458,575	541,330	541,330
Equipment, Lease & Assets	0	12,420	12,420
Contractual and Other Services	185,579	144,360	3,651
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$3,465,876</b>	<b>\$3,728,450</b>	<b>\$3,721,121</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$3,465,876</b>	<b>\$3,728,450</b>	<b>\$3,721,121</b>

**Number of Full Time Positions**

General Fund	77.97	77.91	78.36
Other	0.00	0.00	0.00
<b>Total</b>	<b>77.97</b>	<b>77.91</b>	<b>78.36</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Perform granite/curb repair - linear feet	28,000	28,000	28,000
o Patch streets - square yards	300,000	300,000	300,000
o Seal cracks in streets - linear feet	453,000	453,000	453,000
o Repair street cave-ins - cubic feet	47,000	47,000	47,000
o Citizen Service Bureau (CSB) service requests - pothole repairs (arterial/residential streets)	2,111	2,000	2,000

**Department:** Streets  
**Division:** 514 Street Division  
**Program:** 02 Street Cleaning

**Program Budget**

**Services Provided & FY03 Highlights**

The Street Cleaning Program is responsible for cleaning all City streets and responding to accidents and oil spills to reduce hazardous driving conditions. The Downtown Business District receives special emphasis and is swept nightly. In November, this program conducts a leaf pick-up operation in which 14 leaf vacuum trucks are used to pickup leaves which are then processed by the Forestry Division. The leaves are then mulched and made available to the public. In FY03, Street Cleaning will be evaluating efficiencies in the leaf program with the use of new equipment and adjusted staff scheduling.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,013,916	1,125,138	1,129,767
Materials and Supplies	45,304	48,940	48,940
Equipment, Lease & Assets	0	9,660	9,660
Contractual and Other Services	8,479	1,486	1,486
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,067,699</b>	<b>\$1,185,224</b>	<b>\$1,189,853</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,067,699</b>	<b>\$1,185,224</b>	<b>\$1,189,853</b>

**Number of Full Time Positions**

General Fund	28.40	28.68	28.40
Other	0.00	0.00	0.00
<b>Total</b>	<b>28.40</b>	<b>28.68</b>	<b>28.40</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Central Business District cleaning - mile	9,800	9,800	9,800
o Residential street cleaning - mile	12,300	12,300	12,300
o Citizen Service Bureau (CSB) service requests - street cleaning (arterial/residential streets)	659	600	600

**Department:** Streets  
**Division:** 514 Street Division  
**Program:** 03 Snow Removal and Flood Control

**Program Budget**

**Services Provided & FY03 Highlights**

The Snow Removal and Flood Control program removes snow and ice from approximately 440 miles of major and secondary arterial streets. This program also maintains 55,000 feet of floodwall and levee, 38 floodwall closures, and 85 flood relief wells which protect the City's residents and property from flooding damage. The relatively mild winter of 2002 has greatly reduced the need for replenishment of the City's salt and snow chemical supply in FY03.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	998,113	1,088,352	1,090,136
Materials and Supplies	6,990	8,205	8,205
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	220,692	356,713	166,713
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,225,795</b>	<b>\$1,453,270</b>	<b>\$1,265,054</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,225,795</b>	<b>\$1,453,270</b>	<b>\$1,265,054</b>

**Number of Full Time Positions**

General Fund	22.63	22.41	22.23
Other	0.00	0.00	0.00
<b>Total</b>	<b>22.63</b>	<b>22.41</b>	<b>22.23</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Remove snow and ice from streets (call-outs for removal -12 hour shifts)	12	12	12
o Maintain floodwall - gate closings (number of gates closed x occurrences)	10	10	10

**Department:** Streets  
**Division:** 514 Street Division  
**Program:** 04 Administration

**Program Budget**

**Services Provided & FY03 Highlights**

This program provides all budgeting, planning, management, custodial and administrative work for the other programs of the Street Division. The Street Division also manages the St. Louis Works street improvements program. Funding for personnel and related costs associated with St. Louis Works program are budgeted through a separate appropriation.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	353,171	399,206	234,078
Materials and Supplies	2,538	2,725	2,725
Equipment, Lease & Assets	0	920	920
Contractual and Other Services	10,314	8,400	199,109
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$366,023</b>	<b>\$411,251</b>	<b>\$436,832</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$366,023</b>	<b>\$411,251</b>	<b>\$436,832</b>
 <b>Number of Full Time Positions</b>			
General Fund	8.0	8.0	3.0
Other	24.0	24.0	23.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>32.0</b>	<b>32.0</b>	<b>26.0</b>



Department: Streets  
 Division: 516 Refuse Division

**Division Budget**

**Services Provided & FY03 Highlights**

The Refuse Division is responsible for collecting and disposing of the City's waste. The Refuse Division coordinates efforts to reduce the amount of waste going to landfills, such as recycling, composting, and waste reduction. The State of Missouri specifies a 40% reduction in landfill waste. The City to date has reduced its waste stream by between 15-20% mostly as a result of its yard waste and BOAT (batteries, oil, appliances, tires) collection programs. In FY02, the Refuse Division issued a request for proposals for a new waste disposal contract. The new contract and any potential savings that result will take effect at the beginning of FY03.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	6,186,132	6,772,566	7,024,784
Materials and Supplies	79,381	341,675	341,675
Equipment, Lease & Assets	14,906	41,400	41,400
Contractual and Other Services	7,781,297	7,473,915	6,903,915
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$14,061,716</b>	<b>\$14,629,556</b>	<b>\$14,311,774</b>
Grant and Other Funds	\$219,098	\$389,000	\$310,260
<b>Total Budget All Funds</b>	<b>\$14,280,814</b>	<b>\$15,018,556</b>	<b>\$14,622,034</b>

**Number of Full Time Positions**

General Fund	164.0	164.0	162.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>164.0</b>	<b>164.0</b>	<b>162.0</b>

**Department:** Streets  
**Division:** 516 Refuse Division  
**Program:** 01 Administration

**Program Budget**

**Services Provided & FY03 Highlights**

The Refuse Division Administration Section manages and supervises the collection and disposal of the City's waste. It is also accountable for all division records pertaining to tons collected, citizen complaints, personnel files and expenditures. This section also manages the City's recycling program. Current recycling efforts include yard waste composting, educational programs, household hazardous waste program, a Drop-Off Recycling Center and 27 firehouse drop-off recycling sites. The program also works with other City departments to increase recycling by the City offices and promote use of recycled goods.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	499,010	548,510	560,698
Materials and Supplies	11,340	59,000	58,395
Equipment, Lease & Assets	8,051	9,400	9,400
Contractual and Other Services	213,355	179,915	179,915
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$731,756</b>	<b>\$796,825</b>	<b>\$808,408</b>
Grant and Other Funds	\$219,098	\$389,000	\$310,260
<b>Total Budget All Funds</b>	<b>\$950,854</b>	<b>\$1,185,825</b>	<b>\$1,118,668</b>

**Number of Full Time Positions**

General Fund	11.0	11.0	9.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>11.0</b>	<b>11.0</b>	<b>9.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Firehouse drop-off recycling -tons	2,500	2,950	2,950
o Drop-off recycling center - tons	1,100	1,300	1,300
o School Paper recycling project - tons	525	580	580
o Curbside recycling - tons	900	1,200	1,200

**Department:** Streets  
**Division:** 516 Refuse Division  
**Program:** 02 Refuse Collection

**Program Budget**

**Services Provided & FY03 Highlights**

This program is responsible for the collection of household waste from all City residents. It also maintains 30,000 metal alley dumpsters and 21,000 plastic roll carts. The Refuse Division will continue to make recommendations regarding the Waste Reduction Program and the curbside collection of recyclable. Furthermore, the program will aim to increase recycling efforts at City buildings. In FY03, Refuse Collection will continue to evaluate route collection data to optimize the work loads of its collection crews.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	4,599,572	5,108,936	5,333,389
Materials and Supplies	56,655	259,125	260,185
Equipment, Lease & Assets	6,855	32,000	32,000
Contractual and Other Services	182,603	14,000	14,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$4,845,685</b>	<b>\$5,414,061</b>	<b>\$5,639,574</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$4,845,685</b>	<b>\$5,414,061</b>	<b>\$5,639,574</b>

**Number of Full Time Positions**

General Fund	128.0	128.0	128.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>128.0</b>	<b>128.0</b>	<b>128.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Refuse and Yard Waste collection - tons	218,000	228,900	240,346
o Citizen Service Bureau (CSB) service requests refuse collection service problems	20,911	20,000	20,000

**Department:** Streets  
**Division:** 516 Refuse Division  
**Program:** 03 Bulky Item Collections

**Program Budget**

**Services Provided & FY03 Highlights**

The monthly bulk refuse collection program collects approximately 13,000 tons of bulky items annually including discarded furniture and appliances. This service is a convenience for the City's residents and improves the overall appearance of the City. This program also assists in the retrieval and repair of old refuse containers.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	973,496	988,857	1,013,009
Materials and Supplies	7,727	15,700	15,700
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	2,457	5,000	5,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$983,680</b>	<b>\$1,009,557</b>	<b>\$1,033,709</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$983,680</b>	<b>\$1,009,557</b>	<b>\$1,033,709</b>

**Number of Full Time Positions**

General Fund	21.0	21.0	21.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>21.0</b>	<b>21.0</b>	<b>21.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Bulky item pick-up - tons	13,125	13,125	13,125

**Department:** Streets  
**Division:** 516 Refuse Division  
**Program:** 04 Disposal of Resident and Bulk Waste

**Program Budget**

**Services Provided & FY03 Highlights**

This waste disposal program monitors the waste disposal contract for the City's two transfer stations. In FY02, the City began a process to solicit proposals for a new contract that would become effective at the beginning of the new fiscal year. Savings realized through a reduced tonnage fee in the new contract have been incorporated in the FY03 Budget.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	114,054	126,263	117,688
Materials and Supplies	3,659	7,850	7,395
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	7,382,882	7,275,000	6,705,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$7,500,595</b>	<b>\$7,409,113</b>	<b>\$6,830,083</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$7,500,595</b>	<b>\$7,409,113</b>	<b>\$6,830,083</b>

**Number of Full Time Positions**

General Fund	4.0	4.0	4.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Disposal of yard waste - tons	22,325	22,995	23,685
o Disposal of solid waste - tons	216,755	223,258	229,955

Department: Streets  
 Division: 520 Port Administration Division

**Division Budget**

**Services Provided & FY03 Highlights**

The Port Authority of the City of St. Louis manages all phases of harbor and wharf operations including the enforcement of regulations. The Port Authority receives most of its revenue through leases of property on the riverfront. As in previous years, the budget includes a payment of \$125,000 to the City's General Fund for wharf cleaning services conducted by the Street Department. In FY03, the Port Authority budget will include an increase of \$200,000 for a total of \$1.4 mil. in payments to SLDC for administrative and economic development efforts and an increase of approximately \$500,000 to a total of \$2.0 mil. in debt service on a loan related to housing developments. Other debt payments and costs include \$600,000 as a third installment on the Admiral gaming boat relocation debt and funds for miscellaneous administrative and minor construction projects.

<b>Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	0	0	0
Materials and Supplies	0	0	10,000
Equipment, Lease & Assets	0	0	8,000
Contractual and Other Services	0	0	2,075,000
Debt Service and Special Charges	2,231,756	3,727,000	2,568,000
	<hr/>	<hr/>	<hr/>
<b>Port Authority Fund</b>	<b>\$2,231,756</b>	<b>\$3,727,000</b>	<b>\$4,661,000</b>

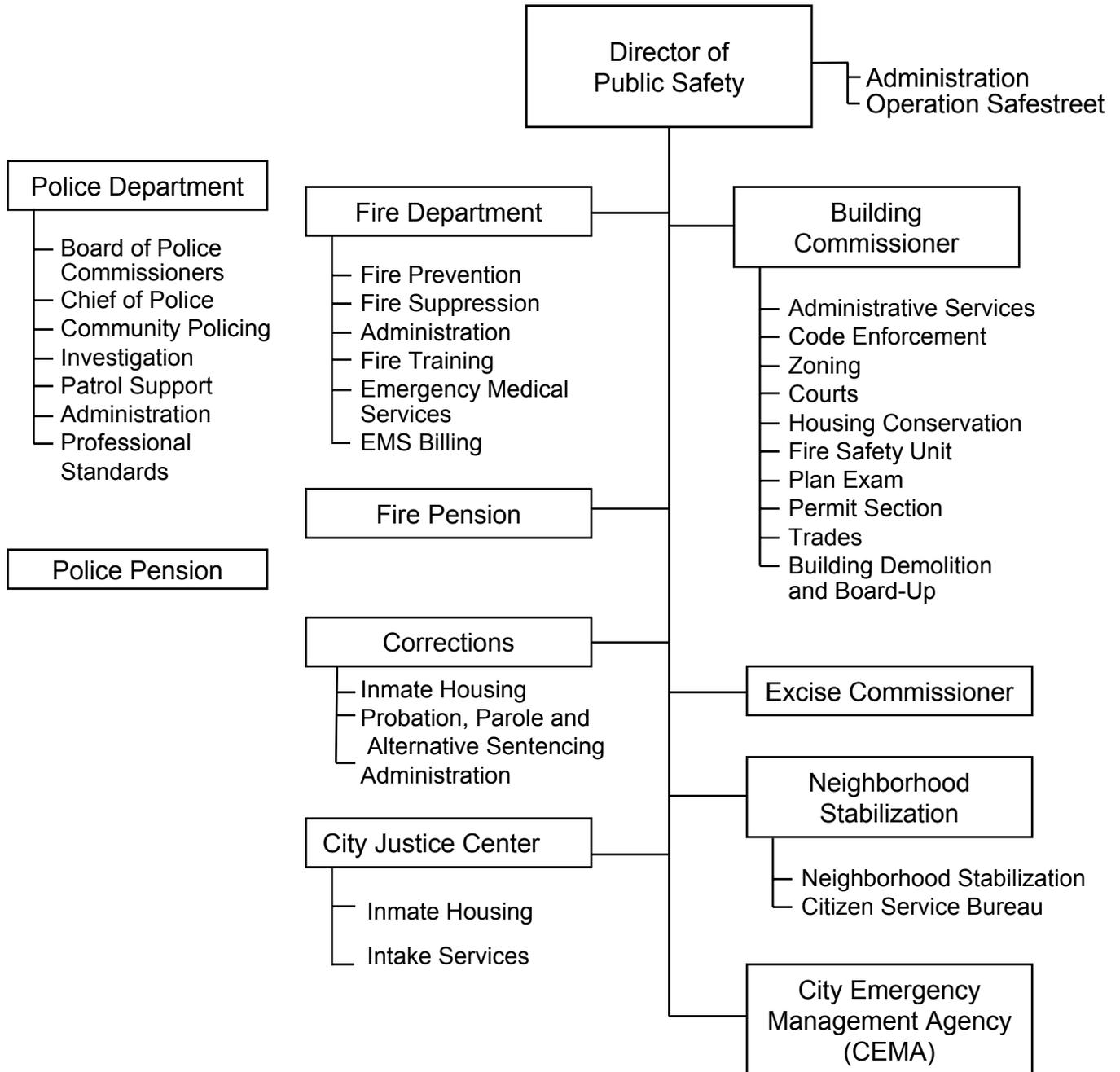
**Number of Full Time Positions**

Total	0.0	0.0	0.0
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# **DEPARTMENT OF PUBLIC SAFETY**

# DEPARTMENT OF PUBLIC SAFETY

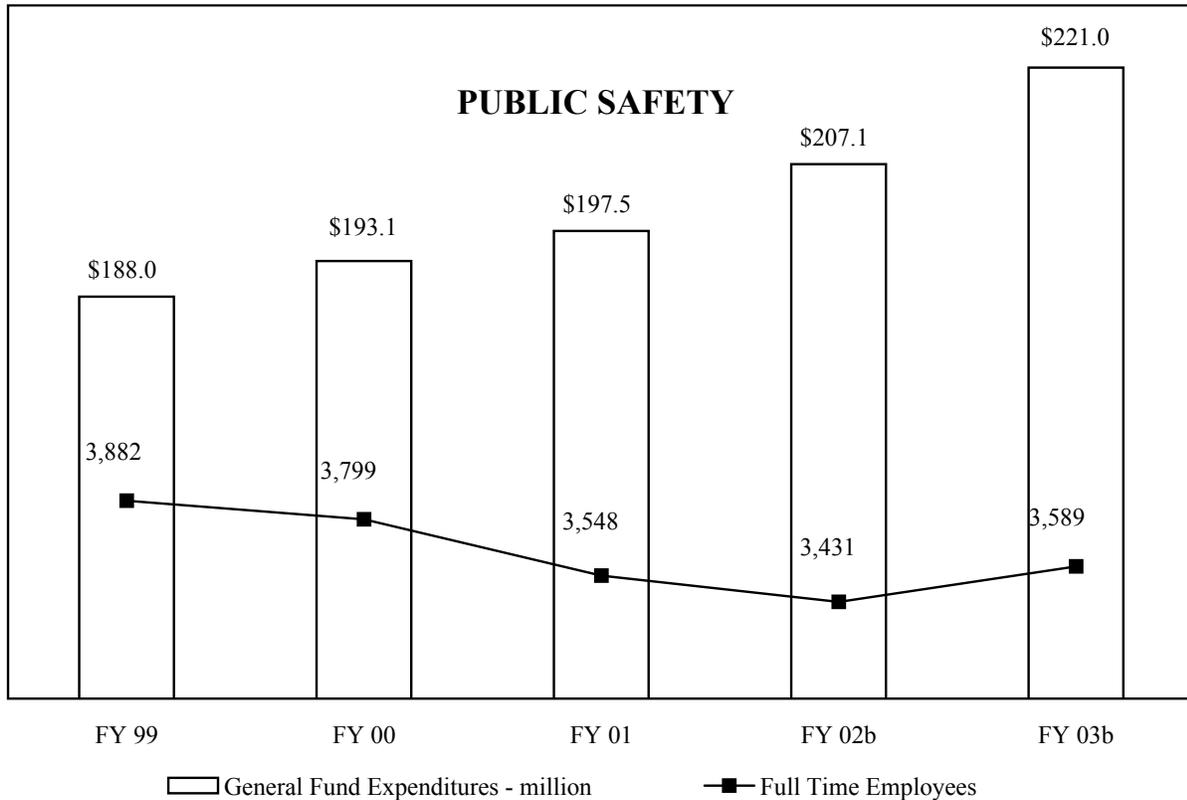


# PUBLIC SAFETY

<b>Budget By Division</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
610 Director of Public Safety	568,844	572,340	577,062
611 Fire Department	42,769,018	44,585,957	47,192,723
612 Firefighter's Retirement System	5,731,482	6,009,078	5,844,384
615 Air Pollution Control	304,932	313,122	0
616 Excise Commissioner	270,887	304,285	321,592
620 Building Commissioner	8,428,108	8,683,675	7,440,508
622 Neighborhood Stabilization	2,119,328	2,180,994	2,202,801
625 Emergency Management Agency	301,459	323,072	324,164
632 Corrections / MSI	19,391,661	15,279,264	15,886,074
633 City Justice Center	0	5,211,049	12,717,109
650 Police Department	117,321,691	123,377,796	128,227,999
651 Police Retirement System	227,500	258,859	298,123
<b>Total General Fund</b>	<b>\$197,434,910</b>	<b>\$207,099,491</b>	<b>\$221,032,539</b>
Total Use Tax Fund	\$0	\$0	\$841,206
Grant and Other Funds	\$10,506,439	\$16,305,805	\$18,591,054
<b>Total Department All Funds</b>	<b>\$207,941,349</b>	<b>\$223,405,296</b>	<b>\$239,623,593</b>

<b>Personnel By Division</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
610 Director of Public Safety	10.0	10.0	9.0
611 Fire Department	830.0	830.0	829.0
612 Firefighter's Retirement System	0.0	0.0	0.0
615 Air Pollution Control	5.9	6.4	0.0
616 Excise Commissioner	6.0	6.0	6.0
620 Building Commissioner	196.0	185.0	144.0
622 Neighborhood Stabilization	48.0	48.0	46.0
625 Emergency Management Agency	6.0	6.0	6.0
632 Corrections / MSI	354.0	290.0	286.0
633 City Justice Center	0.0	53.0	287.0
650 Police Department (Uniformed)	1,517.0	1,430.0	1,404.0
650 Police Department (Civilian)	575.0	567.0	572.0
651 Police Retirement System	0.0	0.0	0.0
<b>Total General Fund</b>	<b>3,547.9</b>	<b>3,431.4</b>	<b>3,589.0</b>
Total Use Tax Fund	0.0	0.0	34.0
Grant and Other Funds - Police Uniform	13.0	15.0	99.0
Grant and Other Funds - All Other	26.2	38.6	28.0
<b>Total Department All Funds</b>	<b>3,587.1</b>	<b>3,485.0</b>	<b>3,750.0</b>

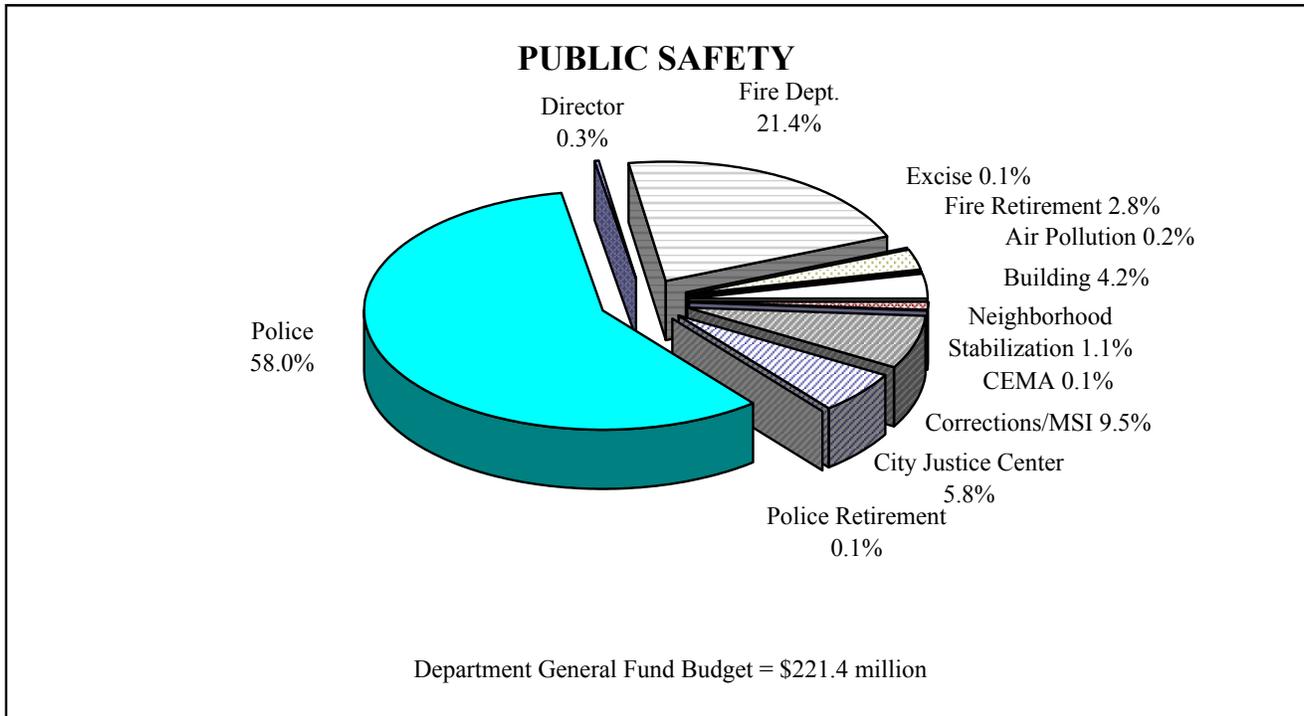
# PUBLIC SAFETY



## Major Goals and Highlights

- o Open new Justice Center in fall of 2002
- o Receive funds for 49 additional police officers through COPS hiring grant
- o Replace two Fire Dept. heavy rescue squads and various support vehicles with public safety bond funds
- o Improve the enforcement of Fire Codes through the more timely processing of violations and complaints
- o Continue to give special attention to local, state, & federal hazardous materials guidelines
- o Investigate 150 complaints, issue 250 permits, and inspect 1,200 plants
- o Upgrade Emergency Management Training of all City Departments
- o Provide monthly in-service training for the Hazardous Materials teams
- o Complete consolidation of Police legal division with City counselor's office
- o Shift Air Pollution Control to Dept. of Health & Hospitals

# PUBLIC SAFETY



- o Investigate all liquor law violations and complaints within 72 hours
- o Conduct undercover investigations at various locations to combat underage drinking
- o Establish a master Contractor process permitting a private contractor to do multiple abatement jobs without requiring individual contracts for each location.
- o Utilize new software to improve coordination & communication among operating sections
- o Provide lead abatement services to 100 locations via private contractors and the direct intervention of the Building Division Lead Abatement
- o Scan all zoning hearing files for more efficient storage and future reference
- o Reduce the time it takes to docket cases for court action
- o Implement a new application to support 911 call taking, dispatch, police reporting & records management
- o Develop block by block inspection procedures in concert with building inspections

Department: Public Safety  
 Division: 610 Director of Public Safety

**Division Budget**

**Services Provided & FY03 Highlights**

The Director of Public Safety oversees operation of the public safety divisions, including the Building Division, Division of Corrections, Air Pollution Control, Excise Division, Fire Department, City Emergency Management Agency and Neighborhood Stabilization Program. The Director of Public Safety has been overseeing preparations for the opening of the newly constructed City Justice Center and will continue to do so and the opening of the facility is planned for late this fiscal year. In FY03, the new City Justice Center is opened, the Director of Public Safety will oversee the activities of the Correctional staff and continue to enforce the provisions of the nuisance ordinance.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	510,575	556,090	554,612
Materials and Supplies	5,167	3,000	2,500
Equipment, Lease & Assets	584	0	2,700
Contractual and Other Services	52,518	13,250	17,250
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$568,844</b>	<b>\$572,340</b>	<b>\$577,062</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$568,844</b>	<b>\$572,340</b>	<b>\$577,062</b>

**Number of Full Time Positions**

General Fund	10.0	10.0	9.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>10.0</b>	<b>10.0</b>	<b>9.0</b>

Department: Public Safety  
 Division: 611 Fire Department

**Division Budget**

**Services Provided & FY03 Highlights**

The St. Louis Fire Department is charged with providing fire, rescue, and emergency medical services for the protection of life, property, commerce, and the environment in the City of St. Louis. The Fire Department employs 631 uniformed fire suppression personnel and 135 emergency medical personnel. These personnel are stationed at 30 engine houses, the Fire Department Shop, the Fire Department Headquarters, and the Bureau of Emergency Medical Services administrative offices. Additionally, 58 fire suppression personnel are stationed at Lambert International Airport. 64 civilian employees, including 32 dispatchers, also occupy positions at Headquarters and EMS offices. During FY03, the Fire Department will continue the renovations of its engine houses. 15 of the houses will receive major renovations, while the other 15 will receive minor ones. The renovations are being funded by the 1998 Public Safety Bond Issue. The Bond Issue funds have also replaced two heavy rescue squads and various support vehicles. Programs continuing to be expanded this fiscal year include CPR training, the RUOK program, smoke and carbon monoxide detector programs, Safe House, and other fire prevention programs.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	41,184,031	42,852,388	45,451,534
Materials and Supplies	1,094,722	1,121,404	1,158,584
Equipment, Lease & Assets	55,693	108,300	90,595
Contractual and Other Services	434,572	503,865	492,010
Debt Service and Special Charges	0	0	0
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<b>Total General Fund</b>	<b>\$42,769,018</b>	<b>\$44,585,957</b>	<b>\$47,192,723</b>
Grant and Other Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$23,488	\$25,000	\$25,000
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<b>Total Budget All Funds</b>	<b>\$42,792,506</b>	<b>\$44,610,957</b>	<b>\$47,217,723</b>

**Number of Full Time Positions**

General Fund	830.0	830.0	829.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>830.0</b>	<b>830.0</b>	<b>829.0</b>

**Department:** Public Safety  
**Division:** 611 Fire Department  
**Program:** 01 Fire Prevention Bureau

**Program Budget**

**Services Provided & FY03 Highlights**

The Bureau of Fire Prevention has three major divisions; code enforcement, fire investigation, and public education. The code enforcement division is responsible for enforcing provisions of the Fire Prevention Code, two Carbon Monoxide detector ordinances, the smoke detector ordinance, and the hazardous material ordinance. Additionally, the code enforcement division reviews architectural, suppression, detection, alarm system, and special event plans; attends preliminary code analysis meetings; and conducts numerous phone consultations throughout the day on various issues related to fire prevention. The fire investigation division investigates the cause and origin of all fires that can not be determined by the Suppression Bureau. The Chief Investigator reports the findings and makes recommendations to the Fire Marshal. The public education division develops and distributes fire prevention literature, manages the smoke detector distribution program, and a number of other public outreach incentives.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	802,711	836,451	874,291
Materials and Supplies	4,592	4,760	6,360
Equipment, Lease & Assets	807	2,000	0
Contractual and Other Services	10,785	12,960	14,520
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$818,895</b>	<b>\$856,171</b>	<b>\$895,171</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$818,895</b>	<b>\$856,171</b>	<b>\$895,171</b>

**Number of Full Time Positions**

General Fund	14.0	14.0	14.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>14.0</b>	<b>14.0</b>	<b>14.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Investigate releases of chemicals	16	24	20
o Review sprinkler plans	264	244	250
o Sprinkler system tests	670	1058	900
o Fire prevention presentations	390	234	300
o Fire alarm & detection tests	10737	12620	11500
o Review convention center exhibit plans	167	194	175
o Review architectural plans	108	78	70
o Witness underground tank install.	426	216	200

**Department:** Public Safety  
**Division:** 611 Fire Department  
**Program:** 02 Fire Suppression

**Program Budget**

**Services Provided & FY03 Highlights**

The Fire Suppression Program maintains 34 four-person fire companies, a marine unit and two six-person heavy duty rescue squads 24 hours a day to meet the City's fire suppression needs. Stationed at 30 firehouses throughout the City, these personnel are also called to respond to rescue situations and incidents involving the containment of hazardous materials. This program also acts as the "First Responder" in medical incidents. Fire Suppression responded to 37,223 incidents in FY01 and project a total response of over 43,000 for FY03 and still maintained an average response time of less than 4 minutes. In FY03, Fire Suppression will continue to improve all aspects of fire suppression including smoke detector installation, familiarization surveys, continued education and training.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	31,919,675	32,793,527	35,096,679
Materials and Supplies	521,383	504,474	528,474
Equipment, Lease & Assets	7,264	22,700	27,495
Contractual and Other Services	213,742	250,645	254,590
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$32,662,064</b>	<b>\$33,571,346</b>	<b>\$35,907,238</b>
Grant and Other Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$23,488	\$25,000	\$25,000
<b>Total Budget All Funds</b>	<b>\$32,685,552</b>	<b>\$33,596,346</b>	<b>\$35,932,238</b>

**Number of Full Time Positions**

General Fund	626.0	625.0	625.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>626.0</b>	<b>625.0</b>	<b>625.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Incident responses	37,223	42,969	43,000
o Respond to fires	20,000	20,000	20,000
o Respond to medical emergencies	62,460	60,314	60,200
o Respond to marine incidents	51	53	55

**Department:** Public Safety  
**Division:** 611 Fire Department  
**Program:** 03 Administration

**Program Budget**

**Services Provided & FY03 Highlights**

The Administration Section provides payroll services, financial and budgeting services and management information systems services the prevention, suppression, Emergency Medical Service, EMS Billing and training programs. In FY03, the Administration Section will work to improve the effectiveness and efficiency of services provided by other Fire Department sections.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	359,650	436,653	431,582
Materials and Supplies	4,920	5,600	20,800
Equipment, Lease & Assets	269	500	4,000
Contractual and Other Services	1,448	2,200	13,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$366,287</b>	<b>\$444,953</b>	<b>\$469,382</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$366,287</b>	<b>\$444,953</b>	<b>\$469,382</b>

**Number of Full Time Positions**

General Fund	9.0	10.0	9.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>9.0</b>	<b>10.0</b>	<b>9.0</b>

**Department:** Public Safety  
**Division:** 611 Fire Department  
**Program:** 04 Fire Training

**Program Budget**

**Services Provided & FY03 Highlights**

The St. Louis Fire Academy plans, develops and implements training for St. Louis firefighters. Training activities include certifying recruits for active duty as firefighters and training Fire Department personnel on the response procedures for fire incidents, hazardous waste spills, medical and other emergencies. Over the past decade, the Fire Academy has greatly improved its training by providing certifiable, performance based training to its personnel. These improvements in safety procedures have resulted in less on-duty injuries. In FY03, the Fire Training Section will provide monthly in-service training for the Hazardous Materials teams.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	537,303	560,669	576,494
Materials and Supplies	14,952	15,000	24,500
Equipment, Lease & Assets	269	8,100	7,600
Contractual and Other Services	17,856	30,460	30,900
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$570,380</b>	<b>\$614,229</b>	<b>\$639,494</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$570,380</b>	<b>\$614,229</b>	<b>\$639,494</b>

**Number of Full Time Positions**

General Fund	8.0	8.0	8.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Recruits trained	60	60	80
o Medics trained	40	50	70
o Presentations	600	600	600
o First Responder training	600	600	700

**Department:** Public Safety  
**Division:** 611 Fire Department  
**Program:** 05 Emergency Medical Services

**Program Budget**

**Services Provided & FY03 Highlights**

Emergency Medical Services provides emergency medical care and transportation to citizens and visitors of the City who are stricken with sudden illness or injury. In FY01, EMS responded to 62,460 emergency calls and transported over 41,248 patients to St. Louis area hospitals. In FY02 it is projected that EMS will transport over 40,673 patients. Each EMS ambulance is equipped as a mobile intensive care unit and is staffed with state licensed paramedics and emergency medical technicians. In FY03, the bureau is will continue to improve public confidence in the city's emergency medical services and will work to reduce the number of frivolous and unnecessary calls for emergency medical services. The EMS bureau also will improve strategic planning for unusual incidents, such as multi-casualty and hazardous materials incidents.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	7,280,657	7,936,338	8,133,276
Materials and Supplies	538,746	581,770	556,150
Equipment, Lease & Assets	32,017	68,000	48,500
Contractual and Other Services	88,342	90,700	76,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$7,939,762</b>	<b>\$8,676,808</b>	<b>\$8,813,926</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$7,939,762</b>	<b>\$8,676,808</b>	<b>\$8,813,926</b>

**Number of Full Time Positions**

General Fund	164.0	165.0	164.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>164.0</b>	<b>165.0</b>	<b>164.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Responses to Emergency calls	62,460	60,314	60,200
o Transportation of patients - trips	41,248	40,673	40,000

**Department:** Public Safety  
**Division:** 611 Fire Department  
**Program:** 07 EMS Billing

**Program Budget**

**Services Provided & FY03 Highlights**

Emergency Medical Services billing collects revenue for the emergency medical transport services provided by the Fire Department. The billing section is working to implement new procedures and automation to improve the efficiency, effectiveness, and economy of the billing functions. New billing system computer hardware and software are in place. Integration with a pen-based field documentation system is planned for the near future. This new system should dramatically increase accuracy and efficiency by reducing data entry time. In FY02, EMS billing achieved an increase of over \$700,000 in revenues and hopes to surpass that amount in FY03.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	284,035	288,750	339,212
Materials and Supplies	10,129	9,800	22,300
Equipment, Lease & Assets	15,067	7,000	3,000
Contractual and Other Services	102,399	116,900	103,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$411,630</b>	<b>\$422,450</b>	<b>\$467,512</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$411,630</b>	<b>\$422,450</b>	<b>\$467,512</b>

**Number of Full Time Positions**

General Fund	9.0	8.0	9.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>9.0</b>	<b>8.0</b>	<b>9.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Issue bill after incident - working days	5	5	5

Department: Public Safety  
 Division: 612 Firefighter's Retirement System

**Division Budget**

**Services Provided & FY03 Highlights**

The Fire Retirement System is one of three pension systems funded by the City of St. Louis. The Fire Retirement System is governed by a Board of Trustees, comprised of 3 elected firefighters, 1 elected retired firefighter, the Chief of the Fire Department, the Comptroller or designee, and 2 individuals appointed by the Mayor. The FY03 Budget includes the normal cost of contribution as well as the debt payments on the outstanding pension bonds.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	2,924,889	3,189,947	3,028,506
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	2,806,593	2,819,131	2,815,878
<b>Total General Fund</b>	<b>\$5,731,482</b>	<b>\$6,009,078</b>	<b>\$5,844,384</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$5,731,482</b>	<b>\$6,009,078</b>	<b>\$5,844,384</b>

**Number of Full Time Positions**

General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

Department: Public Safety  
 Division: 615 Air Pollution Control

**Division Budget**

**Services Provided & FY03 Highlights**

The Division of Air Pollution Control is responsible for determining whether businesses within the City are in compliance with Federal, State and local regulations concerning air pollution and asbestos. In FY03, Air Pollution Control will be reorganized into the Health Division of the Dept. of Health and Hospitals.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	295,129	298,294	0
Materials and Supplies	1,199	2,300	0
Equipment, Lease & Assets	0	8,928	0
Contractual and Other Services	8,604	3,600	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$304,932</b>	<b>\$313,122</b>	<b>\$0</b>
Grant and Other Funds	\$995,378	\$1,236,387	\$0
<b>Total Budget All Funds</b>	<b>\$1,300,310</b>	<b>\$1,549,509</b>	<b>\$0</b>
<b>Number of Full Time Positions</b>			
General Fund	5.9	6.4	0.0
Other	18.2	19.6	0.0
<b>Total</b>	<b>24.1</b>	<b>26.0</b>	<b>0.0</b>

**Department:** Public Safety  
**Division:** 615 Air Pollution Control  
**Program:** 01 National Air Quality Standard Compliance

**Program Budget**

**Services Provided & FY03 Highlights**

The Division of Air Pollution Control enforces Federal, State and City regulations limiting the amount of air emissions from stationary sources within the City of St. Louis. It inspects approximately 150 service stations semi-annually, and inspects all major industrial plants in St. Louis annually. In FY03, Air Pollution Control will be reorganized into the Health Division of the Dept. of Health and Hospitals.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	295,129	298,294	0
Materials and Supplies	1,199	2,300	0
Equipment, Lease & Assets	0	8,928	0
Contractual and Other Services	8,604	3,600	0
Debt Service and Special Charges	0	0	0

**Total General Fund** **\$304,932** **\$313,122** **\$0**

Grant and Other Funds \$979,390 \$1,205,204 \$0

**Total Budget All Funds** **\$1,284,322** **\$1,518,326** **\$0**

**Number of Full Time Positions**

General Fund	5.9	6.4	0.0
Other	17.4	19.1	0.0
<b>Total</b>	<b>23.3</b>	<b>25.5</b>	<b>0.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Inspect plants	1,200	1,200	N/A
o Issue permits	250	250	N/A
o Investigate complaints	150	150	N/A
o Air quality monitoring - tests	100,000	100,000	N/A
o Air quality monitoring - tests (PM2.5)	N/A	10,000	N/A

**Department:** Public Safety  
**Division:** 615 Air Pollution Control  
**Program:** 02 Federal Asbestos Program

**Program Budget**

**Services Provided & FY03 Highlights**

Air Pollution Control handles all asbestos complaints throughout the City and receives and reviews State Asbestos Notifications. It performs inspections for compliance with Federal and State Statutes at asbestos abatement sites throughout the City and issues notices of violations for cases of non-compliance. In FY03, Air Pollution Control will be reorganized into the Health Division of the Dept. of Health and Hospitals.

<b>Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	15,295	17,383	0
Materials and Supplies	0	6,300	0
Equipment, Lease & Assets	0	1,300	0
Contractual and Other Services	0	6,200	0
Debt Service and Special Charges	693	0	0
<b>Total Grant and Other Funds</b>	<b>\$15,988</b>	<b>\$31,183</b>	<b>\$0</b>

**Number of Full Time Positions**

General Fund	0.0	0.0	0.0
Other	0.8	0.5	0.0
<b>Total</b>	<b>0.8</b>	<b>0.5</b>	<b>0.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Notification processing	300	300	N/A
o Issue permits	175	175	N/A
o Inspection permitting processing	265	265	N/A

Department: Public Safety  
 Division: 616 Excise Commissioner

**Division Budget**

**Services Provided & FY03 Highlights**

The Excise Division issues and renews liquor licenses and permits to businesses and enforces the liquor code. This Division also maintains a continuous effort to upgrade the quality of licensees and monitors the operation of their businesses. It conducts necessary investigations of employees, applications, violations, protests against licenses, etc. In FY03, the Excise Division plans to monitor trouble spots and enact problem solving initiatives, investigate and respond to all liquor law violations and complaints within a 72 hour period. Excise Officers will continue to combat underage drinking by conducting "Badges in Business" investigations, conducting I.D. training seminars for liquor retailers, and undercover investigations at various locations. The Excise Division will assist the Police Department at civic events to improve the overall level of public safety.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	255,333	288,379	305,836
Materials and Supplies	2,008	5,250	5,300
Equipment, Lease & Assets	6,495	1,956	1,956
Contractual and Other Services	7,051	8,700	8,500
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$270,887</b>	<b>\$304,285</b>	<b>\$321,592</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$270,887</b>	<b>\$304,285</b>	<b>\$321,592</b>

**Number of Full Time Positions**

General Fund	6.0	6.0	6.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Issue/renew licenses and permits	2,124	2,140	2200
o Conduct hearings on applications	125	100	125
o Issue citations/City Court summons	298	282	275

Department: Public Safety  
 Division: 620 Building Commissioner

**Division Budget**

**Services Provided & FY03 Highlights**

The Building Division is responsible for ensuring that residents and businesses comply with the City building code. The Building Division issues building permits, conducts building inspections, demolishes vacant buildings, and enforces zoning ordinances. This division also operates the Housing Conservation program, designed to preserve the City's housing stock. In FY03, the Building Commissioner will continue to administer building demolition efforts funded by the Public Safety Bond Issue.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	8,060,762	8,370,367	7,061,517
Materials and Supplies	54,925	85,555	113,894
Equipment, Lease & Assets	51,301	35,250	69,000
Contractual and Other Services	261,120	192,503	196,097
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$8,428,108</b>	<b>\$8,683,675</b>	<b>\$7,440,508</b>
Total UseTax Fund	\$0	\$0	\$841,206
Grant and Other Funds	\$2,182,436	\$4,038,705	\$4,197,417
<b>Total Budget All Funds</b>	<b>\$10,610,544</b>	<b>\$12,722,380</b>	<b>\$12,479,131</b>
<b>Number of Full Time Positions</b>			
General Fund	196.0	185.0	144.0
Use Tax Fund	0.0	0.0	34.0
Other	8.0	19.0	26.0
<b>Total</b>	<b>204.0</b>	<b>204.0</b>	<b>204.0</b>

**Department:** Public Safety  
**Division:** 620 Building Commissioner  
**Program:** 01 Administrative Services

**Program Budget**

**Services Provided & FY03 Highlights**

The Administrative Services program provides management and policy direction for the entire Building Division. It originates and/or approves all decisions concerning the adoption of codes and ordinances. This program is responsible for the coordination of budgets, monitoring of expenditures, all financial transactions, all payroll and personnel matters, and providing all support services for the division. Also, this program oversees the administration of the Demolition Contractor's Certification Board. In FY00 this program implemented the use of digital cameras which has reduced film costs and allowed for better retention and indexing of photos. In FY03, this section will continue to utilize new software to improve communication in the division.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	526,424	524,181	603,059
Materials and Supplies	3,262	5,400	13,000
Equipment, Lease & Assets	20,396	1,000	3,000
Contractual and Other Services	8,451	6,700	6,800
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$558,533</b>	<b>\$537,281</b>	<b>\$625,859</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$558,533</b>	<b>\$537,281</b>	<b>\$625,859</b>
<b>Number of Full Time Positions</b>			
General Fund	12.0	10.0	11.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>12.0</b>	<b>10.0</b>	<b>11.0</b>

**Department:** Public Safety  
**Division:** 620 Building Commissioner  
**Program:** 02 Code Enforcement

**Program Budget**

**Services Provided & FY03 Highlights**

This program performs all inspections and monitors the progress of all new construction, structural repairs, and rehabilitation of existing structures. It also provides for the inspection of all new business or businesses that have experienced a change in operations. In FY03, Code Enforcement will strive to maintain its average original inspection response time to 3 working days or less while insuring that all construction related permits have at least one visit per week.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	2,000,811	2,501,883	2,452,980
Materials and Supplies	17,376	29,600	54,500
Equipment, Lease & Assets	3,555	5,000	16,840
Contractual and Other Services	99,615	87,500	110,550
Debt Service and Special Charges	0	0	0

**Total General Fund** \$2,121,357 \$2,623,983 \$2,634,870

Grant and Other Funds \$141,270 \$1,384,216 \$1,729,645

**Total Budget All Funds** \$2,262,627 \$4,008,199 \$4,364,515

**Number of Full Time Positions**

General Fund	48.0	56.0	52.0
Other	1.0	11.0	16.0
<b>Total</b>	<u>49.0</u>	<u>67.0</u>	<u>68.0</u>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Occupancy/construction permits	7,000	6,700	8075

**Department:** Public Safety  
**Division:** 620 Building Commissioner  
**Program:** 03 Zoning

**Program Budget**

**Services Provided & FY03 Highlights**

The Zoning Program is responsible for zoning reviews of all building and occupancy permit applications, responding to Zoning inquiries, and administering the Board of Adjustment. The Zoning Program reviews all routed building permits for compliance with the Zoning Ordinance and is involved with the Board of Public Service's permit process. This program is responsible for the interpretation and enforcement of the zoning ordinance. It advises the Community Development Agency on zoning matters and conducts conditional use hearings to ensure compliance with the zoning ordinance. By ordinance mandate, the Zoning Program is also responsible for administering a Minimum Exterior Review for all commercial projects.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	294,590	316,005	329,683
Materials and Supplies	2,363	5,550	4,000
Equipment, Lease & Assets	1,750	2,000	0
Contractual and Other Services	16,854	12,450	19,050
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$315,557</b>	<b>\$336,005</b>	<b>\$352,733</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$315,557</b>	<b>\$336,005</b>	<b>\$352,733</b>

**Number of Full Time Positions**

General Fund	7.0	7.0	7.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Zoning permit reviews	6,000	7,000	7000
o Conditional use hearings	600	308	270
o Board of Adjustment appeals	300	106	150

**Department:** Public Safety  
**Division:** 620 Building Commissioner  
**Program:** 04 Courts

**Program Budget**

**Services Provided & FY03 Highlights**

The Court Section is responsible for filing cases of ordinances for prosecution in Housing Court. The filing of a court case is the final attempt to gain a landlord's compliance with existing ordinances when all other attempts at attempts at voluntary compliance have failed. In FY03, this section will continue working to reduce the time it takes to docket cases for court action and to ensure repeat offenders have complied with their violations within 30 days.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	130,774	148,695	157,875
Materials and Supplies	732	1,100	2,000
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	1,646	1,500	2,500
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$133,152</b>	<b>\$151,295</b>	<b>\$162,375</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$133,152</b>	<b>\$151,295</b>	<b>\$162,375</b>

**Number of Full Time Positions**

General Fund	4.0	4.0	4.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Court Case Docketing Research	8,800	2,600	2750

**Department:** Public Safety  
**Division:** 620 Building Commissioner  
**Program:** 06 Housing Conservation Districts

**Program Budget**

**Services Provided & FY03 Highlights**

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The Housing Conservation District program is designed to preserve the quality of the City's housing stock and protect its neighborhoods from deterioration. It conducts inspections in those areas designated by ordinance as Housing Conservation Districts. These inspections occur when there is a sale of residential property, a change of tenant in a residential unit, a notification of a utility turn-on or when an application for a certificate of inspection is made. The program is designed to maintain the quality of housing stock in an area, and when applicable, to upgrade and improve residential properties. As an integral part of conserving the City's housing stock, funding for the Housing Conservation District program for FY03 is being provided from local use tax funds dedicated for housing purposes.

<b>Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,670,764	1,585,114	800,306
Materials and Supplies	6,658	16,575	12,800
Equipment, Lease & Assets	4,025	4,250	0
Contractual and Other Services	70,060	49,915	28,100
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$1,751,507</b>	<b>\$1,655,854</b>	<b>\$0</b>
Total Use Tax Fund			\$841,206
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$1,751,507</b>	<b>\$1,655,854</b>	<b>\$841,206</b>

**Number of Full Time Positions**

General Fund	41.0	38.0	0.0
Use Tax Fund	0.0	0.0	34.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
Total	41.0	38.0	34.0

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Issue inspection certificates	17,000	16,000	16000

**Department:** Public Safety  
**Division:** 620 Building Commissioner  
**Program:** 07 Fire Safety Unit

**Program Budget**

**Services Provided & FY03 Highlights**

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This program enforces selected provisions of the Fire Safety Code. At the present time, the program is primarily inspecting places of public assembly and commercial business. The inspections involve exits, exit signs, means of egress, occupancy loads, fire protection systems and other items related to fire safety. In FY03, the Fire Safety Unit will continue block by block inspection procedures in concert with the building inspection section. This program will continue its annual inspection procedures to include, places of public assembly, educational facilities, high rise residential and business, and special industrial sites.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	544,568	597,077	638,170
Materials and Supplies	2,996	4,500	9,694
Equipment, Lease & Assets	0	0	8,000
Contractual and Other Services	549	500	600
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$548,113</b>	<b>\$602,077</b>	<b>\$656,464</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$548,113</b>	<b>\$602,077</b>	<b>\$656,464</b>

**Number of Full Time Positions**

General Fund	13.0	13.0	13.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>13.0</b>	<b>13.0</b>	<b>13.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Fire safety inspections	15,000	15,000	15,000

**Department:** Public Safety  
**Division:** 620 Building Commissioner  
**Program:** 08 Plan Exam

**Program Budget**

**Services Provided & FY03 Highlights**

The Plan Exam Program conducts plan reviews on new construction, alterations, and additions to ensure that the proposed project complies with building code. The program, staffed by professional engineers and architects, conducts preliminary plan reviews for proposed projects, provides technical information to permit applicants, and provides field support to building inspectors when necessary. This section also administers the Board of Building Appeals. In FY03, Plan Exam will continue B.A.C. Projects Stewards into the One-Stop-Shop procedures to establish a more comprehensive review process and implement a hearing officer procedure to expedite appeals and reduce the backlog of hearings.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	360,157	384,850	413,111
Materials and Supplies	4,827	7,250	5,000
Equipment, Lease & Assets	2,000	2,000	1,500
Contractual and Other Services	12,762	11,450	15,875
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$379,746</b>	<b>\$405,550</b>	<b>\$435,486</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$379,746</b>	<b>\$405,550</b>	<b>\$435,486</b>

**Number of Full Time Positions**

General Fund	6.0	6.0	6.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Review building plans	3,000	4,628	4500
o Board of Appeals hearings	260	171	170

**Department:** Public Safety  
**Division:** 620 Building Commissioner  
**Program:** 09 Permit Section

**Program Budget**

**Services Provided & FY03 Highlights**

The Permit Section receives all applications for building, occupancy, and demolition permits, monitors the progress of these applications and issues permits after the routing process has been completed. This section is the headquarters of the One-Stop-Shop for permits. This program also includes the house numbering section which is responsible for assigning addresses, locating properties, and changing requirements of these locations as ordinances dictate. In FY03, this program will continue its effort to simplify the permit process with the planned implementation of new permit software and installation of on-line permit application capability.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	354,038	399,496	422,122
Materials and Supplies	3,329	6,900	8,600
Equipment, Lease & Assets	10,000	11,000	8,580
Contractual and Other Services	23,550	9,000	8,500
Debt Service and Special Charges	0	0	0

**Total General Fund** **\$390,917** **\$426,396** **\$447,802**

Grant and Other Funds \$0 \$0 \$0

**Total Budget All Funds** **\$390,917** **\$426,396** **\$447,802**

**Number of Full Time Positions**

General Fund	11.0	10.0	10.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>11.0</b>	<b>10.0</b>	<b>10.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Issue permits	7,000	6,700	8075
o % of permits issued over the counter	80%	80%	79%

**Department:** Public Safety  
**Division:** 620 Building Commissioner  
**Program:** 10 Trades

**Program Budget**

**Services Provided & FY03 Highlights**

The Trades Section is composed of the plumbing, electrical, elevator and mechanical equipment sections. Each of these sections performs field inspections and issues permits. The program issues licenses for Apprentice, Journeyman, Master Plumbers, Drainlayers, Stationary Engineers, Electrical Contractors, Journeyman Pipefitters, and Mechanical Contractors. Licenses are issued after the applicant has successfully completed the appropriate examination and has been certified by the appropriate examining board.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,434,303	1,590,764	1,705,925
Materials and Supplies	5,726	7,680	12,100
Equipment, Lease & Assets	9,575	10,000	31,080
Contractual and Other Services	23,901	13,488	32,222
Debt Service and Special Charges	0	0	0

**Total General Fund** \$1,473,505 \$1,621,932 \$1,781,327

Grant and Other Funds \$0 \$0 \$0

**Total Budget All Funds** \$1,473,505 \$1,621,932 \$1,781,327

**Number of Full Time Positions**

General Fund	32.0	32.0	32.0
Other	0.0	0.0	0.0
<b>Total</b>	<u>32.0</u>	<u>32.0</u>	<u>32.0</u>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Electrical inspections	19,100	18,000	18,000
o Mechanical and elevator inspections	13,000	16,000	13,500
o Plumbing inspections	10,000	10,000	11,000

**Department:** Public Safety  
**Division:** 620 Building Commissioner  
**Program:** 11 Door to Door Inspections

**Program Budget**

**Services Provided & FY03 Highlights**

The Door to Door Program is a systematic exterior inspection program. Inspections are performed in selected neighborhoods to ensure that minimum health, safety and property maintenance requirements are met. In FY02 this program was absorbed by the Code Enforcement Program.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	325,484	0	0
Materials and Supplies	2,996	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	3,183	0	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$331,663</b>	<b>\$0</b>	<b>\$0</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$331,663</b>	<b>\$0</b>	<b>\$0</b>
<b>Number of Full Time Positions</b>			
General Fund	9.00	0.00	0.00
Other	0.00	0.00	0.00
<b>Total</b>	<b>9.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Inspection Surveys	26,000	36,000	24,500

**Department:** Public Safety  
**Division:** 620 Building Commissioner  
**Program:** 12 Building Demolition and Board-up

**Program Budget**

**Services Provided & FY03 Highlights**

The Building Demolition and Board-up Program removes small structures (garages, retaining walls, fences, and other similar structures), and secures buildings that are vacant and pose a threat to public safety. Additionally, at the discretion of the Building Commissioner, this program builds barricades and places them around buildings deemed unsafe until such time as demolition of the buildings takes place. The Building Division currently has 3 board-up crews. In FY03, this program's goal is to board and secure buildings within 5 working days of notification and to provide immediate board-up in emergency situations. Also this year, this program plans to move into a new facility at 2923 North Broadway, which will establish a more efficient base of operations.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	418,849	322,302	338,592
Materials and Supplies	4,660	1,000	5,000
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	549	0	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$424,058</b>	<b>\$323,302</b>	<b>\$343,592</b>
Grant and Other Funds	\$2,041,166	\$2,654,489	\$2,467,772
<b>Total Budget All Funds</b>	<b>\$2,465,224</b>	<b>\$2,977,791</b>	<b>\$2,811,364</b>

**Number of Full Time Positions**

General Fund	13.00	9.00	9.00
Other	7.00	8.00	10.00
<b>Total</b>	<b>20.00</b>	<b>17.00</b>	<b>19.00</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Secure vacant buildings	2,000	2,500	2,100

Department: Public Safety  
 Division: 622 Neighborhood Stabilization

**Division Budget**

**Services Provided & FY03 Highlights**

Neighborhood Stabilization is a program designed to empower constituents to sustain a quality environment within their neighborhood through assistance, education, intervention, and organization. It encompasses the the Neighborhood Stabilization Team and the Citizen's Service Bureau. It also serves as the administrator of two block grants: the Local Law Enforcement Block Grant and the Juvenile Accountability Incentive Block Grant.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,882,443	2,091,389	2,121,303
Materials and Supplies	13,765	10,000	9,840
Equipment, Lease & Assets	13,755	2,292	12,553
Contractual and Other Services	209,365	77,313	59,105
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$2,119,328</b>	<b>\$2,180,994</b>	<b>\$2,202,801</b>
Grant and Other Funds	\$3,070,696	\$4,107,715	\$3,425,048
<b>Total Budget All Funds</b>	<b>\$5,190,024</b>	<b>\$6,288,709</b>	<b>\$5,627,849</b>

**Number of Full Time Positions**

General Fund	48	48	46
Other	0.0	0.0	2.0
<b>Total</b>	<b>48.0</b>	<b>48.0</b>	<b>48.0</b>

**Department: Public Safety**  
**Division: 622 Neighborhood Stabilization**  
**Program: 01 Neighborhood Stabilization Team**

**Program Budget**

**Services Provided & FY03 Highlights**

The Neighborhood Stabilization Team (NST) works with the police, elected officials, neighborhood leaders, residents and a wide variety of organizations throughout the City of St. Louis to insure that neighborhood residents have the proper resources to maintain and improve the quality of life in their communities. Each of the City's 79 neighborhoods has an assigned Neighborhood Stabilization Officer who works in tandem with their neighborhood organizations to solve problems facing those communities and to ensure the delivery of City services. The NST also administers 3 Federal Grants: the Juvenile Accountability Incentive Block Grant, the Local Law Enforcement Block Grant and the Druge Free Communities Grant. In FY03, NSO's will target areas for increased block captain recruitment and assist in on-going development efforts with groups such as 2004-Sustainable Neighborhoods, the St. Louis Development Corporation, and Weed and Seed. Furthermore we will continue to target problem properties by implementing the City Nuisance Ordinance, in conjunction with the Department of Public Safety Nuisance Committee.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,492,815	1,665,658	1,672,691
Materials and Supplies	11,471	8,000	8,452
Equipment, Lease & Assets	7,200	1,200	10,460
Contractual and Other Services	170,402	66,733	57,853
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,681,888</b>	<b>\$1,741,591</b>	<b>\$1,749,456</b>
Grant and Other Funds	\$3,070,696	\$4,107,715	\$3,425,048
<b>Total Budget All Funds</b>	<b>\$4,752,584</b>	<b>\$5,849,306</b>	<b>\$5,174,504</b>

**Number of Full Time Positions**

General Fund	36.0	36.0	34.0
Other	0.0	0.0	2.0
<b>Total</b>	<b>36.0</b>	<b>36.0</b>	<b>36.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Neighborhood stabilization plan - neighborhoods	79	79	79
o Review Public Nuisance Cases	727	750	800

**Department:** Public Safety  
**Division:** 622 Neighborhood Stabilization  
**Program:** 02 Citizen Service Bureau

**Program Budget**

**Services Provided & FY03 Highlights**

The Citizen Service Bureau (CSB) is the customer service department for the City of St. Louis. The CSB provides a centralized point for citizens to register complaints or requests regarding City services. CSB statistics are compiled into management reports for city departments and the administration. These reports assist in the determination of the nature and origin of complaints and where to target resources. The CSB is also a very important point of first contact for the public. The CSB produces employee ID badges for all civil service, patronage, and court personnel, with a few exceptions. The CSB also instituted a 24 hour service information line which allows citizens to access information about local government.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	389,628	425,731	448,612
Materials and Supplies	2,294	2,000	1,388
Equipment, Lease & Assets	6,555	1,092	2,093
Contractual and Other Services	38,963	10,580	1,252
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$437,440</b>	<b>\$439,403</b>	<b>\$453,345</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$437,440</b>	<b>\$439,403</b>	<b>\$453,345</b>

**Number of Full Time Positions**

General Fund	12.0	12.0	12.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>12.0</b>	<b>12.0</b>	<b>12.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Service requests processed	100,000	100,000	100,000

Department: Public Safety  
 Division: 625 City Emergency Management Agency

**Division Budget**

**Services Provided & FY03 Highlights**

The City Emergency Management Agency (CEMA) directs the operation and maintenance of the Emergency Operations Center and its communication equipment, oversees the operation and maintenance of an outdoor warning siren system and maintains the City's mobile emergency communications van. CEMA is the main agency for planning and developing response plans to events of disaster or other emergencies. CEMA is the main training facility in the St. Louis area for the State Emergency Management Agency. In FY03, there are 80 classroom days/40 classes scheduled for State and Federal certification courses at the Emergency Operations Center.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	281,639	300,972	304,444
Materials and Supplies	7,306	6,500	8,500
Equipment, Lease & Assets	271	2,000	0
Contractual and Other Services	12,243	13,600	11,220
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$301,459</b>	<b>\$323,072</b>	<b>\$324,164</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$301,459</b>	<b>\$323,072</b>	<b>\$324,164</b>

**Number of Full Time Positions**

General Fund	6.0	6.0	6.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Emergency response drills/exercises	7	7	7
o Emergency response incidents	10	10	10
o Emergency management class days	82	80	80

Department: Public Safety  
 Division: 632 Corrections / MSI

**Division Budget**

**Services Provided & FY03 Highlights**

The Division of Corrections currently provides housing for inmates in the Medium Security Institution (MSI) and oversees housing at the St. Louis County Justice Center under the separate 633 Justice Center division. With the opening of the new City Justice Center downtown scheduled for the fall of this year, MSI detention capacity is scheduled to fluctuate from an average of 1,014 inmates through the first quarter of the fiscal year to 966 inmates after the opening of the Justice Center. The Corrections Division has also implemented a new contract to oversee and control the rising medical costs of the inmate population.

General Fund Budget By Expenditure Category	Actual FY01	Budget FY02	Budget FY03
Personal Services	13,000,038	11,636,041	11,838,797
Materials and Supplies	334,945	281,200	392,354
Equipment, Lease & Assets	60,358	103,390	156,578
Contractual and Other Services	5,996,320	3,258,633	3,498,345
Debt Service and Special Charges	0	0	0

**Total General Fund** **\$19,391,661** **\$15,279,264** **\$15,886,074**

Grant and Other Funds \$0 \$0 \$0

**Total Budget All Funds** **\$19,391,661** **\$15,279,264** **\$15,886,074**

**Number of Full Time Positions**

General Fund	354.0	290.0	286.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>354.0</b>	<b>290.0</b>	<b>286.0</b>

Service Description	Actual FY01	Estimated FY02	Estimated FY03
o Provide housing, food, and clothing - average prisoners/day	997	1,222	978

**Department:** Public Safety  
**Division:** 632 Corrections / MSI  
**Program:** 01 Inmate Housing - Medium Security Institution

**Program Budget**

**Services Provided & FY03 Highlights**

The Medium Security Institution provides care and custody for pre-trial and sentenced male and female inmates. Services and activities related to MSI's responsibilities include housing, social services, meals, medical clothing, counseling and work programs. In FY03, MSI plans to enhance security operations, coordinate training with the training academy and maintain records of the training received by staff, develop and implement a comprehensive substance abuse treatment program with a wide range of services that include targeted programs for special needs and gender specific populations, and to develop a preventative maintenance program for the MSI facility. Correctional staff associated with the inmate intake function of the Corrections Division are being consolidated into the new Justice Center facility.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	11,438,747	10,898,494	9,966,592
Materials and Supplies	289,381	279,300	338,932
Equipment, Lease & Assets	38,456	103,390	59,568
Contractual and Other Services	5,902,089	3,224,633	3,419,697
Debt Service and Special Charges	0	0	0
	_____	_____	_____
<b>Total General Fund</b>	<b>\$17,668,673</b>	<b>\$14,505,817</b>	<b>\$13,784,789</b>
Grant Funds	\$0	\$0	\$0
	_____	_____	_____
<b>Total Budget All Funds</b>	<b>\$17,668,673</b>	<b>\$14,505,817</b>	<b>\$13,784,789</b>
 <b>Number of Full Time Positions</b>			
General Fund	319.0	274.0	241.0
Other	0.0	0.0	0.0
	_____	_____	_____
<b>Total</b>	<b>319.0</b>	<b>274.0</b>	<b>241.0</b>

**Department:** Public Safety  
**Division:** 632 Corrections / MSI  
**Program:** 02 Probation, Parole & Alternative Sentencing

**Program Budget**

**Services Provided & FY03 Highlights**

The St. Louis City Parole and Probation Office has reorganized to become an essential part of the Criminal Justice System by providing early identification, intervention, and appropriate referral of defendants exhibiting criminal behaviors known to be progressive, thus often resulting in further more serious contact with the system. An integral part of the neighborhood court system, Probation and Parole has seen the caseload for clients in female drug court, mental health court, truancy court and neighborhood quality of life court increase dramatically with the new emphasis on these problem areas.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	437,057	493,177	736,838
Materials and Supplies	192	200	6,913
Equipment, Lease & Assets	0	0	71,442
Contractual and Other Services	39,119	34,000	61,648
Debt Service and Special Charges	0	0	0

**Total General Fund** **\$476,368** **\$527,377** **\$876,841**

Grant Funds \$0 \$0 \$0

**Total Budget All Funds** **\$476,368** **\$527,377** **\$876,841**

**Number of Full Time Positions**

General Fund	12.0	12.0	18.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>12.0</b>	<b>12.0</b>	<b>18.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Inmates served	9,000	12,500	12,500

**Department:** Public Safety  
**Division:** 632 Corrections / MSI  
**Program:** 03 Administration

**Program Budget**

**Services Provided & FY03 Highlights**

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The administrative section is responsible for the over all management of the Division of Corrections. The Commissioner provides management, administrative, program, evaluation, and budgetary support to the operating units of the Division of Corrections. In FY03 Administration plans to provide for the training of current and new staff for the new Justice Center.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	157,560	244,370	1,135,367
Materials and Supplies	1,632	1,700	46,509
Equipment, Lease & Assets	0	0	25,568
Contractual and Other Services	0	0	17,000
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$159,192</b>	<b>\$246,070</b>	<b>\$1,224,444</b>
Grant Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$159,192</b>	<b>\$246,070</b>	<b>\$1,224,444</b>
 <b>Number of Full Time Positions</b>			
General Fund	3.0	4.0	27.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>3.0</b>	<b>4.0</b>	<b>27.0</b>



**Department:** Public Safety  
**Division:** 632 Corrections  
**Program:** 04 Medical Services

**Program Budget**

**Services Provided & FY03 Highlights**

The planning for contractual medical services for the Division of Corrections was a key goal of the transitional activities in preparation for the City Justice Center. Beginning in FY02, all medical services have been provided through contract.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	637,420	0	0
Materials and Supplies	43,452	0	0
Equipment, Lease & Assets	7,928	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$688,800</b>	<b>\$0</b>	<b>\$0</b>
Grant Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$688,800</b>	<b>\$0</b>	<b>\$0</b>
<b>Number of Full Time Positions</b>			
General Fund	13.0	0.0	0.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>13.0</b>	<b>0.0</b>	<b>0.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Clients served	7,150	0	0

**Department:** Public Safety  
**Division:** 632 Corrections  
**Program:** 05 Transition Planning

**Program Budget**

**Services Provided & FY03 Highlights**

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The Transition Planning program is charged with finishing the details of design as well as formulating policies and procedures, post and general orders, staffing plans, and training for the City's new Justice Center. The planning team will continue to consult with the design team and construction contractor, develop facility policies and procedures, develop security post assignments and the complementing staff, assist in the development of the Automated Jail Management System, develop plans and operational procedures for resident health care services, develop a Staff Training Plan, and develop a furniture, fixtures, and equipment plan and finalize implementation of the move-in plan. The transition planning function was incorporated with the new Division 633 City Justice Center in FY02.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	329,254	0	0
Materials and Supplies	288	0	0
Equipment, Lease & Assets	13,974	0	0
Contractual and Other Services	55,112	0	0
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$398,628</b>	<b>\$0</b>	<b>\$0</b>
Grant Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$398,628</b>	<b>\$0</b>	<b>\$0</b>
 <b>Number of Full Time Positions</b>			
General Fund	7.0	0.0	0.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>7.0</b>	<b>0.0</b>	<b>0.0</b>



Department: Public Safety  
 Division: 633 City Justice Center

**Division Budget**

**Services Provided & FY03 Highlights**

The City's new Justice Center with a total capacity of 845 beds, is anticipated to open during the second quarter of FY03 on or about October 1, 2002. At that time, those 256 inmates that have been housed at the St. Louis County Justice Center since the close of the old City Jail will transfer to the new City facility. The new Justice Center will also provide relief to the crowded conditions at MSI with an anticipated 50 or so inmates transferring from that institution as well. The population will proceed to ramp up from that point for the rest of the fiscal year. The Justice Center will also serve as the center for prisoner processing, intake and classification, with those functions currently performed at both Police Headquarters and MSI being consolidated into the new facility. Personnel totals represent the number of staff required to open and operate all but the 4th floor, with that portion of the building remaining available pending agreements with the Federal Marshal and other jurisdictions in need of detention space.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	0	2,270,299	9,509,263
Materials and Supplies	0	10,700	344,870
Equipment, Lease & Assets	0	22,460	142,650
Contractual and Other Services	0	2,907,590	2,720,326
Debt Service and Special Charges	0	0	0
	_____	_____	_____
<b>Total General Fund</b>	<b>\$0</b>	<b>\$5,211,049</b>	<b>\$12,717,109</b>
Grant Funds	\$0	\$0	\$0
	_____	_____	_____
<b>Total Budget All Funds</b>	<b>\$0</b>	<b>\$5,211,049</b>	<b>\$12,717,109</b>
 <b>Number of Full Time Positions</b>			
General Fund	0.0	53.0	287.0
Other	0.0	0.0	0.0
	_____	_____	_____
<b>Total</b>	<b>0.0</b>	<b>53.0</b>	<b>287.0</b>



**Department:** Public Safety  
**Division:** 633 City Justice Center  
**Program:** 01 Inmate Housing

**Program Budget**

**Services Provided & FY03 Highlights**

The Inmate Housing related activities of the new Justice Center consist of those activities taking place after inmates are classified and placed in detention. Contained within this program are the costs of staffing for securing the housing units, providing meals and medical services and conducting all other services and programs associated with a jail facility.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	0	2,270,299	6,349,658
Materials and Supplies	0	10,700	292,015
Equipment, Lease & Assets	0	22,460	142,650
Contractual and Other Services	0	2,907,590	1,915,171
Debt Service and Special Charges	0	0	0
	_____	_____	_____
<b>Total General Fund</b>	<b>\$0</b>	<b>\$5,211,049</b>	<b>\$8,699,494</b>
Grant Funds	\$0	\$0	\$0
	_____	_____	_____
<b>Total Budget All Funds</b>	<b>\$0</b>	<b>\$5,211,049</b>	<b>\$8,699,494</b>
 <b>Number of Full Time Positions</b>			
General Fund	0.0	53.0	197.0
Other	0.0	0.0	0.0
	_____	_____	_____
<b>Total</b>	<b>0.0</b>	<b>53.0</b>	<b>197.0</b>



**Department:** Public Safety  
**Division:** 633 City Justice Center  
**Program:** 02 Intake Services

**Program Budget**

**Services Provided & FY03 Highlights**

The completion of the new Justice Center provides the City with not only new detention capacity but also with necessary space for all the support activities associated with operating a jail facility. The new Justice Center will provide a single location for both the Prisoner Processing unit currently operated at the Police headquarters as well as the inmate intake functions currently performed at the City's Medium Security Institution. The budget for Intake Services includes staffing and costs related to the classification of prisoners after being processed by the the Police Department unit.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	0	0	3,159,605
Materials and Supplies	0	0	52,855
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	805,155
Debt Service and Special Charges	0	0	0
	_____	_____	_____
<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,017,615</b>
Grant Funds	\$0	\$0	\$0
	_____	_____	_____
<b>Total Budget All Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,017,615</b>
 <b>Number of Full Time Positions</b>			
General Fund	0.0	0.0	90.0
Other	0.0	0.0	0.0
	_____	_____	_____
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>90.0</b>



Department: Public Safety  
 Division: 650 Police Department

**Division Budget**

**Services Provided & FY03 Highlights**

The City of St. Louis Police Department is governed by a Board of Police Commissioners, who are appointed by the Governor of the State of Missouri. The Mayor of the City is an ex officio member of the board and the City appropriates the funds necessary to operate the department. In FY02, the St. Louis Metropolitan Police Department entered into an agreement with the St. Louis Housing Authority to provide security services for four of its housing complexes. A total of 35 officers will be assigned to this detail. In FY03 the Department anticipates the hiring of an additional 49 officers through a COPS hiring grant from the Dept. of Justice, bringing the total uniform officer strength to 1,503 officers.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	102,658,620	108,740,694	114,484,265
Materials and Supplies	4,066,256	4,336,686	4,375,826
Equipment, Lease & Assets	2,276,849	2,918,252	2,495,662
Contractual and Other Services	8,312,771	7,382,164	6,872,246
Debt Service and Special Charges	7,195	0	0
<b>Total General Fund</b>	<b>\$117,321,691</b>	<b>\$123,377,796</b>	<b>\$128,227,999</b>
Grant Funds	\$3,738,266	\$5,398,272	\$10,293,589
License Collector Fund	\$0	\$1,000,000	\$0
Riverfront Gaming Fund	\$496,175	\$499,726	\$650,000
<b>Total Budget All Funds</b>	<b>\$121,556,132</b>	<b>\$130,275,794</b>	<b>\$139,171,588</b>
<b>Number of Full Time Positions</b>			
Police Commissioned	1,517.0	1,430.0	1,404.0
Police Commissioned - Special Funds	13.0	15.0	99.0
Police Civilian	575.0	567.0	572.0
<b>Total</b>	<b>2,105.0</b>	<b>2,012.0</b>	<b>2,075.0</b>

**Department:** Public Safety  
**Division:** 650 Police Department  
**Program:** 01 Board of Police Commissioners

**Program Budget**

**Services Provided & FY03 Highlights**

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The Board of Police Commissioners is responsible for establishing the rules, regulations, discipline and promotions of the Police Department's commissioned and civilian employees. It is also responsible for the licensing and regulation of over 5,000 licensed watchmen in the City of St. Louis. Units under the Board include the Secretary to the Board, Internal Audit, the Purchasing Division and Budget and Finance Division. The FY03 budget for the Board of Police Commissioners includes certain salary costs previously contained in other Bureaus including civilian pension contributions, uniform shift differential costs and incremental costs associated with the Department's sick leave buyout policy.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	2,942,846	5,092,090	9,919,493
Materials and Supplies	6,855	1,720	4,135
Equipment, Lease & Assets	653	0	0
Contractual and Other Services	573,726	401,400	277,123
Debt Service and Special Charges	0	0	0
	_____	_____	_____
<b>Total General Fund</b>	<b>\$3,524,080</b>	<b>\$5,495,210</b>	<b>\$10,200,751</b>
Grant Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$0	\$0	\$0
	_____	_____	_____
<b>Total Budget All Funds</b>	<b>\$3,524,080</b>	<b>\$5,495,210</b>	<b>\$10,200,751</b>
<b>Number of Full Time Positions</b>			
Police Commissioned	1.0	2.0	1.0
Police Civilian	24.0	25.0	21.0
	_____	_____	_____
<b>Total</b>	<b>25.0</b>	<b>27.0</b>	<b>22.0</b>



**Department: Public Safety**  
**Division: 650 Police Department**  
**Program: 02 Chief of Police**

**Program Budget**

**Services Provided & FY03 Highlights**

The Office of the Chief of Police is responsible for the efficient and effective operation of the Department and implementation of all policies established by the Board of Police Commissioners. The Chief of Police provides command, coordination and control for four support divisions (planning and development, legal, human resources and public affairs) and two investigative units (intelligence and asset removal). It also provides administrative control and oversight of the Special Assignments Division. The Chief's office is the focal point for the administrative duties of its reporting units and as such approves all requisitions, contracts, personnel matters, correspondence, planning and travel for the Chief of Police. In FY03, the Planning and Development Division will establish a call management system that better assesses the calls dispatched. The Legal Division will complete its transition from the Chief of Police to the City Counselor's office. Other efforts will continue at emphasizing diversity in the department's recruitment efforts and establishing a line of communication with department employees through a Communications Advisory Committee.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	13,948,361	15,516,087	17,397,404
Materials and Supplies	164,627	50,552	45,965
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	2,434,039	2,381,520	1,959,483
Debt Service and Special Charges	0	0	0
	_____	_____	_____
<b>Total General Fund</b>	<b>\$16,547,027</b>	<b>\$17,948,159</b>	<b>\$19,402,852</b>
Grant Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$36,175	\$39,726	\$0
	_____	_____	_____
<b>Total Budget All Funds</b>	<b>\$16,583,202</b>	<b>\$17,987,885</b>	<b>\$19,402,852</b>
 <b>Number of Full Time Positions</b>			
Police Commissioned	47.0	50.0	33.0
Police Civilian	30.0	27.0	26.0
	_____	_____	_____
<b>Total</b>	<b>77.0</b>	<b>77.0</b>	<b>59.0</b>

**Department:** Public Safety  
**Division:** 650 Police Department  
**Program:** 03 Bureau of Community Policing

**Program Budget**

**Services Provided & FY03 Highlights**

The primary mission of the Bureau of Community Policing is to provide uniformed patrol services to the Citizens of St. Louis. The officers, supervisors and commanders assigned to the Bureau, in addition to responding to citizens' requests for service, interact with various neighborhood groups in an effort to address issues of mutual concern, i.e., problems which detract from the peace and tranquility of those neighborhoods. In FY03, the Bureau of Community Policing will also include support officers of the Mobile Reserve, Traffic, Mounted Patrol, Canine Unit and others previously contained in the Bureau of Patrol Support. Through an agreement with the St. Louis Housing Authority, the SLPD is providing 35 officers to provide security for four of the Authority's complexes. The SLPD also anticipate the hiring of 49 additional officers through a Justice Dept. COPS hiring grant.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	51,783,933	52,974,886	57,252,077
Materials and Supplies	0	29,520	227,097
Equipment, Lease & Assets	0	50,000	15,000
Contractual and Other Services	32,673	6,500	44,230
Debt Service and Special Charges	7,195	0	0

**Total General Fund** **\$51,823,801** **\$53,060,906** **\$57,538,404**

Grant Funds	\$3,738,266	\$5,398,272	\$10,293,589
License Collector Fund	\$0	\$1,000,000	\$0
Riverfront Gaming Fund	\$460,000	\$460,000	\$650,000

**Total Budget All Funds** **\$56,022,067** **\$59,919,178** **\$68,481,993**

**Number of Full Time Positions**

Police Commissioned - General Fund	1,122.0	1,034.0	1,163.0
Police Comm. - Gaming Fund	13.0	0.0	0.0
Police Comm. - Grant & Other Funds	0.0	15.0	99.0
Police Civilian	42.0	40.0	49.0
<b>Total</b>	<b>1,177.0</b>	<b>1,089.0</b>	<b>1,311.0</b>

**Department:** Public Safety  
**Division:** 650 Police Department  
**Program:** 04 Bureau of Investigation

**Program Budget**

**Services Provided & FY03 Highlights**

The Bureau of Investigations conducts criminal investigations concerning crimes of homicide, sex crimes, child abuse, domestic abuse, fraud, auto theft, bombing and arson, vice and narcotics. Additionally, the Bureau handles all juvenile related incidents at schools, school buses and investigates reports of missing children. Prisoner Processing and the Laboratory Divisions also report to this Bureau. All prisoners are detained in the police holdover after their initial arrest. They are ultimately fingerprinted and photographed, and have any personal property identified. The Laboratory processes all evidence, drugs and crime scene data. State-of-the-art training and equipment ensures that the Lab meets the highest of standards demanded by the scientific community.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	13,291,644	13,612,845	12,921,191
Materials and Supplies	559,853	886,452	358,083
Equipment, Lease & Assets	10,425	12,332	124,000
Contractual and Other Services	182,994	160,800	213,623
Debt Service and Special Charges	0	0	0
	_____	_____	_____
<b>Total General Fund</b>	<b>\$14,044,916</b>	<b>\$14,672,429</b>	<b>\$13,616,897</b>
Grant Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$0	\$0	\$0
	_____	_____	_____
<b>Total Budget All Funds</b>	<b>\$14,044,916</b>	<b>\$14,672,429</b>	<b>\$13,616,897</b>
 <b>Number of Full Time Positions</b>			
Police Commissioned	187.0	183.0	166.0
Police Civilian	132.0	119.0	117.0
	_____	_____	_____
<b>Total</b>	<b>319.0</b>	<b>302.0</b>	<b>283.0</b>

**Department:** Public Safety  
**Division:** 650 Police Department  
**Program:** 05 Bureau of Patrol Support

**Program Budget**

**Services Provided & FY03 Highlights**

The purpose of the Bureau of Patrol Support is to provide support services to the uniform officer on the street. The Bureau consists of the following units: Operational Planning, Traffic Division and Mounted Patrol, MCSAP Unit, Mobile Reserve/Canine Unit, Hostage Response Team and the Public Transportation - MetroLink unit. Most of the units of Bureau of Patrol Support have been consolidated with those of the Bureau of Community Policing.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	6,301,543	6,398,316	0
Materials and Supplies	58,663	67,107	0
Equipment, Lease & Assets	9,802	15,000	0
Contractual and Other Services	48,964	47,733	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$6,418,972</b>	<b>\$6,528,156</b>	<b>\$0</b>
Grant and Other Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$6,418,972</b>	<b>\$6,528,156</b>	<b>\$0</b>
<b>Number of Full Time Positions</b>			
Police Commissioned	125.0	123.0	0.0
Police Civilian	8.0	7.0	0.0
<b>Total</b>	<b>133.0</b>	<b>130.0</b>	<b>0.0</b>

**Department: Public Safety**  
**Division: 650 Police Department**  
**Program: 06 Bureau of Administration**

**Program Budget**

**Services Provided & FY03 Highlights**

The Staff Office - Bureau of Administration has responsibility for providing the necessary support services required by the various units of the St. Louis Police Department. This includes operations analysis and research, technical services, transportation, building maintenance and maintenance of records, supplies and materials. The Bureau is commanded by the Deputy Chief who is directly responsible to the Chief of Police for accomplishing the goals and objectives of the Bureau and its divisions. The divisions of the bureau are: 1) Communications, 2) Communication Support, 3) Telephone Reporting, 4) Records, 5) Fleet Services, 6) Buildings, and 7) Supply.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	11,904,140	10,903,203	11,117,862
Materials and Supplies	3,033,585	3,136,370	3,008,774
Equipment, Lease & Assets	2,254,551	510,000	916,400
Contractual and Other Services	4,977,472	1,775,993	1,820,784
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$22,169,748</b>	<b>\$16,325,566</b>	<b>\$16,863,820</b>
Grant Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$22,169,748</b>	<b>\$16,325,566</b>	<b>\$16,863,820</b>
<b>Number of Full Time Positions</b>			
Police Commissioned	7.0	7.0	8.0
Police Civilian	317.0	302.0	303.0
<b>Total</b>	<b>324.0</b>	<b>309.0</b>	<b>311.0</b>

**Department:** Public Safety  
**Division:** 650 Police Department  
**Program:** 07 Bureau of Professional Standards

**Program Budget**

**Services Provided & FY03 Highlights**

The Bureau of Professional Standards consists of the Internal Affairs Division which is responsible for accepting and investigating complaints and matters brought against Department members, the Police Academy (which includes the training section, armory, library and television units), and is responsible for all training needs Department-wide; the Special Services Division, which is responsible for coordinating the activities associated with the Limited Duty Section, Secondary Employment Unit and Private Security Section; and the Information Services Division, which is responsible for developing and maintaining all technology for the Department. In FY03, the Information Services Division will be completing the implementation of the enterprise application set to support 911 call taking, dispatch, police reporting and records management functions.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	2,486,153	4,243,267	5,876,238
Materials and Supplies	242,673	164,965	731,772
Equipment, Lease & Assets	1,418	2,330,920	1,440,262
Contractual and Other Services	62,903	2,608,218	2,557,003
Debt Service and Special Charges	0	0	0
	_____	_____	_____
<b>Total General Fund</b>	<b>\$2,793,147</b>	<b>\$9,347,370</b>	<b>\$10,605,275</b>
Grant Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$0	\$0	\$0
	_____	_____	_____
<b>Total Budget All Funds</b>	<b>\$2,793,147</b>	<b>\$9,347,370</b>	<b>\$10,605,275</b>
<b>Number of Full Time Positions</b>			
Police Commissioned	28.0	31.0	33.0
Police Civilian	22.0	47.0	56.0
	_____	_____	_____
<b>Total</b>	<b>50.0</b>	<b>78.0</b>	<b>89.0</b>

Department: Public Safety  
 Division: 651 Police Retirement System

**Division Budget**

**Services Provided & FY03 Highlights**

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The Police Retirement System is one of three pension systems funded by the City of St. Louis. The Police Retirement System is governed by a Board of Trustees, comprised of 3 elected police officers, 2 elected retired police officers, a member of the Board of Police Commissioners, the Comptroller or designee, and 3 individuals appointed by the Mayor. The City is required by statute to fund fifty percent of the Police Retirement Board's salary and benefit expenses.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	227,500	258,859	298,123
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$227,500</b>	<b>\$258,859</b>	<b>\$298,123</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$227,500</b>	<b>\$258,859</b>	<b>\$298,123</b>

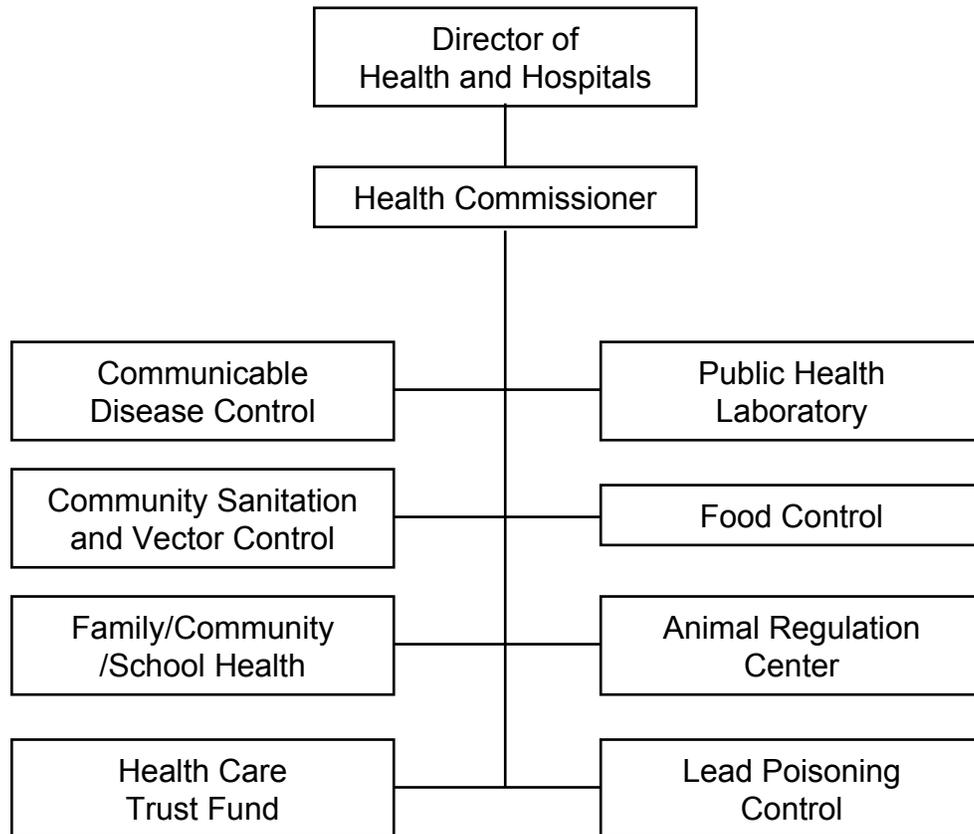
**Number of Full Time Positions**

General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>



**DEPARTMENT OF  
HEALTH AND HOSPITALS**

# DEPARTMENT OF HEALTH AND HOSPITALS

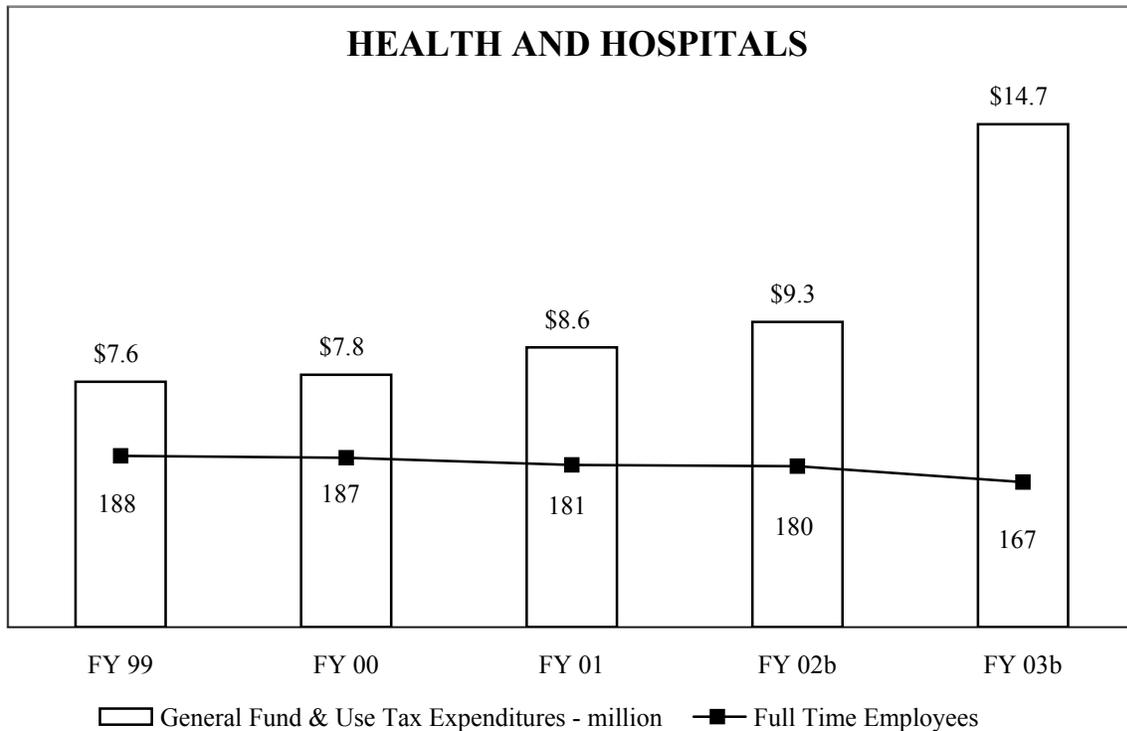


# HEALTH AND HOSPITALS

Budget By Division	Actual	Budget	Budget
	FY01	FY02	FY03
700 Director, Health and Hospitals	598,774	483,290	0
710 Health Commissioner	848,076	762,358	0
711 Communicable Disease Control	1,424,214	1,699,793	0
712 School Health	886,894	941,353	0
713 Laboratory	587,929	577,811	0
714 Rabies Control	639,277	823,739	857,858
715 Community Sanitation and Vector Control	1,533,623	1,727,532	2,156,451
716 Lead Poisoning Control	265,282	357,965	0
717 Biostatistics/Vital Records	413,142	403,247	0
719 Family / Community / School Health	422,425	416,474	0
720 Food Control Section	516,763	604,520	0
721 Health Promotion/Education	418,899	464,040	0
<b>Total General Fund</b>	<b>\$8,555,298</b>	<b>\$9,262,122</b>	<b>\$3,014,309</b>
Health Care Special Fund	\$5,000,000	\$1,000,000	\$1,500,000
Grant and Other Funds	\$10,992,678	\$12,010,600	\$12,121,292
Local Use Tax Fund	\$0	\$0	\$11,726,687
<b>Total Department All Funds</b>	<b>\$24,547,976</b>	<b>\$22,272,722</b>	<b>\$25,347,979</b>

Personnel By Division	Actual	Budget	Budget
	FY01	FY02	FY03
700 Director, Health and Hospitals	6.5	6.0	0.0
710 Health Commissioner	14.7	12.7	0.0
711 Communicable Disease Control	25.5	27.0	0.0
712 School Health	18.0	16.0	0.0
713 Laboratory	10.0	10.0	0.0
714 Rabies Control	17.0	21.0	20.0
715 Community Sanitation and Vector Control	39.0	39.0	45.2
716 Lead Poisoning Control	7.0	7.0	0.0
717 Biostatistics/Vital Records	11.0	9.0	0.0
719 Family / Community / School Health	10.0	10.0	0.0
720 Food Control Section	13.0	13.0	0.0
721 Health Promotion & Education	9.0	9.0	0.0
<b>Total General Fund</b>	<b>180.7</b>	<b>179.7</b>	<b>65.2</b>
Grant and Other Funds	127.1	118.3	120.9
Local Use Tax Fund	0.0	0.0	101.7
<b>Total Department All Funds</b>	<b>307.8</b>	<b>298.0</b>	<b>287.8</b>

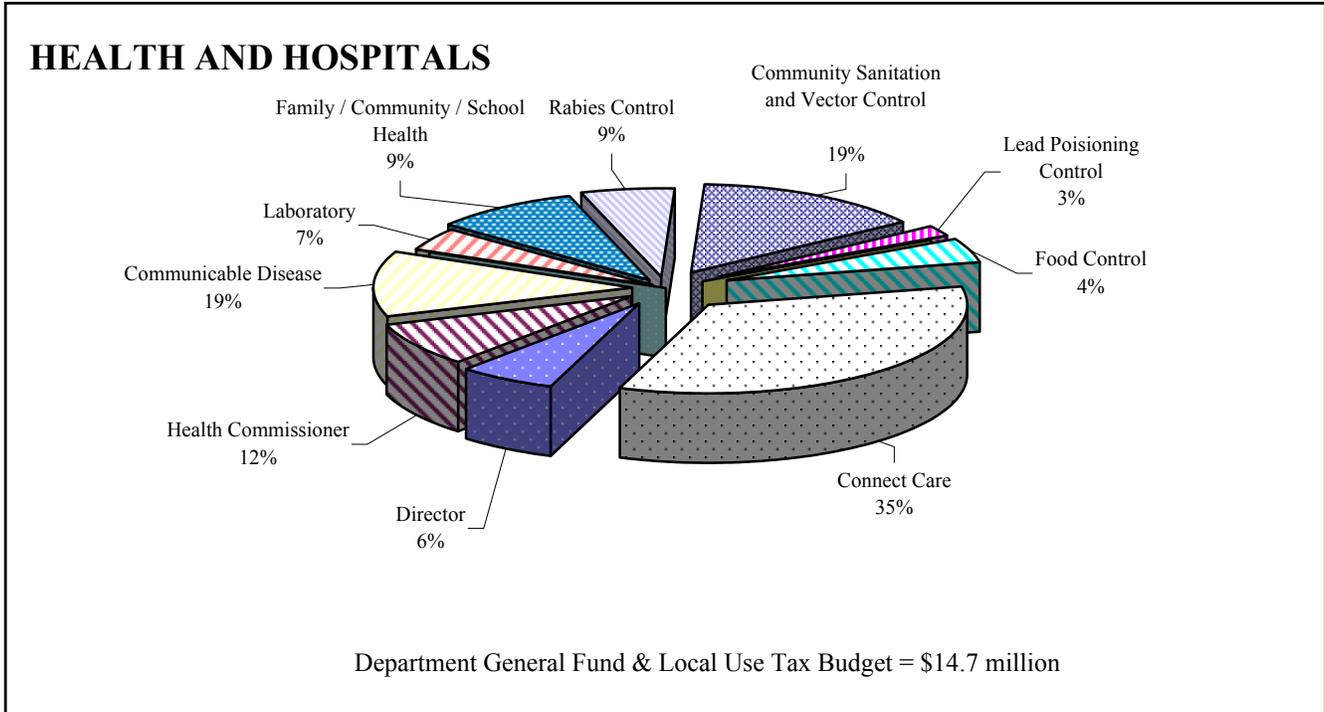
# HEALTH AND HOSPITALS



## Major Goals and Highlights

- o Implement a strategic reengineering plan for the Department of Health which will improve health care and management controls
- o Utilize \$11.7 mil. in estimated Use Tax receipts to provide subsidies for Health Care needs.
- o Increase service coordination enrollment from the previous year.
- o Provide and improve active HIV/AIDS surveillance and services to individuals in need.
- o Provide investigation and follow up activities for all Communicable diseases, clinical services for TB, health screening, and follow up for refugees
- o Provide vision, hearing, and scoliosis screening to children attending St. Louis parochial schools

# HEALTH AND HOSPITALS



- o Assist owners & operators of new child care facilities with the appropriate health and safety information
- o Alert the wider St. Louis region of Bioterrorism events, using the Health Alert Network
- o Work with the State Department of Health to receive Federal Bioterrorism funds to improve response planning
- o Respond to Hazardous Material Waste situations
- o Increase testing for Chlamydia and Gonorrhea by Gen-Probe
- o Monitor sanitation practices of retail package food stores through random checks
- o Begin and expand involvement in grocery store inspections within the City.
- o Conduct inspections of Hotels and Motels. Ensure that at least 95% of all food establishments are certified or enrolled for certification at all times

Department: Health and Hospitals  
 Division: 700 Director of Health and Hospitals

**Division Budget**

**Services Provided & FY03 Highlights**

The Director of Health and Hospitals is responsible for the implementation of core public health activities within the City of St. Louis. The Director establishes and communicates the public health vision and mission for the City and its citizens. This office also has primary responsibility for the management and administration of the Health Departments and its divisions overseeing the establishment and maintenance of proper policies, procedures, goals, and objectives. These include fiscal administration, planning, grants administration, health education, bioterrorism preparedness, and any other public health issues impacting the City's overall well being. The day to day management for several of these functions is assigned to the Health Commissioner's Office.

<b>Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	430,052	444,690	0
Materials and Supplies	6,527	4,200	0
Equipment, Lease & Assets	6,271	9,400	0
Contractual and Other Services	155,924	25,000	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$598,774</b>	<b>\$483,290</b>	<b>\$0</b>
Grant and Other Funds	\$0	\$199,995	\$480,276
Local Use Tax Fund	\$0	\$0	\$911,017
<b>Total Budget All Funds</b>	<b>\$598,774</b>	<b>\$683,285</b>	<b>\$1,391,293</b>

**Number of Full Time Positions**

General Fund	6.5	6.0	0.0
Local Use Tax Fund	0.0	0.0	6.0
Other	2.5	3.0	4.0
<b>Total</b>	<b>9.0</b>	<b>9.0</b>	<b>10.0</b>

Department: Heath and Hospitals  
 Division: 710 Health Commissioner

**Division Budget**

**Services Provided & FY03 Highlights**

The Health Commissioner provides administrative support to the Health Department with personnel management, budget preparation, fiscal control and grant writing and monitoring. In addition, this program supports health education and promotion activities which assist with marketing preventive programs that are the core of public health. In FY03, the Health Commissioner's office will be undergoing the process of totally re-organizing its overall operation. The re-organization includes the creation of a Human Resource Department and restructuring the Fiscal section.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	669,495	633,490	0
Materials and Supplies	9,945	5,800	0
Equipment, Lease & Assets	14,930	15,768	0
Contractual and Other Services	153,706	107,300	0
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$848,076</b>	<b>\$762,358</b>	<b>\$0</b>
Grant and Other Funds	\$8,189,550	\$6,478,263	\$4,767,604
Local Use Tax Fund	\$0	\$0	\$1,159,178
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<b>Total Budget All Funds</b>	<b>\$9,037,626</b>	<b>\$7,240,621</b>	<b>\$5,926,782</b>
 <b>Number of Full Time Positions</b>			
General Fund	14.7	12.7	0.0
Local Use Tax Fund	0.0	0.0	20.5
Other	7.3	10.3	0.0
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<b>Total</b>	<b>22.0</b>	<b>23.0</b>	<b>20.5</b>



Department: Health and Hospitals  
 Division: 711 Communicable Disease Control

**Division Budget**

**Services Provided & FY03 Highlights**

The Communicable Disease Service which provides diagnostic testing, treatment, follow-up, and contact investigation services for communicable and reportable diseases will be restructured in FY03. Activities relating to HIV health education and prevention, STD surveillance and treatment, and case management will be under one bureau to better coordinate and distribute our financial and human resources. Health Department staff will now be cross trained across TB control and STD/HIV surveillance to better distribute our manpower resources and increase overall productivity. A new program area for FY03 is the Correctional Health Care program within the St. Louis City Department of Health. The program is providing clinical screenings for "Fit-For-Confinements" of arrested detainees.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,238,629	1,457,333	0
Materials and Supplies	114,435	179,550	0
Equipment, Lease & Assets	8,490	8,000	0
Contractual and Other Services	62,660	54,910	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,424,214</b>	<b>\$1,699,793</b>	<b>\$0</b>

Grant and Other Funds	\$1,663,416	\$3,339,197	\$3,493,906
Local Use Tax Fund	\$0	\$0	\$1,758,782
<b>Total Budget All Funds</b>	<b>\$3,087,630</b>	<b>\$5,038,990</b>	<b>\$5,252,688</b>

**Number of Full Time Positions**

General Fund	25.5	27.0	0.0
Local Use Tax Fund	0.0	0.0	30.0
Other	64.3	62.0	56.5
<b>Total</b>	<b>89.8</b>	<b>89.0</b>	<b>86.5</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o STD services-patients	36,500	37,500	36,500
o Other comm. disease services-patients	9,800	12,500	12,500
o CORR services	45,000	45,000	45,000

Department: Health and Hospitals  
 Division: 712 School Health

**Division Budget**

**Services Provided & FY03 Highlights**

The School Health program provides a variety of health services to students in some of the City's parochial schools. This program will be combined with " Family/Community/School Health" in FY03. Redirecting activities such as immunizations, health assessments, screenings for vision, hearing, and scoliosis, height and weight record-keeping, communicable disease control, health consultations and acute care referrals as needed to a central program.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	870,175	918,688	0
Materials and Supplies	4,764	6,575	0
Equipment, Lease & Assets	3,642	6,500	0
Contractual and Other Services	8,313	9,590	0
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$886,894</b>	<b>\$941,353</b>	<b>\$0</b>
Grant and Other Funds	\$470,572	\$375,019	\$0
<b>Total Budget All Funds</b>	<b>\$1,357,466</b>	<b>\$1,316,372</b>	<b>\$0</b>

**Number of Full Time Positions**

General Fund	18.0	16.0	0.0
Other	10.0	9.0	0.0
<b>Total</b>	<b>28.0</b>	<b>25.0</b>	<b>0.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Provide immunizations	875	750	N/A
o Provide health education programs	5,000	6,500	N/A
o Provide student health screening	1,900	6,500	N/A
o Audit student health records	17,500	13,000	N/A

Department: Health and Hospitals  
 Division: 713 Laboratory

**Division Budget**

**Services Provided & FY03 Highlights**

The Public Health Lab provides clinical laboratory testing services for the various sections of Department of Health and Hospitals. Services include environmental microbiology services, (i.e. tests on ice cream, food & water), clinical microbiology services (i.e. tests for food borne pathogens, gonorrhea, chlamydia), chemical analyses, lead analysis, hematology, and serological testing for syphilis. The laboratory maintains standards for certification under the Clinical Laboratories Improvement Act '88. The lab is also OSHA certified to perform water testing and blood lead testing.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	456,673	473,844	0
Materials and Supplies	54,540	88,300	0
Equipment, Lease & Assets	1,713	3,000	0
Contractual and Other Services	75,003	12,667	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$587,929</b>	<b>\$577,811</b>	<b>\$0</b>
Grant and Other Funds	\$0	\$0	\$0
Local Use Tax Fund	\$0	\$0	\$620,863
<b>Total Budget All Funds</b>	<b>\$587,929</b>	<b>\$577,811</b>	<b>\$620,863</b>

**Number of Full Time Positions**

General Fund	10.0	10.0	0.0
Local Use Tax Fund	0.0	0.0	10.0
Other	1.0	0.0	0.0
<b>Total</b>	<b>11.0</b>	<b>10.0</b>	<b>10.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Serology services	17,143	17,200	18,700
o Chemistry services	19,530	19,000	19,000
o Diagnostic microbiological service	21,354	25,000	25,000
o Environmental microbiology services	1,323	1,300	1,300

Department: Health and Hospitals  
 Division: 714 Rabies Control

**Division Budget**

**Services Provided & FY03 Highlights**

The Animal Regulation Center enforces animal-related ordinances in the City, including those related to vaccination and registration. Services include providing public education about proper pet care, the responsibilities of pet ownership, and animal adoption. The Center also holds Open Houses for the public and conducts tours for school children throughout the year. In FY03, the center will continue to promote the adoptions and public awareness regarding population control of pets.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	565,232	745,639	786,258
Materials and Supplies	39,889	41,700	41,200
Equipment, Lease & Assets	5,224	6,000	2,000
Contractual and Other Services	28,932	30,400	28,400
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$639,277</b>	<b>\$823,739</b>	<b>\$857,858</b>
Grant and Other Funds	\$0	\$28,668	\$30,375
<b>Total Budget All Funds</b>	<b>\$639,277</b>	<b>\$852,407</b>	<b>\$888,233</b>

**Number of Full Time Positions**

General Fund	17.0	21.0	20.0
Other	0.0	1.0	1.0
<b>Total</b>	<b>17.0</b>	<b>22.0</b>	<b>21.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Apprehend and process animals	7,248	8,000	8,000
o Investigate/pick-up biting animals	685	650	650
o Vaccinate and register dogs/cats	26,075	30,000	30,000
o Provide for animal return/adoption	2,216	2,500	3,000
o Euthanize animals	3,269	3,000	3,000
o Hold animals for observation	7,248	8,000	8,000

Department: Health and Hospitals  
 Division: 715 Community Sanitation and Vector Control

**Division Budget**

**Services Provided & FY03 Highlights**

The Community Environmental Health Services section of the Health Department provides services in lead poison control, mosquito and rat control, hazardous materials management, minimizing housing violations, water quality monitoring and lead detoxification. The program increases public education about lead hazard abatement by working with neighborhood organizations. In FY03, Air Pollution Control, previously a division of the Dept. of Public Safety is to be combined with the environmental Health programs of the Department of Health and Hospitals.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,455,716	1,637,882	2,049,715
Materials and Supplies	47,878	52,850	54,400
Equipment, Lease & Assets	6,681	6,000	21,936
Contractual and Other Services	23,348	30,800	30,400
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,533,623</b>	<b>\$1,727,532</b>	<b>\$2,156,451</b>
Grant and Other Funds	\$50,351	\$381,898	\$1,345,504
<b>Total Budget All Funds</b>	<b>\$1,583,974</b>	<b>\$2,109,430</b>	<b>\$3,501,955</b>

**Number of Full Time Positions**

General Fund	39.0	39.0	45.2
Other	0.0	11.0	20.8
<b>Total</b>	<b>39.0</b>	<b>50.0</b>	<b>66.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Lead poison inspections	7,005	7,050	8,000
o Rat inspections/treatments	8,156	8,500	8,500
o Inspect and treat mosquito sites	1,360	1,300	1,300
o Fog streets for mosquitoes-miles	440	1,000	1,000
o General env. health inspections	17,643	17,000	17,000
o Water quality inspections	369	375	400
o Swimming pool inspections	648	650	700
o Evaluate hazardous/infectious sites	177	175	200
o Hotel/motel inspections	54	52	55
o Specialized Env. health inspections	283	300	300

Department: Health and Hospitals  
 Division: 716 Lead Poisoning Control

**Division Budget**

**Services Provided & FY03 Highlights**

Lead Poisoning Control is responsible for decreasing the prevalence of childhood lead poisoning in the City of St. Louis in children between the ages of six months and six years with emphasis on those children under the age three. Case management is provided to assure that appropriate care, follow up testing and environmental lead inspections are accessible for children with elevated blood lead levels. Other parts of the program are outreach, education, data/surveillance, environmental and testing in our public health laboratory. In FY03, the Stellar System will be used to develop data information that will allow the Department of Health to effectively manage Lead program activities.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	260,752	350,265	0
Materials and Supplies	1,503	950	0
Equipment, Lease & Assets	801	5,000	0
Contractual and Other Services	2,226	1,750	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$265,282</b>	<b>\$357,965</b>	<b>\$0</b>
Grant and Other Funds	\$608,483	\$145,493	\$853,519
Local Use Tax Fund	\$0	\$0	\$281,653
<b>Total Budget All Funds</b>	<b>\$873,765</b>	<b>\$503,458</b>	<b>\$1,135,172</b>

**Number of Full Time Positions**

General Fund	7.0	7.0	0.0
Local Use Tax Fund	0.0	0.0	6.0
Other	10.0	4.0	17.0
<b>Total</b>	<b>17.0</b>	<b>11.0</b>	<b>23.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Lead poison screenings	3,261	3,275	3,400
o Lead poison treatments	215	225	250

Department: Health and Hospitals  
 Division: 717 Biostatistics/ Vital Records

**Division Budget**

**Services Provided & FY03 Highlights**

The Vital Records Service processed approximately 6,000 birth records, 6,000 death records and 100 fetal death records annually. Each year had approximately 80,000 certified copies of death and birth records issued to citizens. Services were provided to local, state and federal law enforcement agencies, the Juvenile Court, Social Security Administration and to the Division of Family Services. This service provided necessary statistical data to other Health Division programs as well as the National Center Health Statistics. In FY03, Vital Records will transfer over its core operations to the Recorder of Deeds.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	341,630	304,897	0
Materials and Supplies	6,418	7,100	0
Equipment, Lease & Assets	8,190	39,000	0
Contractual and Other Services	56,904	52,250	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$413,142</b>	<b>\$403,247</b>	<b>\$0</b>
Grant and Other Funds	\$0	\$28,497	\$0
<b>Total Budget All Funds</b>	<b>\$413,142</b>	<b>\$431,744</b>	<b>\$0</b>

**Number of Full Time Positions**

General Fund	11.0	9.0	0.0
Other	0.0	1.0	0.0
<b>Total</b>	<b>11.0</b>	<b>10.0</b>	<b>0.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Record births	6,000	6,000	N/A
o Record deaths	6,000	6,000	N/A
o Issue birth and death certificates	81,000	81,000	N/A

Department: Health and Hospitals  
 Division: 719 Family / Community / School Health

**Division Budget**

**Services Provided & FY03 Highlights**

In the area of Family / Community / School Health service, it is a combination of programs in order to re-organize the St. Louis City Department of Health. In addition, we are strengthening our focus on special populations by integrating activities relating to youth, refugee health, immigrants, and corrections into an integrated approach to reach the most high risk populations for chronic and communicable diseases. Also in FY03 we are expanding our Health Promotion, Prevention, and Education efforts.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	359,598	384,199	0
Materials and Supplies	50,499	25,250	0
Equipment, Lease & Assets	6,666	6,000	0
Contractual and Other Services	5,662	1,025	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$422,425</b>	<b>\$416,474</b>	<b>\$0</b>
Grant and Other Funds	\$10,306	\$27,811	\$1,111,197
Local Use Tax Fund	\$0	\$0	\$1,356,128
<b>Total Budget All Funds</b>	<b>\$432,731</b>	<b>\$444,285</b>	<b>\$2,467,325</b>

**Number of Full Time Positions**

General Fund	10.0	10.0	0.0
Local Use Tax Fund	0.0	0.0	23.2
Other	0.0	1.0	20.5
<b>Total</b>	<b>10.0</b>	<b>11.0</b>	<b>43.8</b>

Department: Health and Hospitals  
 Division: 720 Food Control Section

**Division Budget**

**Services Provided & FY03 Highlights**

The Food Control Program has the responsibility of ensuring that the food products consumed by the public in the City of St. Louis are safe and wholesome. This is done by routine inspection of food establishments. The program enforces the Food ordinance of the Frozen Dessert Ordinance of the City of St. Louis. Food Control responds to all complaints pertaining to food within its jurisdiction. The Food Control Section works closely with the License Collector's Office, the Excise Division, Central Business Index of the Comptroller's Office, USDA, FDA, and the MDOH (Missouri Department of Health).

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	498,121	580,780	0
Materials and Supplies	3,632	5,040	0
Equipment, Lease & Assets	5,486	6,500	0
Contractual and Other Services	9,524	12,200	0
Debt Service and Special Charges	0	0	0

**Total General Fund** **\$516,763** **\$604,520** **\$0**

Grant and Other Funds	\$0	\$0	\$38,911
Local Use Tax Fund	\$0	\$0	\$639,066

**Total Budget All Funds** **\$516,763** **\$604,520** **\$677,977**

**Number of Full Time Positions**

General Fund	13.0	13.0	0.0
Local Use Tax Fund	0.0	0.0	12.0
Other	0.0	0.0	1.0
<b>Total</b>	<b>13.0</b>	<b>13.0</b>	<b>13.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Food establishment inspections	9,740	10,750	10,800
o Festival and fair inspections	1,093	1,100	1,110
o Frozen dessert inspection and sampling	88	95	100

Department: Health and Hospitals  
 Division: 721 Health Promotion & Education

**Division Budget**

**Services Provided & FY03 Highlights**

Health Promotion and Education became a division within the Department of Health and Hospitals in FY00. Health Promotion and Education in FY03 will be combined with the " Family/Community/School Health" program. Redirecting activities such as Community Outreach for Risk Reduction (CORR), Prenatal/Nurse Home Visitation Program, Breast and Cervical Cancer Control Project, Chronic Diseases Program and Sickle Cell Program to the combined program.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	380,442	461,355	0
Materials and Supplies	11,213	1,005	0
Equipment, Lease & Assets	2,436	0	0
Contractual and Other Services	24,808	1,680	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$418,899</b>	<b>\$464,040</b>	<b>\$0</b>
Grant and Other Funds	\$0	\$1,005,759	\$0
<b>Total Budget All Funds</b>	<b>\$418,899</b>	<b>\$1,469,799</b>	<b>\$0</b>
<b>Number of Full Time Positions</b>			
General Fund	9.0	9.0	0.0
Other	32.0	16.0	0.0
<b>Total</b>	<b>41.0</b>	<b>25.0</b>	<b>0.0</b>

Department: Health and Hospitals  
 Division: 737 Health Care Trust Fund

**Division Budget**

**Services Provided & FY03 Highlights**

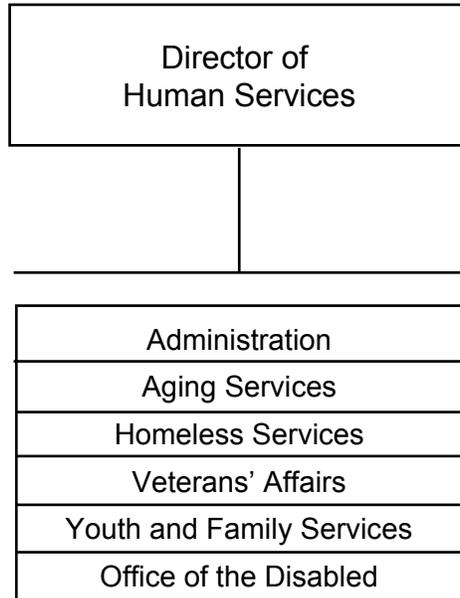
The Health Care Trust Fund was established in FY00 as a means for funding health care for uninsured and under-insured City residents. In FY00, the City entered into a contract with St. Louis ConnectCare to provide health care services to the medically indigent. In FY01, \$5.0 mil. was budgeted from funds reimbursed to the City from the downtown convention hotel developer. In FY02, funds received through settlement of old regional debt served as the ConnectCare subsidy. In FY03, this cost center will be reimbursed to the City through the Use Tax Fund.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	0	0	0
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	0	0	0
	0	0	0
	_____	_____	_____
<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Grant and Other Funds	\$5,000,000	\$1,000,000	\$1,500,000
Local Use Tax Fund	\$0	\$0	\$5,000,000
	_____	_____	_____
<b>Total Budget All Funds</b>	<b>\$5,000,000</b>	<b>\$1,000,000</b>	<b>\$6,500,000</b>
 <b>Number of Full Time Positions</b>			
General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
	_____	_____	_____
Total	0.0	0.0	0.0



# **DEPARTMENT OF HUMAN SERVICES**

# DEPARTMENT OF HUMAN SERVICES

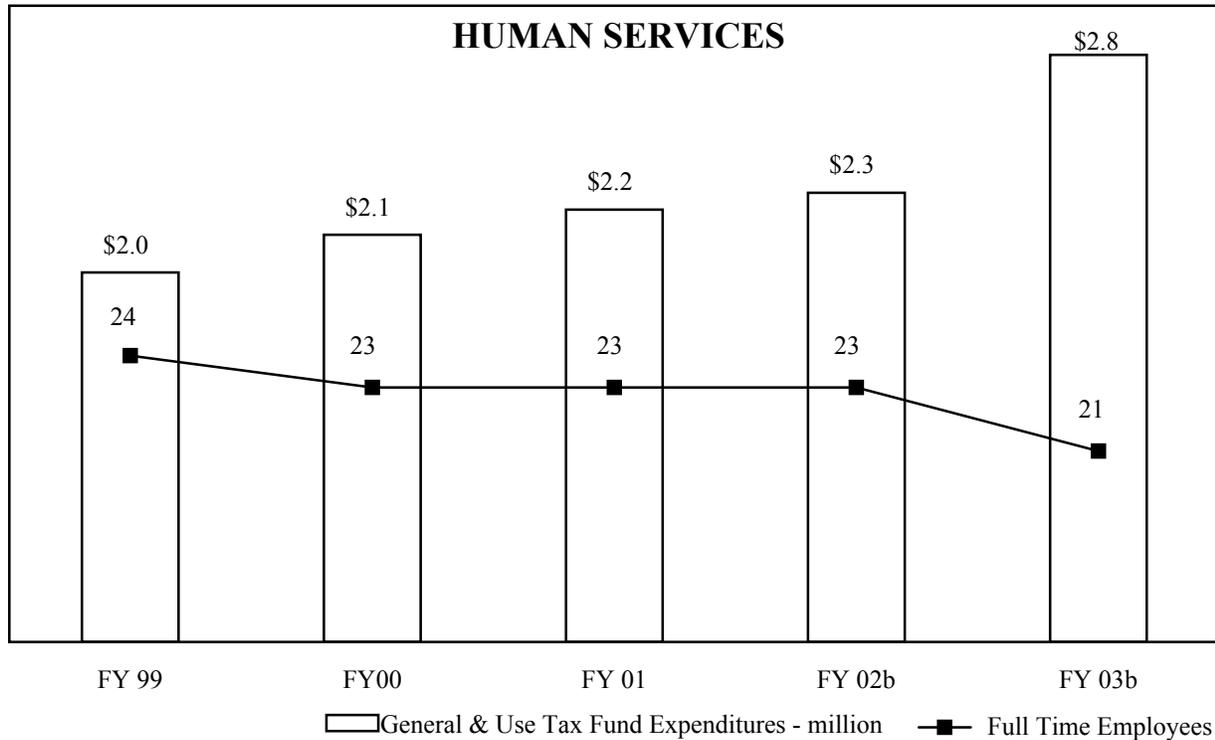


# HUMAN SERVICES

<b>Budget By Division</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
800 Director of Human Services	2,198,499	2,264,706	1,533,317
<b>Total General Fund</b>	<b>\$2,198,499</b>	<b>\$2,264,706</b>	<b>\$1,533,317</b>
Total UseTax Fund	\$0	\$0	\$1,273,444
Grant and Other Funds	\$12,007,433	\$21,729,416	\$20,179,102
<b>Total Department All Funds</b>	<b>\$14,205,932</b>	<b>\$23,994,122</b>	<b>\$22,985,863</b>

<b>Personnel By Division</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
800 Director of Human Services	23.0	23.0	21.0
<b>Total General Fund</b>	<b>23.0</b>	<b>23.0</b>	<b>21.0</b>
<b>Total UseTax Fund</b>	<b>0.0</b>	<b>0.0</b>	<b>5.0</b>
Grant and Other Funds	17.00	18.00	15.00
<b>Total Department All Funds</b>	<b>40.00</b>	<b>41.00</b>	<b>41.00</b>

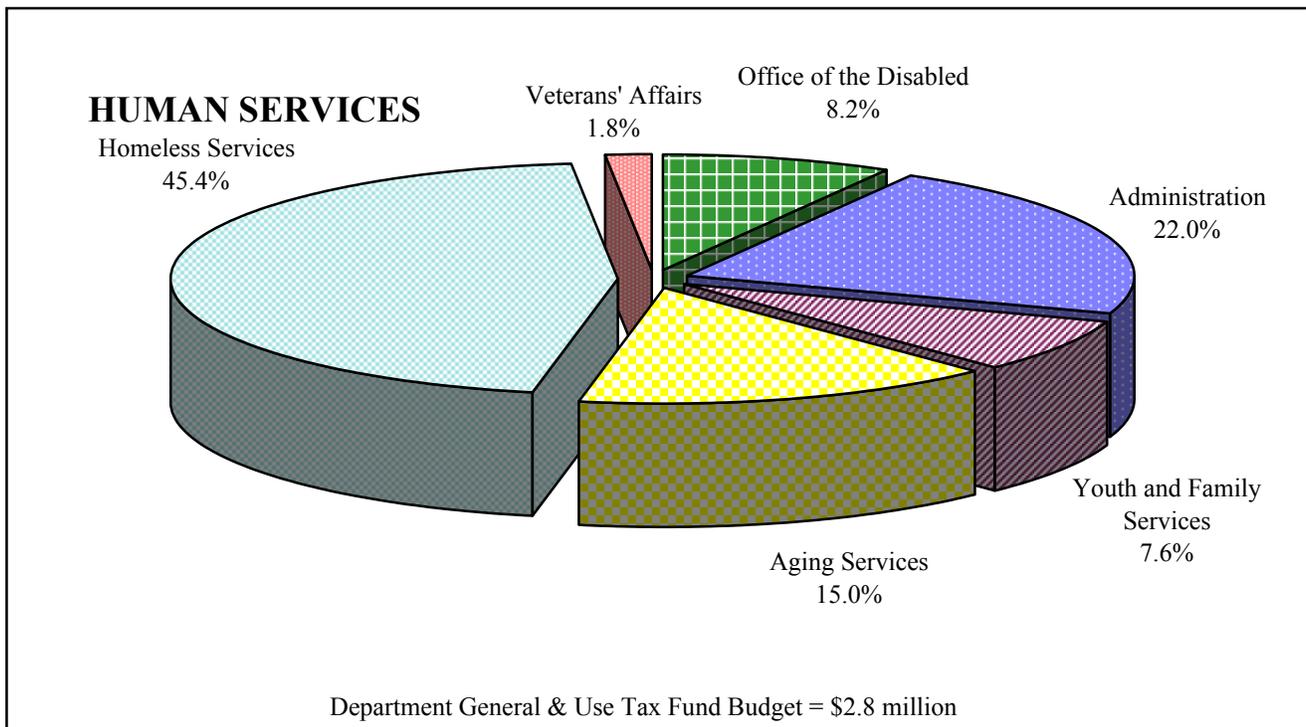
# HUMAN SERVICES



## Major Goals and Highlights

- o Continue technological improvements in agency operations by implementation of the NAPIS database and other computer-oriented activities.
- o Enhance the quality of life of seniors by providing a range of services and information.
- o Provide over 137,000 person days of shelter at 24-hour emergency shelter
- o Serve 120 families through the after school program
- o Establish the Transitional Training Program work experience program for students with disabilities nearing graduation
- o Provide 715,000 home delivered meals for the elderly
- o Utilize Use Tax revenue to further homelessness prevention efforts.

# HUMAN SERVICES



- o Serve 500,000 meals through the Child Care Food Program and over 1,000,000 meals through the Summer Food Service Program

- o Achieve a 92% placement rate for unemployed veteran clients

- o Provide over 6,705 supplemental grocery distributions to elderly citizens

- o Provide for over 165,000 transports for elderly citizens

- o Provide over 10,000 hours of case management for homeless clients

Department: Human Services  
 Division: 800 Director of Human Services

**Division Budget**

**Services Provided & FY03 Highlights**

The City of St. Louis' Department of Human Services is that unit of City government mandated by the City charter to administer social welfare programs. The Department presently coordinates programming and funding for the St. Louis Area Agency on Aging, Homeless Services, Veterans' Affairs, Youth and Family Services and the Office on the Disabled. The Department provides only information and assistance as a direct service. Other services are provided via subcontracts and partnerships with public and private entities.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,076,786	1,303,022	1,281,910
Materials and Supplies	20,450	23,600	26,768
Equipment, Lease & Assets	6,162	16,764	13,300
Contractual and Other Services	1,095,101	921,320	211,339
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$2,198,499</b>	<b>\$2,264,706</b>	<b>\$1,533,317</b>
<b>Total Use Tax Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,273,444</b>
Grant and Other Funds	\$12,007,433	\$21,729,416	\$20,179,102
<b>Total Budget All Funds</b>	<b>\$14,205,932</b>	<b>\$23,994,122</b>	<b>\$22,985,863</b>

**Number of Full Time Positions**

General Fund	23.00	23.00	21.00
Use Tax Fund	0.00	0.00	5.00
Other	17.00	18.00	15.00
<b>Total</b>	<b>40.00</b>	<b>41.00</b>	<b>41.00</b>

**Department:** Human Services  
**Division:** 800 Director of Human Services  
**Program:** 01 Administration

**Program Budget**

**Services Provided & FY03 Highlights**

The Administration Section provides administrative guidance and support to all divisions within the Department. The fiscal unit of the department coordinates the overall budget; including but not limited to receipt of funds, payment of vouchers, coordinating fiscal issues for the Board of E&A and establishing the department's chart of accounts. In FY03, the department will continue seeking to support legislation that positively impacts the resources and issues affecting the City's population. Human Services will also seek to develop long term strategies to meet the current and future needs of the aged population in the City.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	424,281	522,780	533,766
Materials and Supplies	5,229	6,163	8,105
Equipment, Lease & Assets	2,162	4,018	4,600
Contractual and Other Services	128,925	55,294	69,918
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$560,597</b>	<b>\$588,255</b>	<b>\$616,389</b>
Grant and Other Funds	\$20,000	\$160,000	\$160,000
<b>Total Budget All Funds</b>	<b>\$580,597</b>	<b>\$748,255</b>	<b>\$776,389</b>

**Number of Full Time Positions**

General Fund	8.00	8.00	8.00
Other	0.00	0.00	0.00
<b>Total</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>

**Department:** Human Services  
**Division:** 800 Director of Human Services  
**Program:** 02 Aging Services

**Program Budget**

**Services Provided & FY03 Highlights**

The St. Louis Area Agency on Aging (SLAAA) plans & administers a comprehensive and coordinated service system for older St. Louisians within the mandate of the Older Americans Act. The Agency's objectives are: 1) to secure and maintain maximum independence and dignity in a home environment; and 2) encourage economic, social and personal independence for older persons by providing opportunities for employment, socialization, and activities in the community. According to the Claritas Corporation's 1997 census estimates indicate 20.6% of the City's population are aged sixty or older and 20.8% of them are below the poverty level. In FY03, the Agency will work to prevent premature institutionalization, promote and maintain independent elderly lifestyles. Additionally the St. Louis Area Agency on Aging monitors 31 subcontractors and provides technical assistance to assure service delivery and compliance with mandates. Also in FY03, SLAAA will collaborate with other agencies to analyze the results of the 2000 Census and other needs assessments.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	293,251	303,586	383,595
Materials and Supplies	5,105	6,379	8,639
Equipment, Lease & Assets	1,800	4,632	4,200
Contractual and Other Services	22,841	22,881	25,319
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$322,997</b>	<b>\$337,478</b>	<b>\$421,753</b>
Aging Services Grants	\$4,477,512	\$7,652,566	\$7,227,181
<b>Total Budget All Funds</b>	<b>\$4,800,509</b>	<b>\$7,990,044</b>	<b>\$7,648,934</b>

**Number of Full Time Positions**

General Fund	7.00	6.00	7.00
Other	4.50	7.00	6.00
<b>Total</b>	<b>11.50</b>	<b>13.00</b>	<b>13.00</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Homemaker Services - hours	8,876	9,478	10,000
o Congregate meals served	142,890	141,888	142,317
o Home delivered meals	560,636	596,302	594,467
o Transportation provided - one way trips	3,877	6,196	6,060
o Supplemental grocery distributions	8,133	10,624	6,785
o Ombudsman services - responses	5,059	4,850	5,069
o Training & employment - job slots	47	47	47

**Department:** Human Services  
**Division:** 800 Director of Human Services  
**Program:** 03 Homeless Services

**Program Budget**

**Services Provided & FY03 Highlights**

The Homeless Services Division acts as the central administration point for the comprehensive delivery of services to the homeless. On a contractual basis, it provides intake, assessment and referral, outreach services, emergency shelter, transitional housing, prevention and early intervention and permanent housing options to move the homeless to independence and self-sufficiency. The Homeless Services Network Board represents an interagency collaborative of social and human services organizations aimed at combatting homelessness. The Continuum of Care delineates the local planning effort developed to identify gaps and set priorities to efficiently serve homeless populations in the City of St. Louis. The vision of the Homeless Services Division is that residents of the City will live as independently as possible in the safe, decent, and affordable housing of their choice.

<b>Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	116,916	140,195	237,651
Materials and Supplies	3,112	3,404	5,032
Equipment, Lease & Assets	1,200	2,731	2,000
Contractual and Other Services	892,037	796,526	1,028,761
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,013,265</b>	<b>\$942,856</b>	<b>\$0</b>
Total UseTax Fund	\$0	\$0	\$1,273,444
Homeless Services Grants	\$4,682,916	\$9,263,344	\$9,452,590
<b>Total Budget All Funds</b>	<b>\$5,696,181</b>	<b>\$10,206,200</b>	<b>\$10,726,034</b>
<b>Number of Full Time Positions</b>			
General Fund	3.00	3.00	0.00
Use Tax Fund	0.00	0.00	5.00
Other	4.50	4.50	4.50
<b>Total</b>	<b>7.50</b>	<b>7.50</b>	<b>9.50</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Operate emergency shelter - person days	87,239	88,000	119,062
o Operate sanctuaries - person days	26,660	25,000	23,184
o Provide skills training - clients sessions	2,679	2,500	1,670
o Provide transitional housing - person days	34,876	33,000	29,150
o Provide case management - clients	756	756	306
o Provide transportation services - one way trip	10,000	15,000	23,472
o Provide supportive housing services - clients	5,000	6,000	7,000
o Length of stay - transitional housing months	18	18	18

**Department:** Human Services  
**Division:** 800 Director of Human Services  
**Program:** 04 Office of Veterans' Affairs

**Program Budget**

**Services Provided & FY03 Highlights**

The Office of Veterans' Affairs administers programs from grants derived from federal, local and private sources, to assist veterans who are considered at-risk because of their poverty and poor living conditions. Information and referral is provided daily through the 100 page Veterans' Resource Directory, which is produced, updated, and distributed annually. Veteran's Affairs convenes the Veterans' Affairs Work Group, as an adjunct to the Soldier's Memorial Commission, and Veteran's Focus Group to disseminate veteran related information and shape policy regarding the veterans' programs.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	49,209	44,348	45,752
Materials and Supplies	705	472	615
Equipment, Lease & Assets	500	32	0
Contractual and Other Services	3,237	3,426	3,991
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$53,651</b>	<b>\$48,278</b>	<b>\$50,358</b>
Grant and Other Funds	\$113,373	\$337,500	\$187,500
<b>Total Budget All Funds</b>	<b>\$167,024</b>	<b>\$385,778</b>	<b>\$237,858</b>

**Number of Full Time Positions**

General Fund	1.00	1.00	1.00
Other	0.00	0.00	0.00
<b>Total</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Provide employment for homeless veterans - clients served	150	150	150
o Provide housing assistance for homeless veterans - clients served	109	100	100
o Placement rate for unsubsidized employment	92%	92%	92%
o Average hourly wage at employment	\$8.47	\$8.82	\$10.00

**Department:** Human Services  
**Division:** 800 Director of Human Services  
**Program:** 05 Youth and Family Services

**Program Budget**

**Services Provided & FY03 Highlights**

The Youth and Family Services division partners with the Public Safety Neighborhood Stabilization Team, the St. Louis Metro Police Department, the Recreation Division, the Mo. Dept. of Health Bureau of Nutrition and Child Care Programs, the City of St. Louis Dept. of Health, the Mo. Dept. of Public Safety, the St. Louis Public Schools and 200 institutions and local social service agencies to provide services for youth and their families who may be at-risk because of poverty or poor living conditions. Specific programs include, the Summer Food Service, the Child Care and Adult Food Program, the Mentor Instruction Nutrition Esteem (M.I.N.E.), RENT, curfew and truancy centers, gang outreach, domestic violence, trauma intervention, Chafee Foster Care Independence Program and Juvenile Accountability block grant programs. A new initiative for FY03 is the After School Programs Development initiative.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	60,937	125,876	144,308
Materials and Supplies	4,729	5,182	6,409
Equipment, Lease & Assets	500	2,851	2,000
Contractual and Other Services	11,941	10,693	60,611
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$78,107</b>	<b>\$144,602</b>	<b>\$213,328</b>
Grant and Other Funds	\$2,713,632	\$4,316,006	\$3,151,831
<b>Total Budget All Funds</b>	<b>\$2,791,739</b>	<b>\$4,460,608</b>	<b>\$3,365,159</b>

**Number of Full Time Positions**

General Fund	1.00	2.00	2.00
Other	8.00	6.50	4.50
<b>Total</b>	<b>9.00</b>	<b>8.50</b>	<b>6.50</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Provide meals - Child & Adult Care prog.	715,680	715,000	715,000
o Provide meals for youths - Summer Food	1,044,133	800,000	800,000
o Operate After School Prog. - families	N/A	N/A	300
o Safe Start program	N/A	500	500

**Department:** Human Services  
**Division:** 800 Director of Human Services  
**Program:** 06 Office on the Disabled

**Program Budget**

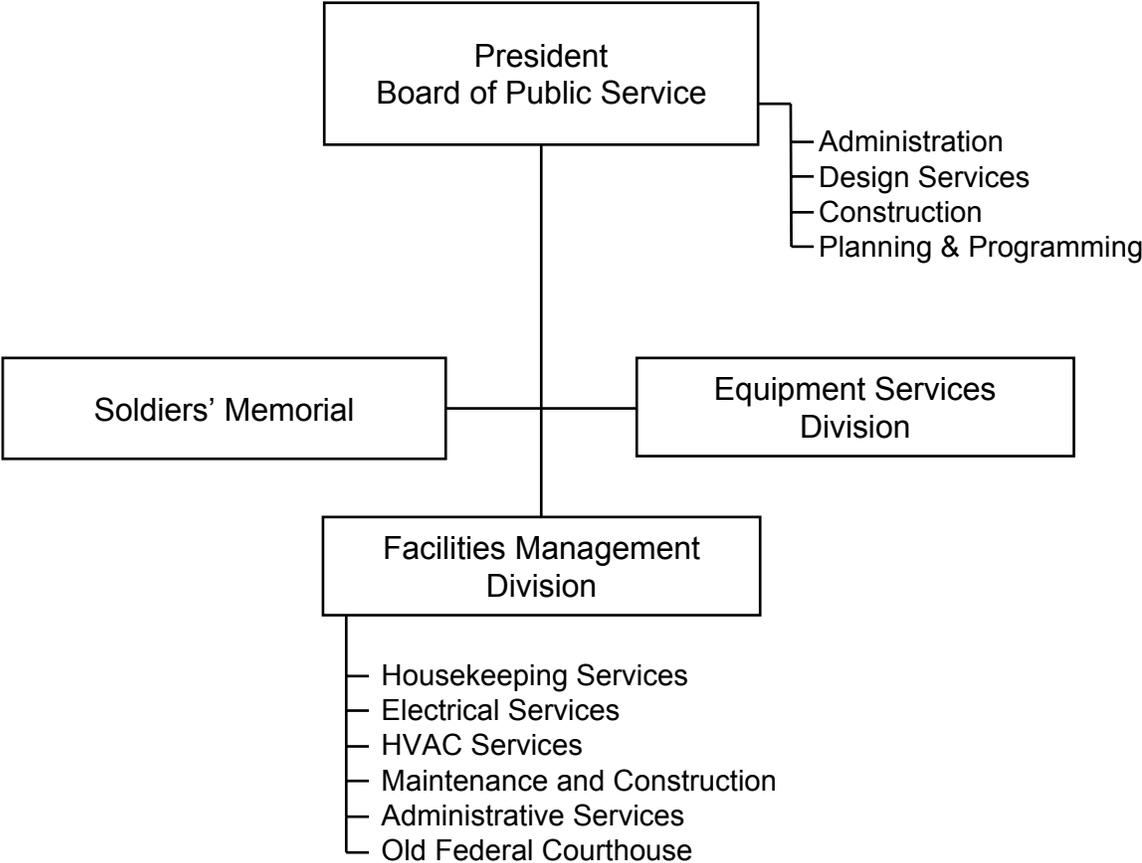
**Services Provided & FY03 Highlights**

The Office on the Disabled serves as the Americans with Disabilities Act (ADA) Coordinator, providing information on the ADA; reasonable accommodations for applicants and employees; and training on the ADA. The office also provides current and reliable information on personal services, programs, and other issues for persons with disabilities. The office provides reserved residential parking spaces for City residents with disabilities and parking meter exemption permits for those unable to activate parking meters in the City of St. Louis. In FY03, the office will develop a training program for the deaf community on the criminal justice system; specifically the St. Louis Metropolitan Police Department and the City Court System.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	132,192	166,237	174,489
Materials and Supplies	1,570	2,000	3,000
Equipment, Lease & Assets	0	2,500	2,500
Contractual and Other Services	36,120	32,500	51,500
Debt Service and Special Charges	0	0	0
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<b>Total General Fund</b>	<b>\$169,882</b>	<b>\$203,237</b>	<b>\$231,489</b>
Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$169,882</b>	<b>\$203,237</b>	<b>\$231,489</b>
<b>Number of Full Time Positions</b>			
General Fund	3.00	3.00	3.00
Other	0.00	0.00	0.00
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<b>Total</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>

# **BOARD OF PUBLIC SERVICE**

# BOARD OF PUBLIC SERVICE

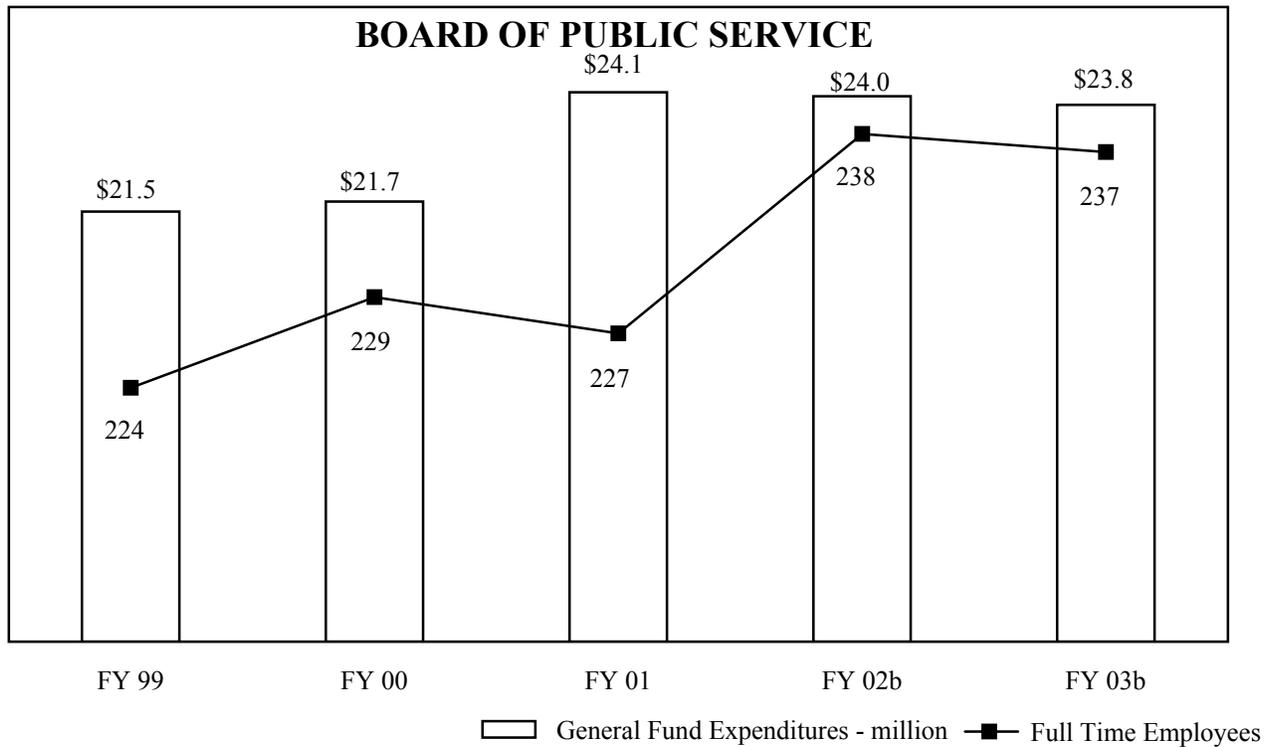


# BOARD OF PUBLIC SERVICE

<b>Budget By Division</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
900 President, BPS	5,329,298	3,741,865	3,748,054
903 Facilities Management	9,119,488	10,256,902	9,913,767
910 Equipment Services Division	9,515,579	9,871,685	9,985,105
930 Soldiers' Memorial	153,890	159,664	195,507
<b>Total General Fund</b>	<b>\$24,118,255</b>	<b>\$24,030,116</b>	<b>\$23,842,433</b>
Grant and Other Funds	\$652,356	\$1,178,893	\$1,185,427
<b>Total Department All Funds</b>	<b>\$24,770,611</b>	<b>\$25,209,009</b>	<b>\$25,027,860</b>

<b>Personnel By Division</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
900 President, BPS	63.0	64.0	62.0
903 Facilities Management	65.0	77.0	79.0
910 Equipment Services Division	95.0	93.0	93.0
930 Soldiers' Memorial	4.0	4.0	3.0
<b>Total General Fund</b>	<b>227.0</b>	<b>238.0</b>	<b>237.0</b>
Grant and Other Funds	45.0	46.0	46.0
<b>Total Department All Funds</b>	<b>272.0</b>	<b>284.0</b>	<b>283.0</b>

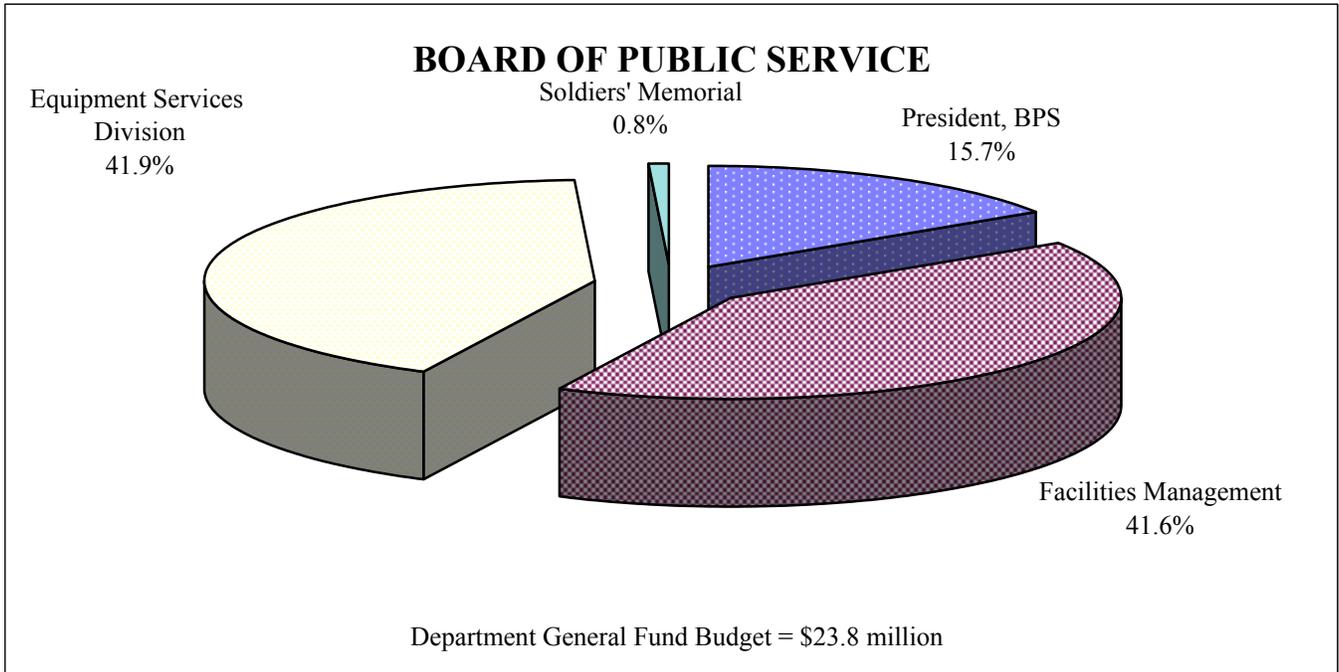
# BOARD OF PUBLIC SERVICE



## Major Goals and Highlights

- o Execute 90% of BPS contracts within 60 days and issue 95% of requested permits within one week of request
- o Consolidate accounting, payroll, purchasing and budget functions of BPS divisions
- o Devise new standards of performance for contractors with review completed by October, 2002 and new criteria established by March, 2003
- o Target 95% of BPS plans to come within estimate
- o Monitor over \$5.0 mil. in heat and energy requirements for all City facilities
- o Complete 90% of vehicle repairs within 24 hours of repair order
- o Complete approximately 32,000 repair orders at ESD garages

# BOARD OF PUBLIC SERVICE



- o Evaluate the cost/benefits of the design build model for various public projects
- o Continue developing a payment and reimbursement tracking system for construction projects
- o Keep percentage of vehicle fleet out of commission at 4% or less
- o Continue the design and administration of renovation projects funded by the 1998 Public Safety Bond Issue
- o Continue tracking and evaluation of City's requests for Federally Funded (T-21) projects and public works and development projects
- o Develop a military history reference library
- o Set-up maintenance group at Carnahan Courthouse

Department: Board of Public Service  
 Division: 900 President, BPS

**Division Budget**

**Services Provided & FY03 Highlights**

The Office of the President of the Board of Public Service is responsible for all public work and improvements undertaken by the City or in which the City is interested. Duties include the design and construction supervision of public work projects. BPS provides design services in-house and manages design and construction projects performed by contractors. A President's Office program also coordinates the City's requests for Federal Funds for public works and development projects. BPS will continue to administer the renovation projects funded by the Public Safety Bond Issue.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	3,176,356	3,213,082	3,355,038
Materials and Supplies	32,144	36,750	24,016
Equipment, Lease & Assets	27,774	26,500	25,000
Contractual and Other Services	2,093,024	465,533	344,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$5,329,298</b>	<b>\$3,741,865</b>	<b>\$3,748,054</b>
Grant and Other Funds	\$651,365	\$1,178,893	\$1,185,427
<b>Total Budget All Funds</b>	<b>\$5,980,663</b>	<b>\$4,920,758</b>	<b>\$4,933,481</b>
<b>Number of Full Time Positions</b>			
General Fund	63.0	64.0	62.0
Other	41.0	41.0	41.0
<b>Total</b>	<b>104.0</b>	<b>105.0</b>	<b>103.0</b>

**Department: Board of Public Service**  
**Division: 900 President, BPS**  
**Program: 01 Administration**

**Program Budget**

**Services Provided & FY03 Highlights**

The Administration Section provides support and supervision for the engineering design and construction programs of the City. This section also processes BPS applications, project contracts, payroll and department requisitions. BPS manages much of the new construction work resulting from the 1/2 Cent sales tax for capital improvements and the 1998 Public Safety Bond Issue. In FY03, BPS Administration will pursue consolidation of the accounting, purchasing, payroll and budget functions of the Facilities Management and Equipment Services Divisions.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	651,369	793,129	926,096
Materials and Supplies	20,945	23,750	16,250
Equipment, Lease & Assets	27,774	26,500	25,000
Contractual and Other Services	95,721	92,500	59,500
Debt Service and Special Charges	0	0	0

**Total General Fund** **\$795,809** **\$935,879** **\$1,026,846**

Grant and Other Funds \$0 \$0 \$0

**Total Budget All Funds** **\$795,809** **\$935,879** **\$1,026,846**

**Number of Full Time Positions**

General Fund	12.0	13.0	13.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>12.0</b>	<b>13.0</b>	<b>13.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Process permits & applications	991	1,000	1,000
o Process contracts	211	210	220
o Special projects	6	10	10

**Department:** Board of Public Service  
**Division:** 900 President, BPS  
**Program:** 02 Design Services

**Program Budget**

**Services Provided & FY03 Highlights**

The Design Section provides professional multi-disciplinary architectural and engineering services to the various user agencies of the City. The staff conducts investigations and prepares reports, studies and cost estimates for its clients and the survey section conducts surveys. They also maintain an archival library of City buildings, structures, streets, alleys, and subdivisions. In addition, the Design Section administers design contracts with private consultants and prepares plats and legal descriptions for all property that the City purchases and sells. Federally mandated bridge inspections are also handled under this program. The Design Section provides professional services for administering the Underground Storage Tank program and the asbestos/lead paint abatement programs. In FY03, the Design Section will initiate a cost/benefit analysis process for the design/build option of various public projects.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,173,987	725,743	722,310
Materials and Supplies	3,733	4,250	1,500
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	1,070	1,000	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,178,790</b>	<b>\$730,993</b>	<b>\$723,810</b>
Grant and Other Funds	\$162,500	\$259,012	\$260,712
<b>Total Budget All Funds</b>	<b>\$1,341,290</b>	<b>\$990,005</b>	<b>\$984,522</b>

**Number of Full Time Positions**

General Fund	24.0	22.0	21.0
Other	16.0	17.0	17.0
<b>Total</b>	<b>40.0</b>	<b>39.0</b>	<b>38.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Design projects (plans & specifications)	136	140	140
o Surveys conducted	25	52	52
o Bridge Inspections	10	10	10

**Department:** Board of Public Service  
**Division:** 900 President, BPS  
**Program:** 03 Construction

**Program Budget**

**Services Provided & FY03 Highlights**

The Construction Section provides project management for public works projects. Projects include street and alley improvements, bridge repair or replacement, building alterations or additions, and office renovations and repair. The Construction Section oversees much of the new construction activity related to the 1/2 Cent sales tax for capital improvements and the Public Safety Bond Issue projects. The Construction Section assures that projects are completed at the specific quality, in a timely manner, and within budget. In FY03, the Construction Section will be devising a new standards of performance for contractors.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,016,316	1,263,987	1,260,380
Materials and Supplies	4,148	4,500	3,266
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	1,993,559	368,533	282,500
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$3,014,023</b>	<b>\$1,637,020</b>	<b>\$1,546,146</b>
Grant and Other Funds	\$488,865	\$919,881	\$924,715
<b>Total Budget All Funds</b>	<b>\$3,502,888</b>	<b>\$2,556,901</b>	<b>\$2,470,861</b>

**Number of Full Time Positions**

General Fund	21.0	22.0	21.0
Other	25.0	24.0	24.0
<b>Total</b>	<b>46.0</b>	<b>46.0</b>	<b>45.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Project Management	158	160	160

**Department:** Board of Public Service  
**Division:** 900 President, BPS  
**Program:** 04 Planning & Programming

**Program Budget**

**Services Provided & FY03 Highlights**

This program provides staff for design and contract supervision for the Board of Alderman's various capital projects. This section plans for Ward Capital Improvement Projects it will develop with input from the Alderman. Planning & Programming prepares grant applications for various FHWA and FTA grants and administers funds obtained through grants and Federal programs. In FY03, emphasis will be placed on the development of long term plans and needs assessment for the whole department.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	334,684	430,223	446,252
Materials and Supplies	3,318	4,250	3,000
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	2674	3,500	2,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$340,676</b>	<b>\$437,973</b>	<b>\$451,252</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$340,676</b>	<b>\$437,973</b>	<b>\$451,252</b>

**Number of Full Time Positions**

General Fund	6.0	7.0	7.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>6.0</b>	<b>7.0</b>	<b>7.0</b>

	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Ward Capital projects	28	28	28
o STP ( road & bridge ) projects	12	18	20
o % of Plans that come within estimate	75%	95%	95%
o % of Applications submitted by deadline	100%	100%	100%

Department: Board of Public Service  
 Division: 903 Facilities Management

**Division Budget**

**Services Provided & FY03 Highlights**

The Division of Facilities Management is responsible for the operating and maintenance of 260 City facilities. Facilities Management is divided into four programs, housekeeping, electrical services, heating and cooling services, and maintenance and construction.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	3,063,815	3,359,902	3,704,377
Materials and Supplies	331,769	313,500	427,230
Equipment, Lease & Assets	90,709	97,500	123,500
Contractual and Other Services	5,633,195	6,486,000	5,658,660
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$9,119,488</b>	<b>\$10,256,902</b>	<b>\$9,913,767</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$9,119,488</b>	<b>\$10,256,902</b>	<b>\$9,913,767</b>

**Number of Full Time Positions**

General Fund	65.0	77.0	79.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>65.0</b>	<b>77.0</b>	<b>79.0</b>



**Department: Board of Public Service**  
**Division: 903 Facilities Management**  
**Program: 01 Housekeeping Services**

**Program Budget**

**Services Provided & FY03 Highlights**

Facilities Management provides custodial services at City Hall, City Courts, Health Division, and four other City offices. Services include housekeeping, trash pick-up, carpet and floor cleaning, and daily restroom cleaning. This program maintains a regular cleaning schedule of all City offices. This program also contracts for the pest control, windowing cleaning, lawn maintenance and specialized cleaning services.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	610,350	776,586	682,124
Materials and Supplies	81,513	75,000	75,000
Equipment, Lease & Assets	0	0	2,000
Contractual and Other Services	23,905	26,000	25,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$715,768</b>	<b>\$877,586</b>	<b>\$784,124</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$715,768</b>	<b>\$877,586</b>	<b>\$784,124</b>

**Number of Full Time Positions**

General Fund	15.0	28.0	24.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>15.0</b>	<b>28.0</b>	<b>24.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Custodial service - City Hall (sq.ft.)	327,252	327,252	327,252
o Custodial Service - Parkside Plaza (sq.ft.)	38,500	38,500	38,500
o Custodial Service - Convention Plaza (sq.ft.)	16,400	16,400	16,400
o Custodial service - 634 No. Grand (sq.ft.)	187,500	187,500	187,500

**Department:** Board of Public Service  
**Division:** 903 Facilities Management  
**Program:** 02 Electrical Services

**Program Budget**

**Services Provided & FY03 Highlights**

The Electrical Services Program provides all electrical operation, repair, maintenance and minor alteration and improvement of electrical systems in City-owned facilities. This program does the aforementioned services for 261 facilities. This program also contracts for maintenance for 35 elevators and pays the electrical bills for City facilities. Electrical Services will continue to monitor electric power usage at various City facilities to help identify any problems with electrical systems and track costs for budget analysis.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	661,984	663,779	725,245
Materials and Supplies	100,634	72,500	113,630
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	2,520,658	2,265,500	2,260,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$3,283,276</b>	<b>\$3,001,779</b>	<b>\$3,098,875</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$3,283,276</b>	<b>\$3,001,779</b>	<b>\$3,098,875</b>

**Number of Full Time Positions**

General Fund	13.0	12.0	12.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>13.0</b>	<b>12.0</b>	<b>12.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Electrical maintenance work orders	1,011	1,100	1,100

**Department:** Board of Public Service  
**Division:** 903 Facilities Management  
**Program:** 03 HVAC Services

**Program Budget**

**Services Provided & FY03 Highlights**

The HVAC Services program provides maintenance, repair, and operation of the heating and air conditioning systems in approximately 88 City buildings. The program also oversees the maintenance of fire sprinkler systems, hot water systems, freezers, and water coolers, etc. The City's heating costs are included in this section's budget. HVAC Services has assumed the utility costs of Truman Restorative Center. The HVAC program monitors the heating energy costs at 100 City facilities to identify any problems with the systems and to track the utility costs for budget analysis.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	1,087,853	1,157,178	1,197,161
Materials and Supplies	127,302	121,500	122,500
Equipment, Lease & Assets	0	63,500	40,000
Contractual and Other Services	1,645,201	2,265,000	2,258,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$2,860,356</b>	<b>\$3,607,178</b>	<b>\$3,617,661</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$2,860,356</b>	<b>\$3,607,178</b>	<b>\$3,617,661</b>

**Number of Full Time Positions**

General Fund	23.0	23.0	22.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>23.0</b>	<b>23.0</b>	<b>22.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o HVAC systems work orders	940	950	950

**Department:** Board of Public Service  
**Division:** 903 Facilities Management  
**Program:** 04 Facilities Maintenance and Construction

**Program Budget**

**Services Provided & FY03 Highlights**

The Facilities Maintenance Section is charged with the overall maintenance of City buildings and facilities. This Section provides "in-house" carpentry and painting, as well as contractual maintenance and minor construction services to 150 City facilities, including fire stations. This program is also responsible for the overhead door and fire extinguisher contracts, and for contracting for specialized emergency service repairs which are beyond the scope of the Facilities Department.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	446,259	481,598	548,562
Materials and Supplies	9,560	35,000	28,600
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	58,435	35,000	110,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$514,254</b>	<b>\$551,598</b>	<b>\$687,162</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$514,254</b>	<b>\$551,598</b>	<b>\$687,162</b>

**Number of Full Time Positions**

General Fund	9.0	9.0	10.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>9.0</b>	<b>9.0</b>	<b>10.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o In-house construction maintenance work orders (carpentry, plumbing, painting)	450	450	450

**Department:** Board of Public Service  
**Division:** 903 Facilities Management  
**Program:** 05 Administrative Services

**Program Budget**

**Services Provided & FY03 Highlights**

The Administrative Section provides overall management, technical and clerical support to all Facilities Management programs. This program provides technical review of plans and specifications for repair projects, and conducts inspections and testing of those systems. This Section is responsible for handling requests for service and dispatching the appropriate tradesmen to the site for the repair.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	257,369	280,761	365,552
Materials and Supplies	12,760	9,500	17,500
Equipment, Lease & Assets	90,709	34,000	31,500
Contractual and Other Services	110,058	89,500	82,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$470,896</b>	<b>\$413,761</b>	<b>\$496,552</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$470,896</b>	<b>\$413,761</b>	<b>\$496,552</b>
<b>Number of Full Time Positions</b>			
General Fund	5.0	5.0	7.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>5.0</b>	<b>5.0</b>	<b>7.0</b>

**Department:** Board of Public Service  
**Division:** 903 Facilities Management  
**Program:** 06 Old Federal Courthouse

**Program Budget**

**Services Provided & FY03 Highlights**

In spring of FY01, the City took ownership of the old Federal Courthouse located on the southeast corner of Tucker and Market Streets. It is planned that this building will house courtrooms of the 22nd Judicial Circuit and offices now located in the municipal courts building. The facility will also be directly connected by skywalk to the new City Justice Center now under construction. The FY03 budget includes four additional maintenance staff to supplement contractual maintenance requirements of the Carnahan Courthouse.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	0	0	185,733
Materials and Supplies	0	0	70,000
Equipment, Lease & Assets	0	0	50,000
Contractual and Other Services	1,274,938	1,805,000	923,660
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,274,938</b>	<b>\$1,805,000</b>	<b>\$1,229,393</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,274,938</b>	<b>\$1,805,000</b>	<b>\$1,229,393</b>

**Number of Full Time Positions**

General Fund	0.0	0.0	4.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>4.0</b>

Department: Board of Public Service  
 Division: 910 Equipment Services Division

**Division Budget**

**Services Provided & FY03 Highlights**

The Equipment Services Division (ESD) provides maintenance to approximately 2,800 vehicles and equipment and provides fuel services to most City departments. ESD operates seven garage repair facilities throughout the City. In FY02, the maintenance facility previously housed in the municipal garage was consolidated with existing facilities at the Hampton location.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	4,087,409	4,525,985	4,736,005
Materials and Supplies	4,212,924	4,205,600	4,191,500
Equipment, Lease & Assets	28,325	24,000	10,000
Contractual and Other Services	1,186,921	1,116,100	1,047,600
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$9,515,579</b>	<b>\$9,871,685</b>	<b>\$9,985,105</b>
Grant and Other Funds	\$991	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$9,516,570</b>	<b>\$9,871,685</b>	<b>\$9,985,105</b>

**Number of Full Time Positions**

General Fund	95.0	93.0	93.0
Other	4.0	5.0	5.0
<b>Total</b>	<b>99.0</b>	<b>98.0</b>	<b>98.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Vehicle and equipment repair orders	31,000	31,500	32,000
o % vehicle availability rate	92%	90%	88%
o Provide fuel (gals.)	1,225,000	1,230,000	1,240,000
o Average age of fleet (years)	10.5	10.8	11

Department: Board of Public Service  
 Division: 930 Soldiers' Memorial

**Division Budget**

**Services Provided & FY03 Highlights**

Soldiers' Memorial Military Museum is dedicated as a memorial for veterans and as a museum for preserving an historic collection of military artifacts and is one of the best examples of "Art Deco" architecture in St. Louis. The memorial building is open to the public and has meeting space available for veterans and other groups. Soldiers' Memorial routinely participates in a multitude of events honoring the nations veterans including the annual Veterans' Day parade, American Legion flag raising ceremony, AMVETS Pearl Harbor day service and the POW/MIA March to the Arch. Also, the museum staff coordinates, and will host, the "Stand-Down" program to assist homeless veterans. New displays at the museum include "Desert Storm" artifacts, regimental headgear of the British army, newly acquired U.S. civil war artillery shells, a display on the history of the sword and a history and celebration for the 100th anniversary of the U.S. submarine service.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY01</b>	<b>Budget FY02</b>	<b>Budget FY03</b>
Personal Services	141,975	152,914	138,007
Materials and Supplies	6,289	3,700	2,700
Equipment, Lease & Assets	1,113	0	0
Contractual and Other Services	4,513	3,050	54,800
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$153,890</b>	<b>\$159,664</b>	<b>\$195,507</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$153,890</b>	<b>\$159,664</b>	<b>\$195,507</b>

**Number of Full Time Positions**

General Fund	4.0	4.0	3.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>4.0</b>	<b>4.0</b>	<b>3.0</b>

<b>Service Description</b>	<b>Actual FY01</b>	<b>Estimated FY02</b>	<b>Estimated FY03</b>
o Facilitate meetings - various groups	200	200	200
o Facilitate ceremonies	25	20	20
o Visitors annual	34,000	38,000	38,000

## **CAPITAL IMPROVEMENTS**

Since the establishment of the Capital Fund in 1989, the City has successfully begun the process of restoring and improving its capital assets. In August 1993, voters passed a one-half cent sales tax dedicated to capital improvement projects. This new source of revenue has greatly enhanced the City's ability to meet its capital needs. Major accomplishments and highlights of St. Louis' capital improvement program are shown on the table on the following page.

This section presents an overview of St. Louis' capital improvement program, including the planning process, the five-year Capital Improvements Plan, and the FY2003 Capital Budget. The entire Capital Improvements Plan, including a budget for each fund, account, and subaccount within the Capital Fund, is presented in a separately bound volume.

### **CAPITAL PLANNING PROCESS**

To address the City's pressing capital infrastructure and equipment needs, the City of St. Louis established capital planning policies and the Capital Fund in 1989. City ordinances require the Budget Division, together with the Capital Committee, to develop a five-year capital improvement plan (CIP) annually. Each year, a Capital Budget must be prepared, based on the first year of the CIP. Both the CIP and Capital Budget must be submitted by the Budget Division to the Board of Estimate and Apportionment and Board of Aldermen for approval. The CIP and Capital Budget are submitted in the same manner and time as the general operating budget of the City.

## CAPITAL IMPROVEMENT PROGRAM ACCOMPLISHMENTS

### ***Roads and Bridges***

- Replacement of several major bridges in the City, including the South Kingshighway, Arsenal Street, Morganford, Alabama and Natural Bridge Road.
- Resurfacing of arterial and residential streets throughout the City.

### ***Neighborhood Stabilization***

- Improvements, such as lighting, street resurfacing, and new playground equipment in the City's six major parks and many neighborhood parks
- Enhanced street lighting at all recreation centers, neighborhood parks, community schools and churches throughout the City.
- Demolition of abandoned buildings
- Improvements at the City's recreation centers

### ***Facility Improvements and Equipment Replacement***

- Repair, expansion, and construction of City-owned buildings, including the Civil Courts Building, the Justice Center, and the Police Department Area Command Stations.
- Implementation of a rolling stock replacement program
- Progress toward complying with Federal mandates
- Flood protection projects
- Warning Siren System

The Capital Committee is responsible for the assessment and review of capital needs and must develop and recommend the CIP and Capital Budget. As established by ordinance, the Capital Committee consists of the following members: the Budget Director, who serves as Chairperson, the Community Development Agency Director, the President of the Board of Public Service, the President of the Board of Aldermen (or his designee), one other Alderman appointed by the President of the Board of Aldermen, the Comptroller (or his designee), one other person from the Comptroller's office, the Mayor (or his designee), and the Chairperson of the Ways and Means Committee.

A committee of City residents, the Citizen's Advisory Committee for Capital Expenditures, is involved in the capital planning process. This committee reviews and assesses capital needs, advises the Capital Committee on the development and recommendation of the CIP and Capital Budget, and reviews the City's capital accomplishments.

The Capital Committee selects and prioritizes capital projects using established criteria. The following criteria are used to evaluate projects:

- Capital improvements that will foster St. Louis' goal of preserving and improving municipal buildings and other assets;
- Capital improvements that will foster St. Louis' goal of fiscal stability and soundness;
- Capital improvements that will foster St. Louis' goal of preserving its infrastructure and heritage;
- Projects that reduce the cost of operations or energy consumption;
- Projects that promote operational safety.

In January 1994, the Capital Committee adopted additional selection criteria. Projects are evaluated and funding recommendations are made according to the following priorities:

- 1) Required payment for existing debt service

- 2) Local match amounts for bridge and street improvements et al
- 3) Funding for State and Federal mandates, including underground storage tank abatement, ADA compliance, asbestos and lead paint abatement
- 4) Ongoing replacements necessary for City operations

## **FIVE-YEAR CAPITAL IMPROVEMENT PLAN**

The 2003-2007 Capital Improvements Plan identifies the projects funded in the FY2003 capital budget and those projects scheduled for the next four years. Projects included in the Capital Improvements Plan (CIP) from FY2003-FY2007 have a projected cost of \$400 million. The projects will be funded through a combination of local, state and federal sources. Over the five-year period, approximately \$191 million will be appropriated to pay for the projects. This amount includes outright purchases as well as debt service payments, and in the case of road and bridge projects, the City's local matching share of the total cost.

Projects included in the CIP have been grouped into three major categories. These categories are road and bridge improvements, neighborhood stabilization projects, and facility improvements and equipment replacement. Table 1 presents a summary of proposed capital projects for the next five years. The projects presented in the FY2003 column represent the FY2003 Capital Budget, while projects in subsequent years will be reviewed and updated on an annual basis. A detailed description of each proposed project is included in the separately bound Capital Improvements Plan.

### **Road and Bridge Improvement Projects**

Most of the costs of the transportation projects are funded through the Federal Surface Transportation Program. The CIP will provide a total of \$23.9 million toward road and bridge improvements over the next five years. Of this amount, \$17.5 million will serve as the City's local match for federally funded projects with an estimated value of over \$87.5 million. This represents about 25 percent of the total CIP projects either in progress or begun during the five-year-period.

**TABLE I**  
**CAPITAL IMPROVEMENTS PLAN**  
**USE OF FUNDS**

	<b>FY2003</b>	<b>FY2004</b>	<b>FY2005</b>	<b>FY2006</b>	<b>FY2007</b>
<b><u>Road and Bridge Improvement Projects</u></b>					
Surface Transportation Program (T-21 match)	<b>\$5,345,000</b>	\$7,265,000	\$2,277,000	\$2,220,000	\$430,000
Arterial Street Resurfacing / Repair	<b>0</b>	1,000,000	1,000,000	1,000,000	1,000,000
Bridge Resurfacing / Repair	<b>0</b>	350,000	350,000	350,000	350,000
Eads Bridge Deck Replacement	<b>625,000</b>	0	0	0	0
MacArthur Bridge Demolition	<b>400,000</b>	0	0	0	0
<b>Total Road and Bridge Improvement Projects</b>	<b>6,370,000</b>	8,615,000	3,627,000	3,570,000	1,780,000
<b><u>Neighborhood Stabilization Projects</u></b>					
Ward Improvements	<b>8,781,500</b>	9,000,000	9,223,500	9,453,000	9,687,500
Police Department Improvements (Debt Service)	<b>1,393,000</b>	1,391,000	1,391,000	1,385,000	1,385,000
Major Park Improvements & Debt Service	<b>2,985,625</b>	3,060,000	3,136,000	3,214,000	3,293,800
Park & Recreation Center Improvements Grants	<b>2,500,000</b>	0	0	0	0
Recreation Center Improvements	<b>526,900</b>	540,000	553,400	567,200	581,300
Major Parks - Metro Parks Projects	<b>485,000</b>	720,100	738,100	756,500	775,400
Neighborhood Parks - Metro Parks Projects	<b>727,600</b>	1,080,100	1,107,100	1,134,800	1,163,200
<b>Total Neighborhood Stabilization Projects</b>	<b>17,399,625</b>	15,791,200	16,149,100	16,510,500	16,886,200
<b><u>Facility Improvements and Equipment Replacement</u></b>					
Civil Courts Building Renovation (FY94 Lease Purchase)	<b>2,600,000</b>	2,600,000	2,600,000	2,600,000	2,600,000
Justice Center / MSI	<b>10,250,000</b>	10,250,000	10,250,000	10,250,000	10,250,000
Courthouse Renovations Debt Service	<b>0</b>	1,100,000	1,100,000	1,100,000	1,100,000
Multimodal Facility Debt Service	<b>370,000</b>	370,000	370,000	370,000	370,000
Improvements to City Buildings, Equipment and Development	<b>785,000</b>	450,000	325,000	300,000	200,000
Rolling Stock Replacement Debt Service	<b>2,100,000</b>	2,100,000	2,100,000	0	0
Computer & Rolling Stock Debt Service	<b>0</b>	0	0	2,100,000	2,100,000
Federal Mandates	<b>200,000</b>	400,000	200,000	200,000	200,000
<b>Total Facility Improvements and Equipment Replacement</b>	<b>16,305,000</b>	17,270,000	16,945,000	16,920,000	16,820,000
<b>All Capital Improvement Projects</b>	<b>\$40,074,625</b>	<b>\$41,676,200</b>	<b>\$36,721,100</b>	<b>\$37,000,500</b>	<b>\$35,486,200</b>

The CIP also includes \$4.0 million for arterial street resurfacing and \$1.4 million for bridge repair/resurfacing. These street and bridge improvements will be funded entirely with City dollars. Prior to the passage of the capital improvement sales tax, many needed arterial street and bridge repairs went undone.

### **Neighborhood Stabilization Projects**

Neighborhood stabilization capital projects include improvements in the City's 28 wards, recreation centers, parks, and Police Department. Approximately \$86 million in neighborhood stabilization projects is included in the five-year plan. Proposed five-year plan funding includes the following:

- \$46.1 million for ward improvements
- \$19.2 million for major park improvements
- \$6.9 million for Police Department improvements
- \$2.7 million for recreation center improvements
- \$5.2 million for neighborhood park improvements

The majority of neighborhood stabilization projects will be improvements in the City's neighborhoods and parks. In FY2003, each ward will receive \$313,600 for capital improvements recommended by the Aldermen. In the past, Aldermen have spent these funds to resurface residential streets, improve neighborhood parks, reconstruct alleys, enhance street lighting and replace refuse dumpsters.

## **Facility Improvement and Equipment Replacement**

Approximately \$84.3 million in facility improvements and equipment replacement is planned for the next five years. More than 72% of this amount will be expended to retire the debt associated with the new downtown Justice Center and the expansion of the Medium Security Institution, the renovations to the Civil Courts Building and the new Multimodal facility.

Facility improvement and equipment replacement projects proposed in the five-year plan include:

- \$51.2 million for the MSI expansion and Justice Center financing
- \$13.4 million for renovations to the Civil Courts building
- \$10.6 million for rolling stock & computer equipment lease/purchase debt service
- \$5.6 million for improvements to City buildings and equipment replacement
- \$1.2 million for Federal mandate compliance

## **Funding Sources**

The capital projects included in this plan will be financed through a combination of local, state, and federal sources. Table II presents a summary of estimated resources available for capital expenditures for the next five years. A brief description of the funding sources follows.

**TABLE II  
CAPITAL IMPROVEMENTS PLAN  
SOURCE OF FUNDS**

	<b>FY2003</b>	<b>FY2004</b>	<b>FY2005</b>	<b>FY2006</b>	<b>FY2007</b>
1/2 Cent Sales Tax for Capital Improvements	<b>\$17,563,000</b>	\$18,000,000	\$18,447,000	\$18,906,000	\$19,375,000
1/10 Cent Sales Tax for Metro Parks (40% Major Parks)	<b>485,000</b>	720,100	738,100	756,500	775,400
1/10 Cent Sales Tax for Metro Parks (60% Neighborhood Parks)	<b>727,600</b>	1,080,100	1,107,100	1,134,800	1,163,200
Federal Urban Parks (UPPRA) Grant - Ganble Recreation Center	<b>500,000</b>	0	0	0	0
Neighborhood Incentive (HUD) Grant - Forest Park	<b>750,000</b>	0	0	0	0
Neighborhood Incentive (HUD) Grant Carondelet Recreation Center Project	<b>1,250,000</b>	0	0	0	0
Transfer from Gaming Fund	<b>4,820,000</b>	4,200,000	4,200,000	4,200,000	4,200,000
Transfer from Gaming Fund for Eads Bridge Project Debt	<b>625,000</b>	0	0	0	0
Income from Sale of City Assets	<b>350,000</b>	350,000	350,000	350,000	350,000
General Fund Transfer for Justice Center Payment	<b>3,400,000</b>	5,400,000	5,400,000	5,400,000	5,400,000
Beginning Balance (Debt Service Reserve Earnings)	<b>80,000</b>	80,000	80,000	80,000	80,000
General Fund Transfer for FY94 Civil Courts Debt	<b>400,000</b>	600,000	600,000	600,000	600,000
Courthouse Restoration Fund - State Courts	<b>1,100,000</b>	1,100,000	1,100,000	1,100,000	1,100,000
Courthouse Restoration Fund - Municipal Courts	<b>575,000</b>	575,000	575,000	575,000	575,000
Gasoline Tax Revenues	<b>1,450,000</b>	1,450,000	1,450,000	1,450,000	1,450,000
Unused Lease Debt Appropriation	<b>6,000,000</b>	0	0	0	0
<b>TOTAL SOURCES OF REVENUE</b>	<b>\$40,075,600</b>	\$33,555,200	\$34,047,200	\$34,552,300	\$35,068,600

## **Local Sources**

The major local funding source is the one-half cent sales tax for capital improvements. This tax was passed in 1993 and should provide about \$17.6 million this year for capital improvements. Proceeds from the capital improvement sales tax are distributed among the City's 28 wards (50%), citywide improvements (20%), major parks (17%), the Police Department (10%), and recreation centers (3%).

The City's General Fund, supported by local taxes and fees, contributes to the Capital Fund. In the FY2003 Capital Budget, \$3.8 million will be transferred from the General Fund to the Capital Fund for capital projects. These funds are used to pay debt service on the expansion at the Medium Security Institution, construction of the Justice Center, and the renovation of the Civil Courts Building and to help fund the City's local match requirement for bridge and street projects. Additional local revenues in the amount of \$350,000 is expected from the sale of City assets, such as vehicles and/or real estate.

In FY2002, the City Parks and Recreation system began receiving funds from the regional 1/10 Cent Metro Parks Sales Tax. Over the next five years, the City's portion of the tax will be approximately \$8.7 million with 40% going to the major parks and 60% going to the neighborhood parks.

In FY2003, the City passed an ordinance imposing court costs of \$5.00 on certain cases adjudicated in Municipal Courts. Revenue from these cases is estimated to be \$575,000 annually and will be used to offset debt service financing to provide improvements at City owned courthouses.

If any general fund operating surpluses become available in future years, the City will budget these funds in the Capital Budget on a year-by-year basis. Another local source of funds is revenue derived from riverboat gaming, which is discussed later in this section.

## **State Sources**

The Capital Fund receives funding through several taxes and fees imposed by the State of Missouri. The City has allocated a portion of the proceeds of the statewide gasoline tax to be used for capital improvements. In FY2003, \$1.45 million in gasoline tax revenues will be transferred to the Capital Fund. This amount represents a reduction of 17% based on application of the 2000 census data to the distribution formula. These revenues are used to help fund the City's local match requirements on bridge replacement and street repair projects financed through the Federal STP program.

In 1995 the state legislature imposed an additional \$35 court filing fee on cases filed in the 22nd Judicial Circuit Court in St. Louis. The fee has since been raised to \$45 per case. Revenues generated from this filing fee are being used to assist in financing renovations to the Civil Courts Building. This additional filing fee generates about \$1.1million annually.

## **Federal Sources**

The City of St. Louis relies heavily upon Federal funding to finance its road and bridge improvement projects. Federal funding is available through the Surface Transportation Program (STP), which was established through the Intermodal Surface Transportation Efficiency Act (ISTEA). The ISTEA program provides 75 to 100 percent of the cost of major bridge renovation or replacement projects and certain street improvement projects. The St. Louis Metropolitan region receives approximately \$14 million annually in such matching funds and is currently on a three year planning cycle. In FY2003, Forest Park will receive a \$750,000 grant from HUD. Also, in FY2003 Gamble Recreation Center will receive \$500,000 from a Federal Urban Parks (UPPRA) grant and an additional HUD grant of \$1.25 million will fund the study & design of a proposed Recreation Center for the Carondelet area.

## **Gaming Revenues**

Currently, the City benefits from three direct sources of gaming revenues. The first is a 10% share of the state tax on gaming adjusted gross receipts, (AGR). With the state tax set at 20%, the City's share is equal to 2% of AGR. The state also imposes a two-dollar fee for all admissions to a gaming boat, with the City receiving one-half of this fee, or a dollar per admission. A third source of revenue is the lease between the City's Port Authority and the riverboat operator. The current lease with the President Casinos specifies a payment of 2% of AGR.

Based on AGR at the President Casino since the move to a more favorable location along with an unrestricted admissions policy, the City projects annual revenues of approximately \$7.5 million per year from these three sources of gaming revenues.

In appropriating these revenues the City has opted for a spending formula that maximizes the impact of these receipts without making ongoing City operations dependent on the success of the gaming industry. By state statute, the 2% of AGR the City receives from the state is set aside for use in providing services necessary for the safety of the public visiting gaming boats. Funds from this source are therefore appropriated primarily for Police Department services on the riverfront and for riverfront street lighting, and for public right-of-way improvements. Revenue from the admission fee is unrestricted as to use and will be used to supplement funds available for capital improvement projects.

## **FY2003 CAPITAL BUDGET**

The capital budget for FY2003 is \$40.07 million. Table III presents a summary of the FY2003 capital budget. Citywide capital projects comprise over 57 percent of the total capital budget and ward improvement projects are about 23 percent of the budget. The remainder is divided among major parks, recreation centers, and the Police Department. The one-half cent sales tax for capital improvements is the largest source of capital funding and will provide approximately \$17.56 million in revenue for capital improvements in FY2003. Other major sources of funding include transfers from the General Fund, gasoline tax revenues, and gaming revenues.

The FY2003 capital budget is about 1% higher than the previous year's budget. Debt service charges for the major construction and equipment are almost the same as last year. Roads and Bridges Reconstruction programs are up significantly due to the adopted policy of maximizing Federal cost sharing dollars. Conversely, funding for City Building Improvements is down. Funds available for Neighborhood Stabilization projects supported by the sales tax for capital improvements are almost the same for FY2003.

The major areas of capital improvement spending are summarized in the following table. A more detailed break down of the sources and uses of funds are listed in the exhibits at the end of this section. A complete detail of the five-year Capital Improvements Plan (CIP) can be found in a separate volume.

**TABLE III  
FY03 CAPITAL BUDGET**

	FY02 Budget	FY03 Budget
<b>SOURCES</b>		
Previous Year General Fund Balance in Excess of 5%	\$1,100,000	\$0
General Fund Balance Operating Balance	4,100,000	0
Capital Improvement Sales Tax	18,187,500	17,563,000
Metro Parks Sales Tax	2,343,750	1,212,600
U.S. Department of Agriculture Reforestation Grant	500,000	0
EDI- Special Project Grant	400,000	0
Federal Urban Parks (UPPRA) Grant - Recreation Center	0	500,000
Neighborhood Incentive (HUD) Grant - Parks	0	750,000
Neighborhood Incentive (HUD) Grant - Recreation Center	0	1,250,000
Beginning Balance (Debt Service Reserve Earnings)	80,000	80,000
Gaming Revenues	4,000,000	4,820,000
Transfer from Gaming Fund - Eads Bridge Project	0	625,000
Gasoline Tax	1,750,000	1,450,000
General Fund Transfer - Civil Courts	1,075,000	400,000
General Fund Transfer - Justice Center Lease Payment	5,400,000	3,400,000
Unused Lease Debt Appropriation	0	6,000,000
Courthouse Restoration Fund	0	1,675,000
Income from Sale of City Assets	760,000	350,000
<b>Total Sources</b>	<b>39,696,250</b>	<b>40,075,600</b>
<b>USES</b>		
Citywide		
Existing Debt	14,884,900	14,956,700
Surface Transportation Program Match (T-21)	3,155,000	5,345,000
Bridge Resurfacing/Repair/Demolition/Debt	0	1,025,000
Arterial Streets	1,000,000	0
Bridge Resurfacing/Repair	331,300	0
Rolling Stock Replacement	350,000	0
Federal Mandates	350,000	200,000
City Building Improvements	1,825,000	785,000
Major Park & Recreation Center Grants	400,000	2,500,000
Total Citywide	22,296,200	24,811,700
Ward Improvements	9,093,750	8,781,500
Major Park Debt Service & Improvements	5,935,625	4,198,225
Police Department Improvements	1,818,750	1,756,300
Recreation Center Improvements	545,625	526,900
	17,393,750	15,262,925
<b>Total Uses of Funds</b>	<b>39,689,950</b>	<b>40,074,625</b>
<b>Operating Balance</b>	<b>\$6,300</b>	<b>\$975</b>

## Citywide

Approximately \$22.3 million in citywide capital improvement projects are funded for FY2003. Highlights include:

- \$12.8 million in lease purchase payments for the renovation of the Civil Courts Building, the Justice Center and the new Multimodal facility
- \$5.35 million for local match payments for road and bridge improvement projects under the Federal Surface Transportation Program
- \$2.1 million for the rolling stock replacement program
- \$0.78 million for City building projects, equipment and flood protection
- \$200,000 for projects required under Federal mandates

## Ward Improvements

In FY2003, \$8.78 million will be appropriated for ward improvements. Each of the 28 wards will receive \$313,600 for capital improvements specific to each ward. Projects typically include improvements in neighborhood parks, residential street resurfacing, repairs to alleys, street lighting enhancement, and dumpster replacement.

## Major Parks

The City's six major parks will receive approximately \$3.47million in FY2003 for capital improvement projects from the Half-Cent and Metro Parks sales tax funds. The distribution of these funds among the parks is based upon the acreage of the park. The FY2003 Capital Budget appropriates the amounts on the next page for each park:

Forest Park	\$2,127,400
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Tower Grove Park	\$451,200
Carondelet Park	\$295,000
Fairground Park	\$215,200
O'Fallon Park	\$208,200
Willmore Park	\$173,600

In addition to the above funds, Forest Park will receive \$750,000 from a Neighborhood Incentive (HUD) grant. In addition to the major parks, various neighborhood parks and recreation center will benefit from the new Metro Parks sales tax. In FY2003 the tax will provide \$0.73 million which will be used for improvement projects at 13 locations.

### **Recreation Centers**

\$526,900 is appropriated for capital improvements at recreation centers. The City currently operates 10 recreation centers located throughout the City. Capital improvements planned for FY2003 include pool, gym and door renovations at Buder Recreation Center, gym renovations at the Cherokee Center, gym renovations and upgrades to comply with ADA standards at Soulard Recreation Center, gym renovations at Tandy Center and upgrades to the fire suppression system at West End Center. In addition to the funding from the Capital budget, Gamble Center will receive a \$500,000 Federal Urban Parks Grant for window & replacement air conditioning. Also, a HUD Neighborhood Incentive Grant will provide \$1.25 million for the study & design of a proposed recreation center in the Carondelet area.

### **Police Department**

The portion of the capital improvement sales tax allocated to the Police Department will be used for debt service on the area command stations. The debt service payment scheduled for FY2003 approximately \$1.4 million. Funds remaining after debt service on the area command stations will be used to augment lease payments on the Downtown Justice Center.

## **Capital Improvements Plan - Impact on Operations**

One of the criteria used in developing the City's Capital Improvements Plan is based on the impact a capital project may have on current and future operating budgets. Knowing to what extent a given project will increase or decrease future operating costs provides the opportunity to plan ahead once the project is approved and funded. For the most part, projects such as road and bridge improvements, building improvements and rolling stock replacement effectively improve the City's infrastructure and reduce the strain on resources dedicated for street, building and vehicle maintenance. Of course with the increase in the number of projects made possible by 1/2-cent sales tax proceeds, more operating funds have been allocated in recent years for design and engineering. For example, the Board of Public Service staff increased to address increased demand of design work and project management. The enhanced lighting program has increased the City's energy costs, whereas the completion of a salt storage facility should reduce run-off and decrease the amount of salt purchased. While the operating budget impact of this kind of capital spending is not project specific, other large capital projects such as the downtown City Justice Center and take over of the Old Federal Courthouse will have a unique and sometimes identifiable impact on the City's general fund budget. The following is a summary of projects from the FY2003 Capital Budget that have or will have known impacts on future operating costs.

## CAPITAL IMPROVEMENTS PLAN - IMPACT ON OPERATIONS SUMMARY

<u>Division</u>	<u>Project</u>	<u>Operating Budget Impact</u>
<u>Corrections &amp; Police</u>	<u>City Justice Center</u>	<p>The debt service on the Justice Center increased to \$10.25 million in FY02. This cost is being funded by an estimated \$5.4 million in prisoner reimbursements from the State, \$4.4 million in citywide Capital revenues and about \$400,00 from Police capital accounts</p> <p>While the new Justice Center is a newer and more efficient facility, the overall rise in the number of detention beds will result in a net increase in operational costs. Upon opening of the Justice Center, \$5 mil in operational costs at the St. Louis County facility will no longer be necessary, leaving the net annual increase in operational costs at an estimated \$7.5 mil in FY03 and \$10.5 mil annually thereafter. This adjusted cost does not reflect a potential \$500,000 in annual savings in FY03 and \$800,000 thereafter due to the consolidation of the Police Departments prisoner processing / holdover function with the intake function of the Corrections Division. There is also the potential of offsetting revenue from the renting of jail space to federal and other local jurisdictions.</p>
<u>City Wide Accounts</u>	<u>Civil Court Building Lease</u>	<p>Of the \$2.6 million in annual debt service required to retire the debt on the FY94 Civil Courts building improvement lease, \$0.4 mil. is from the City's General Fund. Approximately \$1.1 mil. of this amount is from court fees specifically dedicated to the building improvements leaving the net annual impact on general and capital revenues at \$1.5 mil. In FY03 funds from Unused Lease Debt Appropriations of \$4.0 mil have offset any impact from the debt service.</p>
<u>BPS</u>	<u>Surface Transportation Program (T-21), Arterial Street &amp; Bridge Repair, Ward &amp; Other Improvements</u>	<p>The Board of Public Service (BPS) provides the engineering, design and project management services for the City's public work projects. While many of these projects may be small in size and have little impact on the operating budget, collectively the need to design and manage a greater number of projects has led to increases in the operating budget for BPS. The cost of recent personnel additions is about \$580,000</p>
<u>Parks/Forestry</u>	<u>Building Demolition</u>	<p>The City incurs a number of costs related to abandoned and derelict buildings. The demolition of these structures does provide some relief in areas such as the Building Division which must continually ensure that the buildings are securely boarded-up. It also costs twice as much to control weed and debris around a vacant building than a vacant lot. Assuming the demolition of about 500 buildings, the City can expect savings of about \$60,000 per year in these areas.</p>

## CAPITAL IMPROVEMENTS PLAN - IMPACT ON OPERATIONS SUMMARY

<u>Division</u>	<u>Project</u>	<u>Operating Budget Impact</u>
<u>Traffic</u>	<u>Street Lighting Enhancement</u>	By the end of FY01, approximately 65% of the City's 51,000 street lights will have been enhanced with higher wattage bulbs. This public safety initiative has focused on public gathering areas such as parks, schools, churches and recreation centers. The direct impact on the operating budget from this initiative has been an increase in utility bills due to the increased wattage of the street lights. The estimated annual cost increase for those light enhancements already completed or underway totals about \$450,000. This cost may increase due to utility costs increases. Additionally, aldermen continue to fund lighting enhancement in their wards, from the Ward portion of the Capital Budget. This may cause a more limited annual cost increase.

<u>Facilities Management</u>	<u>Old Federal Courthouse</u>	In the spring of 2001, the City acquired the Old Federal Courthouse adjacent to the City's new Justice Center. The Board of Public Service will experience design and management costs associated with repairs and renovations required. Facilities Management Division will experience operational costs for building maintenance and utility costs of approximately \$1.2 mil for the additional facility during the partial use year of FY03 and starting in FY04 \$1.5 mil per year annually.
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<b>Department / Division</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>	<b>FY06</b>	<b>FY07</b>
City Wide Accounts (net revenues)	\$400,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000
Public Safety - ( Corrections )	7,500,000	10,500,000	10,500,000	10,500,000	10,500,000
Public Safety ( Police )	(500,000)	(800,000)	(800,000)	(800,000)	(800,000)
BPS - President's Office	579,000	596,000	614,000	632,000	632,000
Parks-Forestry Division (site maintenance)	(60,000)	(65,000)	(70,000)	(75,000)	(80,000)
Streets - Traffic & Lighting	450,000	450,000	450,000	450,000	450,000
BPS - Facilities Management	1,200,000	1,500,000	1,500,000	1,500,000	1,500,000
	<u>\$9,569,000</u>	<u>\$13,681,000</u>	<u>\$13,694,000</u>	<u>\$13,707,000</u>	<u>\$13,702,000</u>

**EXHIBIT A**  
**FY03 CAPITAL BUDGET**  
**CITYWIDE ACCOUNT (FUND 1217)**

**SOURCES OF FUNDS:**

Courthouse Restoration Fund - State Courts	1,100,000
Courthouse Restoration Fund - Municipal Courts	575,000
Unused Lease Debt Appropriation	6,000,000
Gaming Revenues - Admissions Receipts	4,820,000
Transfer from Gaming Fund - Eads Bridge Project	625,000
Gasoline Tax	1,450,000
General Fund Transfer - Civil Courts	400,000
General Fund Transfer - Justice Center Lease Payment	3,400,000
Beginning Balance (Debt Service Reserve Earnings)	80,000
Income from Sale of City Assets	350,000

<b>Total Funds Available for Appropriation</b>	<b>\$18,800,000</b>
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**USES OF FUNDS:**

Existing Debt		<b>12,856,700</b>
Civil Courts Lease Payment	2,600,000	
Justice Center Lease Purchase	9,886,700	
Multimodal Facility Debt Service	370,000	
Rolling Stock Replacement Program / Computer Equipment & Systems		<b>2,100,000</b>
Rolling Stock / Computer Systems Debt Service	2,100,000	
Bridge and Street Match (T-21)		<b>2,820,000</b>
Bicycle/Pedestrian Coordinator	10,000	
Southwest Bridge at River des Peres	40,000	
Lindell Lighting Improvements	160,000	
North Grand Reconstruction	160,000	
North & South Broadway Traffic Signal Inteconne	200,000	
CMAQ III Air Quality Control System	200,000	
Forest Park Blvd.	300,000	
22nd St. Parkway	750,000	
Riverview Blvd. Pedestrian Enhancement	500,000	
Jefferson Ave. Bridge	500,000	

Eads Bridge Deck/Approach Replacement Project		<b>625,000</b>
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MacArthur Bridge Demolition		<b>400,000</b>
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<b>Total Uses of Funds</b>	<b>18,801,700</b>
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<b>ESTIMATED YEAR END SURPLUS (DEFICIT)</b>	<b>(1,700)</b>
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**EXHIBIT B  
FY03 CAPITAL BUDGET  
CITYWIDE ACCOUNT (FUND 1220)**

<b>SOURCES OF FUNDS:</b>		
Capital Improvement Sales Tax	3,513,000	
<b>Total Funds Available for Appropriation</b>		<b>\$3,513,000</b>
<b>USES OF FUNDS:</b>		
Federal Mandates		<b>200,000</b>
Underground Storage Tanks	200,000	
Equipment		<b>100,000</b>
Building Division - Document Imaging System	100,000	
City Buildings		<b>685,000</b>
City Hall Cooling Tower	125,000	
Municipal Garage Repairs	160,000	
Civil Courts - East Plaza Renovations	400,000	
Bridge and Street Match (T-21)		<b>2,525,000</b>
North Kingshighway Reconstruction	340,000	
Brodway/7th Street Reconstruction	400,000	
Grattan St. Parkway	1,500,000	
Traffic Signal Pre-Emption	100,000	
Riverview Bridge at Maline Creek	150,000	
Locust Business District Bikepath	35,000	
<b>Total Uses of Funds</b>		<b>3,510,000</b>
<b>ESTIMATED YEAR END SURPLUS (DEFICIT)</b>		<b>\$3,000</b>

**EXHIBIT C  
 FY03 CAPITAL BUDGET  
 WARD IMPROVEMENTS ACCOUNT (FUND 1220)**

<b>SOURCES OF FUNDS:</b>		
Capital Improvement Sales Tax	8,781,500	
<b>Total Funds Available for Appropriation</b>		<b>\$8,781,500</b>
<b>USES OF FUNDS:</b>		
Residential Street Resurfacing		
Neighborhood Park Improvements		
Neighborhood Street Lighting Enhancement		
50/50 Sidewalk Program		
Sidewalk Tree Planting		
Refuse Container Replacement		
Alley Reconstruction		
Other Improvements		
Contingency Fund	8,781,500	
<b>Total Uses of Funds</b>		<b>8,781,500</b>
<b>ESTIMATED YEAR END SURPLUS (DEFICIT)</b>		<b>\$0</b>

**EXHIBIT D  
FY03 CAPITAL BUDGET  
MAJOR PARKS ACCOUNT (FUND 1220)**

**SOURCES OF FUNDS:**

Capital Improvement Sales Tax	2,985,600
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<b>Total Funds Available for Appropriation</b>	<b>\$2,985,600</b>
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**USES OF FUNDS:**

**FOREST PARK SUBACCOUNT (FUND 1220)**

Debt Service On Forest Park Bonds	1,350,000
Sidewalk Replacement	100,000
Reconstruct Park Roadways	380,200

**TOWER GROVE PARK SUBACCOUNT (FUND 1220)**

Reconstruct Roads & Trails, Lighting Improvements, & Turf	77,596
Entrance, Signage, Tennis Courts & Playground Renovations	131,374
Equipment, Misc. Projects and Facility Renovations	179,130

**CARONDELET PARK SUBACCOUNT (FUND 1220)**

Reconstruct Park Roadway	178,800
Renovate Boathouse	75,000

**FAIRGROUND PARK SUBACCOUNT (FUND 1220)**

Sidewalk Replacement	98,471
Curb Replacement & Landscaping	86,629

**O'FALLON PARK SUBACCOUNT (FUND 1220)**

Reconstruct Roadways	79,100
Sidewalk Replacement	100,000

**WILLMORE PARK SUBACCOUNT (FUND 1220)**

Renovate Jamieson Ave. Playground	122,180
Upgrade Electrical Service & Permanent Trash Containers	27,120

<b>Total Uses of Funds</b>	<b>2,985,600</b>
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<b>ESTIMATED YEAR END SURPLUS (DEFICIT)</b>	<b>\$0</b>
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**EXHIBIT E**  
**FY03 CAPITAL BUDGET**  
**RECREATION CENTER ACCOUNT (FUND 1220)**

<b>SOURCES OF FUNDS:</b>	
Capital Improvement Sales Tax	526,900
<b>Total Funds Available for Appropriation</b>	<b>\$526,900</b>
<b>USES OF FUNDS:</b>	
<b>Buder Recreation Center</b>	
Pool & Gym Floor Renovations	150,000
New Interior Doors	19,895
<b>Cherokee Recreation Center</b>	
Gym Floor Renovations	10,000
<b>Gamble Recreation Center</b>	
Window Replacement	70,000
<b>Parkside Neighborhood Center</b>	
Window Replacement	25,000
<b>Soulard Recreation Center</b>	
Upgrade Building to ADA Standards	177,005
Gym Floor Renovations	15,000
<b>Tandy Recreation Center</b>	
Gym Floor Renovations	10,000
<b>West End Recreation Center</b>	
Fire Suppression System Upgrade	50,000
<b>Total Uses of Funds</b>	<b>526,900</b>
<b>ESTIMATED YEAR END SURPLUS (DEFICIT)</b>	<b>\$0</b>

**EXHIBIT F  
 FY03 CAPITAL BUDGET  
 POLICE DEPARTMENT ACCOUNT (FUND 1220)**

<b>SOURCES OF FUNDS:</b>	
Capital Improvement Sales Tax	1,756,300
<b>Total Funds Available for Appropriation</b>	<b>\$1,756,300</b>
<b>USES OF FUNDS:</b>	
Debt Service for Police Superstations	1,393,000
Debt Service for Justice Center	363,300
<b>Total Uses of Funds</b>	<b>1,756,300</b>
<b>ESTIMATED YEAR END SURPLUS (DEFICIT)</b>	<b>\$0</b>

**EXHIBIT G  
 FY03 CAPITAL BUDGET  
 FOREST PARK MASTER PLAN (FUND 1221)**

<b>SOURCES OF FUNDS:</b>	
Neighborhood Incentive (HUD) Grant	750,000
<b>Total Funds Available for Appropriation</b>	<b>\$750,000</b>
<b>USES OF FUNDS:</b>	
Reconstruct Park Roadway (Lagoon Drive)	750,000
<b>Total Uses of Funds</b>	<b>750,000</b>
<b>ESTIMATED YEAR END SURPLUS (DEFICIT)</b>	<b>\$0</b>

**EXHIBIT H  
 FY03 CAPITAL BUDGET  
 METRO PARKS - MAJOR PARKS ACCOUNT (FUND 1222)**

**SOURCES OF FUNDS:**

Metro Parks Sales Tax - Major Parks Portion 485,000

**Total Funds Available for Appropriation \$485,000**

**USES OF FUNDS:**

**FOREST PARK SUBACCOUNT (FUND 1222)**

Reconstruct Park Roadways 297,200

**TOWER GROVE PARK SUBACCOUNT (FUND 1222)**

Reforestation 63,100

**CARONDELET PARK SUBACCOUNT (FUND 1222)**

Reconstruct Park Roadways 41,200

**FAIRGROUND PARK SUBACCOUNT (FUND 1222)**

Renovate Bearpit Building 30,100

**O'FALLON PARK SUBACCOUNT (FUND 1222)**

Replace Gazebo 29,100

**WILLMORE PARK SUBACCOUNT (FUND 1222)**

Renovate Jamieson Ave. Playground 24,300

**Total Uses of Funds 485,000**

**ESTIMATED YEAR END SURPLUS (DEFICIT) \$0**

**EXHIBIT I**  
**FY03 CAPITAL BUDGET**  
**METRO PARKS - NEIGHBORHOOD PARKS ACCOUNT (FUND 1222)**

**SOURCES OF FUNDS:**

Metro Parks Sales Tax - (Neighborhood Parks Portion) 727,600

**Total Funds Available for Appropriation** \$727,600

**USES OF FUNDS: Metro Parks Sales Tax**

<b>Park</b>	<b>Projects</b>	<b>Project Cost</b>
HICKEY PARK	BALLFIELD IMPROVEMENTS & REPAIR LIGHTS	\$30,000
KIENER PLAZA	RENOVATE FOUNTAIN	\$84,000
CARONDELET LION PARK	PLAYGROUND RENOVATIONS	\$71,250
RIVER DES PERES PARK	RESURFACE BICYCLE TRAIL	\$105,000
EUGENE BRADLEY PARK	DECORATIVE FENCE WITH BRICK COLUMNS	\$75,000
AMHERST PARK	PLAYGROUND RENOVATIONS	\$84,000
TILLES PARK	ADA UPGRADE OF COMFORT STATION	\$48,750
LINDENWOOD PARK	ADA UPGRADE OF COMFORT STATION	\$48,750
CIFTON PARK	RESURFACE ASPHALT WALKWAYS	\$22,500
FRANZ PARK	ADA UPGRADE OF COMFORT STATION, REPLACE PERIMETER FENCE & BALLFIELD IMPROVEMENTS	\$101,250
AMBERG PARK	RENOVATE BALLFIELDS	\$3,750
DWIGHT DAVIS PARK	RENOVATE (2) TENNIS COURTS	\$41,250
WALNUT PARK	REPLACE CONCRETE SIDEWALKS & RENOVATE BASKETBALL COURTS	\$65,250
	Total (Subject to Funding)	<u>780,750</u>

**Total Uses of Funds** 727,600

**ESTIMATED YEAR END SURPLUS (DEFICIT)** \$0

**EXHIBIT J  
 FY03 CAPITAL BUDGET  
 PARKS AND RECREATION CENTER GRANTS  
 ACCOUNT (FUND 1168)**

<b>SOURCES OF FUNDS:</b>	
Neighborhood Incentive (HUD) Grant - Recreation Center	1,250,000
Federal Urban Parks (UPPRA) Grant - Recreation Center	500,000
<b>Total Funds Available for Appropriation</b>	<b>1,750,000</b>
<b>USES OF FUNDS:</b>	
<b>Carondelet Recreation Center (Proposed)</b>	
Study and Design of Proposed Recreation Center	1,250,000
<b>USES OF FUNDS:</b>	
<b>Gamble Recreation Center</b>	
Window Replacement, HVAC and Air Conditioning Renovations	500,000
<b>Total Uses of Funds</b>	<b>1,750,000</b>
<b>ESTIMATED YEAR END SURPLUS (DEFICIT)</b>	<b>\$0</b>



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## BUDGET PROCESS

### **Budget As Operating Plan**

The budget for the City is an Annual Operating Plan serving as the guidebook for the fiscal year. It sets policy, identifies new initiatives and allocates the resources necessary to maintain City services and meet the objectives of the fiscal year. The fiscal year for the City of St. Louis runs from July 1 to June 30. In accordance with state law, the budget must be balanced when adopted.

### **Budget Basis**

The General Fund and most special fund budgets are formulated on a modified accrual basis. Encumbrances, including outstanding purchase orders, are budgeted as expenses but revenues are recognized only when they are actually received. Enterprise fund appropriations including the Airport and Water Divisions are budgeted on a cash basis. Both expenditures and revenues are recognized when actually paid or received. The City's Comprehensive Annual Financial Report (CAFR) accounts for the City's finances according to generally accepted accounting principles (GAAP). This method differs from the budget basis primarily in that revenues are recognized when they are measurable and available as opposed to actually received and expenditures are recognized when the obligation is incurred rather than paid or encumbered. For this reason, the CAFR also contains financial statements expressed on a "budget" basis so that end-of-year results can be compared with the budget.

### **The Budget Process**

- The budget process begins in the Fall when the Budget Division issues a request for departmental revenue estimates. The information submitted by the departments will be incorporated into the Budget Division's initial revenue estimate for the coming fiscal year.
- At the same time the department heads are asked to identify any new initiatives or programs so that they may be included in the budget planning process.



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- In January, having arrived at a preliminary revenue estimate for the coming fiscal year and incorporating any new initiatives or areas that will experience an increase in costs, the Budget Division issues budget allocations to departments.
  - Departments respond by submitting their budget requests and service level information to the Budget Division.
  - In February, the Budget Division holds budget meetings with the departments and the administration to discuss budget requests and, where necessary, reconcile discrepancies between allocations and requests.
  - Revenue estimates are continually updated throughout this period. In March, departmental budget proposals are adjusted to reflect the latest revenue projections.
  - In April, the Budget Division prepares the budget document and submits its proposed budget to the Board of Estimate and Apportionment, (E&A) comprised of the Mayor, the Comptroller and the President of the Board of Aldermen. The Board of E&A reviews the proposed budget, holds hearings with departments and conducts a public hearing at which citizens may voice their concerns. Following the hearings, the Board of E&A may recommend changes to the proposed budget.

### **Next Steps - Charter Requirements**

- The Board of E&A must submit its proposed budget to the Board of Aldermen not less than 60 days prior to the beginning of the fiscal year, or May 1.
- During May and June, the Ways and Means Committee of the Board of Aldermen conducts public hearings on each segment of the proposed budget prior to taking any action. The proposed budget is reviewed and then considered by the Board of Aldermen.



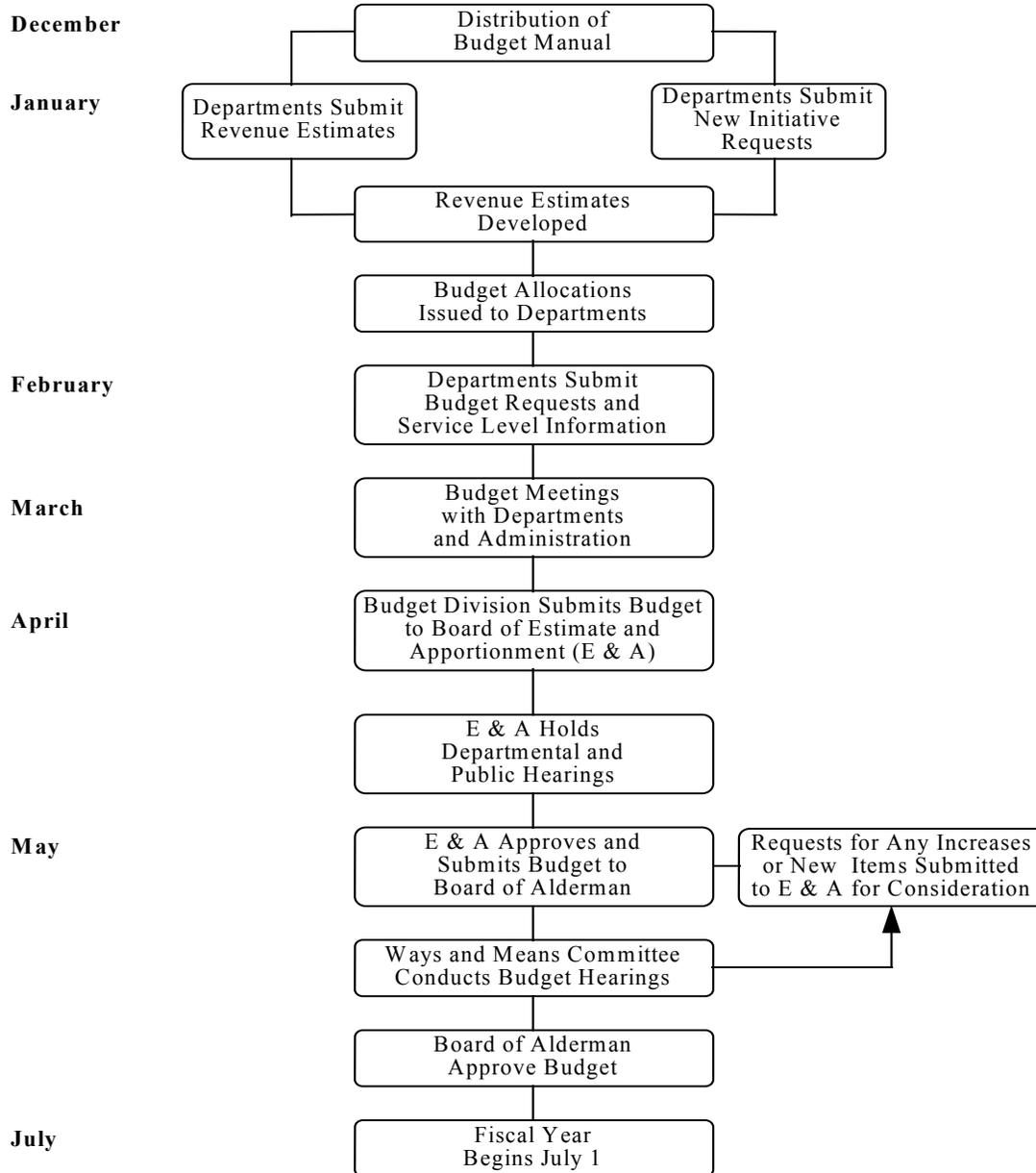
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- The Board of Aldermen may reduce the amount of any item in a budget bill, except amounts fixed by statute or ordinance obligations. The Board of Aldermen may not increase any appropriation amount nor insert new items unless specifically approved by the Board of E&A. (As a general rule, should increases for particular items be desired, the Ways and Means committee will submit a list of items for the Board of E&A to consider, with which it may or may not agree.)
  - If the Board of E&A does not submit its proposed budget to the Board of Aldermen by May 1, the Budget Director would be required to submit a budget directly to the Board of Aldermen.
  - If the Board of Aldermen does not approve a budget by the beginning of the fiscal year, the proposed budget by the Board of E&A or, in its absence, the submission by the Budget Director, shall be deemed to have been approved by the Board of Aldermen.

### **Budget / Operating Plan Administration**

- As needs arise during the fiscal year, limited transfers within or among departments or funds may occur with approval of the Board of Estimate and Apportionment. Any accruing or unappropriated City revenue may be appropriated by ordinance recommended by the Board of E&A and passed by the Board of Aldermen.



## BUDGET PROCESS



## ***FINANCIAL AND BUDGETARY POLICIES***

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The budget document for the City is an Annual Operating Plan serving as the guidebook for the fiscal year. It sets policy, identifies new initiatives and allocates the resources necessary to maintain City services and meet the objectives of the fiscal year.

A summary of the new initiatives and how the budget allocates this year's resources is described in the Executive Summary section of the budget document. Financial and budgetary policies are outlined below.

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### **BUDGET PREPARATION AND ADMINISTRATION**

- 1) Annual budgets will be developed for the general and all required special funds by the Budget Division for review by the Board of Estimate and Apportionment
- 2) A five-year expense and revenue projection will be developed for the general fund and the capital improvements fund to match revenue capacity with expenditure needs as a planning and decision making tool.
- 3) Appropriations will be based on reasonable estimates of revenue
- 4) Revenue and expenditures will be accounted for on a cash basis for budgetary purposes
- 5) The City will prepare a Comprehensive Annual Financial Report which it believes will meet all of the guidelines necessary to receive the Certificate of Achievement for Excellence in

Financial Reporting from the Government Finance Officers Association

- 6) Annual budget appropriations will be made in a timely manner. In accordance with the City Charter, the Board of Estimate and Apportionment shall submit a balanced budget proposal to the Board of Aldermen at least sixty days before the beginning of the new fiscal year.

### **GENERAL FUND BUDGET**

- 1) Revenue estimates will be developed for the ensuing fiscal year by the Budget Division, with independent review and commentary provided by the staff of the City Comptroller.
- 2) A revenue manual will be developed and updated annually with information concerning the assumptions underlying the projections.

## ***FINANCIAL AND BUDGETARY POLICIES***

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### **GENERAL FUND BUDGET (cont.)**

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- 3) The City will maintain the unreserved portion of the General Fund Balance at a minimum of 5% of the total General Fund Budget.
- 4) The general fund budget for on-going operations will be developed to match recurring revenues.
- 5) Revenues will be monitored monthly with official review and updates provided to the Board of Estimate and Apportionment on a quarterly basis.
- 6) Apparent shortfalls will be analyzed for their impact on future years.
- 7) Expenditures will be monitored monthly and apparent overspending will be handled on a departmental basis.
- 8) Known cyclical costs such as the 27th pay which occurs every eleven years will be funded at an appropriate amount in each budget.
- 9) Appropriations will be made annually to cover the expenses of the self-insurance fund.
- 10) Each request for a new program must be accompanied by an analysis that shows the long-term impact of the program on existing revenue sources and on existing programs.

### **CAPITAL IMPROVEMENTS**

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- 1) The City shall prepare a five-year Capital Improvements Plan and a Capital Budget annually in accordance with its Policy and Procedures Manual.
- 2) The five-year Capital Improvement Plan shall identify sources of funding.
- 3) For major capital projects, an analysis should accompany the proposed projects with information on expected annual operating costs, projected revenue benefits (if any) and any other indirect costs or benefits to the City.
- 4) The City shall fund capital projects with resources made available to the Capital Fund including but not limited to the proceeds from the 1/2 cent sales tax.

### **CITY DEBT**

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- 1) Bonding should be used to finance or refinance only those long-term assets or projects that benefit a significant portion of citizens in St. Louis and for which repayment sources have been identified.
- 2) The scheduled maturity of bond issues shall not exceed the expected useful life of the capital project or asset financed.
- 3) For property tax supported bonds, the Comptroller will strive for a debt service reserve in an amount not less than the succeeding year' principal and interest requirements. Reserve requirements for other bond issues will be set forth in respective bond covenants.

## ***FINANCIAL AND BUDGETARY POLICIES***

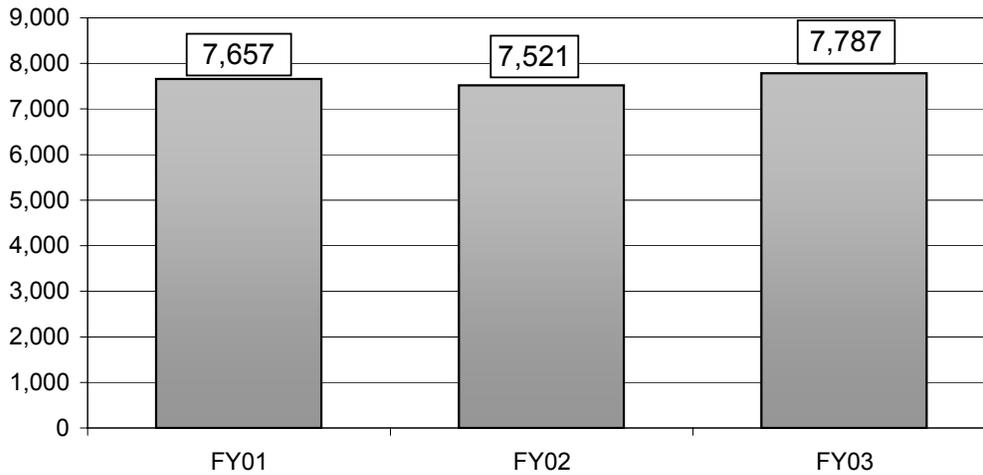
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- 4) All long term debt shall be structured with prepayment options, except when alternative structures are more advantageous to the City. The City will consider prepayments when available resources are identified.
- 5) Bond refunding shall be considered if one or more of following conditions exist:
  - 1) present value savings of 3% of par value of the refunding bonds
  - 2) bond covenants restrictive or outdated
  - 3) restructuring debt is deemed desirable
- 6) Bond insurance shall be considered when present value of debt service savings is equal to or greater than the insurance premium.
- 7) The City will take all steps necessary to maintain its credit rating on outstanding debt and comply with bond covenants.
- 8) The Comptroller will select underwriters and bond counsel from a pre-qualified list to be revised at least every two years.

# PERSONNEL SUMMARY

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## PERSONNEL TOTALS FY01 - FY03

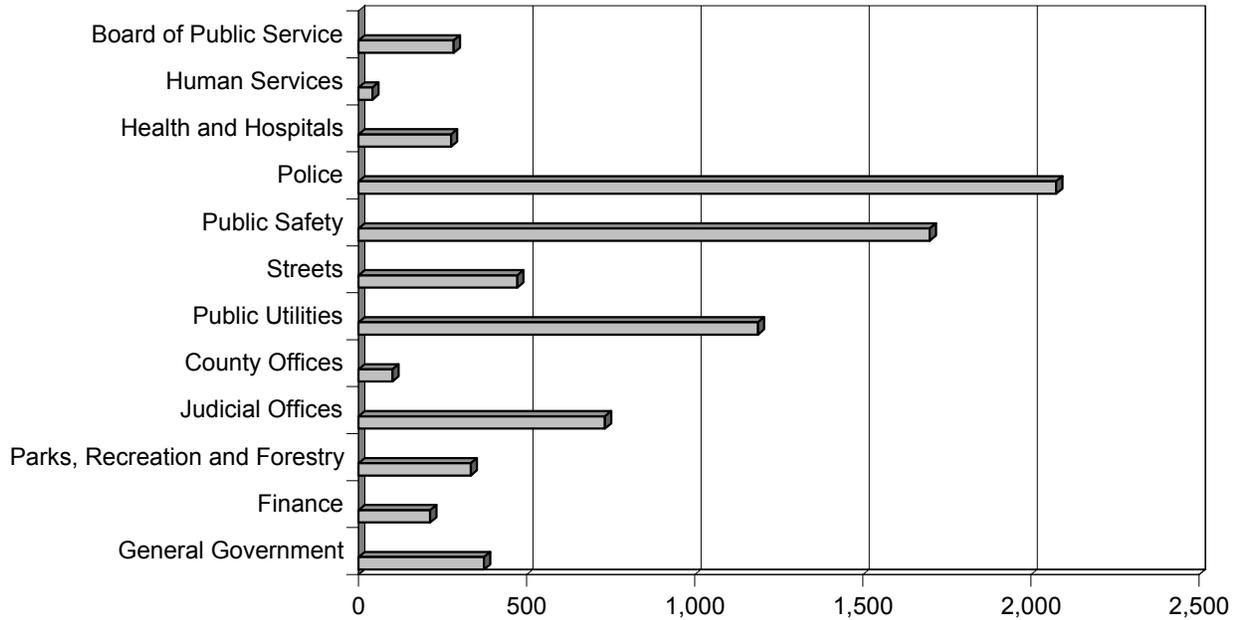


### Personnel Trends FY01 - FY03

The total number of budgeted positions for all funds has increased from a total of 7,657 positions in FY01 to a total of 7,787 in FY03, a net increase of 130 positions. The total number of general fund positions has declined over the same period by 105 positions. These net changes in personnel totals are actually comprised of a number of larger changes in various departments. In FY03, the opening of the new City Justice Center will result in the addition of 229 positions in the Corrections Division of the Department of Public Safety. The St. Louis Metropolitan Police Department anticipates the addition of 49 police officers through a Justice Dept. grant. Coupled with other additions arising from efforts such as the new agreement to provide security for the Housing

# PERSONNEL SUMMARY

## FY03 PERSONNEL TOTALS BY DEPARTMENT

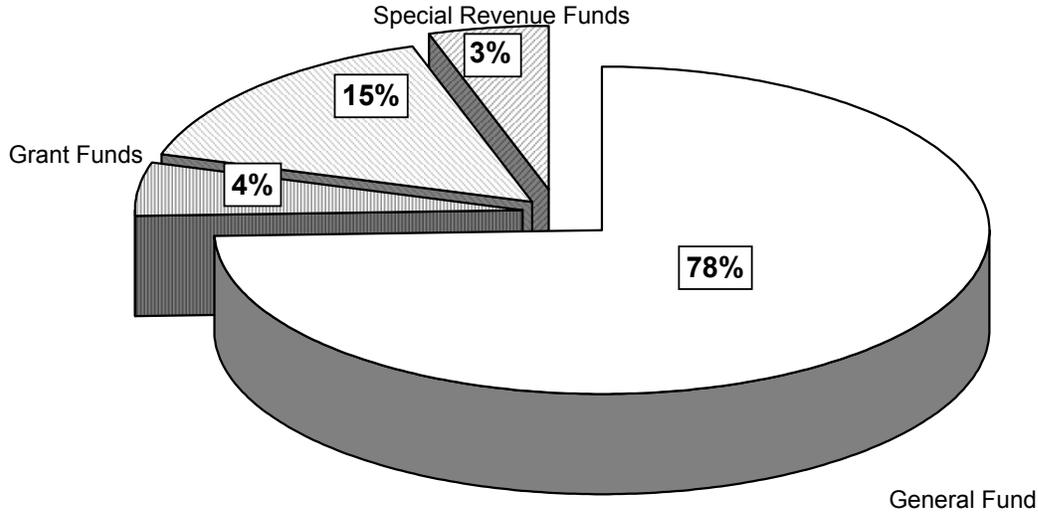


### Authorized Full-Time Personnel Totals - By Department All Funds

Department	FY01	FY02	FY03
General Government	377.00	375.00	373.00
Finance	219.00	212.00	213.00
Parks, Recreation and Forestry	349.00	347.00	334.00
Judicial Offices	712.00	718.00	733.00
County Offices	99.00	99.00	101.00
Public Utilities	1,185.00	1,184.00	1,188.00
Streets	475.00	478.00	472.00
Public Safety	1,482.00	1,473.00	1,699.00
Police	2,105.00	2,012.00	2,075.00
Health and Hospitals	340.60	298.00	274.75
Human Services	40.00	41.00	41.00
Board of Public Service	273.00	284.00	283.00
<b>Totals</b>	<b>7,656.60</b>	<b>7,521.00</b>	<b>7,786.75</b>

# PERSONNEL SUMMARY

## FY03 PERSONNEL TOTALS



### Authorized Full-Time Personnel Totals - By Fund

Fund	FY01	FY02	FY03
<b>General Fund</b>	5,899.85	5,787.34	5,794.74
<b>Special Revenue Funds</b>			
Health Care / Housing Trust Funds	0.00	0.00	148.73
Building Demolition Fund	7.00	8.00	10.00
Assessment Fund	80.00	75.00	75.00
Communications Fund	17.00	16.00	18.00
Lateral Sewer Fund	9.20	12.24	12.62
Circuit Attorney - Child Support Unit	19.00	18.00	19.00
1116-9 Special Funds	30.00	40.00	52.50
Riverboat Gaming Fund	13.00	0.00	0.00
Surface Transportation Projects Fund	5.00	5.00	5.00
Street Improvements Fund	30.00	31.00	32.00
Capital Improvements Fund	2.00	0.00	0.00
Tax Increment Financing Fund	1.00	1.00	1.00
Mail Center - Special Fund	5.00	5.00	5.00
Employees Health and Hospital Fund	7.15	7.40	8.15
<b>Grant Funds</b>			
SLATE	32.15	33.00	37.00
Community Development Block Grant	108.75	107.06	111.44
Other Grant Funds	211.20	189.65	271.26
<b>Enterprise Funds</b>			
Water Division	406.00	404.00	391.00
Airport	773.30	781.31	794.31
<b>Totals</b>	<b>7,656.60</b>	<b>7,521.00</b>	<b>7,786.75</b>

# CITY DEBT

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## General

The City of St. Louis is authorized to issue general obligation bonds payable from unlimited and ad valorem taxes to finance capital improvements upon a two-thirds majority vote of the qualified voters voting on the specific proposition. The Missouri Constitution provides that the amount of bonds payable out of tax receipts (which includes bonds payable from special assessments) shall not exceed 10% of the total assessed valuation of the taxable property of the City. The Constitution permits the City to become indebted for an additional 10% of the value of the taxable tangible property for the purpose of acquiring a right-of-way, constructing, extending and improving a sanitary or storm sewer system.

The City is also authorized to issue revenue bonds to finance capital improvements to its water system, sewer system and airport facilities. These types of revenue bonds require a two-thirds vote of the qualified electorate voting on the specific proposition. All revenue bonds issued by the City are payable solely out of the revenue derived from the operation of the facility that is financed from the proceeds of such bonds. Revenue bonds do not pledge the full faith and credit of the City in servicing the bonded indebtedness and such bonds are not considered in determining the legal debt margins resulting from the limitations described above.

The City is also authorized by statute to issue "Tax Increment Financing" obligations pertaining to development projects. In July, 1991, the City issued \$15,000,000 of Tax Increment Revenue Bonds for the St. Louis Marketplace project. Such obligations are secured by increments of revenues attributable to property and other taxes generated by improvements to the project area, and may also be secured by annual appropriations from the City's General Fund. As part of the St. Louis Marketplace financing, the City covenanted to request annual appropriations from the General Fund beginning in fiscal year 1993 to cover any shortfalls in the payments of debt service on these bonds until such time as the aforementioned incremental revenues are at least equal to 150% of the annual debt service payments on said bonds for five consecutive years. According to the Comptroller's office, the City has not covered any shortfalls to date; however there can be no assurances that they will not be called upon to do so in the future.

(Excerpts from official statement for Carnahan Courthouse Leasehold Revenue Bonds, Series 2002)

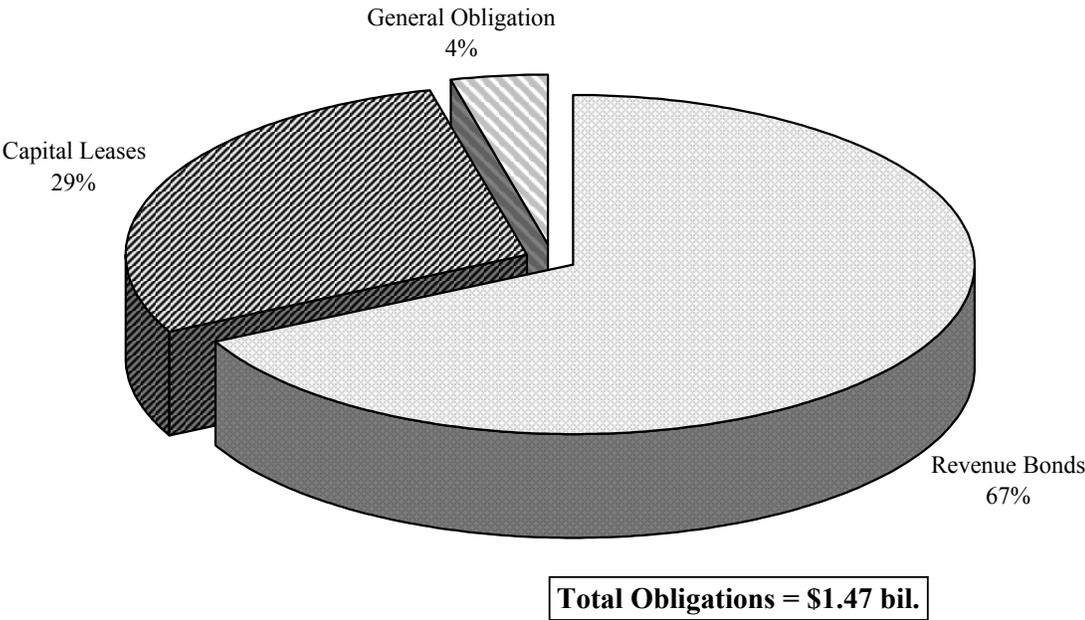
# CITY DEBT

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## Outstanding Debt and Lease Obligations

In addition to those financing mechanisms already discussed, the City uses capital leases as a means of financing major development and construction projects. The City's total outstanding debt and lease obligations at the end of February, 2002 amount to about \$1.5 billion. As illustrated below, two thirds of this amount is in the form of revenue bonds issued primarily by the Airport and to a lesser extent the Water and Parking Divisions.

TOTAL CITY DEBT AND LEASE OBLIGATIONS



Outstanding obligations as of 2/28/02 per Office of the Comptroller

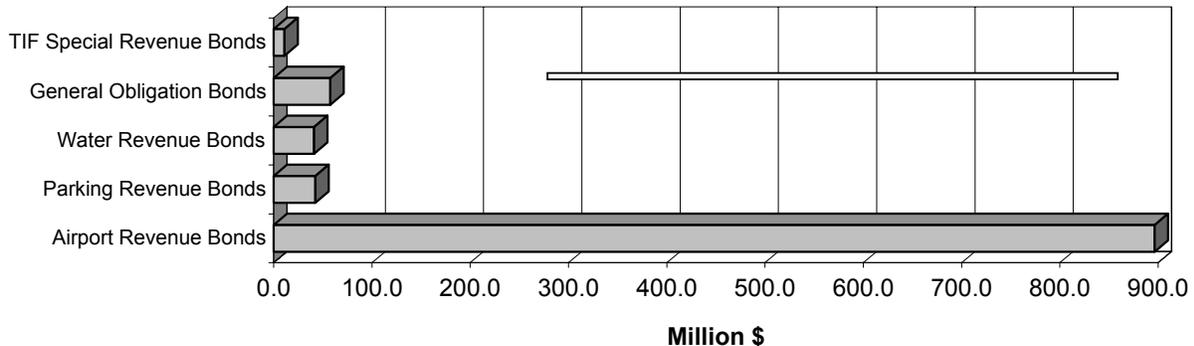
# CITY DEBT

## General Obligation and Revenue Bonds

Payments on general obligation debt are made from ad valorem property tax and license receipts. In 1999, the City issued \$65 million in general obligation bonds. With the bond proceeds, the City's Fire Department is replacing its existing fire fighting fleet and conducting renovations to its firehouses. The St. Louis Police Department has received funds to upgrade its crime lab and make improvements to its headquarters building on Clark Street. The bonds have also provided \$11 million for the demolition of abandoned and derelict buildings throughout the City. Another debt instrument known as revenue bonds are limited obligations of the City payable solely from the revenues of the department or facility financed by the bonds. By far the largest component of debt in this or any other debt category are the revenue bonds related to the Airport expansion project.

<b>Bond Type</b>	<b>Amount Outstanding as of February 28, 2002</b>
General Obligation Bonds	\$57,524,742
Water Revenue Bonds	41,010,000
Parking Revenue Bonds	42,445,000
Airport Revenue Bonds	896,600,000
Tax Increment Special Revenue Bonds	11,002,000
<b>Total</b>	<b>\$1,048,581,742</b>

### OUTSTANDING DEBT



# CITY DEBT

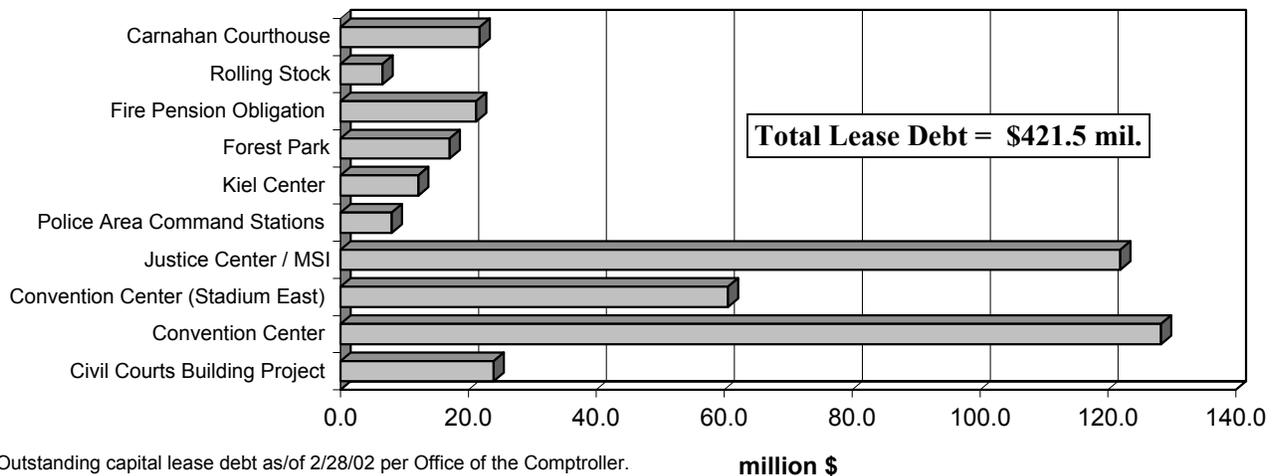
## Capital Leases

The City has outstanding a number of lease-purchase agreements which can be characterized as capital leases. In capital lease financing, a non-profit authority issues debt to fund a project. This debt is secured by lease payments to the authority by a municipality leasing the project or equipment that is being financed. A list of the City's major existing agreements as of February 28, 2002 is presented below.

Description	Amount Outstanding April 30, 2001	Remaining Term In Years	Issue Date
Civil Courts Building Project	\$23,945,000	13	Jun-94
Convention Center (East) <sup>1</sup>	60,585,000	19	Feb-97
Convention Center - 1993A	128,282,205	12	Jun-93
Kiel Center Refunding- A	6,730,000	19	Aug-97
Kiel Center Refunding -B	5,445,000	14	Aug-97
Police Area Command Stations	8,015,000	6	Jun-94
Justice Center - 1996A (refinanced in 2001)	12,850,000	6	Aug-96
Justice Center - 1996B	26,135,000	11	Aug-96
Forest Park - 1997	17,080,000	20	Mar-97
Fire Pension Obligation Bonds	21,230,000	7	Apr-98
Justice Center - 2000	20,720,000	18	Feb-00
Justice Center - 2001	62,205,000	17	Sep-01
Carnahan Courthouse	21,750,000	25	Apr-02
Rolling Stock	6,564,633	3	Mar-00
<b>Total</b>	<b>\$421,536,838</b>		

<sup>1</sup> Pertains to the lease financing by the City, County and State of Missouri of an east expansion of the Convention Convention Center. In addition to lease payments, the City has agreed to pay \$1.0 mil. per year in asset preservation funds to the Regional Convention and Sports Authority through the term of the bonds.

## CAPITAL LEASE DEBT



Outstanding capital lease debt as of 2/28/02 per Office of the Comptroller.

million \$

## Capital Leases (cont.)

# CITY DEBT

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While General Obligation debt is funded through property tax revenues and revenue debt is paid through the revenues of the project being financed, capital lease debt does not specifically have a dedicated revenue source for making lease payments. These payments are generally obligations of the City's General Fund. In as much as possible, the City has sought to lessen this burden on the general fund by pursuing new sources of revenue that may directly or indirectly be linked to the particular project being financed. The southern expansion of the convention center for instance, was accompanied by the successful propositions of a 1/2 cent restaurant tax and a hotel sales tax, with the idea that these two industries are the most likely beneficiaries of increased convention activity. The civil courts building improvement financing was followed by the imposition of a fee on court cases to help offset the cost of debt service. Likewise, the debt service on the new justice center is being funded in part by reimbursements the City receives from the state for holding prisoners charged with state criminal violations. Police Department and Forest Park improvement leases are funded utilizing 1/2 cent sales tax proceeds that are dedicated to those departments. Of the approximate \$41.4 million in scheduled lease debt payments in FY03, about \$21 million or just over one half of the debt service amount can be linked to direct sources of revenue to the general and capital funds. This does not include those revenues attributable to the net fiscal benefit created by the operation of a project such as the convention center / stadium facility.

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## Schedule of Lease Debt Payments - FY03

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Cervantes Convention Center - 1993	\$12,908,000
Civil Courts Lease - 1994	2,779,000
Convention Center East / Stadium - 1997 *	6,000,000
Fire Pension Obligation Bonds - 1998	3,129,000
Forest Park Lease - 1997	1,383,000
Justice Center Lease - 1996	5,838,000
Justice Center Lease - 2000	1,868,000
Justice Center Lease - 2001	3,056,000
Kiel Center - 1997	990,000
Police Area Command Stations - 1994	1,393,000
Rolling Stock Lease - 2000	2,099,000

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<b>Total</b>	<b>\$41,443,000</b>
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\* includes asset preservation payment

# CITY DEBT

## Legal Debt Margin

as of February 28, 2002

	<u>City Purposes Basic Limit</u>	<u>Streets and Sewers Additional Limit</u>
2001 Assessed Value	\$3,263,783,661	\$3,263,783,661
Debt Limit - 10% of Assessed Value	326,378,366	326,378,366
Less: General Obligation Bonds	<u>57,524,742</u>	<u>0</u>
	<u><u>\$268,853,624</u></u>	<u><u>\$326,378,366</u></u>

Source: Office of the Comptroller, City of St. Louis

## Principal and Interest Requirements on Direct Debt

Fiscal Year	<u>General Obligation Bonds</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2001-2002	2,725,000	2,898,000	5,623,000
2002-2003	2,840,000	2,786,000	5,626,000
2003-2004	2,965,000	2,667,000	5,632,000
2004-2005	3,100,000	2,540,000	5,640,000
Thereafter	<u>48,620,000</u>	<u>22,981,000</u>	<u>71,601,000</u>
	<u><u>\$60,250,000</u></u>	<u><u>\$33,872,000</u></u>	<u><u>\$94,122,000</u></u>

Source: Office of the Comptroller, City of St. Louis

# CITY DEBT

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## Debt Ratios

as of February 28, 2002

	<u>Net Debt Per Capita</u>
Direct Debt (incl. Lease debt)	\$1,437
Overall Debt	\$2,043

Source: City of St. Louis Budget Division: based on 2000 U.S. census population of 348,189

The \$65 million in Public Safety General Obligation bonds is the sole outstanding issue of general obligation debt and the City well remains well under the 10% cap established by the Missouri Constitution. Overall net debt for the City remains moderate at about \$2,043 per capita. The City's ability to manage its finances and maintain positive fund balances are key to the City's debt issuance policy. On June 1, 1999, Moody's Investors Service assigned an underlying rating of A3 to the City's pending General Obligation Debt. This was an upgrade from the prior rating of Baa1. On June 2, 1999, Fitch Investor Services also raised its rating to A- from a previous rating of BBB+. Along with a reaffirmed rating of A- from Standard and Poor's Corporation following rating increases in recent years, the City's general obligation bond rating among the major rating agencies remains the strongest it has been in over twenty years.

# CITY OF ST. LOUIS PROFILE

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The City of St. Louis is located on the Mississippi River, the eastern boundary of the State of Missouri, just below its confluence with the Missouri River. The City occupies approximately 61.4 square miles of land and its area has remained constant since 1876. The City, a constitutional charter city not part of any county, is organized and exists under and pursuant to its Charter and the Constitution and the laws of the State of Missouri.



The City is popularly known as the "Gateway to the West," due to its central location and historic role in the nation's westward expansion. Commemorating this role is the 630-foot stainless steel Gateway Arch, the world's tallest man-made monument, which is the focal point of the 86-acre Jefferson National Expansion Memorial on the downtown riverfront.

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## City of St. Louis

Date of Incorporation	1823
City Charter Adopted	1914
Form of Government	Mayor/Council
Population (2000)	348,189

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## City Government By The Numbers

Wards	28	
Precincts	374	
Registered Voters	177,844	
Authorized No. Fire Fighters	631	
Fire Stations	30	
Auth. No. Police Officers	1,503	
Auth. No. Civ. Police Emp.	572	
Police Area Command Bldgs.	3	
Airport - Major Airlines	10	
Airport - Commuter Airlines	10	
Airport - Air Cargo Carriers	6	
Airport - Passengers (mil.)	29.9	
Aircraft Operations	483,941	

Parks	105	
Park Acreage	3,000	
Recreation Centers	9	
Golf Courses	3	
Streets (miles)	1,100	
Alleys (miles)	400	
Intersections w/ Signals	630	
Street Lights	51,500	
Alley Lights	16,000	
Easement Lights	2,100	
Water Treatment Plants	2	
Mil. Gal. capacity per day	340	
Mil. Gal. storage capacity	128	
Mil. Gal. daily demand	140	

Sources: *Comptroller's Annual Report, City Departments*

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## City Economic Data



Personal Income 1998:	\$26,332
Avg. Labor Force - Feb. 2002	155,793
Avg. No. Employed - Feb. 2002	143,330
Avg. % Unemployed - Feb. 2002	8.0%

Source:  
Missouri Dept. of Economic Development

## Top 15 Employers - 2000

(excluding City of St. Louis)



<u>Company</u>	<u>Employees</u>
BJC Health Systems	15,772
Washington University	11,363
St. Louis Board of Ed.	8,668
St. Louis University	8,551
U. S. Postal Service	8,313
State of Missouri	7,143
Southwestern Bell	6,911
Anheuser Busch	6,322
A. G. Edwards	6,025
May Dept. Stores	5,805
Tenet Healthsystems	5,189
Schnucks	4,282
Bank of America	4,137
Natl. Finance Center	3,314
SSM Health Care	2,679

Source: City of St. Louis Col. of Revenue

## City Building and Construction

(Activity in mil. \$)



	<u>Housing Value</u>		<u>Com./Ind.</u>
	<u>New</u>	<u>Rehab</u>	<u>Dev.</u>
1997	\$15.57	\$19.70	\$177.98
1998	\$18.13	\$21.70	\$234.45
1999	\$31.24	\$19.55	\$205.60
2000	\$33.59	\$49.85	\$431.88
2001	\$24.63	\$42.01	\$431.88

Source: Building Division, City of St. Louis



## City Employment By Industry Group - 4th Quarter, 2000

<u>Job Sector</u>	<u>Emp.</u>	<u>% of Total</u>	<u>Job Sector</u>	<u>Emp.</u>	<u>% of Total</u>
Services	83,946	33.5%	Transport., Comm. & Public Utility	21,589	8.6%
Manufacturing	34,864	13.9%	Wholesale Trade	13,720	5.5%
Government	41,295	16.5%	Construction	7,926	3.2%
Retail Trade	26,256	10.5%	Other	636	0.3%
Finance	20,170	8.1%	<b>Total All Groups</b>	<b>250,402</b>	<b>100.0%</b>

Source: Missouri Dept. of Labor and Industrial Relations

# CITY OF ST. LOUIS PROFILE

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## America's Center - Convention Center

Contiguous Exhibit Space - sq. ft.	502,000
Flexible Meeting Rooms	84
3-Level Lecture Hall - Seats	1,411
Grand Ball Room - sq. ft.	28,000
Downtown Hotel Rooms (approx.)	5,500



Source: *America's Center*

## Largest Tourist Attractions

	2001 Attendance	
Jefferson National Expansion Memorial (Arch)	3,961,354	
St. Louis Baseball Cardinals (MLB)	3,113,091	
St. Louis Zoo	2,700,000	
President Casino on the Admiral	1,800,000	
St. Louis Science Center	1,585,245	
St. Louis Blues Hockey (NHL)	800,319	
St. Louis Art Museum	676,774	
St. Louis Rams Football (NFL)	660,000	
Missouri Botanical Garden	495,000	
The Fox Theatre	484,736	
St. Louis Symphony Orchestra	400,000	
The Municipal Opera (Muny)	423,209	

Source: *St. Louis Business Journal*



## GLOSSARY

### **Affordable Housing Trust Fund**

Fund created in 2001 from a portion of receipts of the local use tax. Funds are dedicated to providing for the development and preservation of affordable and accessible housing in the City. Loan and grant programs are administered by the Affordable Housing Commission.

### **Airport, City of St. Louis**

An enterprise fund used to account for the revenues and expenses of Lambert-St. Louis International Airport. The Airport is owned by the City of St. Louis and operated by an Airport Commission. The use of Airport revenues, derived primarily from airline payments for use of the facilities, parking fees and interest earnings, are limited to purposes of the Airport.

### **Aldermen, Board of**

28 elected individuals representing the 28 wards of the City and a President elected citywide who make up the City's legislative body.

### **Appropriation**

A legal authorization to make expenditures and incur obligations for specific purposes.

### **Assessment**

The valuation of property for the purpose of taxation.

### **Assessment Fund**

Fund which supports the operations of the Assessor's office.

### **Balanced Budget**

A budget in which resources available for appropriation equal or exceed planned expenditures.

### **Battered Persons Shelter Fund**

Established by ordinance in 1992, the Battered Persons Shelter fund is used solely for providing operating expenses for shelters for battered persons. The fund is supported by a \$1.00 fee imposed on municipal ordinance violations cases filed in municipal court.



### **Budget**

A financial plan based on anticipated revenues and expenditures for a given period.

### **Building Demolition Fund**

Fund established to finance the demolition and board-up of dangerous buildings. The Building Demolition Fund is funded through a fee of \$2.00 per \$1,000 estimated value of any building permit issued by the City.

### **Capital Improvements Fund**

Fund for long-term improvements and maintenance of the City's infrastructure and/or acquisition of equipment or property for public use.

### **Capital Improvement Sales Tax Trust Fund**

Fund established for revenues received from the one-half cent sales tax for capital improvements. This fund consists of the following five accounts: Ward Capital Improvements Account (50%), Major Park Capital Improvements Account (17%), Recreation Center Capital Improvements Account (3%), Citywide Capital Improvements Account (20%) and Police Department Capital Improvements Account (10%).

### **Child Support Unit (Parent Locator Fund)**

State supported fund through which the Circuit Attorney's Office conducts its program for recovering child support payments.

### **Columbia Bottoms Fund**

Fund established to account for transactions relating to Columbia Bottoms, a parcel of land along the Missouri River which the City owns and leases out for private farming. With the recent sale of most of the property to the Missouri Department of Conservation, activity in this fund has been significantly reduced.

### **Communications (Cable) Fund**

Fund established for the purpose of overseeing the cable television and communications industry in the city and establishing and managing a government access channel and necessary studio facilities. The Cable Division is funded through a 5% franchise fee imposed on Cable operators.

### **Community Development Agency**

City agency responsible for planning and implementing the housing and economic development plans of the City of St. Louis. CDA also oversees operation, administration and programmatic and compliance monitoring of the Community Development Block Grant program as well as other federal housing programs.



### **Convention and Tourism Fund**

Fund established to foster and promote the City's convention and tourism industry. Expenditures from the fund are approved by members of the C & T Board consisting of the Mayor, the Comptroller and the President of the Board of Aldermen.

### **Convention and Sports Facility Trust Fund**

Fund established to help pay for the construction of the convention center expansion project. Revenues to the fund consist of the 3.5% gross receipts tax on hotel/motel receipts. These revenues are transferred to the City's General Fund and used to help pay the City's debt on the convention facility.

### **Debt Service**

Expenditures for principal and interest payments on loans, notes and bonds.

### **Debt Service Fund**

Fund used to specifically track payments of principal, interest and expenses on general obligation debt.

### **Department**

Major unit of organization in the City comprised of subunits called divisions.

### **Employee Health & Hospital (Benefits) Fund**

A fund financed jointly by the City, its employees and retirees to ensure adequate health and hospital care for employees and retirees of the City. The income for this fund is derived from appropriations made in other City funds.

### **Encumbrance**

An obligation for which payment is anticipated but has not yet been made. Typically encumbrances represent outstanding purchase orders or contracts. The funds appropriated for these expenses are set aside in a reserve for payment. An item will remain an encumbrance until the obligation is paid or otherwise released.

### **Enterprise Fund**

A fund 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 cost of providing goods or services to the public on a continuing basis be financed or recovered primarily through user charges. The City's Airport, Water and Parking Meter Divisions are enterprises.



### **Estimate and Apportionment, Board of**

The City's chief fiscal body - comprised of the Mayor, the Comptroller and the President of the Board of Aldermen.

### **Expenditure**

Money actually spent by the City for the programs and projects included in the approved budget.

### **Federal Mandate**

A regulation or requirement imposed on state or local governments by the Federal government. Federal mandates include the Clean Air Act, Clean Water Act, Americans with Disabilities Act and Underground Storage Tank Regulations.

### **Fiscal Year**

Twelve month period to which the budget applies. In St. Louis this is July 1 to June 30.

### **Fund Balance**

The level of funds remaining as measured generally at the conclusion of a fiscal year, after allocating for all encumbrances and other commitments. The fund balance often includes reserves set-aside to meet future obligations, (e.g. 27<sup>th</sup> pay reserve, rainy day reserve). From a fiscal policy standpoint, emphasis is often placed on the level of “unreserved” fund balance as an indicator of fiscal stability. The City’s policy is to achieve and maintain an unreserved general fund balance at a minimum of 5% of the general fund budget.

### **General Fund**

The main operating fund of the City.

### **Health Care Trust Fund**

Fund created in 2001 from a portion of receipts from the local use tax. Funds are dedicated to providing public health care services within the City of St. Louis

### **Lateral Sewer Repair Fund**

Fund established in 1989 to provide the cost of the repairs of leaking lateral sewer service lines on residential properties. The Lateral Sewer Repair Program is funded by a \$28.00 annual fee on all residential property having six or less dwelling units.

### **Local Use Tax**

Approved by City voters in April, 2001, the local use tax is a tax imposed on purchases made from out of state vendors. The local use tax rate is equal to the City’s local sales tax rate. Proceeds from the local use tax are allocated to two special funds known as the Health Care Trust Fund and the Affordable Housing Trust Fund.



### **Parking Funds**

Funds used to track revenues and expenses of the Parking Meter Division and Kiel Parking Facility. Both of these operations are managed as separate enterprise funds by the Treasurer's Office.

### **Port Authority Fund**

Fund established to manage all phases of the harbor and wharves operation including enforcement of all regulations with the guidance of a Port Development Commission.

### **Program**

A set of activities conducted by a department or division to provide a specific service.

### **Property Tax**

A tax levied on the assessed value of property (e.g. personal, real estate).

### **Public Facilities Protection Corporation**

A not-for-profit corporation established to provide the City with Surety Bond and Insurance coverage and general protection from judgements rendered against the City. Each year the City makes a contribution to PFPC out of the General Fund.

### **Revenue**

Income received by the City government from sources, such as taxes, fees, user charges, grants and fines, which is used to support the government's facilities and services to the community.

### **Riverboat Gaming Fund**

Fund established to account for revenues from riverboat gaming. Appropriations from this fund are used for three primary purposes, 1) public safety on the riverfront, 2) capital expenditures (i.e. local bridge match, etc.) and 3) economic development. Revenue from riverboat gaming leases is received through the Port Authority Fund.

### **Special Revenue Fund**

A fund used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditures for specified purposes.

### **St. Louis Rams Practice Facility Fund**

Fund established in 1995 to pay the debt on the City's \$5.0 million contribution to the construction of a practice facility for the St. Louis Rams football team. Revenues to the fund are derived from the City's 5% gross receipts tax on admissions to NFL football games. With retirement of the debt on the practice facility in FY01, this fund has become inactive. Amusement tax revenues from NFL games are now deposited directly into the City's general fund.



### **Street Improvement Fund (St. Louis Works)**

A street and sidewalk improvement program funded primarily from a portion of City utility taxes and State motor vehicle sales tax revenues. St. Louis Works funds are appropriated under a separate ordinance on a calendar year basis.

### **Tax Increment Financings**

Funding mechanism that uses the tax benefits generated by a development to pay the debt for improvements related to the development.

### **Transportation Fund**

Fund used to account for revenues and appropriations from the 0.5% transportation sales tax and the 0.25% metrolink sales tax. All revenues into the transportation fund are currently appropriated to the Bi-State Development Agency that operates the regional mass transit system.

### **Trust and Agency Funds**

Funds used to account for assets held by a government unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or funds.

### **Twenty-Seventh Pay Reserve**

Reserve set aside for fiscal years in which a 27<sup>th</sup> pay day occurs. With bi-weekly pay periods, a 27<sup>th</sup> pay day will occur once every 11 years. A 27<sup>th</sup> pay day last occurred in FY95 and will occur again in FY06.

### **User Fees**

Fees paid directly by citizens for a service used (i.e. park fees, bus fares).

### **Water Division Fund**

An enterprise fund used to account for the revenues and expenses of the Water Division, which is owned and operated by the City and funded primarily through water sales.