

# City Of St. Louis, Missouri



FY 2004

ANNUAL OPERATING PLAN  
As Adopted

**CITY OF ST. LOUIS, MISSOURI**

**FISCAL YEAR 2004**

**ANNUAL OPERATING PLAN**



As Adopted  
June 20, 2003



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Darlene Green, Comptroller  
James F. Shrewsbury, President Board of Aldermen

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Paul Payne  
Deputy Budget Director

Cassandra Jones  
Grants Manager

Ed Bess  
Senior Budget Analyst

Charles H. Hickey  
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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.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

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**City of St. Louis  
Missouri**

For the Fiscal Year Beginning  
**July 1, 2002**

President

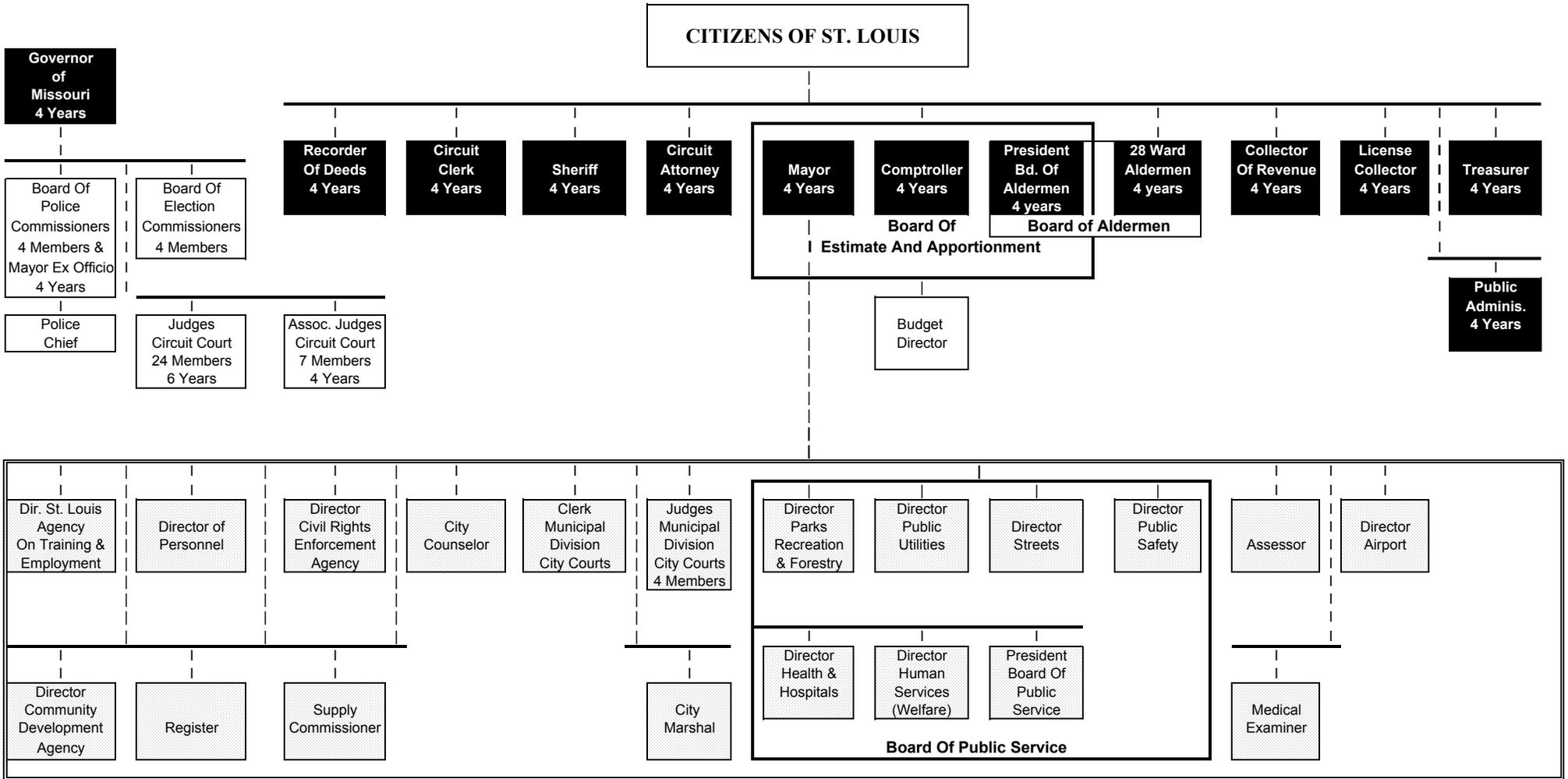
Executive Director

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, 2002

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

#### **FY2004 Annual Operating Plan**

The Annual Operating Plan for FY2004 allocates a total amount of \$824.9 million for service delivery and other obligations during the year, a decrease of 1.4% from that of the current year. Stagnant and declining general fund revenues along with decreases in anticipated federal and state aid have both contributed to this condition, after several years of sustained growth. While the trend in total real revenues has turned down, the allocation of funds among departments has shifted to reflect the economic and political realities of the current time.

A major goal in development of the Plan was the preservation of essential constituent services. This goal was being sought at the same time as the requirement of funding operating cost increases mandated by state law and fixed costs imposed by ordinances and contracts. Increases in discretionary costs have been kept to a bare minimum and in cases where efficiencies could potentially be had, department heads

have opted to provide for these services by contract. Personnel cost increases have been held in check by the elimination of any cost-of-living (COLA) adjustments. Staff reductions adopted represent an attempt to reduce administrative overhead. Pension fund contributions for the three City systems combined have been kept at the total FY2003 amount. On the other hand, costs for employee health insurance continue to increase and will cost the City an additional 15% in FY2004.

Funds available to support the Plan include grants from federal and state agencies, user fees, and locally generated tax revenues. There are no tax rate increases anticipated in the adopted Plan. As a result, any revenue increases associated with locally generated taxes are expected to come from volume in the case of gross receipts based taxes, and added value in the case of property taxes. User fees collected by the Building Division are scheduled for adjustment and are expected to provide additional funding of approximately \$1.0 million for local government operations. The Plan also counts on a significant amount of non-recurring revenue in the amount of \$10.0 million to be

## SUMMARY AND OVERVIEW

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realized as the result of a financial transaction involving the City owned Convention Center.

Without this infusion of anticipated revenue, more severe reductions in the general fund budget would have been required to maintain a balance between revenue and expenditures. As one of several measures to reduce its expenses in the current fiscal year, the State of Missouri reduced the amount it reimburses local governments for services such as property tax assessment and housing of adult and juvenile offenders. The FY2004 Plan presumes the current reduced level of state support and that additional reductions in state aid will not be imposed.

As expected in a year when the total budget decreases, there are no areas of the budget in which the costs are significantly higher than in the current year. However, a portion of the cost of providing for the public's safety, as itemized in the sections funding the Board of Police Commissioners, Circuit Court, and the Corrections Division is expected to increase in FY2004. Other City agencies are consolidating services within divisions, reducing the level of selected services, and resorting to more interdepartmental cooperation in order to

continue to provide service at an acceptable level. By taking advantage of the current economic conditions to review outstanding debt, the City will pay significantly less in principal and interest charges as a result of several refinancings conducted during the current fiscal year. The reduced debt service requirements provide some immediate relief for both the general fund and the airport's enterprise fund.

The total budget for FY2004 is \$824.9 million, and is funded by a combination of local tax and fee collections, dedicated funds for the Airport and Water Division enterprise functions, and project specific grants. The vast majority of local taxes and fees collected are used in support of general fund activities. The remaining local collections are deposited in special funds due to legal requirements and are used to augment the services provided by the general fund. These special funds include those containing the Local Use Tax, Gaming Revenues, Cable Television gross receipts tax, and the Property Tax Assessment subsidy. These amounts are further broken down by departmental activities using specific projects and accounts, with distinctions being made between operating and capital expenditures.

## **SUMMARY AND OVERVIEW**

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### **GENERAL FUND OPERATIONS**

The general fund budget in combination with a variety of special funds supports those recurring activities necessary for the operation of City government. These activities are supported by a combination of revenues derived from taxes, fees, fines and intergovernmental transfer payments.

At \$411.3 million, the general fund budget for FY2004 is the largest of the City funding units. In keeping with the City's objective of preserving constituent services, this fund allocates \$227.6 million for public safety functions, including \$134.7 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 budget 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 \$48.1 million. Debt service payments for large projects funded through lease

arrangements are included in the general fund allocation in the amount of \$19.8 million which funds annual lease payments on the Justice Center, Kiel Center, the Civil and Carnahan Court buildings, and the Convention Center/Stadium complex. Funding for state and municipal court functions and county offices account for an additional \$48.2 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 FY2004 budget at \$48.0 million and \$153.3 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

## **SUMMARY AND OVERVIEW**

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upgrade of the supporting infrastructure. With a budget of \$153.3 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 airport's 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 adopted Plan in the amount of \$64.8 million, a 5% increase from the current year level. The largest portions 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 FY2004, \$36.6 million in grant funds will be allocated for use by these two departments. Public safety and neighborhood 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 \$12.8 million in FY2004. 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 \$34.3 million in funds dedicated to equipment purchases and capital improvements. The sources include a dedicated sales tax, a portion of the state gasoline tax, general fund appropriations, gaming admissions receipts, and interest earnings on invested funds. Projects funded include infrastructure improvements to bridges, streets, and buildings, as well as debt service on previously approved projects such

## SUMMARY AND OVERVIEW

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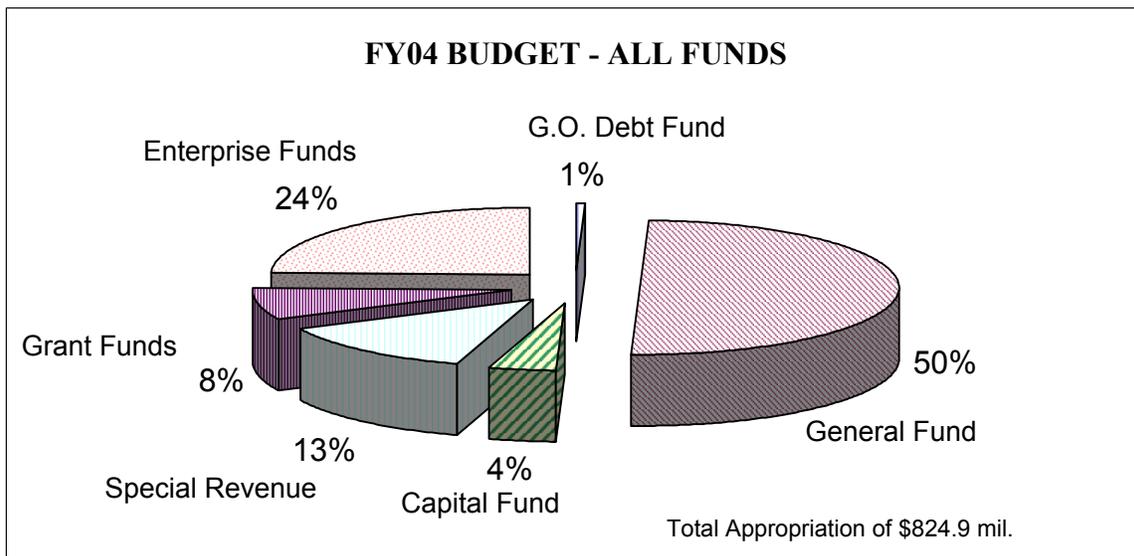
as the Justice Center and Civil Courts Building.

### 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 \$24.0 million expected in FY 2004 from the Local Use Tax. Programs funded by the Local Use Tax include health care, building demolition, affordable housing, police services, and

neighborhood preservation. This budget also allocates \$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 budget include maintenance of improvements in Forest Park, demolition of condemned buildings, and repair of sewer lines.

The graph below illustrates the total budget distributed among fund groups. The following page presents a summary of highlights of the FY2004 Annual Operating Plan



## SUMMARY AND OVERVIEW

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### Highlights of the FY2004 Operating Plan

- Refinancing of Convention Center debt allowing for reduction in scheduled payments of \$8.7 million
- Decrease of \$11.5 million in operating funds for the Airport reflecting decreased revenues from airlines using Lambert International Airport
- Increase of \$3.2 million to offset cost of Police and City employee health insurance
- Use of one-time revenue of \$10.0 million from expected leveraged lease of the Convention Center
- Restructuring of Engineering and Design function of BPS to allow for increased use of outside contractors for project design and surveying work
- Reduction of 305 positions in the general and special funds
- First full year of the Information Technology Services Agency as a separate department
- First year appropriation of Local Use Tax funds utilizing new allocation formula
- Increase of \$2.7 million in locally generated revenues dedicated to Police department operations
- Increase of \$3.5 million for full year operations of the Justice Center
- Elimination of \$2.5 million in subsidies related to costs of operating Truman Restorative Center
- Incorporation of fee increases amounting to \$1.0 million for public safety inspections
- Increase in appropriation for Worker Compensation obligations amounting to \$1.8 million
- Decrease of \$6.0 million in capital improvement appropriations owing to a decline in dedicated revenues
- Switch to uniform monthly schedule of most neighborhood street cleaning

## SUMMARY AND OVERVIEW

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The FY2004 Annual Operating Plan includes funds for scheduled debt service obligations on several large construction projects initiated in previous fiscal years. These include the Justice Center, Kiel Center, and the Convention Center and Stadium Complex. In addition to the construction projects noted above, the City has also issued lease debt for repairs and improvements at the Carnahan and Civil courthouses. Required annual payments for these projects are included in the Plan, along with payments for 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 initiatives. Projects developed using Tax Increment Financing, with loan repayments generated by the project are also included in the budget.

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 \$18.0 million in local funds and \$36.6 million in federal and state grants. Allocations for Public Safety functions are designed to maintain current staffing levels for Police officers, as well as Fire and Emergency Medical Services personnel. Taking advantage of funds provided by the Department of Justice through its COPS program, the City added 24 commissioned police officers in FY2003. The adopted budget includes funds to provide the required local cash match to retain these additional officers. The FY2004 plan allocates additional funds through the Capital Budget for major street and bridge projects while the general fund budget maintains residential and commercial area street maintenance along with refuse collection and disposal. 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 FY2004 is \$824.9 million. Nearly 50%, or \$411.3 million, is appropriated from general revenue to pay for day-to-day City operations. City general funds are supplemented by approximately \$64.8 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.

### GENERAL FUND OVERVIEW

#### Sources of Funds

The revenue available to appropriate for general fund obligations in FY2004 is estimated to be \$411.3 million. Included in this amount is \$10.0 million expected from the proceeds of an anticipated leveraged lease transaction involving the City owned convention center. When this one-time event is factored out, actual revenues from recurring sources will show a decline from the budget amount in the current year by a net amount of \$5.7 million. Nearly all of the decline is in economically sensitive revenues such as employment and gross receipts based taxes. Revenue estimates for the current year have been revised downward to reflect the shortfalls in earnings, payroll, and sales taxes. The estimate for FY2004 is based on these revised numbers and does not contemplate an immediate recovery from the current economic recession.

Earnings and Payroll tax revenue continue to be the most significant revenue source and is expected to account for 38% of

## SUMMARY AND OVERVIEW

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all general fund revenue in FY2004. Compared to the revised estimate for the current year, growth in these two sources is less than 1.0%. Property tax revenue is forecast to increase by 2.7% reflecting increased assessed value of real estate in the City.

General sales tax revenues are not forecast to exhibit growth and are in fact expected to be about equal to the amount received in FY2002. The increase in the amount of gasoline tax revenue results from a change in the way the receipts are allocated between the general and capital improvement funds, and does not indicate an increase in the total amount received.

Franchise and Utility tax revenue is expected to show only modest growth of approximately \$0.8 million over revised estimates for the current year. The estimate does not anticipate any significant changes in seasonal weather patterns nor does it incorporate the effect of any rate changes that may be granted by the Public Service Commission. Total revenues from licenses issued by the License Collector are forecast to increase by 5.5% overall with the greatest

impact coming from those licenses that are based on gross receipts. This category includes licenses fees from admissions to sporting events, operation of parking garages, and the gross receipts tax on restaurants and hotel rooms. The estimate also presumes that the License Collector will end the practice of retaining 200% of previous year expenses as operating capital, and will instead relinquish surplus revenues in excess of 50% of the previous year's expenses to the general fund.

In addition to the one-time revenues alluded to earlier resulting from an expected leveraged lease transaction involving the convention center, the estimate also presumes passage of ordinances authorizing fee increases for various services performed by the Building Division of the Department of Public Safety. These increases are estimated to provide an additional \$1.0 million in FY2004 and be a recurring source of revenue thereafter. Departmental revenues will be enhanced by additional court costs authorized by state statute and local ordinance in the current year which should add approximately \$1.0 million to City Court revenues.

## SUMMARY AND OVERVIEW

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### Uses of Funds

The FY2004 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.

The FY2004 general fund budget includes the impact of previously granted pay adjustments but does not anticipate any cost of living pay adjustments in the coming year. The budget also accommodates an increase of approximately 15% in the cost of employee health insurance along with contributions amounting to 6% of payroll costs to each of the City's three pension systems. Allocations for worker compensation claims have been increased to reflect recently established patterns. In recognition of the fact that more

layoffs are likely than in recent history, the allocation for unemployment compensation has also been increased.

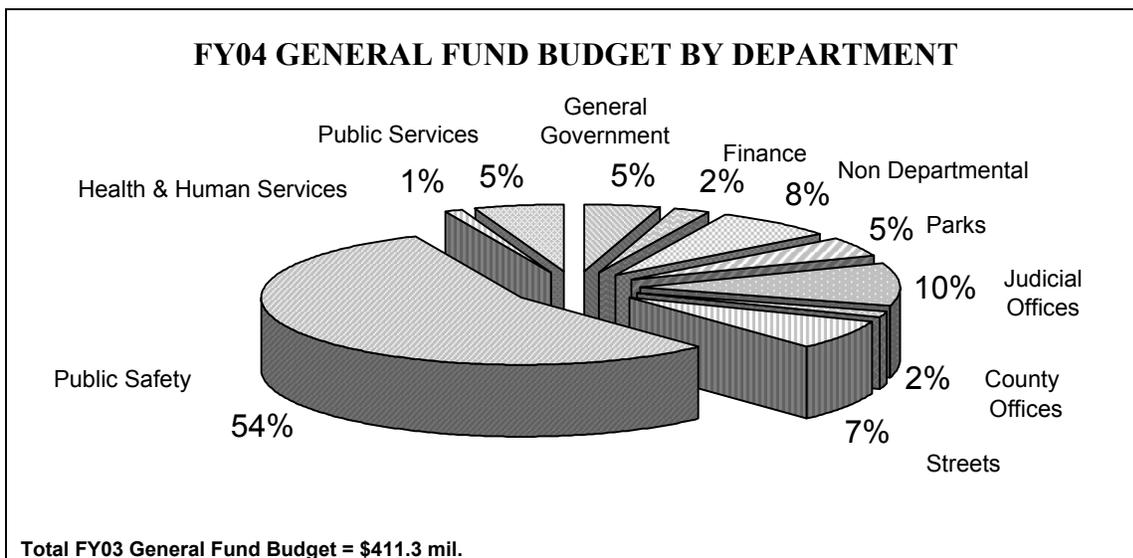
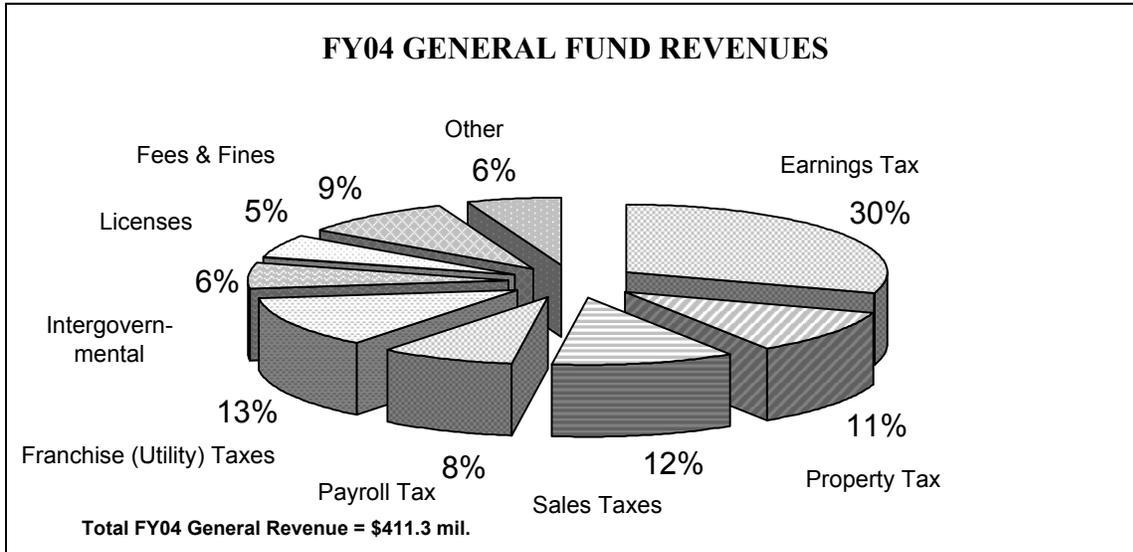
Funding for a full year's operation of the Justice Center has been included in the budget and as a result the City will no longer contract with other jurisdictions for housing of its pre-trial residents. In an attempt to make the most efficient use of limited revenues, some services previously performed by City employees will be performed by contract when that course is deemed to be most cost effective. These services include but are not limited to vehicle preventive maintenance and design and survey functions of the Board of Public Service.

The general fund budget as adopted is in balance with available revenues. However, a balanced budget in FY2004 does include the use of non-recurring revenues mentioned previously and funds that have accumulated in special accounts. One-time revenues in this budget are used to continue to provide needed City services in this period of economic uncertainty.

## 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 appropriations previously identified, the operating revenues will approximately match the adopted budget.

The table below shows the expected results from operations in FY2004.

Estimated Revenue	\$411,310,000
General Fund Appropriations	411,257,411
Results from operations	<u>\$ 52,589</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 \$197 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 FY2004 Capital Budget funds the first year of the plan with a recommended appropriation of \$34.3 million. Sales taxes for capital improvement will generate \$18.5 million in FY2004 or approximately 47% of the total revenue. Other revenues supporting the capital budget include \$8.6 million from the general fund, \$3.9 million from projected gaming revenues, \$0.6 million from gasoline tax revenue, and \$0.6 million from various other sources.

Capital expenses planned for FY2004 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 - \$8.1 million**

Each of the City's 28 wards will be allocated \$288,000 for projects such as neighborhood park improvements, street resurfacing, street lighting enhancements, and refuse container replacement. Actual projects were recommended by the ward alderman subject to approval by the Board of Estimate and Apportionment.

#### **Major Parks and Recreation Centers – \$4.0 million:**

The City's six major parks, Forest, Tower Grove, Carondelet, Fairgrounds, O'Fallon, and Willmore will share \$3.5 million. Planned projects include roadway repairs, skating rink renovations, and

## SUMMARY AND OVERVIEW

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improvements to tennis courts. A total of \$0.5 million will be expended on recreation centers for upgrades to facilities and building modifications to comply with ADA standards.

**Facility Improvements - \$14.7 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 line of credit has been obtained and 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 - \$1.9 million:** Eight bridge and street improvement

projects are funded in conjunction with the federal ISTEAs 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.

**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

## SUMMARY AND OVERVIEW

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information about respective programs and identifies outputs and projected performance levels.

**Capital Improvements:** The City's FY2004 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.

## **SUMMARY AND OVERVIEW**

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### **BUDGET OVERVIEW**

This section presents summary information on the FY2004 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 FY2004.

### **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 a recession in 2001. When the final numbers for calendar year 2002 are released, they are expected to show an increase in real GDP of only 2.4 percent. The national inflation rate as measured by the Consumer Price Index (CPI) is expected to rise by 1.6 percent in 2002, followed by a rise of 2.0 percent in

2003. All these numbers are low by historical standards and indicate that the national economy is still weak leading to an expected national unemployment rate of 5.7 percent in 2003. If the unemployment rate does rise to that expected level, it will mean an increase of 14 percent over the rate in calendar year 2001.

Looking ahead, the U.S. economic outlook is guardedly positive. For fiscal years 2003 and 2004, the Macroeconomic Advisors forecast is for real GDP to grow 2.7 and 3.4 percent, respectively. The inflation rate is expected to be 2.1 and 1.8 percent over the same period, while unemployment is expected to decline slowly to about 5.4 percent over the forecast period. The expected economic improvement depends in part on a sustained stock market recovery, continued strength in consumer spending, and accelerated business hiring which should lead to enhanced capital spending. In summary, while the U.S. economy appears poised for better times, there is considerable downside risk.

#### **The Missouri Economy and Outlook**

As was the case with the national economy, the Missouri economy has been and

## SUMMARY AND OVERVIEW

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remains under strain, with the state's unemployment rate rising by over 2% from November 2001 to November 2002. The rise in the Missouri unemployment rate over the year represents a loss of about 13,500 jobs, a phenomenon which has served to depress the rate of growth in Missouri personal income. Even with the reduced growth rate, the state's economy remains diverse with a strong presence in health care services and agriculture, as well as 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 over 24 million square feet of office space. 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 Division of Employment Security there are approximately 1,350,000 non-agricultural jobs in the metropolitan area with 117,000 new jobs having been created since 1995. Although the distribution of jobs across industry sectors has resulted in a decline in the City's share, the City remains a significant source of employment in the region with nearly 20% of all the jobs. Job growth in the City has been concentrated in the service sector since the City is growing as a service center and the outlook is for long-term employment growth in the areas of medical, business, and recreational services, as well as in education and tourism.

While the rate of unemployment in the City has historically been somewhat higher than in the metropolitan area as a whole, the rate of change over the past year for both entities has been virtually the same. The implication is the impact of the recession on employment has been distributed throughout the area rather than being disproportionately borne by the City. The level of retail activity in the City has declined over the last year as evidenced by sales tax collections and that fact is reflected in the FY2004 revenue estimates. However, the latest information on

## SUMMARY AND OVERVIEW

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tax assessments show that property values in the City have appreciated by 25 percent since the last reassessment which took place in 2001. This positive change is indicative of continuing investment in the City and is expected to lead in the City's economic recovery.

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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### FY2004 OPERATING PLAN

#### FUND GROUPS

The total appropriation for the City of St. Louis for FY2004 totals \$824.7 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 FY2004.

#### 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 revenues 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 employees.

## SUMMARY AND OVERVIEW

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### **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.

**FY04 REVENUE SUMMARY - ALL FUNDS**  
(in millions)

	FY02 Actual	FY03 Revised	FY04 Budget	Percent Change FY03-04
<b>General Fund</b>				
Earnings Tax	\$121.7	\$122.0	\$123.0	0.9%
Property Tax	42.2	43.3	44.5	2.7%
Sales Tax	47.6	47.7	47.7	0.0%
Payroll Tax	35.4	33.3	33.3	0.1%
Franchise (Utilities) Taxes	51.6	51.3	52.2	1.7%
Other Taxes	2.0	2.2	2.2	3.5%
License Fees	21.7	21.8	22.6	3.9%
Grants & Intergovernmental Revenues	23.9	23.7	25.0	5.7%
Department User Fees and Fines	35.3	33.9	38.9	14.7%
Transfers	11.9	14.2	21.9	54.5%
Fund Balance (in excess of 5%)	0.0	4.0	0.0	n/a
	\$393.2	\$397.2	\$411.3	3.6%
<b>Special Revenue Funds</b>				
Property Tax	\$8.1	\$6.8	\$6.8	0.1%
Franchise (Utilities) Taxes	4.8	5.1	4.8	-5.8%
Local Use Tax	19.5	23.9	24.0	0.4%
Other Taxes	12.8	10.9	11.9	9.2%
Grants & Intergovernmental Revenues	55.0	68.6	71.9	4.8%
Department User Fees and Fines	33.6	42.0	48.1	14.5%
Transfers	1.8	1.9	2.1	6.3%
Fund Balances and Other Resources	2.9	3.9	9.2	138.3%
	\$138.5	\$163.2	\$178.9	9.6%
<b>Capital Improvements Funds</b>				
1/2 Cent Sales Tax	\$17.2	\$18.1	\$17.0	-6.3%
Metro Parks Sales Tax	1.4	1.2	1.5	26.1%
Grants & Intergovernmental Revenues	3.0	5.6	2.3	-59.1%
Transfers	12.1	9.2	12.5	35.2%
Other Resources	1.1	0.4	0.6	57.1%
Previous Year General Fund Surplus	5.3	6.1	0.1	-98.7%
	\$40.0	\$40.7	\$34.0	-16.5%
<b>Enterprise Funds</b>				
Franchise (Utilities) Taxes	\$3.8	\$3.8	\$4.0	5.3%
Enterprise Revenues	192.8	211.0	204.2	-3.2%
	\$196.6	\$214.8	\$208.2	-3.1%
<b>Total General Appropriation</b>				
	<b>\$768.2</b>	<b>\$815.9</b>	<b>\$832.4</b>	<b>2.0%</b>
<b>Funds Appropriated Separately</b>				
Community Development (CDBG) & Housing Grants *	\$66.7	\$30.7	\$31.2	1.6%
Street Improvement Fund	4.4	5.2	4.2	-18.2%
Parking Division Revenues	14.3	10.8	10.3	-4.8%
Transportation Fund Revenues	26.1	31.0	28.6	-7.7%
(* excluding CDBG admin. portion included in general appropriation)	\$111.5	\$77.7	\$74.3	-4.3%
<b>Total All Sources</b>				
	<b>\$879.7</b>	<b>\$893.6</b>	<b>\$906.7</b>	<b>1.5%</b>

**FY04 BUDGET SUMMARY - ALL FUNDS**  
**(in millions)**

Fund	FY02 Actual	FY03 Budget	FY04 Budget	Percent Change FY03-04
<b>General Fund</b>	\$397.5	\$415.2	\$411.3	-0.9%
<b>Special Revenue Funds</b>				
Debt Service Fund	\$5.6	\$5.7	\$5.7	0.1%
Capital Fund	\$35.9	\$40.7	\$33.9	-16.6%
Assessment Fund	\$3.6	\$4.0	\$3.8	-6.2%
Employee Benefits Fund	\$27.4	\$31.6	\$36.6	15.8%
Convention and Tourism Fund	\$4.4	\$4.1	\$3.9	-4.9%
Lateral Sewer Fund	\$3.5	\$3.9	\$3.4	-12.0%
Cable Communications Fund	\$1.4	\$1.6	\$1.4	-12.0%
Port Authority	\$2.6	\$4.7	\$3.5	-24.3%
Riverfront Gaming Fund	\$4.6	\$6.1	\$5.2	-14.6%
Convention and Sport Facility Trust Fund	\$5.0	\$5.5	\$6.1	10.0%
Health Care Trust Fund	\$6.1	\$1.5	\$1.5	0.0%
Other Special Revenue Funds	\$11.6	\$12.5	\$16.6	32.4%
	<u>\$111.7</u>	<u>\$121.9</u>	<u>\$121.6</u>	<u>-0.2%</u>
<b>Grant Funds</b>				
St. Louis Agency on Training and Employment	\$4.0	\$8.8	\$7.9	-9.5%
Community Dev. Planning & Administration	\$3.5	\$5.2	\$6.0	14.3%
Health and Human Services	\$17.4	\$33.6	\$36.3	8.1%
Police Department	\$4.8	\$10.3	\$8.6	-16.2%
Other Grants	\$8.7	\$29.5	\$32.0	8.3%
	<u>\$38.5</u>	<u>\$87.4</u>	<u>\$90.8</u>	<u>3.9%</u>
<b>Enterprise Funds</b>				
Water Division	\$41.8	\$46.9	\$48.0	2.5%
Airport Authority	\$154.1	\$164.8	\$153.3	-7.0%
	<u>\$195.9</u>	<u>\$211.6</u>	<u>\$201.3</u>	<u>-4.9%</u>
<b>Total General Appropriation</b>	<u><b>\$743.7</b></u>	<u><b>\$836.1</b></u>	<u><b>\$825.0</b></u>	<u><b>-1.3%</b></u>
<b>Separate Appropriations <sup>1</sup></b>				
Community Development (Net Planning/Adm.)	\$33.5	\$31.4	\$29.6	-5.7%
Street Improvement Fund	\$4.7	\$4.7	\$5.0	6.4%
Parking Division Funds	\$10.8	\$10.8	\$10.3	-4.7%
Transportation Trust Funds	\$31.8	\$31.0	\$28.6	-7.7%
	<u>\$80.8</u>	<u>\$78.0</u>	<u>\$73.6</u>	<u>-5.6%</u>
<b>Total Appropriations</b>	<u><b>\$824.5</b></u>	<u><b>\$914.0</b></u>	<u><b>\$898.5</b></u>	<u><b>-1.7%</b></u>

<sup>1</sup> CDBG & housing grants and Street Improvement funds appropriations are for calendar years 2001, 2002, and 2003 and are appropriated separately. Spending for any one grant year appropriation may occur over a period of several years.

**FY04 BUDGET - ALL FUNDS  
BY DEPARTMENT**

Department		General Fund	Special Funds Revenue	Grant	Enterprise Funds	Total Funds
<b>GENERAL GOVERNMENT</b>						
110	Board of Aldermen	2,327,745	-	-	-	2,327,745
120	Mayor's Office	1,982,977	-	67,045	-	2,050,022
121	St. Louis Agency on Training and Emp.	-	-	7,936,958	-	7,936,958
123	Department of Personnel	2,798,777	-	-	-	39,431,824
	Employee Benefits Fund	-	36,633,047	-	-	-
124	Register	144,379	-	-	-	144,379
126	Civil Rights Enforcement Agency	436,559	-	62,699	-	499,258
127	Information Technology Service Agency	4,841,548	318,816	-	-	5,160,364
137	Budget Division	701,617	-	-	-	701,617
139	City Counselor	5,729,532	-	778,003	-	6,507,535
141	Planing and Urban Design	-	-	1,740,904	-	1,740,904
142	Community Development Administration	-	-	3,095,336	-	3,095,336
143	Affordable Housing Commission	-	12,164,230	-	-	12,164,230
	<b>Subtotal</b>	<b>18,963,134</b>	<b>49,116,093</b>	<b>13,680,945</b>	-	<b>81,760,172</b>
<b>FINANCE</b>						
160	Comptroller	7,823,739	-	-	-	11,329,085
	Lateral Sewer Fund	-	56,769	-	-	-
	Columbia Bottoms	-	-	-	-	-
	Tax Increment Financings	-	2,012,397	-	-	-
	Trustee Lease Fund	-	682,000	-	-	-
	Grant and Other Funds	-	754,180	-	-	-
162	Municipal Garage	256,096	-	-	-	256,096
163	Microfilm	321,549	-	-	-	321,549
170	Supply Commissioner	541,053	-	-	-	541,053
171	Multigraph	939,429	-	-	-	939,429
172	Mail Room	-	950,937	-	-	950,937
180	Assessor	-	3,769,510	-	-	3,769,510
	<b>Subtotal</b>	<b>9,881,866</b>	<b>8,225,793</b>	-	-	<b>18,107,659</b>
<b>NON-DEPARTMENTAL</b>						
190	City Wide Accounts	30,989,833	-	-	-	39,414,833
	Convention and Tourism Fund	-	3,875,000	-	-	-
	Riverfront Gaming Fund	-	4,550,000	-	-	-
	<b>Subtotal</b>	<b>30,989,833</b>	<b>8,425,000</b>	-	-	<b>39,414,833</b>
<b>PARKS, RECREATION &amp; FORESTRY</b>						
210	Director, Parks, Recreation and Forestry	401,501	-	1,193,015	-	1,594,516
213	Division of Recreation	2,137,521	-	-	-	2,137,521
214	Division of Forestry	6,666,548	-	-	-	6,666,548
220	Division of Parks	8,849,322	-	100,754	-	8,950,076
250	Tower Grove Park	696,000	-	-	-	696,000
	<b>Subtotal</b>	<b>18,750,892</b>	-	1,293,769	-	<b>20,044,661</b>
<b>JUDICIAL OFFICES</b>						
310	Circuit Clerk	1,264,119	-	-	-	1,264,119
311	Circuit Court	7,403,240	-	-	-	7,403,240
312	Circuit Attorney	5,559,522	2,357,142	205,926	-	8,122,590
313	Board of Jury Supervisors	1,443,260	-	-	-	1,443,260
314	Probate Court	93,692	-	-	-	93,692
315	Sheriff	7,603,229	-	-	-	7,603,229
316	City Courts	2,911,892	27,419	-	-	2,939,311
317	City Marshal	1,087,289	-	64,029	-	1,151,318
320	Probation and Juvenile Detention Center	14,343,711	-	-	-	14,343,711
321	Circuit Drug Court	283,709	-	-	-	283,709
	<b>Subtotal</b>	<b>41,993,663</b>	<b>2,384,561</b>	<b>269,955</b>	-	<b>44,648,179</b>
<b>COUNTY OFFICES</b>						
330	Tax Equalization Board	15,400	-	-	-	15,400
331	License Collector	-	6,050,000	-	-	6,050,000
333	Recorder of Deeds	2,227,019	-	-	-	2,227,019
334	Board of Election Commissioners	2,041,003	-	-	-	2,041,003
335	Medical Examiner	1,542,190	-	125,000	-	1,667,190
340	Treasurer	637,063	-	-	-	637,063
	<b>Subtotal</b>	<b>6,462,675</b>	<b>6,050,000</b>	<b>125,000</b>	-	<b>12,637,675</b>

**FY04 BUDGET - ALL FUNDS  
BY DEPARTMENT**

Department		General Fund	Special Funds		Enterprise Funds	Total Funds
			Revenue	Grant		
<b>PUBLIC UTILITIES</b>						
401	Cable Communications	-	1,419,890	-	-	1,419,890
414	Soulard Market	252,362	-	-	-	252,362
415	Water Division	-	-	-	48,013,283	48,013,283
420	Airport Authority	-	-	-	153,291,296	153,291,296
	<b>Subtotal</b>	<b>252,362</b>	<b>1,419,890</b>	<b>-</b>	<b>201,304,579</b>	<b>202,976,831</b>
<b>STREETS</b>						
510	Director of Streets	975,393	-	-	-	4,582,623
	Lateral Sewer Fund	-	3,607,230	-	-	-
511	Traffic and Lighting	7,873,483	80,900	-	-	7,954,383
513	Auto Towing and Storage	1,605,481	-	-	-	1,605,481
514	Street Division	6,417,333	-	-	-	6,417,333
516	Refuse Division	12,814,572	-	1,561,267	-	14,375,839
520	Port Authority	-	3,530,000	-	-	3,530,000
	<b>Subtotal</b>	<b>29,686,262</b>	<b>7,218,130</b>	<b>1,561,267</b>	<b>-</b>	<b>38,465,659</b>
<b>PUBLIC SAFETY</b>						
610	Director of Public Safety	499,649	-	-	-	499,649
611	Fire Department	47,278,702	25,000	-	-	47,303,702
612	Firefighter's Retirement System	4,694,329	-	-	-	4,694,329
615	Air Pollution Control	-	-	-	-	0
616	Excise Commissioner	331,898	-	-	-	331,898
620	Building Commissioner	6,689,427	4,752,058	3,398,330	-	14,839,815
622	Neighborhood Stabilization	1,925,662	-	3,327,952	-	5,253,614
625	City Emergency Management Agency	285,504	-	-	-	285,504
632	Medium Security Institution	15,033,767	40,049	92,046	-	15,165,862
633	City Justice Center	16,105,702	-	-	-	16,105,702
650	Police Department	130,245,835	1,334,255	8,724,992	-	140,305,082
651	Police Retirement System	4,414,190	-	-	-	4,414,190
	<b>Subtotal</b>	<b>227,504,665</b>	<b>6,151,362</b>	<b>15,543,320</b>	<b>-</b>	<b>249,199,347</b>
<b>HEALTH AND HOSPITALS</b>						
700	Director, Health and Hospitals	-	1,166,615	554,843	-	1,721,458
710	Health Commissioner	-	1,325,572	-	-	1,325,572
711	Communicable Disease Control	-	2,528,661	8,814,659	-	11,343,320
712	School Health	-	-	-	-	-
713	Public Health Laboratory	-	611,397	-	-	611,397
714	Animal Regulation Center	897,275	-	31,332	-	928,607
715	Community Sanitation and Vector Control	1,665,487	-	1,372,898	-	3,038,385
716	Lead Poisoning Control	405,886	294,203	1,053,563	-	1,753,652
717	Biostatistics/Vital Records	-	-	-	-	-
719	Immunization Service	-	1,303,315	585,944	-	1,889,259
720	Food Control	-	-	690,389	-	690,389
721	Health Promotion/Education	-	-	-	-	-
737	Health Care Trust Fund	-	-	5,000,000	-	5,000,000
	<b>Subtotal</b>	<b>2,968,648</b>	<b>7,229,763</b>	<b>18,103,628</b>	<b>-</b>	<b>28,302,039</b>
<b>HUMAN SERVICES</b>						
800	Director of Human Services	1,312,219	253,264	24,450,096	-	26,015,579
	<b>Subtotal</b>	<b>1,312,219</b>	<b>253,264</b>	<b>24,450,096</b>	<b>-</b>	<b>26,015,579</b>
<b>BOARD OF PUBLIC SERVICE</b>						
900	President, Board of Public Service	3,358,782	1,249,600	-	-	4,608,382
903	Facilities Management	9,068,828	-	-	-	9,068,828
910	Equipment Services Division	9,871,492	-	-	-	9,871,492
930	Soldier's Memorial	192,090	-	-	-	192,090
	<b>Subtotal</b>	<b>22,491,192</b>	<b>1,249,600</b>	<b>-</b>	<b>-</b>	<b>23,740,792</b>
<b>CAPITAL IMPROVEMENTS FUND</b>						
		-	33,911,000	-	-	33,911,000
<b>DEBT SERVICE FUND</b>						
		-	5,707,193	-	-	5,707,193
<b>TOTAL BUDGET</b>		<b>\$411,257,411</b>	<b>\$137,341,649</b>	<b>\$75,027,980</b>	<b>\$201,304,579</b>	<b>\$824,931,619</b>

**FY04 BUDGET SUMMARY BY FUND (in million \$)**

Sources and Uses	Convention									
	General Fund	Local Use Tax Fund	Tourism Fund	& Sports Facility Trust Fund	Building Demolition Fund	Assessment Fund	1116 Special Funds	Communications Fund	Lateral Sewer Fund	Riverboat Gaming Fund
<b>Projected Beginning Fund Balance</b>	\$21,600	\$15,900	(\$0,316)	\$0,356	\$0,694	(\$0,241)	\$7,275	\$1,042	\$2,842	\$0,667
<b>Revenues</b>										
Earnings Tax	123,000	--	--	--	--	--	--	--	--	--
Property Tax	44,512	--	--	--	--	1,100	--	--	--	--
Sales & Use Taxes	47,710	24,000	--	--	--	--	--	--	--	--
Motor Vehicle Sales Tax	3,500	--	--	--	--	--	--	--	--	--
Gasoline Tax	9,600	--	--	--	--	--	--	--	--	--
Payroll Tax	33,300	--	--	--	--	--	--	--	--	--
Franchise (Utilities) Taxes	52,177	--	--	--	--	--	--	1,921	2,750	--
Restaurant Taxes	2,225	--	4,224	--	--	--	--	--	--	--
3.5% Hotel Sales Tax	--	--	--	5,700	--	--	--	--	--	--
Other Taxes	0,200	--	--	--	--	--	--	--	--	--
License Fees	22,635	--	--	--	--	--	--	--	--	--
Enterprise Revenues	--	--	--	--	--	--	--	--	--	--
Grants / Other Intergovt. Revenues	3,061	--	--	--	--	0,639	--	--	--	5,300
Dept. User Fees, Fines & Other Rev.	38,747	--	--	--	1,600	0,099	8,972	--	--	0,010
Transfers In	30,643	--	--	--	--	2,050	0,600	--	--	--
Other Resources	0,000	--	--	--	--	--	--	--	0,150	--
<b>Total Sources of Fund:</b>	<b>\$411,310</b>	<b>\$24,000</b>	<b>\$4,224</b>	<b>\$5,700</b>	<b>\$1,600</b>	<b>\$3,888</b>	<b>\$9,572</b>	<b>\$1,921</b>	<b>\$2,900</b>	<b>\$5,310</b>
<b>Appropriation:</b>										
Personal Services	309,761	9,679	--	--	0,834	3,142	3,634	1,275	0,720	0,650
Materials & Supplies	15,019	0,706	--	--	0,125	0,023	1,028	0,056	0,007	0,010
Rental & Non Capital Leases	3,644	0,097	--	--	0,015	0,009	0,076	0,004	0,006	0,000
Non Capital Equipment	0,529	0,018	--	--	0,020	0,007	0,079	0,002	0,000	0,010
Capital Assets	1,734	--	--	--	--	0,000	0,057	0,015	0,042	0,000
Contractual & Other Services	55,273	20,632	0,075	--	1,048	0,589	3,953	0,387	2,638	0,055
Debt Service	14,647	0,005	--	--	--	--	1,400	--	--	--
Transfers Out:										
Capital Lease Payments	8,600	--	--	--	--	--	--	--	--	--
Other Transfers Out	2,050	--	3,800	6,050	--	--	0,250	0,300	--	4,500
<b>Total Uses of Funds</b>	<b>\$411,257</b>	<b>\$31,137</b>	<b>\$3,875</b>	<b>\$6,050</b>	<b>\$2,042</b>	<b>\$3,770</b>	<b>\$10,476</b>	<b>\$2,039</b>	<b>\$3,414</b>	<b>\$5,225</b>
<b>Projected Ending Fund Balance</b>	<b>\$21,653</b>	<b>\$8,763</b>	<b>\$0,033</b>	<b>\$0,006</b>	<b>\$0,252</b>	<b>(\$0,123)</b>	<b>\$6,371</b>	<b>\$0,924</b>	<b>\$2,329</b>	<b>\$0,752</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.

**FY04 BUDGET SUMMARY BY FUND (in million \$)**

Sources and Uses	SLATE	Community Development Agency *	1164-69 Grant Funds	n/a	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. Funds
Projected Beginning Fund Balance	n/a	n/a	n/a	n/a	\$0.785	\$0.080	\$10.978	\$0.000	\$12.775	\$7.367	(\$0.103)	\$0.734
<b>Revenues</b>												
Earnings Tax	--	--	--	--	--	--	--	--	--	--	--	--
Property Tax	--	--	--	--	--	--	5.707	--	--	--	--	--
Sales & Use Taxes	--	--	--	--	--	18.530	--	--	--	--	--	--
Motor Vehicle Sales Tax	--	--	--	--	0.850	--	--	--	--	--	--	--
Gasoline Tax	--	--	--	--	--	0.600	--	--	--	--	--	--
Payroll Tax	--	--	--	--	--	--	--	--	--	--	--	--
Franchise (Utilities) Taxes	--	--	--	--	3.361	--	--	--	4.000	--	--	--
Restaurant Taxes	--	--	--	--	--	--	--	--	--	--	--	--
3.5% Hotel Sales Tax	--	--	--	--	--	--	--	--	--	--	--	--
Other Taxes	--	--	--	--	--	--	--	2.012	--	--	--	--
License Fees	--	--	--	--	--	--	--	--	--	--	--	--
Enterprise Revenues	--	--	--	--	--	--	--	--	40.288	163.880	--	--
Grants / Other Intergovt. Revenues	7.979	35.495	50.878	--	--	--	--	--	--	--	--	--
Dept. User Fees, Fines & Other Rev.	--	--	--	--	--	1.700	--	--	--	--	--	36.633
Transfers In	--	--	--	--	--	12.500	--	--	--	--	0.951	--
Other Resources	--	--	--	--	0.075	0.550	--	--	--	--	--	--
<b>Total Sources of Fund:</b>	<b>\$7.979</b>	<b>\$35.495</b>	<b>\$50.878</b>	<b>\$4.286</b>	<b>\$33.880</b>	<b>\$5.707</b>	<b>\$2.012</b>	<b>\$44.288</b>	<b>\$163.880</b>	<b>\$0.951</b>	<b>\$36.633</b>	
<b>Appropriation:</b>												
Personal Services	2.070	4.768	14.243	--	--	0.600	--	0.117	19.952	38.410	0.235	0.425
Materials & Supplies	0.187	0.028	0.499	--	--	--	--	0.010	7.906	5.061	0.004	0.016
Rental & Non Capital Leases	0.374	0.458	0.127	--	--	--	--	--	0.288	0.269	--	--
Non Capital Equipment	--	0.029	1.974	--	--	15.754	--	--	0.135	0.390	--	0.000
Capital Assets	0.000	0.045	0.040	--	--	--	--	--	0.900	0.854	--	0.012
Contractual & Other Services	5.348	30.167	33.995	5.000	--	--	--	--	14.767	40.721	0.712	36.180
Debt Service	--	--	0.000	--	--	17.557	5.707	1.885	4.065	67.586	--	--
Transfers Out :												
Capital Lease Payments	--	--	--	--	--	--	--	--	--	--	--	--
Other Transfers Out	--	--	--	--	--	--	--	--	--	--	--	--
<b>Total Uses of Funds</b>	<b>\$7.979</b>	<b>\$35.495</b>	<b>\$50.878</b>	<b>\$5.000</b>	<b>\$33.911</b>	<b>\$5.707</b>	<b>\$2.012</b>	<b>\$48.013</b>	<b>\$153.291</b>	<b>\$0.951</b>	<b>\$36.633</b>	
<b>Projected Ending Fund Balance</b>	<b>\$0.000</b>	<b>\$0.000</b>	<b>\$0.000</b>	<b>\$0.071</b>	<b>\$0.049</b>	<b>\$10.978</b>	<b>\$0.000</b>	<b>\$9.050</b>	<b>\$17.956</b>	<b>(\$0.103)</b>	<b>\$0.734</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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### FY2004 GENERAL FUND BUDGET

The FY2004 general fund budget is \$411.3 million, a decrease of 1.0% from that of FY2003. The allocation of these funds has been developed in such a way as to maintain existing services deemed important to constituents and properly fund all fixed obligations. The allocation scenario continues to place emphasis on Neighborhood Stabilization and Public Safety as its primary focus areas. Additionally, the budget accommodates all fixed obligations, including debt service costs, mandated costs imposed by state statues, and contractual commitments. The budget also acknowledges a need to make contributions to the three City funded pension systems. The recommended contribution amounts, while not based on each systems' actuarially determined amounts, do serve to reduce the outstanding unfunded liability of each system. 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 \$134.7 million and now consumes nearly a third more 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 allocated amount also includes a contribution to the Police Retirement System of \$4.4 million. 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 also includes \$47.3 million for Fire and Emergency Medical services operations and a contribution of \$4.7 million to cover Firefighters Retirement System costs. This amount reflects a slight decrease from FY2003 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

## SUMMARY AND OVERVIEW

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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 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 for FY2004.

Operational changes adopted for FY2004 include a decentralizing of responsibility for building maintenance services. Departments with offices located outside of the downtown government campus will be responsible for providing for the custodial and facility maintenance services at their facilities. At the City Hall building, custodial services will continue to be provided by the Facilities Management Division and the office of the City Marshal will as in the past provide security services.

In the FY2004 budget, 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 \$4.2 for debt on the Convention Center. A reduction of \$9.5 million in Convention Center debt service payment for FY2004 and FY2005 is the result of refinancing the existing debt. Scheduled debt service for the current year will be reduced by \$8.7 million followed by a reduction of \$0.8 million in FY2005. 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, with \$0.1 million of the Convention Center asset preservation amount dedicated to replacing the current lighting system. In addition to these direct payments from the general fund budget, a total of \$8.6 million will be transferred to the Capital Improvements Fund to offset debt service requirements on the Justice Center, Carnahan Courthouse, and Civil Courts Building.

Fixed increases accommodated in the FY2004 budget include the impact of the current pay plan for firefighters and police officers that will provide for salary

## SUMMARY AND OVERVIEW

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adjustments based on years of service. With the current civil service pay plan expiring at the end of the fiscal year, no funds have been included in the budget for cost-of-living pay increases or merit raises for other City employees in anticipation of a new pay plan. 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 are ongoing during the budget review process and can result in some reductions from the original request, allowing for the restoration of previously considered budget cuts in other areas.

The adopted budget increases are funded by increases in recurring revenues, decreases in some operating costs, proposed fee increases, and use of previously unappropriated fund balances. Non-recurring new revenue included in the plan include the proceeds from a planned leverage lease of the Convention Center. Operating cost decreases include elimination of the subsidy to the

Truman Restorative Center and a decrease in debt services owing to the refinancing effort mentioned earlier. 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 FY2004 General Fund Budget include:

- Refinancing of convention center debt resulting in reduction of \$8.7 million in FY2004 debt service obligations.
- Increase of \$3.5 million in operating costs for full year operations of the Justice Center.
- Restructuring of the Public Works Department (Board of Public Service) to allow for increased use of contractors for design and surveying functions.
- Increase of \$3.2 million to help offset rising cost of providing Police and City employee health insurance.
- Increase of \$2.7 million in the cost of providing medical care for pre-trial residents at City correctional facilities.
- Change in street sweeping schedules to provide monthly street sweeping in most all residential areas.
- Increase of \$2.0 million to pay for expected Unemployment and Worker Compensation claims.
- First full year appropriation for new Information Technology Services Agency.
- Elimination of bonuses paid to employees for perfect attendance.
- Elimination of \$2.5 million in operating subsidies due to closure of Truman Restorative Center

## SUMMARY AND OVERVIEW

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### FY2004 GENERAL FUND REVENUES

Revenues available to support the budget for general operations are forecast at \$411.3 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 recurring general fund revenues are comprised of departmental receipts for services rendered and fines resulting from ordinance violations. One-time sources include revenues which have accumulated in special funds and are being transferred to the general fund to augment recurring sources and proceeds from a leveraged lease transaction involving the Cervantes Convention Center.

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 FY2004 this group is expected to provide 40% of all general fund revenues. The increase for this group is

forecast at less than 1% over revised estimates for FY2003. Of this group, the earnings tax applied to individual's earnings and business profits is the most significant and is forecast to generate \$123.0 million, a decrease of 3.5% from the FY2003 budget amount. 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 \$41.1 million in FY2004. As is the case with earnings tax, this estimate represents a decrease from the current budget amount.

Property tax revenues are forecast to increase by 2.7% to \$44.5 million based on the expectation that the assessed value of real estate will continue to increase. Retail sales taxes are expected to generate \$47.7 million, an amount that is 4% lower than actual collections in FY2001 and which reflects the continuing 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 \$52.2 million,

## SUMMARY AND OVERVIEW

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a modest increase from the current year's revised estimate of \$51.3 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 \$23.2 million. In addition to the underlying growth in these sources, FY2004 will benefit from the addition of over 1,000 new hotel rooms in the downtown area. Intergovernmental revenue should be marginally higher due to increased capacity with the Justice Center completion providing additional space to house pre-trial inmates. Additionally, the City expects to receive approximately \$1.0 million from the U. S. Marshal's Office for housing federal prisoners in the Justice Center.

Departmental user fees will increase by nearly 7% mainly due to adjustments in charges for building permits and inspections, along with increasing efficiency in collection activity. The following chart depicts the allocation of revenue sources supporting the general revenue budget for FY2004.

## SUMMARY AND OVERVIEW

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### **Earnings and Payroll Tax**

Employment based tax revenue, i.e. earnings and payroll taxes provide the largest share of the City's general revenue. Corporate downsizing and business closings have had a negative impact on the number of jobs in both the City proper and the metropolitan area. Earnings taxes are paid on both individual employee gross earnings and on net profits earned in the City by businesses. Payroll tax is a business tax applied to the wages paid to employees for work done in the City. Revised estimates for the current year project a decrease of 1.1 percent from actual receipts in FY2002. Earnings and payroll expense taxes in FY2004 are projected to provide \$123.0 and \$33.3 million, respectively. Together, these two sources account for nearly 40 percent of total general fund revenues and the estimated amount represents a growth factor of less than 1.0% over the current year.

### **Tourism and Amusement Tax**

Convention and tourism based revenues contributing to the general fund consists of a gross receipts tax on hotels and restaurants. In FY2004, hotel and restaurant gross receipts

taxes are expected to provide \$12.1 million, an increase of 3.4 percent over the current year's budget amount of \$11.7 million. The expected increase results mainly from the addition of new hotel rooms in the downtown area, the impact of which should be available for a full year. Amusement tax revenues which are a function of ticket prices to sporting events are expected to increase due to previously announced price hikes as well as growing popularity of the events. For FY2004, amusement taxes are forecast to provide \$8.1 million, an increase of 2.5 percent over the current year's estimate.

### **Sales Tax**

Local sales tax revenues will account for approximately \$47.1 million based on the local tax rate of 1.375%. Sales tax revenues have consistently declined since the beginning of the recession in 2001. The original estimate for the current year called for an increase of 2.5 percent. That amount has since been revised to show an increase of less than 0.5 percent. The FY2004 estimate does not assume any growth from the reduced base.

## SUMMARY AND OVERVIEW

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### **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. FY2004 revenues anticipate continued growth in the assessed value of real estate and based on preliminary reassessment results which show some increases as high as 25% over the previous value determined in 2001.

### **Franchise Tax**

Revenues from franchise taxes are forecast at \$52.5 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

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 and sporting events. Building permit revenue is expected to be at least \$1.0 million higher due to anticipated increases in fees... 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. In the current fiscal year, the City has absorbed the

## SUMMARY AND OVERVIEW

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impact of reduced gasoline and automobile sales tax revenues due to its population decline. The projection for FY2004 for both automobile and gasoline tax revenues presumes no growth from the reduced amount now expected for FY2003. This category also includes state reimbursements for the cost of housing pre-trial inmates and placements of juvenile offenders. Because of increased capacity with the opening of the Justice Center, 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 FY02</b>	<b>Revised Estimate FY03</b>	<b>Projected Receipts FY04</b>	<b>Percent Change</b>
Earnings Tax	\$121,656,640	\$121,954,000	\$123,000,000	0.9%
Sales Taxes	47,555,507	47,710,000	47,710,000	0.0%
Property Tax	42,155,909	43,336,000	44,512,000	2.7%
Payroll Expense Tax	35,358,684	33,282,000	33,300,000	0.1%
Franchise / Utility Taxes:				
Electricity	23,802,452	23,100,000	23,500,000	1.7%
Natural Gas	7,156,263	8,000,000	7,800,000	-2.5%
Telephone	11,302,876	10,500,000	10,850,000	3.3%
Water	3,796,847	3,800,000	4,000,000	5.3%
Airport	4,951,529	5,125,000	5,253,000	2.5%
All Other franchise fees	571,051	774,000	774,000	0.0%
Subtotal	51,581,018	51,299,000	52,177,000	1.7%
Intergovernmental Revenues:				
Gasoline Tax	9,275,077	8,600,000	9,600,000	11.6%
Health Care Payments	2,726,030	3,061,000	3,161,000	3.3%
Prisoner Housing Reimbursement	5,742,089	6,600,000	6,703,000	1.6%
Juvenile Detention Reimbursements	2,211,284	1,843,000	1,843,000	0.0%
Motor Vehicle Sales Tax	3,868,712	3,400,000	3,500,000	2.9%
Intangible Tax	118,417	165,000	200,000	21.2%
Subtotal	23,941,609	23,669,000	25,007,000	5.7%
Licenses:				
Graduated Business License	7,595,779	7,700,000	7,800,000	1.3%
Cigarette Occupational License	1,990,642	1,814,000	1,724,000	-5.0%
Sports and Amusement	7,700,667	7,715,000	8,137,000	5.5%
Automobile	1,377,143	1,375,000	1,375,000	0.0%
Parking Garages and Lots	2,527,046	2,625,000	2,700,000	2.9%
Other Licenses	509,335	547,000	899,000	64.4%
Subtotal	21,700,612	21,776,000	22,635,000	3.9%

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

<b>Revenue Category</b>	<b>Actual FY02</b>	<b>Revised Estimate FY03</b>	<b>Projected Receipts FY04</b>	<b>Percent Change</b>
Departmental Revenues:				
Fines and Forfeits	6,712,824	6,537,000	7,977,000	22.0%
Building and Occupancy Permits	4,173,485	3,871,000	5,333,000	37.8%
Departmental User Fees & Other	24,423,680	23,475,000	25,569,000	8.9%
Subtotal	35,309,989	33,883,000	38,879,000	14.7%
Convention and Tourism Taxes:				
Hotel / Motel Gross Receipts <sup>1</sup>	5,000,000	5,500,000	6,050,000	10.0%
Restaurant Gross Receipts - 1 cent <sup>1</sup>	4,300,000	4,000,000	3,800,000	-5.0%
Restaurant Gross Receipts - 1/2 cent	1,986,694	2,150,000	2,225,000	3.5%
Subtotal	11,286,694	11,650,000	12,075,000	3.6%
All other revenues and transfers	2,630,554	4,650,000	12,015,000	158.4%
Fund Balance (in excess of 5%)	0	4,000,000	0	
Subtotal	2,630,554	8,650,000	12,015,000	38.9%
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$393,177,216</b>	<b>\$397,209,000</b>	<b>\$411,310,000</b>	<b>3.6%</b>

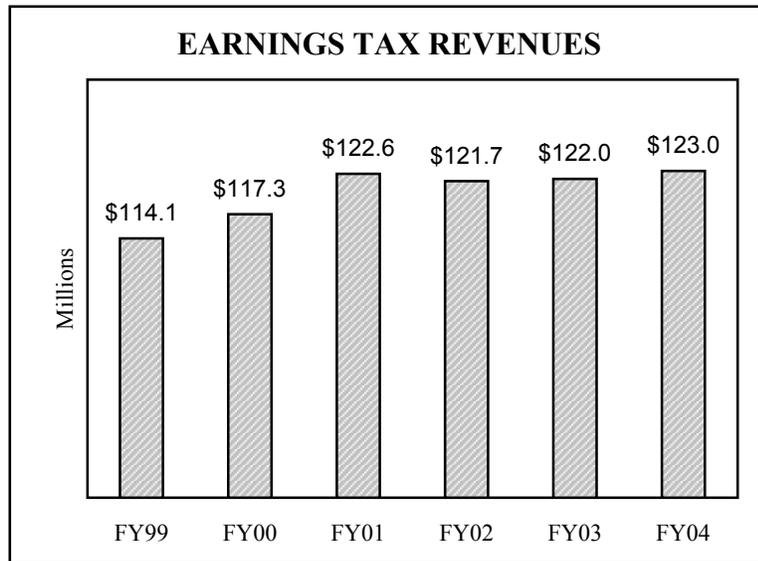
<sup>1</sup> Transfers from convention and sports facility trust fund and convention and tourism fund respectively

# 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

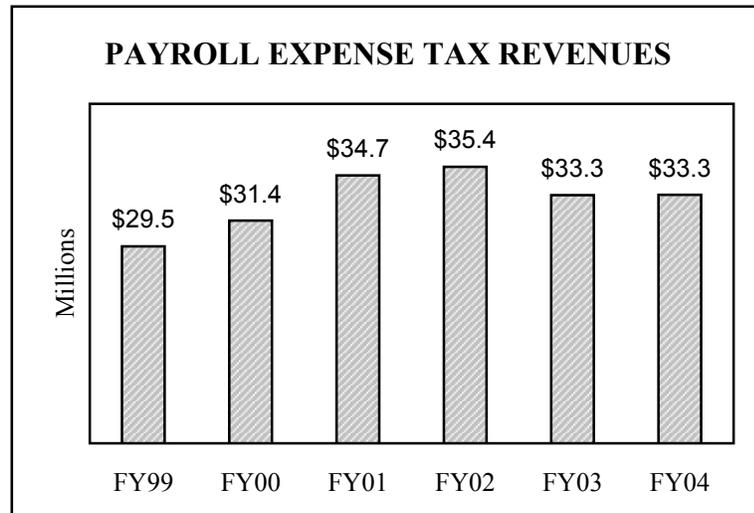
The city earnings tax is the most significant single source of general fund revenues, comprising nearly one-third of the total revenues. Receipts from individual taxpayers comprise about 85 percent of total earnings tax revenues, with businesses paying the remaining 15 percent. The Collector of Revenue 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.

After a year over year decline in FY02, earnings tax receipts are anticipated to finish the current fiscal year with little to no growth. Revenues are projected to grow at a sluggish pace of less than 1% in FY04.

## 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

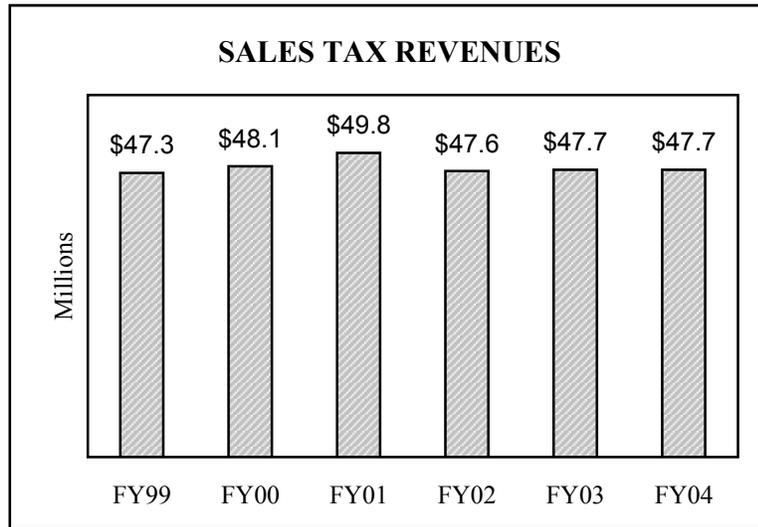
The payroll expense tax was implemented in 1988 as part of an overall tax reform package, the aim of which was to redesign the city revenue base to be more attuned to changes in the economy. Payroll expense tax receipts follow trends in earnings tax collections, but grows at a different rate, due to a somewhat different base and exemptions noted above. After a decline in anticipated receipts in FY03, payroll tax revenues are projected to remain flat in FY04.

# 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



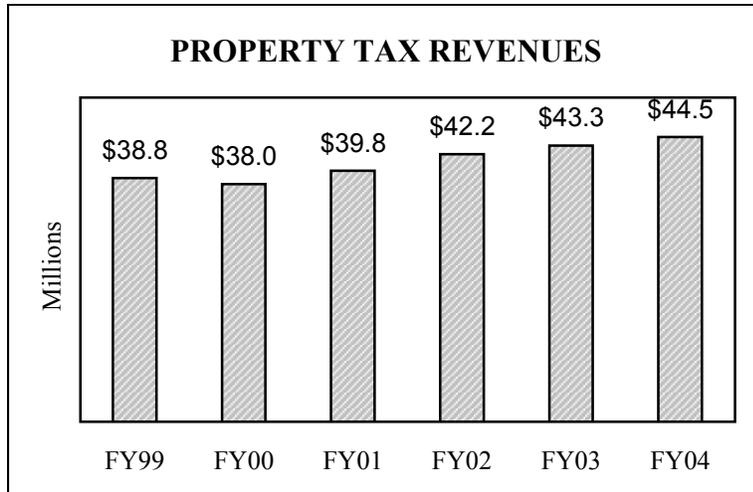
The chart above shows the collections history of the city's 1.375% local sales tax that is deposited into the City's general fund. Sales tax revenues have show little growth over the past fiscal year and are projected to remain at current levels in FY04.

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 \$7.2617 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	0.2320
Library	0.5600
Zoo, Museum, Garden District	0.2220
Sewer District	0.0690
Sheltered Workshop	0.1500
Community Mental Health	0.0900
City - General Purposes	1.4574
City - Public Debt	0.1513
<b>TOTAL</b>	<b>\$7.2617</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.

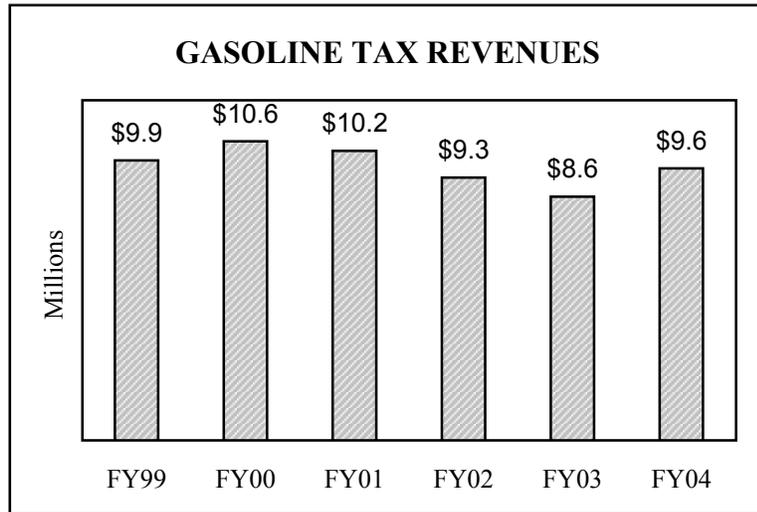
In addition to the rate shown, commercial real property is taxed at a rate of \$1.64 per \$100 assessed valuation, as a replacement for the Manufacturer's Inventory tax

Property tax revenues to the general fund are projected to grow 2.7% in FY04.

# 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.



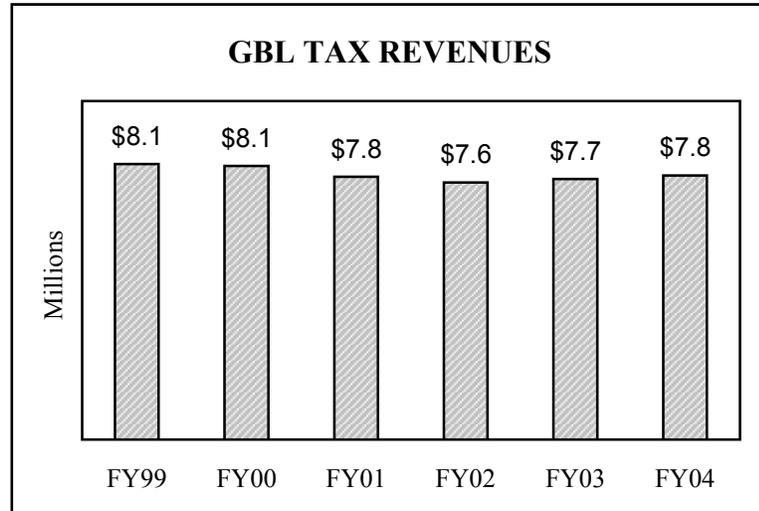
## Discussion

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 reflect the full year's impact of the census with \$1.6 million less than that received in FY01. The projected increase in FY04 reflects the shift of some gas tax revenues previously allocated to the capital fund back to the general fund.

## 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

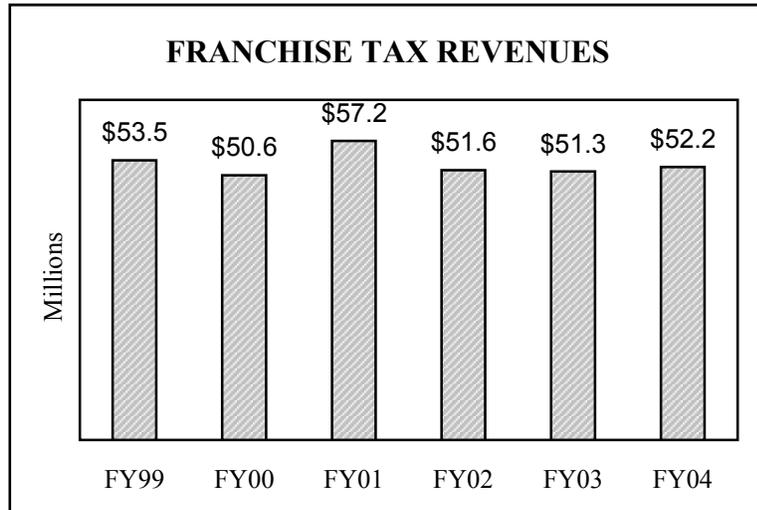
The graduated business license tax and provides a consistent source of revenue of just under \$8.0 million per year. As indicated by the chart above, the level of employment activity has remained relatively constant. Taxes are based on the following schedule.

<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. Revenues in subsequent years 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 FY02</b>	<b>Revised Estimate FY03</b>	<b>Projected Receipts FY04</b>	<b>Percent Change</b>
<b>SPECIAL FUND REVENUES:</b>				
Local Use Tax Fund	\$19,455,532	\$23,900,000	\$24,000,000	0.4%
Fund Balance	0	0	7,140,000	
	19,455,532	23,900,000	31,140,000	30.3%
Convention and Tourism Fund				
Restaurant Gross Receipts Tax (1%)	3,818,539	3,936,000	4,224,000	7.3%
Fund Balance	556,461	0	0	
	4,375,000	3,936,000	4,224,000	7.3%
Convention and Sports Facility Fund				
Hotel and Motel Sales Tax (3.5%)	4,743,157	5,055,000	5,700,000	12.8%
Fund Balance	256,843	0	350,000	
	5,000,000	5,055,000	6,050,000	19.7%
Building Demolition Fund - Permits				
Fund Balance	1,421,703	1,600,000	1,600,000	0.0%
	361,798	0	444,000	
	1,783,501	1,600,000	2,044,000	27.8%
Assessment Fund				
Real Estate Tax	1,124,775	1,100,000	1,100,000	0.0%
State Reimbursements	838,953	639,000	639,000	0.0%
Other	85,141	98,600	98,600	0.0%
General Fund Subsidy	1,800,000	1,929,000	2,050,000	6.3%
	3,848,869	3,766,600	3,887,600	3.2%
Miscellaneous Special 1116 Funds				
Forest Park Fund	410,836	410,000	410,000	0.0%
Child Support Unit	1,440,161	1,478,000	1,637,000	10.8%
Street Excavation Fund	241,061	240,000	240,000	0.0%
Port Authority (incl. gaming lease)	2,602,626	2,540,000	3,225,000	27.0%
Port Authority (previous year rollovers)	0	1,602,000	305,000	-81.0%
Building Commissioner - Lead Remediation	1,273,547	1,100,000	1,300,000	18.2%
Police Officer Training Fund	83,923	80,000	80,000	0.0%
Communicable Disease - Immunization Fund	342,677	340,000	340,000	0.0%
Health Division - Other Special Revenue	374,341	400,000	425,000	6.3%
Special Health Care Fund	214,138	1,500,000	0	n/a
Battered Persons Shelter Fund	135,216	130,000	130,000	0.0%

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

<b>Revenue Category</b>	<b>Actual Receipts FY02</b>	<b>Revised Estimate FY03</b>	<b>Projected Receipts FY04</b>	<b>Percent Change</b>
BPS Special Project Funds	0	0	1,249,600	n/a
Other Special Revenue Funds	31,985	139,000	230,442	65.8%
Fund Balances	0	0	904,000	
	<u>7,150,511</u>	<u>9,959,000</u>	<u>10,476,042</u>	5.2%
<b>Communications Fund</b>				
Cable Television Gross Receipts Tax	2,000,406	2,216,000	1,921,480	-13.3%
Fund Balance	0	0	118,000	
	<u>2,000,406</u>	<u>2,216,000</u>	<u>2,039,480</u>	-8.0%
<b>Lateral Sewer Fund</b>				
Tax receipts and interest	2,809,197	2,900,000	2,900,000	0.0%
Fund Balance	0	700,000	515,000	-26.4%
	<u>2,809,197</u>	<u>3,600,000</u>	<u>3,415,000</u>	-5.1%
<b>Riverfront Gaming Revenues (excl. Port lease)</b>				
Adjusted Gross Receipts Tax (@ 2%)	1,572,831	1,500,000	1,500,000	0.0%
Admissions Tax (@ \$1)	4,218,134	3,800,000	3,800,000	0.0%
Interest	14,683	10,000	10,000	
Fund Balance	0	1,460,000	0	
	<u>5,805,648</u>	<u>6,770,000</u>	<u>5,310,000</u>	-21.6%
<b>Government Grant Fund Revenues</b>				
St. Louis Agency on Training & Employment	10,972,102	8,800,000	7,980,000	-9.3%
Police Department Grants	4,529,862	10,193,000	8,625,000	-15.4%
Community Development (admin. portion)	3,870,060	6,267,000	5,892,000	-6.0%
Other Government Grants	27,551,989	35,949,000	41,861,000	16.4%
	<u>46,924,013</u>	<u>61,209,000</u>	<u>64,358,000</u>	5.1%
<b>Capital Improvements Funds</b>				
1/2 Cent Sales Tax	17,247,764	18,143,000	17,000,000	-6.3%
Metro Parks Sales Tax	1,373,167	1,212,600	1,530,000	26.2%
Gasoline Tax	1,750,000	1,450,000	600,000	-58.6%
Previous Year Surpluses / Balances	5,280,000	6,080,000	80,000	-98.7%
Income From Sale Of City Assets	167,655	350,000	550,000	57.1%
Transfers from General and Other Funds	12,052,447	9,245,000	12,500,000	35.2%
Courthouse Restoration Funds	0	1,675,000	1,700,000	1.5%
Capital Grants	1,200,000	2,500,000	0	
Interest Earnings	896,550	0	0	
	<u>39,967,583</u>	<u>40,655,600</u>	<u>33,960,000</u>	-16.5%

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

<b>Revenue Category</b>	<b>Actual Receipts FY02</b>	<b>Revised Estimate FY03</b>	<b>Projected Receipts FY04</b>	<b>Percent Change</b>
Debt Service Fund				
Property Taxes	6,962,969	5,702,000	5,707,000	0.1%
	<u>6,962,969</u>	<u>5,702,000</u>	<u>5,707,000</u>	<u>0.1%</u>
Tax Increment Financing	4,217,536	1,944,000	2,013,000	3.5%
Trustee Lease Fund - Interest & DSR Earnings	1,734,907	1,052,000	682,000	-35.2%
Mail Services Internal Service Fund	457,283	870,000	951,000	9.3%
Employee Benefits Fund	25,925,216	30,987,185	36,635,000	18.2%
Fund Balance	0	660,000	0	n/a
	<u>25,925,216</u>	<u>31,647,185</u>	<u>36,635,000</u>	<u>15.8%</u>
<b>Subtotal Special Fund Revenues</b>	<b><u>178,418,171</u></b>	<b><u>203,882,385</u></b>	<b><u>212,892,122</u></b>	<b><u>4.4%</u></b>
<b>ENTERPRISE FUND REVENUES:</b>				
Water Division				
Net Sales of Water	36,849,612	35,640,000	36,740,000	3.1%
Gross Receipts Tax	3,796,847	3,800,000	4,000,000	5.3%
All Other Income	6,800,701	3,053,250	3,548,250	16.2%
	<u>47,447,160</u>	<u>42,493,250</u>	<u>44,288,250</u>	<u>4.2%</u>
Lambert St. Louis Airport				
Landing Fees	42,389,000	47,690,000	48,852,000	2.4%
Rents	40,170,492	42,728,000	49,551,000	16.0%
Utilities and Charges	1,948,508	2,010,000	2,059,000	2.4%
Concessions	24,325,000	28,595,000	24,718,000	-13.6%
Interest	7,960,000	7,636,000	7,460,000	-2.3%
Parking and Miscellaneous	10,456,000	12,840,000	12,474,000	-2.9%
Pledged PFC Revenues	21,894,000	18,766,310	18,766,310	0.0%
LOI Grant Receipts	0	12,006,000	0	
	<u>149,143,000</u>	<u>172,271,310</u>	<u>163,880,310</u>	<u>-4.9%</u>
<b>Subtotal Enterprise Funds</b>	<b><u>196,590,160</u></b>	<b><u>214,764,560</u></b>	<b><u>208,168,560</u></b>	<b><u>-3.1%</u></b>

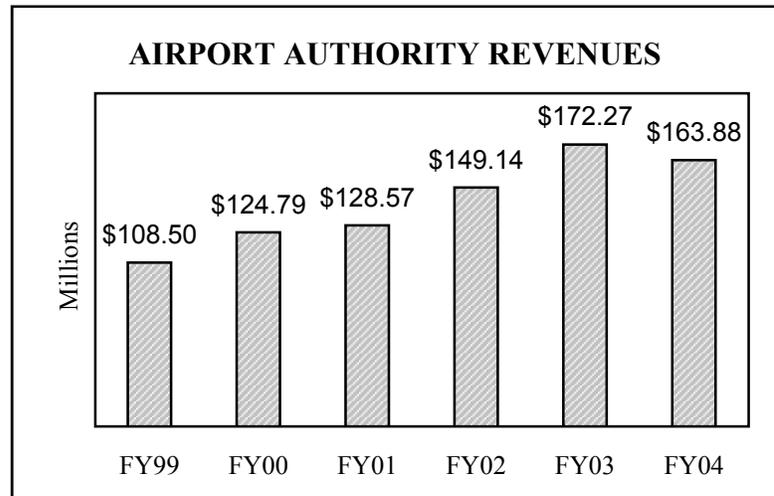
**CITY OF ST. LOUIS**  
**SPECIAL AND OTHER FUNDS REVENUE ESTIMATE**

<b>Revenue Category</b>	<b>Actual Receipts FY02</b>	<b>Revised Estimate FY03</b>	<b>Projected Receipts FY04</b>	<b>Percent Change</b>
<b>Total Special and Enterprise Revenues</b>	<b>\$375,008,331</b>	<b>\$418,646,945</b>	<b>\$421,060,682</b>	<b>0.6%</b>
<b>Revenues Appropriated Separately:</b>				
Street Improvement Fund				
Motor Vehicle Sales Tax	905,280	956,000	850,000	-11.1%
Franchise (Utility) Taxes	3,499,425	4,194,000	3,361,000	-19.9%
	<u>4,404,705</u>	<u>5,150,000</u>	<u>4,211,000</u>	<u>-18.2%</u>
Community Dev. Block Grants / Housing Grants (excluding admin. listed above)	66,697,587	30,733,000	31,232,000	1.6%
Parking Division				
Meter Division Revenues	9,894,153	5,900,000	5,500,000	-6.8%
Parking Facility Revenues	4,364,235	4,900,000	4,800,000	-2.0%
	<u>14,258,388</u>	<u>10,800,000</u>	<u>10,300,000</u>	<u>-4.6%</u>
Transportation Funds				
Transportation 1/2 Cent Sales Tax	17,286,535	20,185,476	19,082,000	-5.5%
MetroLink 1/4 Cent Sales Tax	8,847,249	10,834,818	9,541,000	-11.9%
	<u>26,133,784</u>	<u>31,020,294</u>	<u>28,623,000</u>	<u>-7.7%</u>
<b>Total All Special and Other Fund Revenues</b>	<b>\$486,502,795</b>	<b>\$496,350,239</b>	<b>\$495,426,682</b>	<b>-0.2%</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 included over \$12 million in one-time LOI grant receipts.

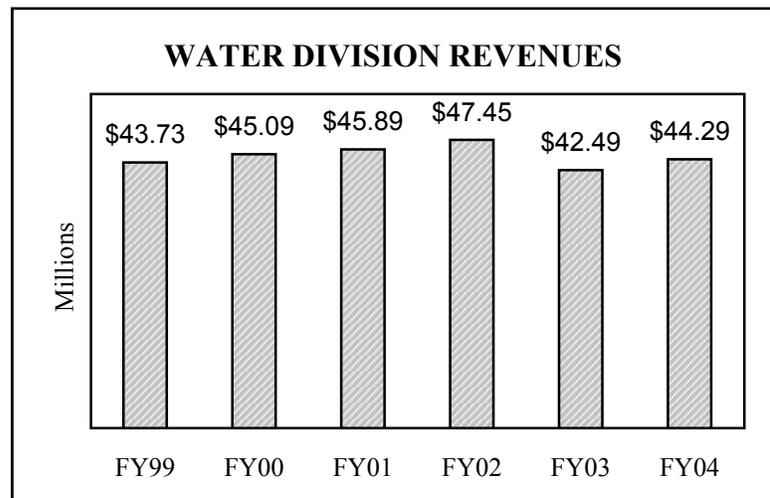
## WATER DIVISION

### Definition

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

### Discussion

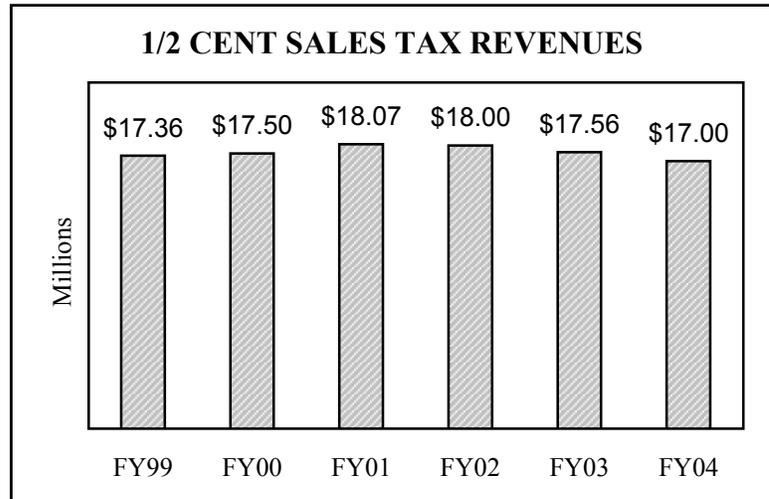
Revenues from net sales of Water include sales to flat-rate and metered customers and sales to other governmental jurisdictions. While the number of metered and unmetered customers has decreased slightly the sales to other governmental jurisdictions has more than compensated for the decrease. The Gross 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

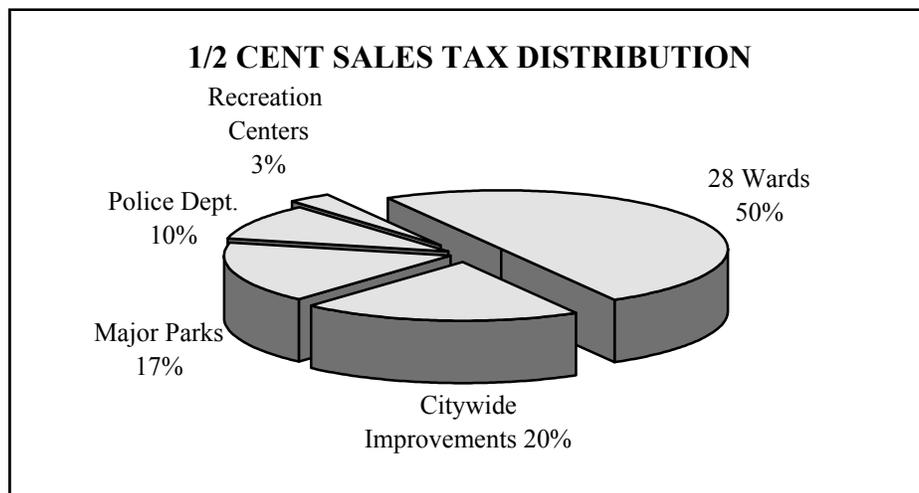
## Definition

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 FY04 is projected to total \$17.0 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:



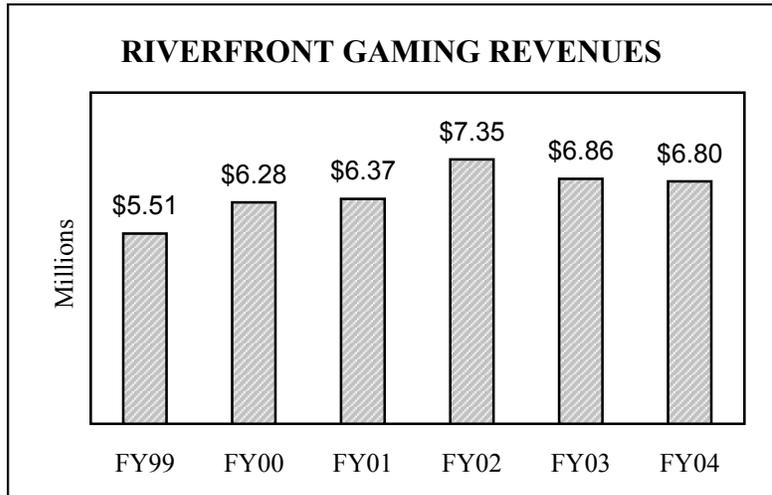
# RIVERFRONT GAMING

## 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



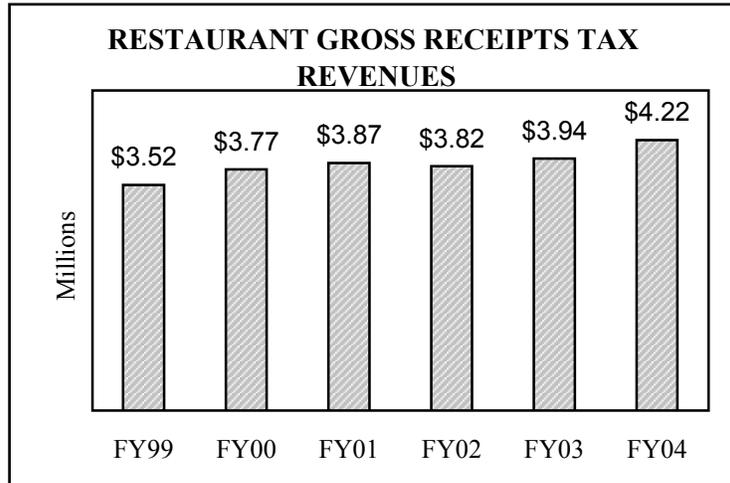
Riverboat gaming on the St. Louis riverfront began in May, 1994 with the opening of President Casino's Admiral riverboat. The variety of games was somewhat limited until "games of chance" (e.g. slot machines) were permitted by law beginning in December, 1995. The State of Missouri imposes a 20% tax on 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 in the past fiscal year have been levelling off of the higher receipts that immediately followed these improvements.

## RESTAURANT GROSS RECEIPTS TAX

### Definition

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



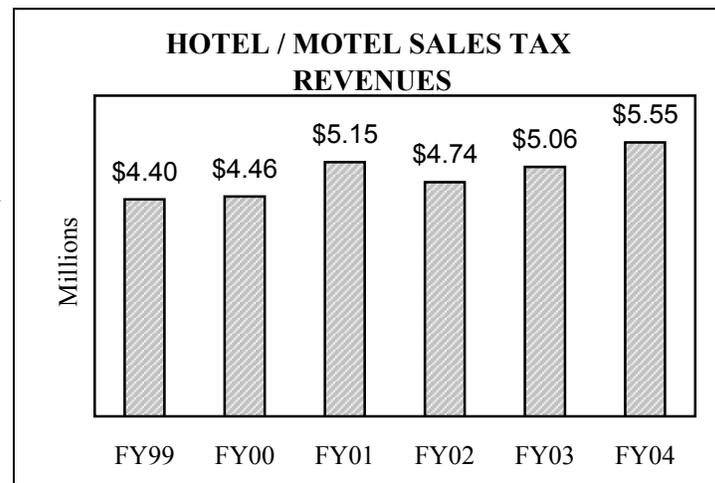
### Discussion

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.

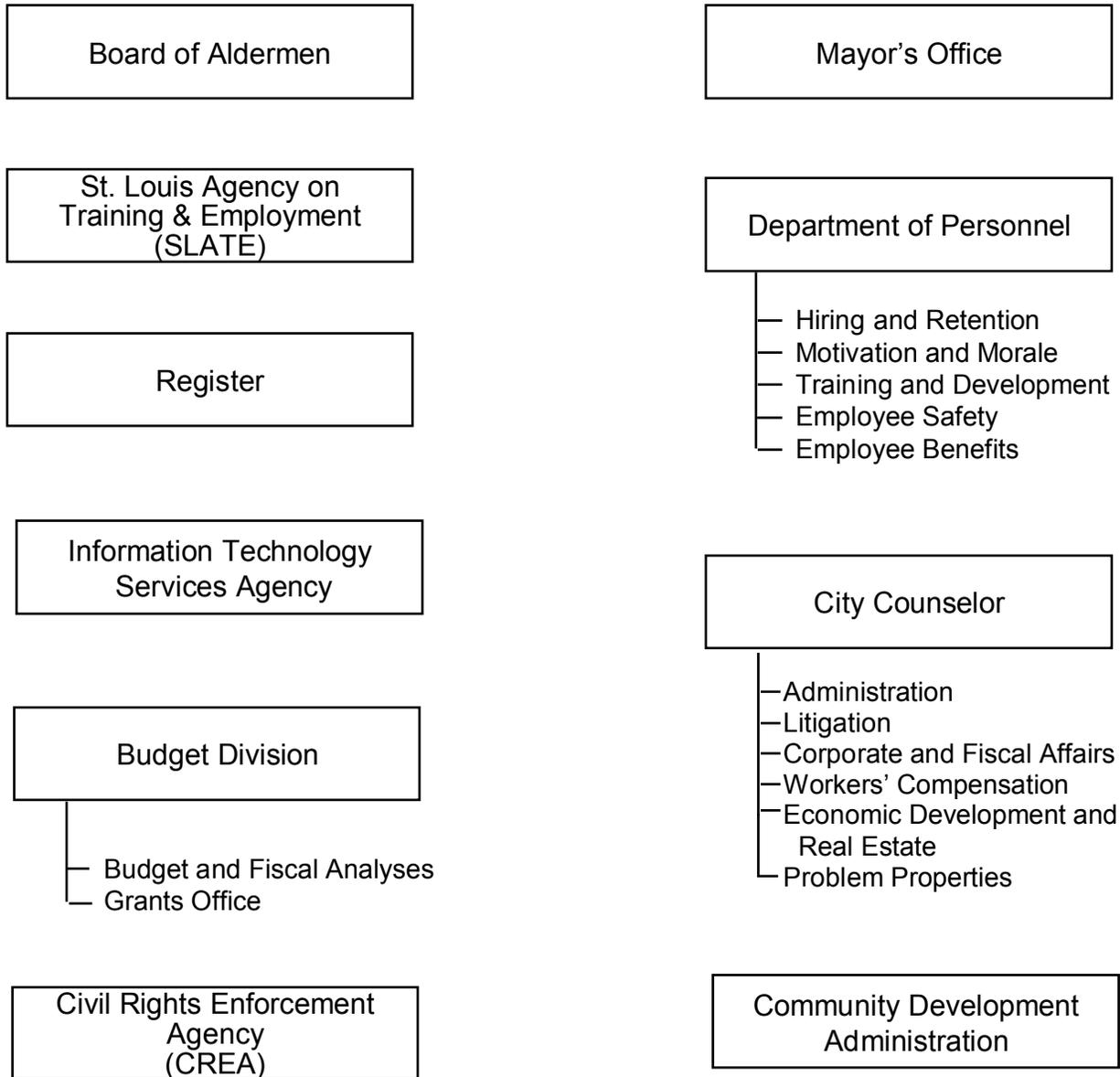


### Discussion

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. Hotel Tax receipts have also continued to grow with the addition of hotel developments in the downtown area. 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



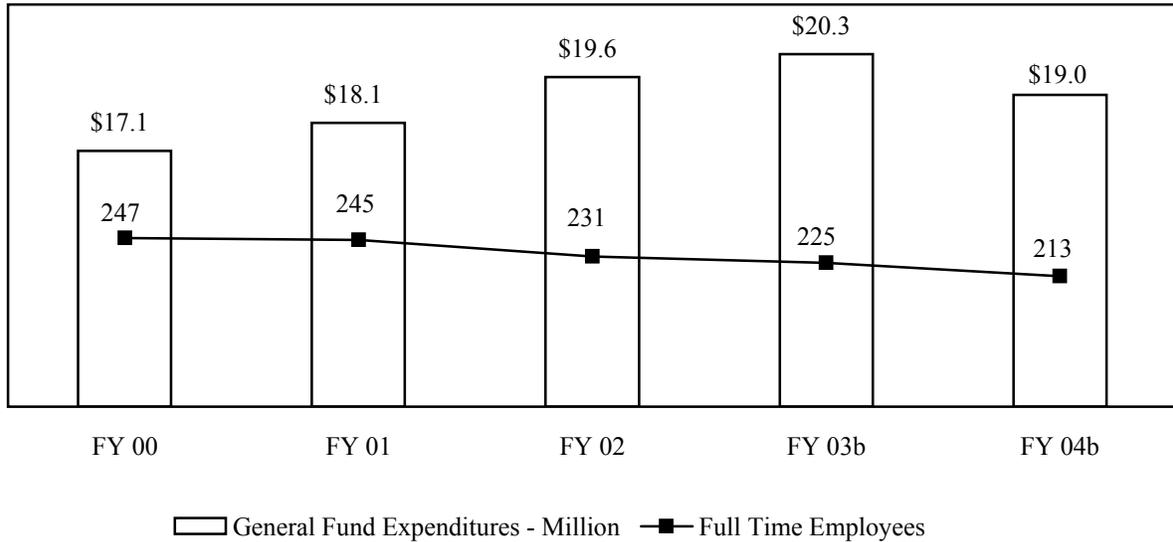
# GENERAL GOVERNMENT

<b>Budget By Division</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
110 Board of Aldermen	2,121,808	2,320,508	2,327,745
120 Mayor's Office	1,926,821	2,262,226	1,982,977
121 St. Louis Agency on Training & Emp.	126,784	0	0
123 Department of Personnel	3,093,453	3,162,893	2,798,777
124 Register	123,703	148,446	144,379
126 Civil Rights Enforcement Agency	448,502	452,244	436,559
127 Information Technology Services Agency	0	0	4,841,548
137 Budget Division	4,857,096	5,985,293	701,617
139 City Counselor	6,890,873	6,017,514	5,729,532
<b>Total General Fund</b>	<b>\$19,589,040</b>	<b>\$20,349,124</b>	<b>\$18,963,134</b>
141 Planning and Urban Design	1,492,810	2,170,111	1,740,904
142 Community Development Administration	2,045,857	3,057,171	3,095,336
143 Affordable Housing Commission	0	12,017,414	12,164,230
Grant and Other Funds	31,889,209	41,411,661	45,796,568
<b>Total Department All Funds</b>	<b>\$55,016,916</b>	<b>\$79,005,481</b>	<b>\$81,760,172</b>

<b>Personnel By Division</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
110 Board of Aldermen	45.0	45.0	45.0
120 Mayor's Office	28.0	25.5	21.5
121 St. Louis Agency on Training & Emp.	2.0	0.0	0.0
123 Department of Personnel	47.6	43.8	38.8
124 Register	3.0	3.0	3.0
126 Civil Rights Enforcement Agency	7.0	7.0	6.0
127 Information Technology Services Agency	0.0	44.0	47.0
137 Budget Division	50.0	8.0	7.0
139 City Counselor	48.0	49.0	45.0
<b>Total General Fund</b>	<b>230.6</b>	<b>225.3</b>	<b>213.3</b>
141 Planning and Urban Design	32.0	28.0	23.0
142 Community Development Administration	56.0	60.0	48.0
143 Affordable Housing Commission	0.0	4.0	4.0
Grant and Other Funds	56.4	61.7	63.7
<b>Total Department All Funds</b>	<b>375.0</b>	<b>379.0</b>	<b>352.0</b>

# GENERAL GOVERNMENT

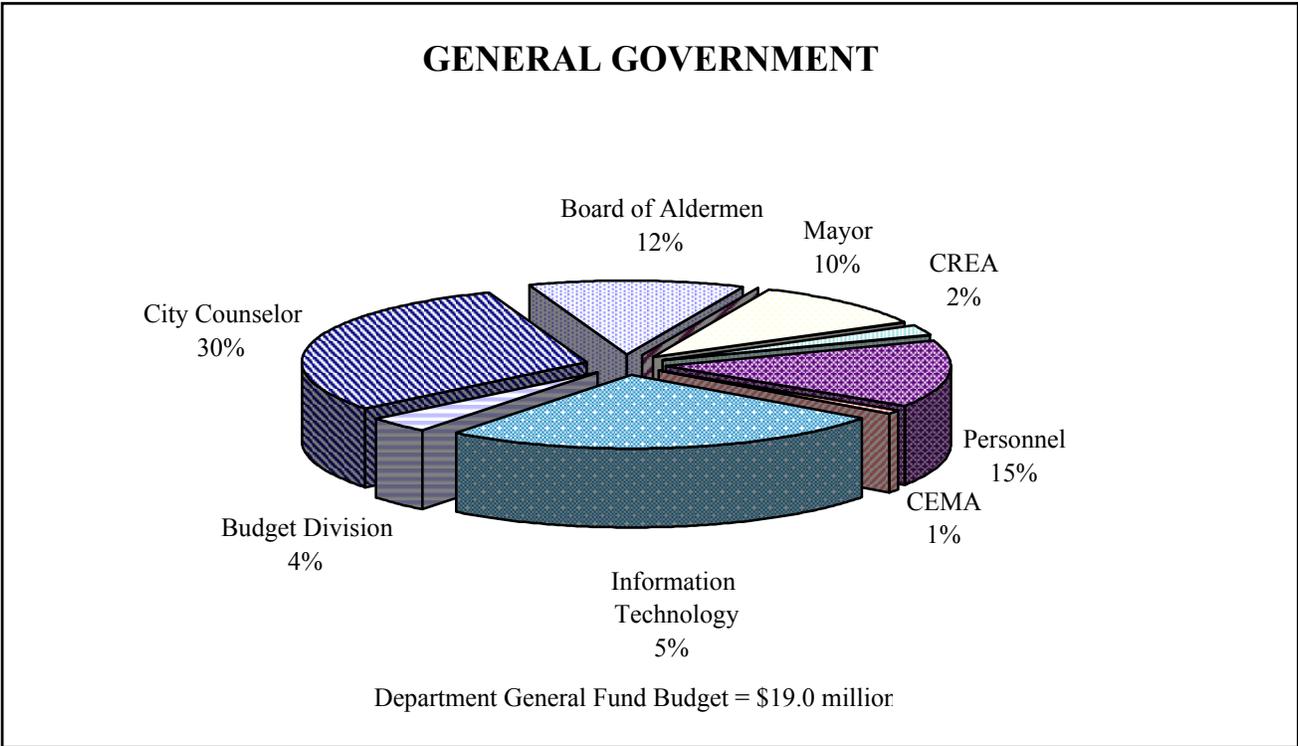
## GENERAL GOVERNMENT



### 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 6-month job retention ratios of 84% and 91% for adult and dislocated worker placements respectively
- o Provide employment and training services through special grants for laid off employees of airline and auto industries
- o Provide for first full year of funding for separate agency of Information Technology
- o Fund 16% increase in premium for City employee health care plan
- o Continue to maintain processing time for Civil Rights Enforcement cases that are lower than the national average

# GENERAL GOVERNMENT



- o Provide over \$12 mil. in Local Use Tax funds for Affordable Housing Commission program funding
- o Institute replacement cycle of desktop and laptop computer workstations through lease / maintenance agreements
- o Develop and implement new tests for uniform positions in Fire Department
- 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 & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,941,923	2,047,746	2,108,715
Materials and Supplies	30,138	49,282	48,350
Equipment, Lease & Assets	21,277	30,100	29,800
Contractual and Other Services	128,470	193,380	140,880
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$2,121,808</b>	<b>\$2,320,508</b>	<b>\$2,327,745</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$2,121,808</b>	<b>\$2,320,508</b>	<b>\$2,327,745</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 & FY04 Highlights**

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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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,724,956	2,086,076	1,747,177
Materials and Supplies	22,045	31,350	24,700
Equipment, Lease & Assets	14,329	27,000	24,900
Contractual and Other Services	165,491	117,800	186,200
Debt Service and Special Charges	0	0	0
	_____	_____	_____
<b>Total General Fund</b>	<b>\$1,926,821</b>	<b>\$2,262,226</b>	<b>\$1,982,977</b>
Grant and Other Funds	\$55,000	\$55,000	\$67,045
	_____	_____	_____
<b>Total Budget All Funds</b>	<b>\$1,981,821</b>	<b>\$2,317,226</b>	<b>\$2,050,022</b>

**Number of Full Time Positions**

General Fund	28.0	25.5	21.5
Other	0.0	0.5	0.5
	_____	_____	_____
<b>Total</b>	<b>28.0</b>	<b>26.0</b>	<b>22.0</b>



Department: General Government

Division Budget

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

**Services Provided & FY04 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. In FY04, SLATE will be managing and providing fiscal oversight for such additional programs as the American Airlines - National Emergency Grant to provide employment and training to laid off American Airline employees, Temporary Assistance to Needy Families, H 1-B Technical Skills Training and the Mayor's Summer Youth Jobs Initiative.

General Fund Budget By Expenditure Category	Actual FY02	Budget FY03	Budget FY04
Personal Services	115,755	0	0
Materials and Supplies	981	0	0
Equipment, Lease & Assets	1,878	0	0
Contractual and Other Services	8,170	0	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$126,784</b>	<b>\$0</b>	<b>\$0</b>
Grant and Other Funds	\$4,038,713	\$8,772,053	\$7,936,958
<b>Total Budget All Funds</b>	<b>\$4,165,497</b>	<b>\$8,772,053</b>	<b>\$7,936,958</b>

**Number of Full Time Positions**

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

Service Description	Estimated FY03	Estimated FY04
o % Adult employment placed	70%	75%
o % Adult employment six month retention	80%	84%
o Adult earnings change	\$2,760	\$3,498
o % Dislocated worker placed	75%	79%
o % Adult employment six month retention	89%	91%
o % Adult earnings replacement	90%	96%

Department: General Government  
 Division: 123 Department of Personnel

**Division Budget**

**Services Provided & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	2,599,906	2,617,493	2,400,877
Materials and Supplies	22,924	33,500	33,500
Equipment, Lease & Assets	26,870	32,400	30,400
Contractual and Other Services	443,753	479,500	334,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$3,093,453</b>	<b>\$3,162,893</b>	<b>\$2,798,777</b>
Grant and Other Funds	\$27,384,725	\$31,647,185	\$36,633,047
<b>Total Budget All Funds</b>	<b>\$30,478,178</b>	<b>\$34,810,078</b>	<b>\$39,431,824</b>

**Number of Full Time Positions**

General Fund	47.6	43.8	38.8
Other	13.4	12.2	12.2
<b>Total</b>	<b>61.0</b>	<b>56.0</b>	<b>51.0</b>

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

**Program Budget**

**Services Provided & FY04 Highlights**

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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. In FY04, a major effort will be to develop and implement new tests for positions of Fire Battalion Chiefs, Captains and Fire Privates.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,551,738	1,480,242	1,495,340
Materials and Supplies	12,810	15,329	15,329
Equipment, Lease & Assets	15,806	17,160	16,100
Contractual and Other Services	175,228	200,314	139,531
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$1,755,582</b>	<b>\$1,713,045</b>	<b>\$1,666,300</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$1,755,582</b>	<b>\$1,713,045</b>	<b>\$1,666,300</b>

**Number of Full Time Positions**

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

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

**Program Budget**

**Services Provided & FY04 Highlights**

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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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	675,402	692,824	447,009
Materials and Supplies	6,068	9,772	9,772
Equipment, Lease & Assets	6,548	9,661	9,065
Contractual and Other Services	143,261	134,219	93,491
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$831,279</b>	<b>\$846,476</b>	<b>\$559,337</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$831,279</b>	<b>\$846,476</b>	<b>\$559,337</b>

**Number of Full Time Positions**

General Fund	12.0	12.0	7.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>12.0</b>	<b>12.0</b>	<b>7.0</b>



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

**Program Budget**

**Services Provided & FY04 Highlights**

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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. Budget constraints will limit the amount of outside training opportunities available in FY04.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	261,887	269,613	278,167
Materials and Supplies	2,832	4,738	4,738
Equipment, Lease & Assets	4,516	5,579	5,235
Contractual and Other Services	114,786	123,548	86,058
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$384,021</b>	<b>\$403,478</b>	<b>\$374,198</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$384,021</b>	<b>\$403,478</b>	<b>\$374,198</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/>
<b>Total</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>



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

**Program Budget**

**Services Provided & FY04 Highlights**

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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 FY04, 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	110,879	174,814	180,360
Materials and Supplies	1,214	3,661	3,661
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	10,478	21,419	14,920
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$122,571</b>	<b>\$199,894</b>	<b>\$198,941</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$122,571</b>	<b>\$199,894</b>	<b>\$198,941</b>

**Number of Full Time Positions**

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

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Administer safety program			
- accidents	879	905	860
- lost days	2,705	3,478	3,304
- lost salary expenses	\$249,854	\$257,252	\$244,460

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

**Program Budget**

**Services Provided & FY04 Highlights**

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The Employee Benefits Section of the Department of Personnel administers and monitors the various benefit programs available to City employees. This includes health the various insurance plan options as well as life insurance and other optional and supplemental insurance plans. In FY04, the City will see a 16% increase in the premium for the City employee health insurance plan.

<b>Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	352,933	412,036	425,109
Materials and Supplies	1,377	5,000	15,700
Equipment, Lease & Assets	1,390	12,000	12,000
Contractual and Other Services	27,029,025	31,218,149	5,184,760
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	\$27,384,725	\$31,647,185	\$36,633,047
	_____	_____	_____
<b>Total Budget All Funds</b>	<b>\$27,384,725</b>	<b>\$31,647,185</b>	<b>\$36,633,047</b>

**Number of Full Time Positions**

General Fund	0.0	0.0	0.0
Other	13.4	12.2	12.2
	_____	_____	_____
<b>Total</b>	<b>13.4</b>	<b>12.2</b>	<b>12.2</b>



Department: General Government  
 Division: 124 Register

**Division Budget**

**Services Provided & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	115,545	130,846	126,479
Materials and Supplies	6,407	10,000	10,000
Equipment, Lease & Assets	1,483	6,100	6,200
Contractual and Other Services	268	1,500	1,700
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$123,703</b>	<b>\$148,446</b>	<b>\$144,379</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$123,703</b>	<b>\$148,446</b>	<b>\$144,379</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 FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Process and record ordinances	300	271	300

Department: General Government  
 Division: 126 Civil Rights Enforcement Agency

**Division Budget**

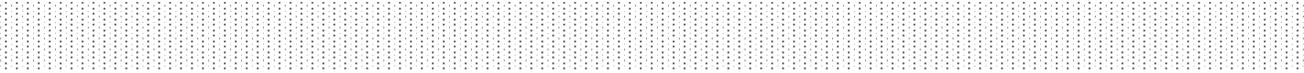
**Services Provided & FY04 Highlights**

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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	375,786	368,494	349,809
Materials and Supplies	10,925	15,700	15,700
Equipment, Lease & Assets	50,684	49,800	49,800
Contractual and Other Services	11,107	18,250	21,250
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$448,502</b>	<b>\$452,244</b>	<b>\$436,559</b>
Grant and Other Funds	\$0	\$61,085	\$62,699
<b>Total Budget All Funds</b>	<b>\$448,502</b>	<b>\$513,329</b>	<b>\$499,258</b>

**Number of Full Time Positions**

General Fund	7.0	7.0	6.0
Other	3.0	1.0	1.0
<b>Total</b>	<b>10.0</b>	<b>8.0</b>	<b>7.0</b>



Department: General Government  
 Division: 127 Information Technology Services Agency

**Division Budget**

**Services Provided & FY04 Highlights**

Previously a part of the Budget Division, the Information Technology Services Agency was created in FY03 as a restructuring of the City's Information Services. Functions include, mainframe and personal computer network support and programming as well as web site development and maintenance. The FY04 budget reflects the full year cost of the new agency. In FY04, ITSA will continue to implement a new replacement schedule for desktop and laptop computer workstations utilizing lease/maintenance agreements.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	0	0	2,765,394
Materials and Supplies	0	0	145,250
Equipment, Lease & Assets	0	0	270,000
Contractual and Other Services	0	0	1,660,904
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,841,548</b>
Grant and Other Funds	\$0	\$0	\$318,816
<b>Total Budget All Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,160,364</b>

**Number of Full Time Positions**

General Fund	0.0	44.0	47.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>44.0</b>	<b>47.0</b>

Department: General Government  
 Division: 137 Budget Division

**Division Budget**

**Services Provided & FY04 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. It also includes a grants office for assisting departments in identifying grant funding possibilities and application processes. In FY03, Information Technology Services was separated from the Budget Division into a separate agency known as the Information Technology Services Agency. The FY04 budget reflects the full year impact of the restructuring.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	2,942,575	3,322,683	565,317
Materials and Supplies	133,943	516,760	8,000
Equipment, Lease & Assets	26,792	227,000	0
Contractual and Other Services	1,753,786	1,918,850	128,300
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$4,857,096</b>	<b>\$5,985,293</b>	<b>\$701,617</b>
Grant and Other Funds	\$124,370	\$200,000	\$0
<b>Total Budget All Funds</b>	<b>\$4,981,466</b>	<b>\$6,185,293</b>	<b>\$701,617</b>

**Number of Full Time Positions**

General Fund	50.0	8.0	7.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>50.0</b>	<b>8.0</b>	<b>7.0</b>



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

**Program Budget**

**Services Provided & FY04 Highlights**

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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. In FY04, particular emphasis will be placed on examining issues such as pension costs which are having an increasing impact on the City's budget.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	325,604	432,958	466,561
Materials and Supplies	1,688	7,700	6,700
Equipment, Lease & Assets	1,949	4,000	0
Contractual and Other Services	25,806	26,900	128,100
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$355,047</b>	<b>\$471,558</b>	<b>\$601,361</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$355,047</b>	<b>\$471,558</b>	<b>\$601,361</b>

**Number of Full Time Positions**

General Fund	5.0	6.0	5.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>5.0</b>	<b>6.0</b>	<b>5.0</b>



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

**Program Budget**

**Services Provided & FY04 Highlights**

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Information Systems Application Support has been consolidated into the new Information Technology Services Agency.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	341,455	421,104	0
Materials and Supplies	6,696	32,360	0
Equipment, Lease & Assets	0	100,000	0
Contractual and Other Services	73,116	10,250	0
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$421,267</b>	<b>\$563,714</b>	<b>\$0</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$421,267</b>	<b>\$563,714</b>	<b>\$0</b>

**Number of Full Time Positions**

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

**Program Budget**

**Services Provided & FY04 Highlights**

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Information Technology Operational Support has been consolidated into the new Information Technology Services Agency.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,167,892	1,241,452	0
Materials and Supplies	114,685	471,500	0
Equipment, Lease & Assets	24,843	115,000	0
Contractual and Other Services	1,652,945	1,881,250	0
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$2,960,365</b>	<b>\$3,709,202</b>	<b>\$0</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$2,960,365</b>	<b>\$3,709,202</b>	<b>\$0</b>

**Number of Full Time Positions**

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



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

**Program Budget**

**Services Provided & FY04 Highlights**

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Information Systems Development has been consolidated into the new Information Technology Services Agency.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,021,852	1,129,326	0
Materials and Supplies	10,602	3,900	0
Equipment, Lease & Assets	0	8,000	0
Contractual and Other Services	1,654	250	0
Debt Service and Special Charges	0	0	0
	_____	_____	_____
<b>Total General Fund</b>	<b>\$1,034,108</b>	<b>\$1,141,476</b>	<b>\$0</b>
Grant and Other Funds	\$124,370	\$200,000	\$0
	_____	_____	_____
<b>Total Budget All Funds</b>	<b>\$1,158,478</b>	<b>\$1,341,476</b>	<b>\$0</b>

**Number of Full Time Positions**

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



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

**Program Budget**

**Services Provided & FY04 Highlights**

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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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	85,772	97,843	98,756
Materials and Supplies	272	1,300	1,300
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	265	200	200
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$86,309</b>	<b>\$99,343</b>	<b>\$100,256</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$86,309</b>	<b>\$99,343</b>	<b>\$100,256</b>

**Number of Full Time Positions**

General Fund	2.0	2.0	2.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>

Department: General Government  
 Division: 139 City Counselor

**Division Budget**

**Services Provided & FY04 Highlights**

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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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	3,326,323	3,684,566	3,400,584
Materials and Supplies	63,566	73,500	73,500
Equipment, Lease & Assets	48,836	15,200	15,200
Contractual and Other Services	3,452,148	2,244,248	2,240,248
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$6,890,873</b>	<b>\$6,017,514</b>	<b>\$5,729,532</b>
Grant and Other Funds	\$286,401	\$676,338	\$778,003
<b>Total Budget All Funds</b>	<b>\$7,177,274</b>	<b>\$6,693,852</b>	<b>\$6,507,535</b>

**Number of Full Time Positions**

General Fund	48.0	49.0	45.0
Other	7.0	12.0	12.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>55.0</b>	<b>61.0</b>	<b>57.0</b>



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

**Program Budget**

**Services Provided & FY04 Highlights**

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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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	542,392	583,346	587,892
Materials and Supplies	3,027	3,500	3,500
Equipment, Lease & Assets	28,187	8,700	8,700
Contractual and Other Services	1,165,154	54,160	50,160
Debt Service and Special Charges	0	0	0
	_____	_____	_____
<b>Total General Fund</b>	<b>\$1,738,760</b>	<b>\$649,706</b>	<b>\$650,252</b>
Grant and Other Funds	\$0	\$0	\$0
	_____	_____	_____
<b>Total Budget All Funds</b>	<b>\$1,738,760</b>	<b>\$649,706</b>	<b>\$650,252</b>

**Number of Full Time Positions**

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



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

**Program Budget**

**Services Provided & FY04 Highlights**

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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 FY04, the contribution to PFPC will amount to \$2.0 million.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,394,383	1,897,962	1,793,625
Materials and Supplies	31,999	37,000	37,000
Equipment, Lease & Assets	20,321	6,400	6,400
Contractual and Other Services	2,245,308	2,155,762	2,155,762
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$3,692,011</b>	<b>\$4,097,124</b>	<b>\$3,992,787</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$3,692,011</b>	<b>\$4,097,124</b>	<b>\$3,992,787</b>

**Number of Full Time Positions**

General Fund	21.0	25.0	22.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>21.0</b>	<b>25.0</b>	<b>22.0</b>



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

**Program Budget**

**Services Provided & FY04 Highlights**

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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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,265,326	1,067,789	879,951
Materials and Supplies	28,540	33,000	33,000
Equipment, Lease & Assets	328	100	100
Contractual and Other Services	41,686	34,326	34,326
Debt Service and Special Charges	0	0	0
	_____	_____	_____
<b>Total General Fund</b>	<b>\$1,335,880</b>	<b>\$1,135,215</b>	<b>\$947,377</b>
Grant and Other Funds	\$0	\$0	\$0
	_____	_____	_____
<b>Total Budget All Funds</b>	<b>\$1,335,880</b>	<b>\$1,135,215</b>	<b>\$947,377</b>

**Number of Full Time Positions**

General Fund	15.0	12.0	10.0
Other	0.0	0.0	0.0
	_____	_____	_____
<b>Total</b>	<b>15.0</b>	<b>12.0</b>	<b>10.0</b>



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

**Program Budget**

**Services Provided & FY04 Highlights**

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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. In FY04, an additional \$1.8 million has been budgeted in a City-Wide account to address growing worker's compensation costs.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	124,222	135,469	139,116
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>\$124,222</b>	<b>\$135,469</b>	<b>\$139,116</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$124,222</b>	<b>\$135,469</b>	<b>\$139,116</b>

**Number of Full Time Positions**

General Fund	2.0	2.0	2.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>

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

**Program Budget**

**Services Provided & FY04 Highlights**

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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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	0	229,667	243,584
Materials and Supplies	0	1,000	2,700
Equipment, Lease & Assets	0	6,400	6,400
Contractual and Other Services	0	9,700	16,000
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>
Grant and Other Funds	<b>\$0</b>	<b>\$246,767</b>	<b>\$315,873</b>
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$0</b>	<b>\$246,767</b>	<b>\$315,873</b>
 <b>Number of Full Time Positions</b>			
General Fund	0.0	0.0	0.0
Other	0.0	5.0	5.0
	<hr/>	<hr/>	<hr/>
Total	0.0	5.0	5.0



**Department: General Government**  
**Division: 139 City Counselor**  
**Program: 06 Economic Development & Real Estate**

**Program Budget**

**Services Provided & FY04 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. Although the Economic Development section remains under the City Counselor's purview, it is funded through community development block grant funds.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	286,401	429,571	462,130
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>
Grant and Other Funds	<b>\$286,401</b>	<b>\$429,571</b>	<b>\$462,130</b>
<b>Total Budget All Funds</b>	<b>\$286,401</b>	<b>\$429,571</b>	<b>\$462,130</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 & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,224,039	1,562,611	1,502,604
Materials and Supplies	15,797	11,500	16,000
Equipment, Lease & Assets	16,345	170,000	164,800
Contractual and Other Services	236,629	426,000	57,500
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>\$1,492,810</b>	<b>\$2,170,111</b>	<b>\$1,740,904</b>
<b>Total Budget All Funds</b>	<b>\$1,492,810</b>	<b>\$2,170,111</b>	<b>\$1,740,904</b>

**Number of Full Time Positions**

General Fund	0.0	0.0	0.0
Other	32.0	28.0	23.0
<b>Total</b>	<b>32.0</b>	<b>28.0</b>	<b>23.0</b>

Department: General Government  
 Division: 142 Community Development Administration

**Division Budget**

**Services Provided & FY04 Highlights**

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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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,582,418	2,483,421	2,511,720
Materials and Supplies	26,501	60,850	9,596
Equipment, Lease & Assets	7,185	392,500	431,613
Contractual and Other Services	429,753	120,400	142,407
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>\$2,045,857</b>	<b>\$3,057,171</b>	<b>\$3,095,336</b>
	-----	-----	-----
<b>Total Budget All Funds</b>	<b>\$2,045,857</b>	<b>\$3,057,171</b>	<b>\$3,095,336</b>
 <b>Number of Full Time Positions</b>			
General Fund	0.0	0.0	0.0
Other	56.0	60.0	48.0
	-----	-----	-----
<b>Total</b>	<b>56.0</b>	<b>60.0</b>	<b>48.0</b>



Department: General Government  
 Division: 143 Affordable Housing Commission

**Division Budget**

**Services Provided & FY04 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. The Affordable Housing Commission awarded more than \$6 mil. in grants and loans to non-profit agencies and developers that will provide shelter for the homeless, the construction of more than 100 rental units, home repairs, accessibility modifications and counseling and educational services. Beginning in FY04, a new use tax and allocation formula approved by voters last year will take effect, allocating a fixed amount of \$5 mil. per year to the Commission. The FY04 budget reflects both this \$5 mil. allocation as well as use tax fund amounts that have accumulated through the previous year in the Affordable Housing Trust Fund.

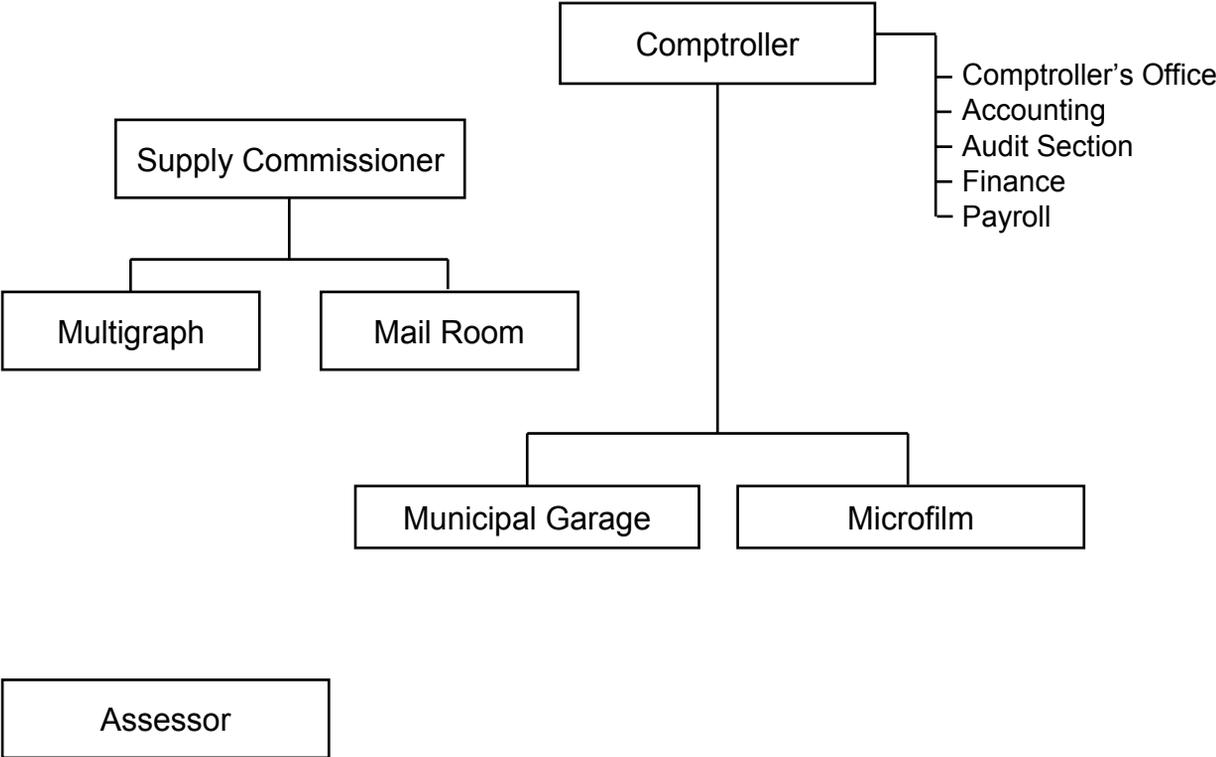
<b>Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	0	243,232	261,230
Materials and Supplies	0	13,200	20,000
Equipment, Lease & Assets	0	8,250	41,500
Contractual and Other Services	0	11,747,732	11,836,500
Debt Service and Special Charges	0	5,000	5,000
<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Affordable Housing Trust Fund</b>	<b>\$0</b>	<b>\$12,017,414</b>	<b>\$12,164,230</b>
<b>Total Budget All Funds</b>	<b>\$0</b>	<b>\$12,017,414</b>	<b>\$12,164,230</b>

**Number of Full Time Positions**

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

**DEPARTMENT OF FINANCE**

# DEPARTMENT OF FINANCE



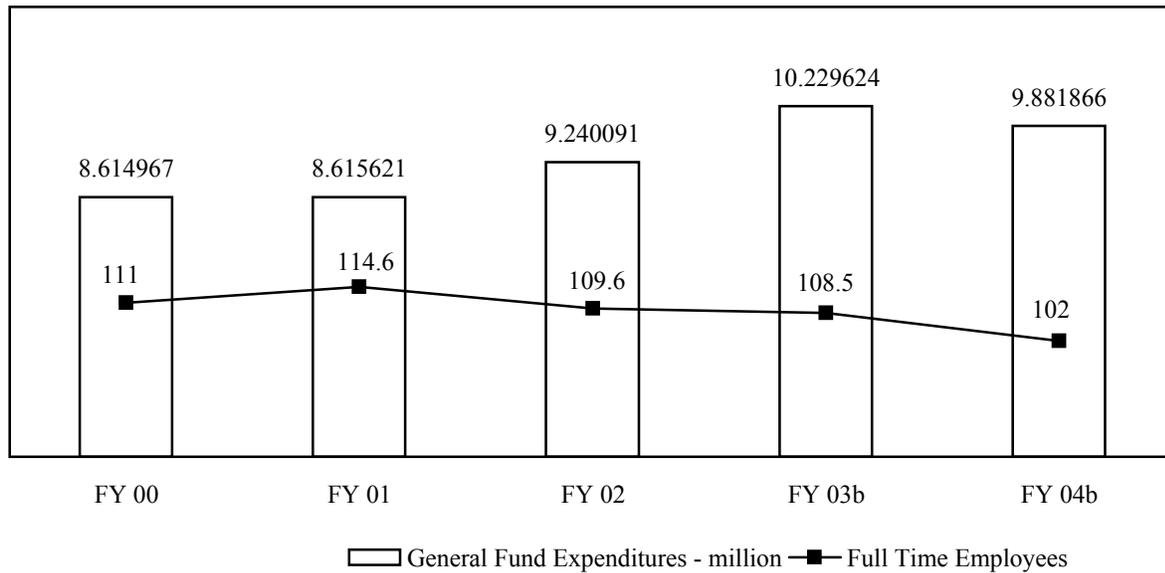
# FINANCE

<b>Budget By Division</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
160 Comptroller	7,161,660	7,872,310	7,823,739
162 Municipal Garage	233,644	259,883	256,096
163 Microfilm Section	283,998	315,564	321,549
170 Supply Commissioner	624,249	598,431	541,053
171 Multigraph Section	936,540	1,183,436	939,429
<b>Total General Fund</b>	<b>\$9,240,091</b>	<b>\$10,229,624</b>	<b>\$9,881,866</b>
Lateral Sewer Fund	52,597	55,283	56,769
Columbia Bottoms	190,542	0	0
Tax Increment Financings	2,520,836	1,943,717	2,012,397
Trustee Lease Fund	1,734,907	1,052,000	682,000
Mail Room Service Fund	590,750	871,123	950,937
180 Assessor (Assessment Fund)	3,636,561	4,019,438	3,769,510
Grant and Other Funds	0	0	754,180
<b>Total Department All Funds</b>	<b>\$17,966,284</b>	<b>\$18,171,185</b>	<b>\$18,107,659</b>

<b>Personnel By Division</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
160 Comptroller	73.6	73.5	67.0
162 Municipal Garage	7.0	7.0	7.0
163 Microfilm Section	7.0	7.0	7.0
170 Supply Commissioner	11.0	10.0	10.0
171 Multigraph Section	11.0	11.0	11.0
<b>Total General Fund</b>	<b>109.6</b>	<b>108.5</b>	<b>102.0</b>
172 Mail Room	5.0	7.0	7.0
180 Assessor (Assessment Fund)	75.0	75.0	68.0
Grant and Other Funds	22.4	23.5	25.0
<b>Total Department All Funds</b>	<b>212.0</b>	<b>214.0</b>	<b>202.0</b>

# FINANCE

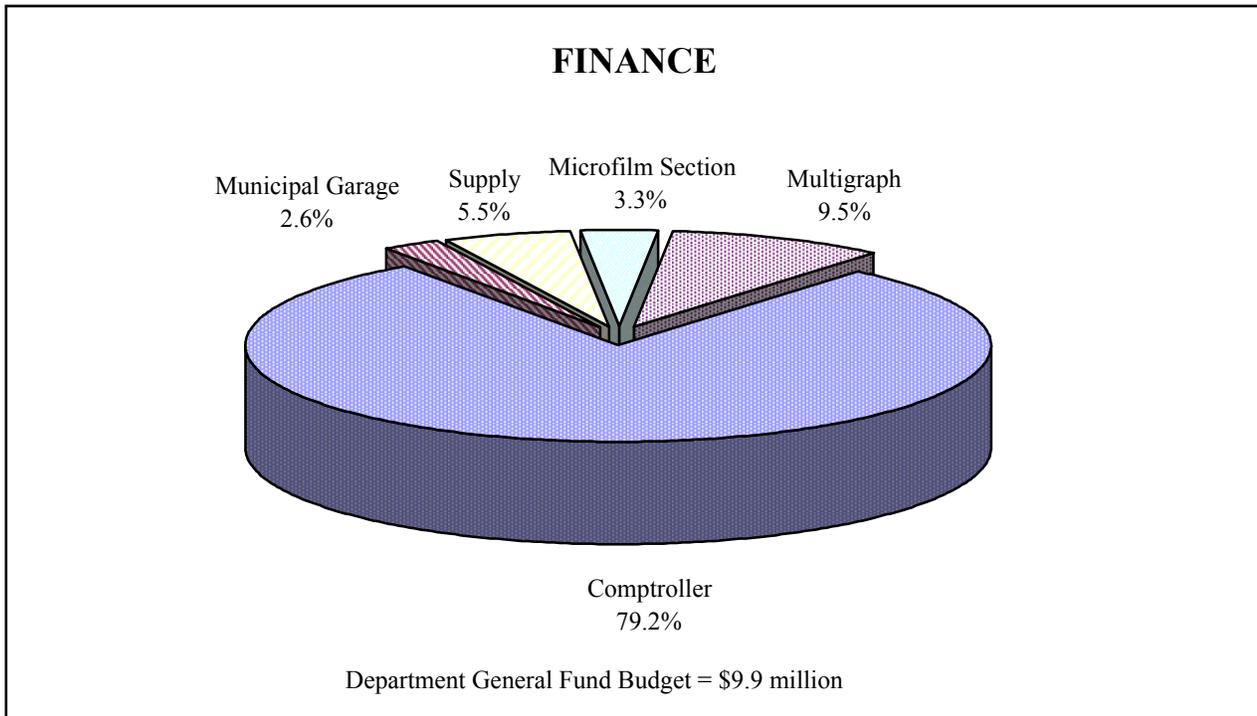
## FINANCE



### 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 Implement lease leverage financing agreement for Convention Center to net a minimum of \$10M to City general revenue
- 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 Emergency Purchase requisition for use by departmental customers of Supply Division

Department: Finance  
 Division: 160 Comptroller

**Division Budget**

**Services Provided & FY04 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. In FY03, the Comptroller's office successfully refinanced the Convention Center debt reducing debt payments by \$9.5 mil. over the next two fiscal years. In FY04, the office will pursue a lease leverage agreement involving the convention center to realize a minimum of \$10 mil. in revenue to the City.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	3,756,953	4,052,629	3,896,268
Materials and Supplies	60,903	38,450	31,750
Equipment, Lease & Assets	147,789	613,730	149,400
Contractual and Other Services	3,196,015	3,167,501	3,746,321
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$7,161,660</b>	<b>\$7,872,310</b>	<b>\$7,823,739</b>
Lateral Sewer Fund	\$52,597	\$55,283	\$56,769
Columbia Bottoms	\$190,542	\$0	\$0
Tax Increment Financings	\$2,520,836	\$1,943,717	\$2,012,397
Trustee Lease Fund	\$1,734,907	\$1,052,000	\$682,000
Grant and Other Funds	\$269,729	\$170,900	\$754,180
<b>Total Budget All Funds</b>	<b>\$11,930,271</b>	<b>\$11,094,210</b>	<b>\$11,329,085</b>
<b>Number of Full Time Positions</b>			
General Fund	73.6	73.5	67.0
Other	21.4	22.5	24.0
<b>Total</b>	<b>95.0</b>	<b>96.0</b>	<b>91.00</b>



Department: Finance  
 Division: 162 Municipal Garage

**Division Budget**

**Services Provided & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	220,594	241,733	237,946
Materials and Supplies	6,235	7,650	7,650
Equipment, Lease & Assets	1,184	2,000	2,000
Contractual and Other Services	5,631	8,500	8,500
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$233,644</b>	<b>\$259,883</b>	<b>\$256,096</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$233,644</b>	<b>\$259,883</b>	<b>\$256,096</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 & FY04 Highlights**

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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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	222,126	236,564	242,549
Materials and Supplies	16,353	25,000	25,000
Equipment, Lease & Assets	29,507	37,000	37,000
Contractual and Other Services	16,012	17,000	17,000
Debt Service and Special Charges	0	0	0
	-----	-----	-----
<b>Total General Fund</b>	<b>\$283,998</b>	<b>\$315,564</b>	<b>\$321,549</b>
Grant and Other Funds	\$0	\$0	\$0
	-----	-----	-----
<b>Total Budget All Funds</b>	<b>\$283,998</b>	<b>\$315,564</b>	<b>\$321,549</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 & FY04 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 276 purchase contracts. In FY03, Supply developed new contracts for auction services, embroidered emblems, expandable manhole risers, automotive lubricating oil, produce and hand tools. In August 2002, the Supply Division increased the discretionary purchase threshold to \$500 from \$200 to reduce overhead and creating a uniform emergency purchase requisition for all departments. In FY04, Supply will continue to development of an online process for bidding and issuing purchase orders.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	603,390	577,031	521,753
Materials and Supplies	3,300	2,000	2,000
Equipment, Lease & Assets	8,398	9,000	8,500
Contractual and Other Services	9,161	10,400	8,800
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$624,249</b>	<b>\$598,431</b>	<b>\$541,053</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$624,249</b>	<b>\$598,431</b>	<b>\$541,053</b>

**Number of Full Time Positions**

General Fund	11.0	10.0	10.0
Other	1.0	1.0	1.0
<b>Total</b>	<b>12.0</b>	<b>11.0</b>	<b>11.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Process advertised bids	1,441	1,481	1,200
o Process supply bids & contract requisitions	3,462	3,480	3,900
o Contract administration	270	276	280
o Contracts in place prior to expiration	95%	100%	100%
o Avg. no. of days to process bids	33	32	30

Department: Finance  
 Division: 171 Multigraph Section

**Division Budget**

**Services Provided & FY04 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 FY04 budget reflects a decrease in contract printing due to fewer scheduled elections in the coming fiscal year.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	461,345	508,661	516,405
Materials and Supplies	145,483	191,200	150,000
Equipment, Lease & Assets	54,097	54,152	48,252
Contractual and Other Services	275,615	429,423	224,772
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$936,540</b>	<b>\$1,183,436</b>	<b>\$939,429</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$936,540</b>	<b>\$1,183,436</b>	<b>\$939,429</b>

**Number of Full Time Positions**

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

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Pre-press composing - typesetting	664	695	670
o Press bindery service - print requests	1,492	1,565	1,510
o Copy services - duplication jobs	499	620	520
o Commercial job requests	332	342	330

Department: Finance  
 Division: 172 Mail Room

**Program Budget**

**Services Provided & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	147,057	171,773	234,637
Materials and Supplies	3,336	4,000	4,000
Equipment, Lease & Assets	3,279	0	0
Contractual and Other Services	437,078	695,350	712,300
Debt Service and Special Charges	0	0	0
<b>Total</b>	<b>\$590,750</b>	<b>\$871,123</b>	<b>\$950,937</b>

**Number of Full Time Positions**

General Fund	0.0	0.0	0.0
Other	5.0	7.0	7.0
<b>Total</b>	<b>5.0</b>	<b>7.0</b>	<b>7.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Coordinate outgoing mail	1,106,575	1,130,000	1,200,000
o Deliver internal mail	81,025	55,100	49,000
o Inserting in envelopes	459,805	410,800	420,000

Department: Finance  
 Division: 180 Assessor

**Division Budget**

**Services Provided & FY04 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 with the net operating cost of the office funded through a City subsidy budgeted under Dept. 190 City Wide Accounts. In FY03, the state reduced its rate of reimbursement to the Assessor's Office to \$5.20 per parcel from the previous rate of \$6.20, resulting in loss of approximately \$95,000, and therefore increasing the cost to the City. In FY04, the Assessor's Office will continue to pursue improvements to its website, assist coordinated City efforts regarding nuisance properties and otherwise seek to make government/business interaction more efficient and user friendly.

<b>Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	2,999,887	3,306,133	3,141,418
Materials and Supplies	31,436	32,730	23,086
Equipment, Lease & Assets	18,701	29,075	16,006
Contractual and Other Services	586,537	651,500	589,000
Debt Service and Special Charges	0	0	0
<b>Total</b>	<b>\$3,636,561</b>	<b>\$4,019,438</b>	<b>\$3,769,510</b>

**Number of Full Time Positions**

Total	75.0	75.0	68.0
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<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Real estate appraisals	138,382	138,300	138,200
o Personal property appraisals	134,085	134,100	118,363

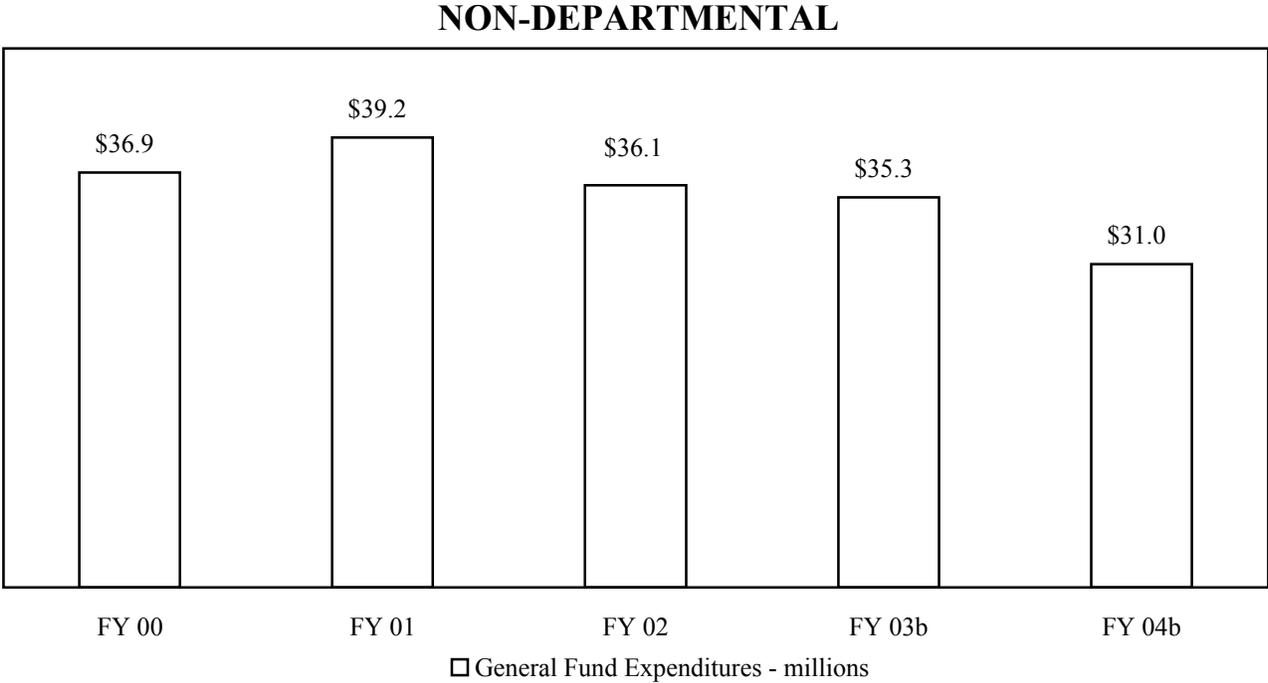
# **NON-DEPARTMENTAL**

# NON-DEPARTMENTAL

<b>Budget By Division</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
190 City Wide Accounts	36,129,754	35,318,721	30,989,833
<b>Total General Fund</b>	<b>\$36,129,754</b>	<b>\$35,318,721</b>	<b>\$30,989,833</b>
Riverfront Gaming Fund	4,600,000	6,095,000	4,550,000
Convention and Tourism Fund	4,375,000	4,075,000	3,875,000
<b>Total Department All Funds</b>	<b>\$45,104,754</b>	<b>\$45,488,721</b>	<b>\$39,414,833</b>

<b>Personnel By Division</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</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

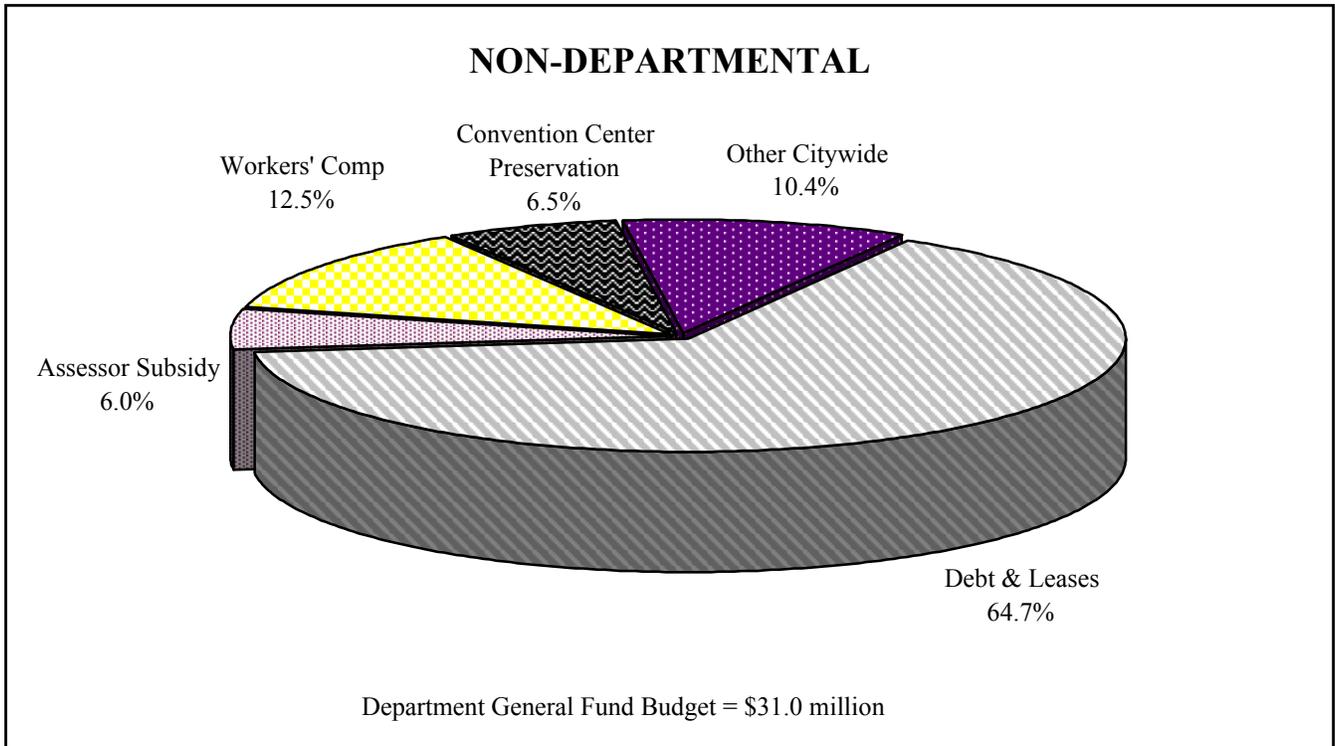


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## Major Goals and Highlights

- o Allocate an additional \$1.8 mil. to address increase in workers' compensation costs
- o Allocate over \$250,000 in additional funds for unemployment compensation
- 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

# NON-DEPARTMENTAL



- o Reduce FY04 debt burden by utilizing \$8.8 mil. in savings from refinancing of Convention Center debt

Department: Non-Departmental  
 Division: 190 City Wide Accounts

**Division Budget**

**Services Provided & FY04 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 in FY04 will total \$6.6 mil. an increase of \$3.2 mil over FY03. This amount is supplemented by \$3.65 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 \$10.25 mil. in FY04. Total debt payments for the Convention Center are expected to decrease by \$9.5 mil. over two fiscal years due to the successful refinancing of debt for that facility. The total reduction in FY04 is \$8.8 mil. An additional \$1.8 mil. has been budgeted to address the City's increase in worker's compensation expenditures, while over \$250,000 in additional funds have been allocated for unemployment compensation. Previous subsidies to SLDC and Planning and Urban Design agencies totaling \$350,000 in FY03 have been eliminated in FY04.

The City Wide Gaming Fund budget includes payments of \$3.9 mil. to the capital fund, a decrease of \$920,000 reflecting reduced gaming revenues as well as one time balances used in FY03. 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.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	5,744,354	6,565,000	6,626,369
Materials and Supplies	0	100,000	0
Equipment, Lease & Assets	2,144,293	2,000,000	1,700,000
Contractual and Other Services	2,420,089	2,929,783	2,620,783
Debt Service and Special Charges	25,821,018	23,723,938	20,042,681
<b>Total General Fund</b>	<b>\$36,129,754</b>	<b>\$35,318,721</b>	<b>\$30,989,833</b>
Riverfront Gaming Fund	\$4,600,000	\$6,095,000	\$4,550,000
<b>Total Budget All Funds</b>	<b>\$40,729,754</b>	<b>\$41,413,721</b>	<b>\$35,539,833</b>
<b>Number of Full Time Positions</b>			
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 & FY04 Highlights**

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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 FY04, \$3.8 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	0	0	0
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	75,000	75,000
Debt Service and Special Charges	4,375,000	4,000,000	3,800,000
<b>Total</b>	<b>\$4,375,000</b>	<b>\$4,075,000</b>	<b>\$3,875,000</b>

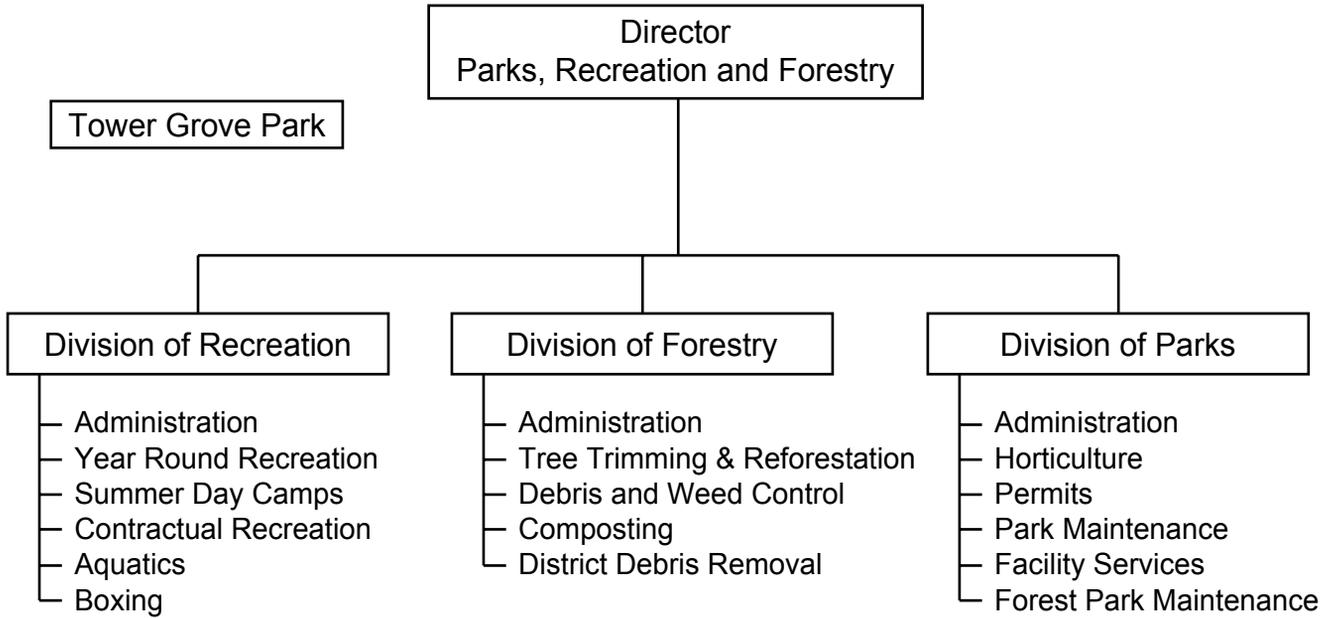
**Number of Full Time Positions**

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



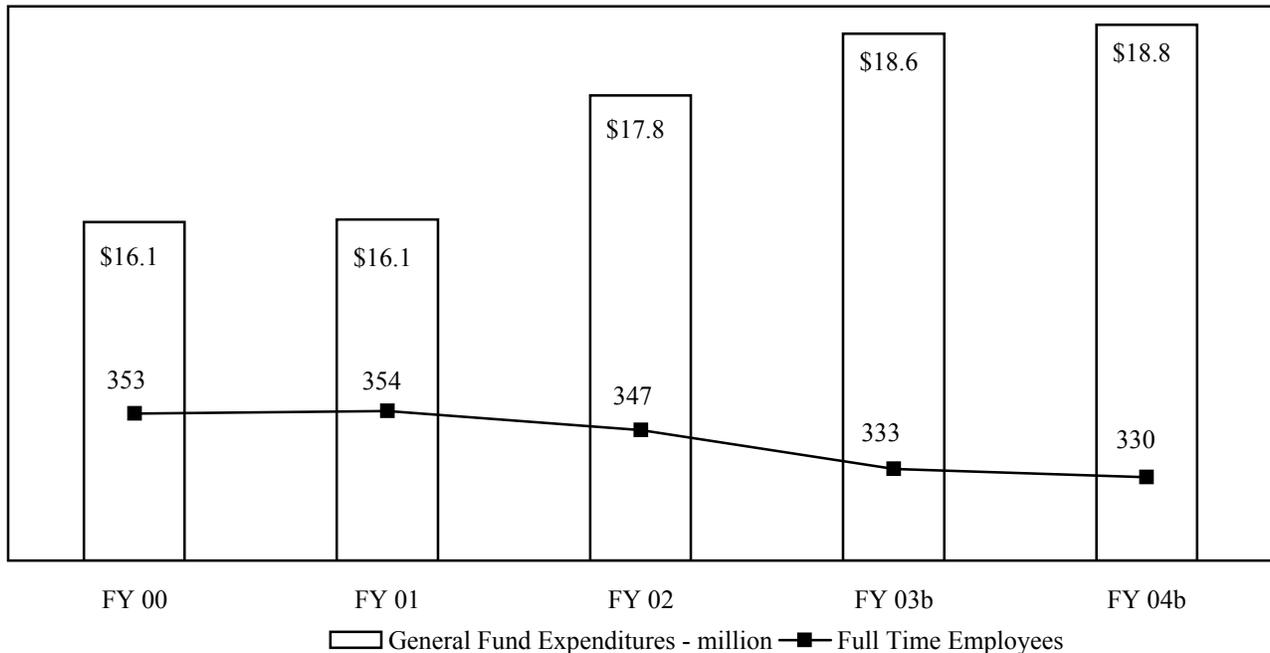
# PARKS, RECREATION AND FORESTRY

<b>Budget By Division</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
210 Director of PRF	364,042	384,130	401,501
213 Recreation	2,283,133	2,227,141	2,137,521
214 Forestry	5,912,667	6,583,637	6,666,548
220 Parks	8,578,634	8,737,037	8,849,322
250 Tower Grove Park	658,000	700,000	696,000
<b>Total General Fund</b>	<b>\$17,796,476</b>	<b>\$18,631,945</b>	<b>\$18,750,892</b>
Forest Park Fund	\$201,708	\$210,000	\$800,000
Community Development Block Grant & Others	\$520,080	\$500,000	\$1,018,769
<b>Total Department All Funds</b>	<b>\$18,518,264</b>	<b>\$19,341,945</b>	<b>\$20,569,661</b>

<b>Personnel By Division</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
210 Director of PRF	5.0	5.0	5.0
213 Recreation	37.0	37.0	34.0
214 Forestry	120.0	119.0	119.0
220 Parks	185.0	172.0	172.0
250 Tower Grove Park	0.0	0.0	0.0
<b>Total General Fund</b>	<b>347.0</b>	<b>333.0</b>	<b>330.0</b>
Grant and Other Funds	0.0	1.0	3.0
<b>Total Department All Funds</b>	<b>347.0</b>	<b>334.0</b>	<b>333.0</b>

# PARKS, RECREATION AND FORESTRY

## PARKS, RECREATION AND FORESTRY

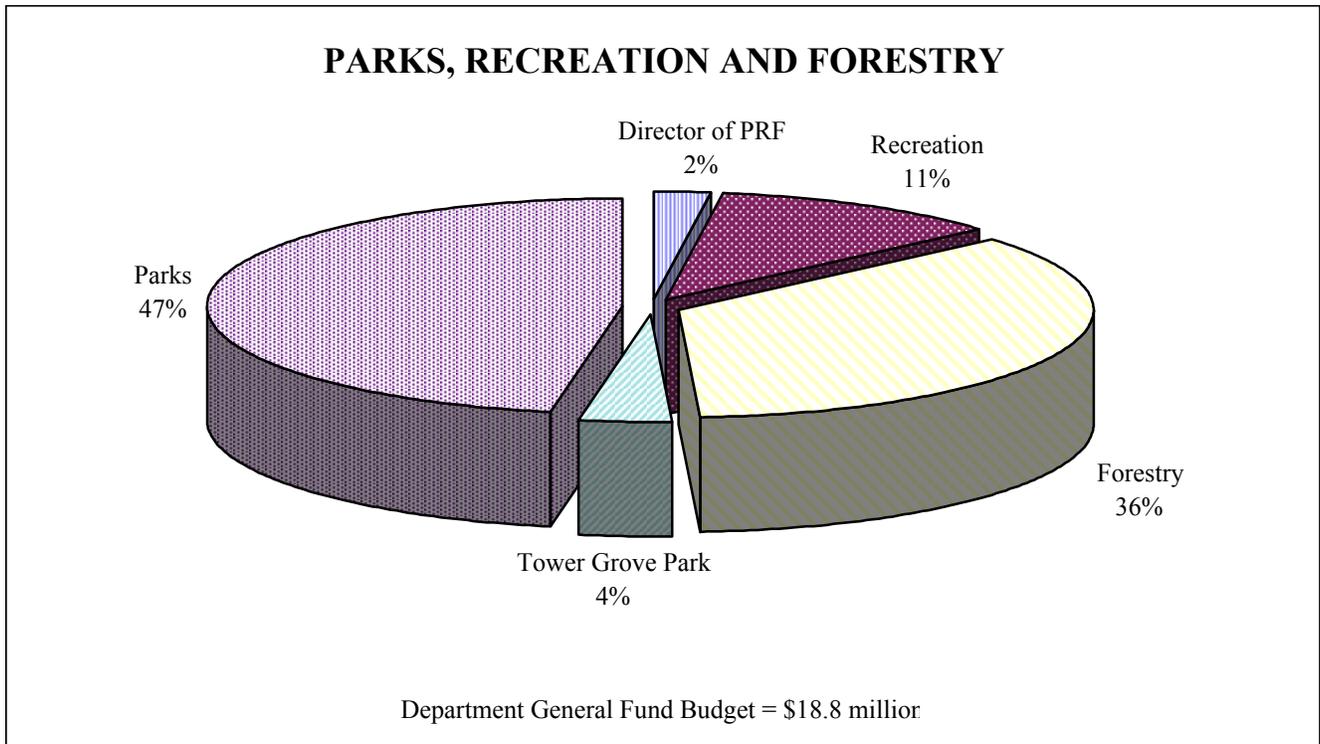


### Major Goals and Highlights

- o Utilize efforts of neighborhood group to continue operations at WestEnd recreation center and convert Soulard recreation center to a latchkey operation
- o Develop collaborative partnerships to enhance after school homework/tutoring opportunities at selected Recreation Centers.
- o Host the National Recreation & Parks Association 2003 annual conference and it's 10,000 delegates

- o Service 15,000 alleys for debris removal as part of district debris program
- o Maintain 78 restrooms and 157 athletic fields throughout the City park system
- o Issue over 5,000 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 6,300 vacant buildings
- o Prune 27,200 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 24,000 visitors to the newly renovated 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 & FY04 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 FY04. Public/private partnerships continue to grow as evidenced by the Children's Hospital Healthy Kids at Play Initiative, new playgrounds in Turner & Norman Seay Park and the office is working with the Board of Education on the development of a new Vashon High School area. Recreation and Parks Association. The office will host the 2003 Annual Conference of the National Recreation & Parks Association at the Convention Center.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	324,461	338,781	363,846
Materials and Supplies	22,030	22,700	23,151
Equipment, Lease & Assets	7,104	7,304	7,104
Contractual and Other Services	10,447	15,345	7,400
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$364,042</b>	<b>\$384,130</b>	<b>\$401,501</b>
Forest Park Fund	\$201,708	\$210,000	\$800,000
Grant and Other Funds	\$0	\$0	\$393,015
<b>Total Budget All Funds</b>	<b>\$565,750</b>	<b>\$594,130</b>	<b>\$1,594,516</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 & FY04 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. Due to the City's fiscal constraints, staff has been reduced and programs have been modified to maintain the maximum benefit for the citizens. Details of the changes are shown in the following program budgets.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	2,141,769	2,096,363	2,016,169
Materials and Supplies	94,337	76,016	70,500
Equipment, Lease & Assets	2,769	1,500	0
Contractual and Other Services	44,258	53,262	50,852
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$2,283,133</b>	<b>\$2,227,141</b>	<b>\$2,137,521</b>
Community Development Block Grant	\$510,576	\$500,000	\$525,000
<b>Total Budget All Funds</b>	<b>\$2,793,709</b>	<b>\$2,727,141</b>	<b>\$2,662,521</b>

**Number of Full Time Positions**

General Fund	37.0	37.0	34.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>37.0</b>	<b>37.0</b>	<b>34.0</b>

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

**Program Budget**

**Services Provided & FY04 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 8 recreation centers, 1 neighborhood center, 6 outpost sites, 7 swimming pools, 12 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 FY04, the Recreation Division hopes to develop collaborative partnerships to enhance after school homework/tutoring opportunities at selected Recreation Centers.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	361,456	416,125	431,722
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	11,907	10,650	10,650
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$373,363</b>	<b>\$426,775</b>	<b>\$442,372</b>
Grant and Other Funds	\$10,576	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$383,939</b>	<b>\$426,775</b>	<b>\$442,372</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 & FY04 Highlights**

The Recreation Division provides City residents with a variety of year-round recreation and leisure activities. The Division offers year-round activities at 8 recreation centers, 1 neighborhood center and 7 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 FY04, 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. The operation of the Westend Center & Pool will be supplemented with the efforts of a community group and the operation of the Soulard Recreation Center will be on a scheduled use basis.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,260,948	1,352,586	1,264,372
Materials and Supplies	55,440	43,016	39,000
Equipment, Lease & Assets	2,405	1,500	0
Contractual and Other Services	28,564	33,000	34,702
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,347,357</b>	<b>\$1,430,102</b>	<b>\$1,338,074</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,347,357</b>	<b>\$1,430,102</b>	<b>\$1,338,074</b>
<b>Number of Full Time Positions</b>			
General Fund	30.0	30.0	27.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>30.0</b>	<b>30.0</b>	<b>27.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Recreation Center programs - (year-round) participant hours	659,139	791,008	750,000
o Ratio of staff to participants - minimum	1:20	1:20	1:20
- maximum	1:45	1:45	1:45

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

**Program Budget**

**Services Provided & FY04 Highlights**

During the summer months, the Recreation Division expands upon its regular recreation programs by offering 12 day camp sites and expands upon its regular programming 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 FY04, 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	193,189	63,910	63,910
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

<b>Total General Fund</b>	<b>\$193,189</b>	<b>\$63,910</b>	<b>\$63,910</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$193,189</b>	<b>\$63,910</b>	<b>\$63,910</b>
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**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 FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Summer day camps - participant hours	75,090	76,000	76,000
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 & FY04 Highlights**

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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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</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>
Community Development Block Grant	\$500,000	\$500,000	\$525,000
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$525,000</b>

**Number of Full Time Positions**

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



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

**Program Budget**

**Services Provided & FY04 Highlights**

The Aquatics program operates 3 outdoor and 4 indoor municipals swimming pools all staffed with lifeguards. Summer staffing consists of 60 lifeguards and 12 lifeguard supervisors, the non-summer staffing is 18 lifeguards and 7 lifeguard supervisors, all certified by the American Red Cross, currently 5 are also certified to train lifeguards and 8 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	242,516	204,535	204,535
Materials and Supplies	35,465	30,000	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>\$277,981</b>	<b>\$234,535</b>	<b>\$234,535</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$277,981</b>	<b>\$234,535</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 FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Aquatics programs - participant hours	88,653	90,000	88,000
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 & FY04 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 30 boxers receive 3 hours of training each day. It is estimated that 15 participants advanced to various State, Regional and National Tournaments.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	83,660	59,207	51,630
Materials and Supplies	3,432	3,000	1,500
Equipment, Lease & Assets	364	0	0
Contractual and Other Services	3,787	9,612	5,500
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$91,243</b>	<b>\$71,819</b>	<b>\$58,630</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$91,243</b>	<b>\$71,819</b>	<b>\$58,630</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 FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Boxing program - participant hours	59,062	60,000	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 & FY04 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 FY04 the Department will continue its efforts to reduce unsightly debris, to maintain vacant properties and service more than 110,000 trees along the sidewalks and in the parks.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	5,741,196	6,396,670	6,486,533
Materials and Supplies	72,963	79,967	75,015
Equipment, Lease & Assets	44,685	64,600	59,600
Contractual and Other Services	53,823	42,400	45,400
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$5,912,667</b>	<b>\$6,583,637</b>	<b>\$6,666,548</b>
Grant and Other Funds	\$63,524	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$5,976,191</b>	<b>\$6,583,637</b>	<b>\$6,666,548</b>

**Number of Full Time Positions**

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

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

**Program Budget**

**Services Provided & FY04 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 16,000 accounts are managed annually and this program coordinates with a private collection agency to collect 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	240,986	172,198	192,287
Materials and Supplies	2,570	5,246	5,271
Equipment, Lease & Assets	4,703	5,000	5,000
Contractual and Other Services	20,439	12,705	12,700
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$268,698</b>	<b>\$195,149</b>	<b>\$215,258</b>
Grant and Other Funds	\$63,524	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$332,222</b>	<b>\$195,149</b>	<b>\$215,258</b>
<b>Number of Full Time Positions</b>			
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>

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

**Program Budget**

**Services Provided & FY04 Highlights**

The Forestry Division is responsible for the maintenance of 80,000 trees located between curbs and sidewalks throughout the City and 30,000 park trees. 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 November through May, weather permitting. In FY04 emergency tree trimming situations will be prioritized in order to reduce the public hazard and respond to storm damaged trees with-in 2-days.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,591,812	1,638,445	1,697,646
Materials and Supplies	19,802	26,500	24,500
Equipment, Lease & Assets	4,613	9,500	7,000
Contractual and Other Services	11,242	9,000	9,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,627,469</b>	<b>\$1,683,445</b>	<b>\$1,738,146</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,627,469</b>	<b>\$1,683,445</b>	<b>\$1,738,146</b>

**Number of Full Time Positions**

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

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Special tree trim & district trim (7yr cycle)	17,000	27,000	27,200
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	4,533	4,870	4,600

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

**Program Budget**

**Services Provided & FY04 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 6,300 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 vacant buildings. The Division also coordinates activities with the Alternative Sentencing Program and the Regimented Discipline Program. In FY02 District Debris program collected over 15,415 tons of trash from vacant buildings, lots and alleys. In FY03 the they are projected to collect over 16,000 tons. In FY04 this program will assist the Trash Task Force & Problem Properties efforts by targeting locations requiring repetitive service.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	2,821,367	3,410,854	3,360,837
Materials and Supplies	29,783	26,500	24,500
Equipment, Lease & Assets	34,563	49,500	47,000
Contractual and Other Services	17,884	17,500	20,500
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$2,903,597</b>	<b>\$3,504,354</b>	<b>\$3,452,837</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$2,903,597</b>	<b>\$3,504,354</b>	<b>\$3,452,837</b>

**Number of Full Time Positions**

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

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Maintain vacant lots - maint, & complaints	85,000	85,000	85,000
o Citizen Service Bureau (CSB) service requests			
- weed control occupied properties	4,627	4,100	4,000
- weed control vacant properties	2,136	2,400	2,000
- debris control occupied/vacant properties	9,746	9,300	8,500

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

**Program Budget**

**Services Provided & FY04 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 (10,900 tons). This section now provides compost, mulch and wood chips to the Park Division (10,000 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 has also located a source of revenue through log chip sales in an attempt to generate new revenue sources.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	283,181	370,826	390,014
Materials and Supplies	12,069	10,861	10,884
Equipment, Lease & Assets	293	600	600
Contractual and Other Services	2,555	2,195	2,200
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$298,098</b>	<b>\$384,482</b>	<b>\$403,698</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$298,098</b>	<b>\$384,482</b>	<b>\$403,698</b>

**Number of Full Time Positions**

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

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</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 & FY04 Highlights**

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This is the 5th 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 4000 truck loads of annually. With the efforts of the Trash Task Force and Problem Properties, the number of lot and building services is projected to decrease and this program will be targeting more debris in alleys complaints.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	803,850	804,347	845,749
Materials and Supplies	8,739	10,860	9,860
Equipment, Lease & Assets	513	0	0
Contractual and Other Services	1,703	1,000	1,000
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$814,805</b>	<b>\$816,207</b>	<b>\$856,609</b>
Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$814,805</b>	<b>\$816,207</b>	<b>\$856,609</b>

**Number of Full Time Positions**

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

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Debris from lots - number of services	17,000	17,000	15,000
o Debris from buildings - number of services	9,000	9,000	8,000
o Debris from alleys - number of services	10,500	10,500	15,000

Department: Parks, Recreation and Forestry  
 Division: 220 Parks

**Division Budget**

**Services Provided & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	7,722,228	7,953,582	8,068,367
Materials and Supplies	438,277	415,710	415,710
Equipment, Lease & Assets	15,594	13,500	11,000
Contractual and Other Services	402,535	354,245	354,245
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$8,578,634</b>	<b>\$8,737,037</b>	<b>\$8,849,322</b>
Grant and Other Funds	\$9,504	\$0	\$100,754
<b>Total Budget All Funds</b>	<b>\$8,588,138</b>	<b>\$8,737,037</b>	<b>\$8,950,076</b>

**Number of Full Time Positions**

General Fund	185.0	172.0	172.0
Other	0.0	0.0	2.0
<b>Total</b>	<b>185.0</b>	<b>172.0</b>	<b>174.0</b>



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

**Program Budget**

**Services Provided & FY04 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. In FY04 the Neighborhood Stabilization Block Grant will fund a Gang Abatement program which will do assessments and referrals to specialists for specific medical, psychological, or drug abuse conditions.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	306,179	353,069	360,452
Materials and Supplies	0	0	0
Equipment, Lease & Assets	2,888	2,500	0
Contractual and Other Services	42,045	43,500	41,935
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$351,112</b>	<b>\$399,069</b>	<b>\$402,387</b>
Grant and Other Funds	\$9,504	\$0	\$100,754
<b>Total Budget All Funds</b>	<b>\$360,616</b>	<b>\$399,069</b>	<b>\$503,141</b>

**Number of Full Time Positions**

General Fund	5.0	5.0	5.0
Other	0.0	0.0	2.0
<b>Total</b>	<b>5.0</b>	<b>5.0</b>	<b>7.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</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 & FY04 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 were 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	650,069	223,131	223,800
Materials and Supplies	90,510	48,500	48,500
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>\$740,579</b>	<b>\$271,631</b>	<b>\$272,300</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$740,579</b>	<b>\$271,631</b>	<b>\$272,300</b>

**Number of Full Time Positions**

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

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Propagate plants in greenhouse	1,000,000	265,000	315,000
o Maintain planters/beds	200	0	0
o Operate Jewel Box - visitors	24,000	18,000	24,000

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

**Program Budget**

**Services Provided & FY04 Highlights**

The Permit Section issues use permits for athletic field, picnic, vending and concession, special event and the newly renovated Jewel Box. 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 F04. 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 5,000 revenue generating permits being issued annually.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	128,293	137,714	141,689
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	1,779	2,045	2,045
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$130,072</b>	<b>\$139,759</b>	<b>\$143,734</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$130,072</b>	<b>\$139,759</b>	<b>\$143,734</b>
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**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 FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Process/Issue Permits	4,165	4,100	4,510

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

**Program Budget**

**Services Provided & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	2,682,435	2,941,151	2,980,167
Materials and Supplies	55,791	58,990	58,990
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	1,158	1,000	1,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$2,739,384</b>	<b>\$3,001,141</b>	<b>\$3,040,157</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$2,739,384</b>	<b>\$3,001,141</b>	<b>\$3,040,157</b>

**Number of Full Time Positions**

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

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Mow and trim turf - park acres	1,549	1,549	1,549
o Mow and trim turf - median acres	252	252	252
o Remove litter/trash - park acres	1,549	1,549	1,549
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	1,440	1,440	1,440

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

**Program Budget**

**Services Provided & FY02 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 8 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	2,763,508	3,004,824	3,047,932
Materials and Supplies	272,347	287,465	287,465
Equipment, Lease & Assets	12,706	11,000	11,000
Contractual and Other Services	354,426	305,000	306,565
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$3,402,987</b>	<b>\$3,608,289</b>	<b>\$3,652,962</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$3,402,987</b>	<b>\$3,608,289</b>	<b>\$3,652,962</b>

**Number of Full Time Positions**

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

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Carpentry work orders	552	550	366
o Plumbing repair orders	636	630	438
o Painting service orders	362	360	240
o General labor work orders	984	984	276
o H.V.A.C. & Electrical maintenance orders	493	490	670
o Security services hours	72,800	76,040	7,160

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

**Program Budget**

**Services Provided & FY04 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 have been or will be made in the park over the next five 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,191,744	1,293,693	1,314,327
Materials and Supplies	19,629	20,755	20,755
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	3,127	2,700	2,700
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,214,500</b>	<b>\$1,317,148</b>	<b>\$1,337,782</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,214,500</b>	<b>\$1,317,148</b>	<b>\$1,337,782</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 FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Mow and trim turf - park acres	762	762	762
o Remove litter/trash - park acres	762	762	762
o Clean restrooms - no. of restrooms	12	13	13
o Maintain athletic fields - no. of fields	37	31	31
o Provide support - Operation Blitz - hours	864	860	860

Department: 250 Tower Grove Park  
 Program: Tower Grove Park

**Division Budget**

**Services Provided & FY04 Highlights**

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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 FY04, Tower Grove Park will receive \$442,000 from these taxes.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	0	0	0
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	658,000	700,000	696,000
Debt Service and Special Charges	0	0	0
	-----	-----	-----
<b>Total General Fund</b>	<b>\$658,000</b>	<b>\$700,000</b>	<b>\$696,000</b>
Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$658,000</b>	<b>\$700,000</b>	<b>\$696,000</b>

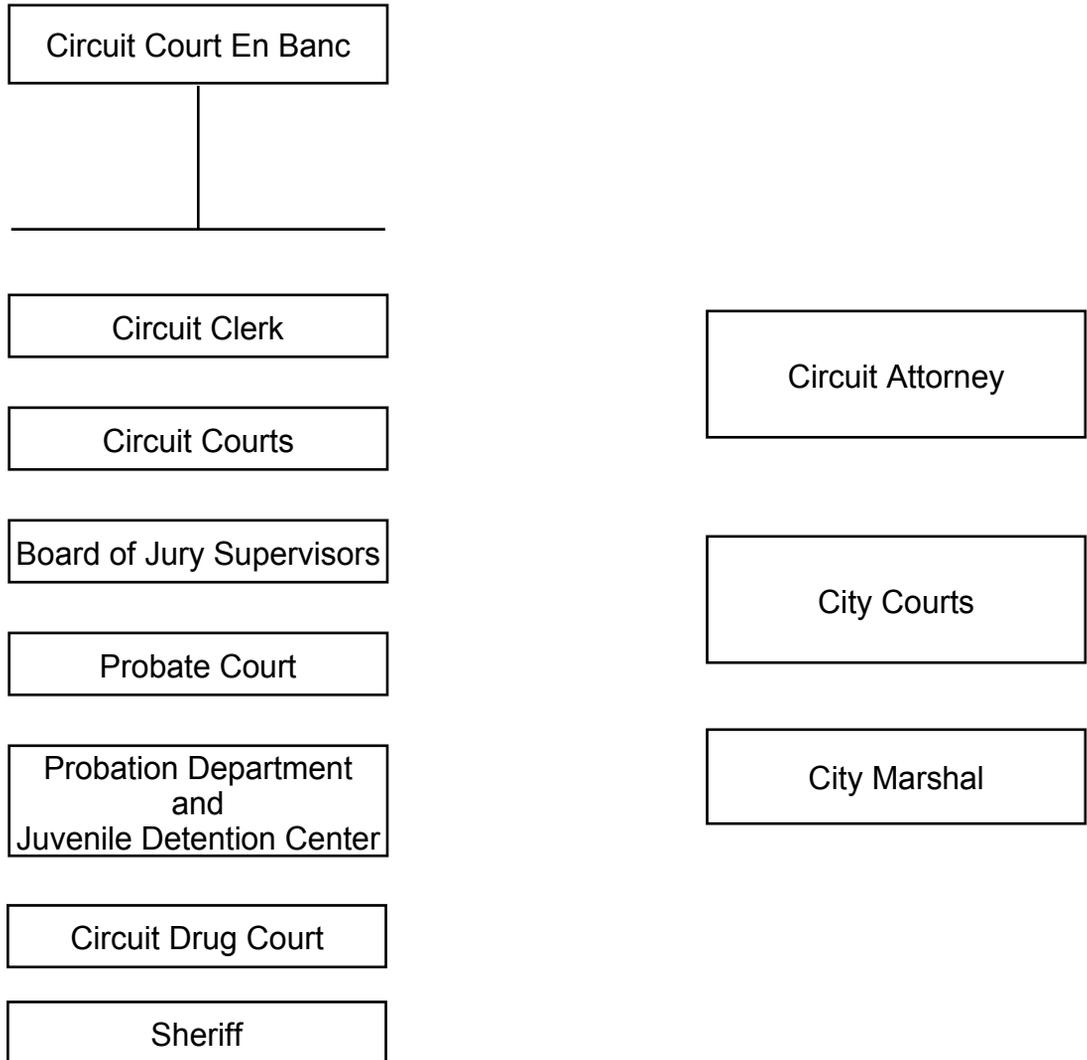
**Number of Full Time Positions**

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>



# **JUDICIAL OFFICES**

# JUDICIAL OFFICES



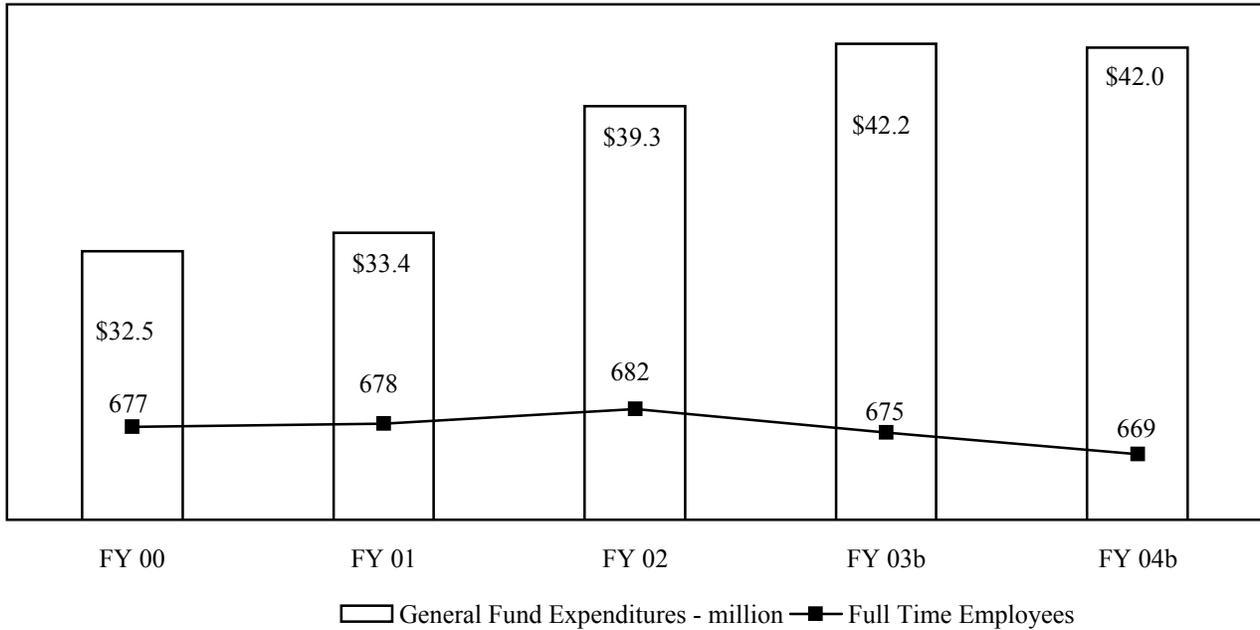
# JUDICIAL OFFICES

<b>Budget By Division</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
310 Circuit Clerk	1,272,571	941,991	1,264,119
311 Circuit Court (Court Administrator)	6,524,665	7,576,574	7,403,240
312 Circuit Attorney	5,124,437	5,603,814	5,559,522
313 Board of Jury Supervisors	1,362,916	1,491,841	1,443,260
314 Probate Court	75,139	88,550	93,692
315 Sheriff	7,006,450	7,622,360	7,603,229
316 City Courts	2,762,068	2,816,347	2,911,892
317 City Marshal	1,242,850	988,373	1,087,289
320 Probation Dept. and Juvenile Detention	13,565,667	14,629,495	14,343,711
321 Circuit Drug Court	330,221	398,635	283,709
<b>Total General Fund</b>	<b>\$39,266,984</b>	<b>\$42,157,980</b>	<b>\$41,993,663</b>
Grant and Other Funds	\$1,440,637	\$2,315,749	\$2,654,516
<b>Total Department All Funds</b>	<b>\$40,707,621</b>	<b>\$44,473,729</b>	<b>\$44,648,179</b>

<b>Personnel By Division</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
310 Circuit Clerk	1.0	1.0	1.0
311 Circuit Court (Court Administrator)	68.0	71.0	74.0
312 Circuit Attorney	93.3	94.3	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	191.0	183.0
316 City Courts	39.0	39.0	38.0
317 City Marshal	33.0	25.0	25.0
320 Probation Dept. and Juvenile Detention	253.0	244.1	243.8
321 Circuit Drug Court	0.0	0.0	0.0
<b>Total General Fund</b>	<b>682.3</b>	<b>675.4</b>	<b>669.1</b>
Grant and Other Funds	35.8	57.7	62.0
<b>Total Department All Funds</b>	<b>718.0</b>	<b>733.0</b>	<b>731.0</b>

# JUDICIAL OFFICES

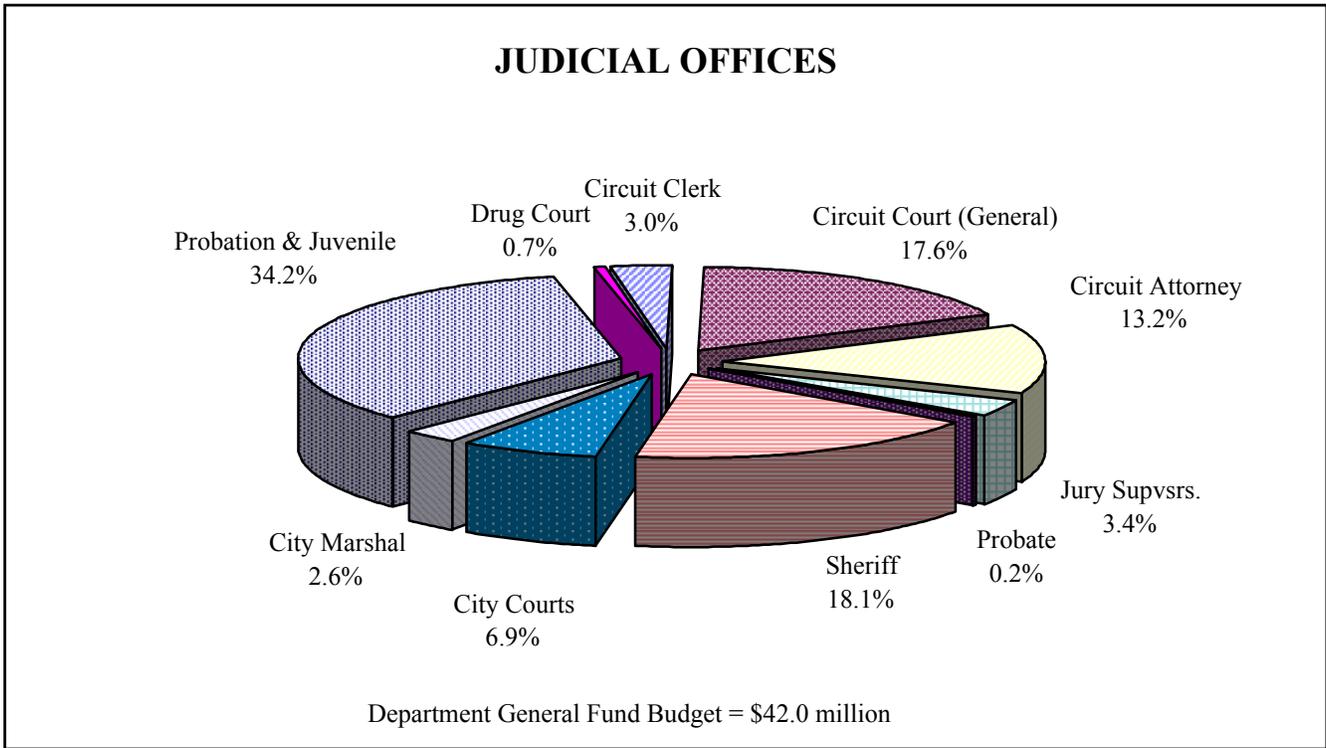
## JUDICIAL OFFICES



### Major Goals and Highlights

- o Coordinate efforts among Circuit Court, State Court Administrator and Circuit Clerk to evaluate Courts appropriate records management and information systems needs
- o Utilize \$100,000 in funds generated by Drug Court to offset general fund subsidy of costs
- o Bolster Child Support Unit of Circuit Attorney's Office with additional funding from Mo. Dept. of Social Services
- o Provide parking and or public transportation for 24,000 petit jurors
- o Provide over \$500,000 for the institutional placement of juveniles
- o Enhance communications capabilities with purchase of new radio equipment in City Marshal's office

# JUDICIAL OFFICES



o Realize a reduction in prisoner transportation costs in the Sheriffs office due to opening of City Justice Center

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 & FY04 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. The FY04 budget for the Circuit Clerk resumes budgeting for certain computer costs that were to be charged against interest earnings in FY03.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	165,565	123,957	114,783
Materials and Supplies	256,554	289,140	350,790
Equipment, Lease & Assets	285,895	338,552	294,402
Contractual and Other Services	564,557	190,342	504,144
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,272,571</b>	<b>\$941,991</b>	<b>\$1,264,119</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,272,571</b>	<b>\$941,991</b>	<b>\$1,264,119</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 & FY04 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. In FY03, those divisions of the Court located in the Municipal Courts building moved to the Carnahan Courthouse; certain moving costs associated with this move will not reoccur in FY04. The FY04 budget includes full year costs of occupying the Carnahan Courthouse as well as the addition of three new positions.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	3,195,634	3,492,324	3,598,347
Materials and Supplies	274,147	316,565	353,750
Equipment, Lease & Assets	164,731	306,110	147,818
Contractual and Other Services	2,890,153	3,461,575	3,303,325
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$6,524,665</b>	<b>\$7,576,574</b>	<b>\$7,403,240</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$6,524,665</b>	<b>\$7,576,574</b>	<b>\$7,403,240</b>

**Number of Full Time Positions**

General Fund	68.0	71.0	74.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>68.0</b>	<b>71.0</b>	<b>74.0</b>

Department: Judicial Offices  
 Division: 312 Circuit Attorney

**Division Budget**

**Services Provided & FY04 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. In FY04, the Child Support Unit will receive additional funding and personnel in support of the activities of that office. The Circuit Attorney's office has also been awarded a new drug prosecution grant that will provide additional prosecutors solely for the purpose of prosecuting crimes involving youth gun violence.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	4,755,343	5,127,034	5,147,822
Materials and Supplies	75,830	99,850	79,900
Equipment, Lease & Assets	67,492	94,530	61,875
Contractual and Other Services	225,772	282,400	269,925
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$5,124,437</b>	<b>\$5,603,814</b>	<b>\$5,559,522</b>
Grant and Other Funds	\$1,423,176	\$2,284,736	2,563,068
<b>Total Budget All Funds</b>	<b>\$6,547,613</b>	<b>\$7,888,550</b>	<b>\$8,122,590</b>

**Number of Full Time Positions**

General Fund	93.3	94.3	94.3
Other	34.8	38.8	44.8
<b>Total</b>	<b>128.0</b>	<b>133.0</b>	<b>139.0</b>

Department: Judicial Offices  
 Division: 313 Board of Jury Supervisors

**Division Budget**

**Services Provided & FY04 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 24,000 petit jurors serving an average of 2 days, four grand juries and one sequestered jury. Seated jurors are currently paid \$18 per day of which \$6 is reimbursed to general revenue by the state.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	408,492	441,166	441,776
Materials and Supplies	6,690	41,315	41,513
Equipment, Lease & Assets	6,284	20,861	12,229
Contractual and Other Services	941,450	988,499	947,742
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,362,916</b>	<b>\$1,491,841</b>	<b>\$1,443,260</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,362,916</b>	<b>\$1,491,841</b>	<b>\$1,443,260</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 & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	0	0	0
Materials and Supplies	40,304	45,450	41,550
Equipment, Lease & Assets	14,382	12,700	28,542
Contractual and Other Services	20,453	30,400	23,600
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$75,139</b>	<b>\$88,550</b>	<b>\$93,692</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$75,139</b>	<b>\$88,550</b>	<b>\$93,692</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 & FY04 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 new City Justice Center opening downtown in the past fiscal year, the FY04 budget reflects a reduction in deputies previously assigned to transporting prisoners from the St. Louis County facility.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	6,723,580	7,364,310	7,278,804
Materials and Supplies	43,932	31,300	36,000
Equipment, Lease & Assets	71,530	14,488	36,925
Contractual and Other Services	167,408	212,262	251,500
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$7,006,450</b>	<b>\$7,622,360</b>	<b>\$7,603,229</b>
Grant and Other Funds	\$17,461	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$7,023,911</b>	<b>\$7,622,360</b>	<b>\$7,603,229</b>

**Number of Full Time Positions**

General Fund	185.0	191.0	183.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>185.0</b>	<b>191.0</b>	<b>183.0</b>



Department: Judicial Offices  
 Division: 316 City Courts

**Division Budget**

**Services Provided & FY04 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 is projected to process up to 550,000 cases in FY04. 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 expediently 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,621,272	1,638,231	1,636,366
Materials and Supplies	9,509	8,000	14,000
Equipment, Lease & Assets	332,030	354,656	360,326
Contractual and Other Services	799,257	815,460	901,200
Debt Service and Special Charges	0	0	0
	_____	_____	_____
<b>Total General Fund</b>	<b>\$2,762,068</b>	<b>\$2,816,347</b>	<b>\$2,911,892</b>
Grant and Other Funds	\$0	\$0	\$27,419
	_____	_____	_____
<b>Total Budget All Funds</b>	<b>\$2,762,068</b>	<b>\$2,816,347</b>	<b>\$2,939,311</b>

**Number of Full Time Positions**

General Fund	39.0	39.0	38.0
Other	0.0	0.0	1.0
	_____	_____	_____
<b>Total</b>	<b>39.0</b>	<b>39.0</b>	<b>39.0</b>



Department: Judicial Offices  
 Division: 317 City Marshal

**Division Budget**

**Services Provided & FY04 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 City Hall. The FY04 budget provides for the purchase of new radio equipment to enhance communication capabilities and appropriates funds provided separately for operations of truancy and downtown community courts.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,230,053	968,323	1,042,089
Materials and Supplies	9,420	10,800	10,500
Equipment, Lease & Assets	1,924	3,800	28,800
Contractual and Other Services	1,453	5,450	5,900
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,242,850</b>	<b>\$988,373</b>	<b>\$1,087,289</b>
Grant and Other Funds	\$0	\$31,013	\$64,029
<b>Total Budget All Funds</b>	<b>\$1,242,850</b>	<b>\$1,019,386</b>	<b>\$1,151,318</b>

**Number of Full Time Positions**

General Fund	33.0	25.0	25.0
Other	1.0	1.0	2.0
<b>Total</b>	<b>34.0</b>	<b>26.0</b>	<b>27.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Courts / Hallway / Metal Detection	20,291	20,291	15,470
o Corrections security hours	10,400	4,853	5,200
o City Hall security hours	19,136	17,780	21,080
o Mayor's Office security hours	2,080	2,080	2,080
o 1300 Convention Plaza security hours	2,184	2,280	2,340
o Community Court	2,188	2,080	2,340
o Special security services	3,903	3,903	6,240

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

**Division Budget**

**Services Provided & FY04 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 FY04 budget allocates over \$500,000 to institutional placements.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	11,654,119	12,360,258	12,116,119
Materials and Supplies	381,228	407,900	415,460
Equipment, Lease & Assets	114,329	105,255	216,393
Contractual and Other Services	1,415,991	1,756,082	1,595,739
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$13,565,667</b>	<b>\$14,629,495</b>	<b>\$14,343,711</b>
Grant and Other Funds	\$245,818	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$13,811,485</b>	<b>\$14,629,495</b>	<b>\$14,343,711</b>

**Number of Full Time Positions**

General Fund	253.0	244.1	243.8
Other	0.0	17.9	14.2
<b>Total</b>	<b>253.0</b>	<b>262.0</b>	<b>258.0</b>

Department: Judicial Offices  
 Division: 321 Circuit Drug Court

**Division Budget**

**Services Provided & FY04 Highlights**

The Circuit Drug Court was established as a separate cost center with a general fund subsidy in FY03. 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. In FY04, \$100,000 in funds generated by the Drug Court and accumulating over several fiscal years will be used to offset the General Fund subsidy. The FY04 budget reflects this reduction.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	0	0	0
Materials and Supplies	40,888	35,700	34,100
Equipment, Lease & Assets	2,804	4,100	3,825
Contractual and Other Services	286,529	358,835	245,784
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$330,221</b>	<b>\$398,635</b>	<b>\$283,709</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$330,221</b>	<b>\$398,635</b>	<b>\$283,709</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>



# **COUNTY OFFICES**

# COUNTY OFFICES

Tax Equalization Board

Election and Registration

Recorder of Deeds

Treasurer

Medical Examiner

# COUNTY OFFICES

<b>Budget By Division</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
330 Tax Equalization Board	8,571	16,900	15,400
333 Recorder of Deeds	1,834,895	2,171,381	2,227,019
334 Election and Registration	1,561,278	3,049,924	2,041,003
335 Medical Examiner	1,403,049	1,512,409	1,542,190
340 Treasurer	659,685	651,590	637,063
<b>Total General Fund</b>	<b>\$5,467,478</b>	<b>\$7,402,204</b>	<b>\$6,462,675</b>
Grant and Other Funds	\$20,973	\$125,000	\$125,000
Convention and Sports Facility Trust Fund	\$5,000,000	\$5,500,000	\$6,050,000
Rams Practice Facility Fund	\$0	\$0	\$0
<b>Total Department All Funds</b>	<b>\$10,488,451</b>	<b>\$13,027,204</b>	<b>\$12,637,675</b>

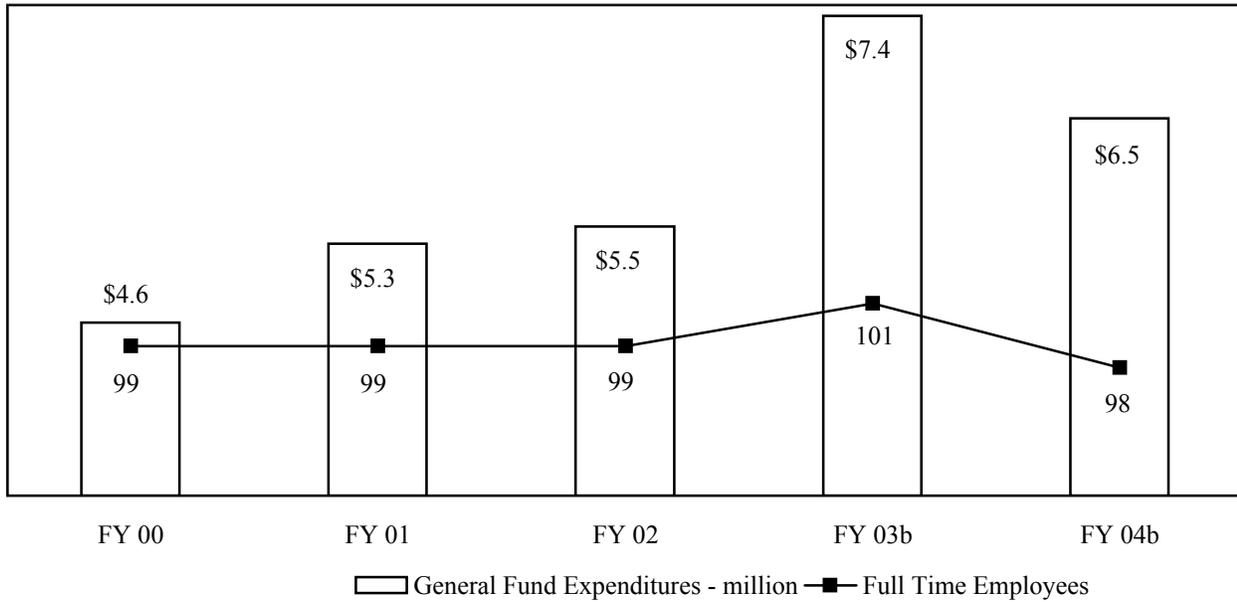
<b>Personnel By Division</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
330 Tax Equalization Board	0.0	0.0	0.0
333 Recorder of Deeds	44.0	46.0	45.0
334 Election and Registration	32.0	32.0	31.0
335 Medical Examiner	12.0	12.0	12.0
340 Treasurer	11.0	11.0	10.0
<b>Total General Fund</b>	<b>99.0</b>	<b>101.0</b>	<b>98.0</b>
Grant and Other Funds	0.0	0.0	0.0
<b>Total Department All Funds</b>	<b>99.0</b>	<b>101.0</b>	<b>98.0</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 \$6.3 million and \$1.4 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

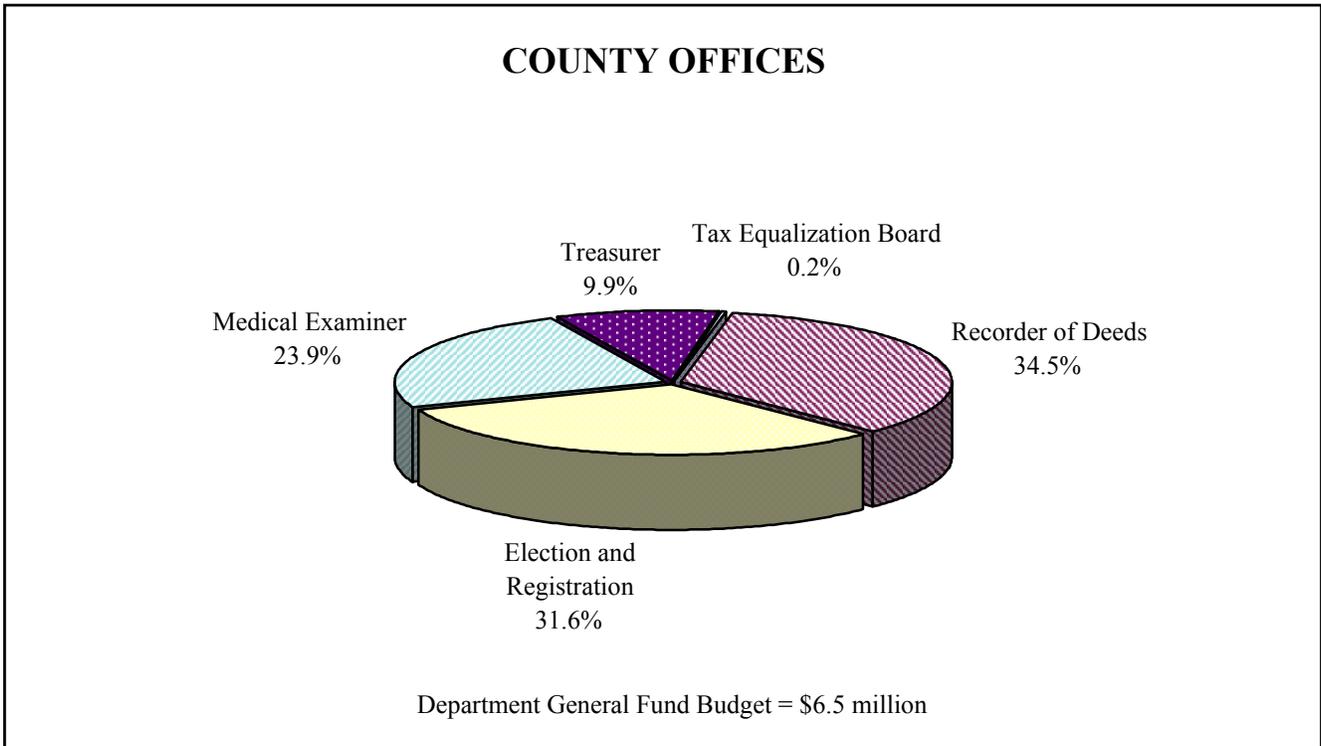


### Major Goals and Highlights

- o Microfilm and image recording books that pre-date 1920

- o Conduct presidential primary city-wide election scheduled for FY04

# 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 & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	8,525	16,500	15,000
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	46	400	400
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$8,571</b>	<b>\$16,900</b>	<b>\$15,400</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$8,571</b>	<b>\$16,900</b>	<b>\$15,400</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>

Department: County Offices

Division Budget

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

**Services Provided & FY04 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.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</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	\$5,000,000	\$5,500,000	\$6,050,000
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$5,000,000</b>	<b>\$5,500,000</b>	<b>\$6,050,000</b>

Department: County Offices  
 Division: 333 Recorder of Deeds

**Division Budget**

**Services Provided & FY04 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. As of July 1, 2002, the Recorder of Deeds office assumed the office of Vital Records and is now providing birth and death certificates at a cost savings to the City. The Recorder has attained internet access to land records, increasing both service and revenue as well as benefitting the work of other City agencies. In FY04, the office will continue to convert land and marriage microfilmed records into tiff formatted images and will pursue microfilm and image recording books that predate 1920.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,659,117	1,834,531	1,868,019
Materials and Supplies	38,366	46,400	41,800
Equipment, Lease & Assets	0	59,000	79,700
Contractual and Other Services	137,412	231,450	237,500
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,834,895</b>	<b>\$2,171,381</b>	<b>\$2,227,019</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,834,895</b>	<b>\$2,171,381</b>	<b>\$2,227,019</b>

**Number of Full Time Positions**

General Fund	44.0	46.0	45.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>44.0</b>	<b>46.0</b>	<b>45.0</b>

Department: County Offices  
 Division: 334 Board of Election Commissioners

**Division Budget**

**Services Provided & FY04 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 FY04 the Board of Election Commissioners has scheduled only one city-wide election in the presidential primary to be held in early 2004. The FY04 budget contains sufficient funds for this election as well as providing for required mailings and registration activity over the next fiscal year.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,191,965	2,031,091	1,498,563
Materials and Supplies	83,412	342,879	153,040
Equipment, Lease & Assets	164,759	312,610	214,000
Contractual and Other Services	121,142	363,344	175,400
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,561,278</b>	<b>\$3,049,924</b>	<b>\$2,041,003</b>
Grant and Other Funds	\$291,747	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,853,025</b>	<b>\$3,049,924</b>	<b>\$2,041,003</b>

**Number of Full Time Positions**

General Fund	32.0	32.0	31.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>32.0</b>	<b>32.0</b>	<b>31.0</b>



Department: County Offices  
 Division: 335 Medical Examiner

**Division Budget**

**Services Provided & FY04 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.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	533,343	593,651	604,686
Materials and Supplies	21,967	20,500	20,500
Equipment, Lease & Assets	11,960	8,100	8,100
Contractual and Other Services	835,779	890,158	908,904
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,403,049</b>	<b>\$1,512,409</b>	<b>\$1,542,190</b>
Grant and Other Funds	\$20,973	\$125,000	\$125,000
<b>Total Budget All Funds</b>	<b>\$1,424,022</b>	<b>\$1,637,409</b>	<b>\$1,667,190</b>
<b>Number of Full Time Positions</b>			
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 FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Conduct medical examinations	700	700	700
o Histology services	3,600	3,600	3,600
o Livery and funeral home service contracts	745	745	720
o Provide for city burials	24	24	12
o Provide indigent cemetery plots	14	24	12

Department: County Offices  
 Division: 340 Treasurer

**Division Budget**

**Services Provided & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	636,651	631,790	612,073
Materials and Supplies	5,815	4,600	4,450
Equipment, Lease & Assets	1,899	2,000	2,000
Contractual and Other Services	15,320	13,200	18,540
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$659,685</b>	<b>\$651,590</b>	<b>\$637,063</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$659,685</b>	<b>\$651,590</b>	<b>\$637,063</b>

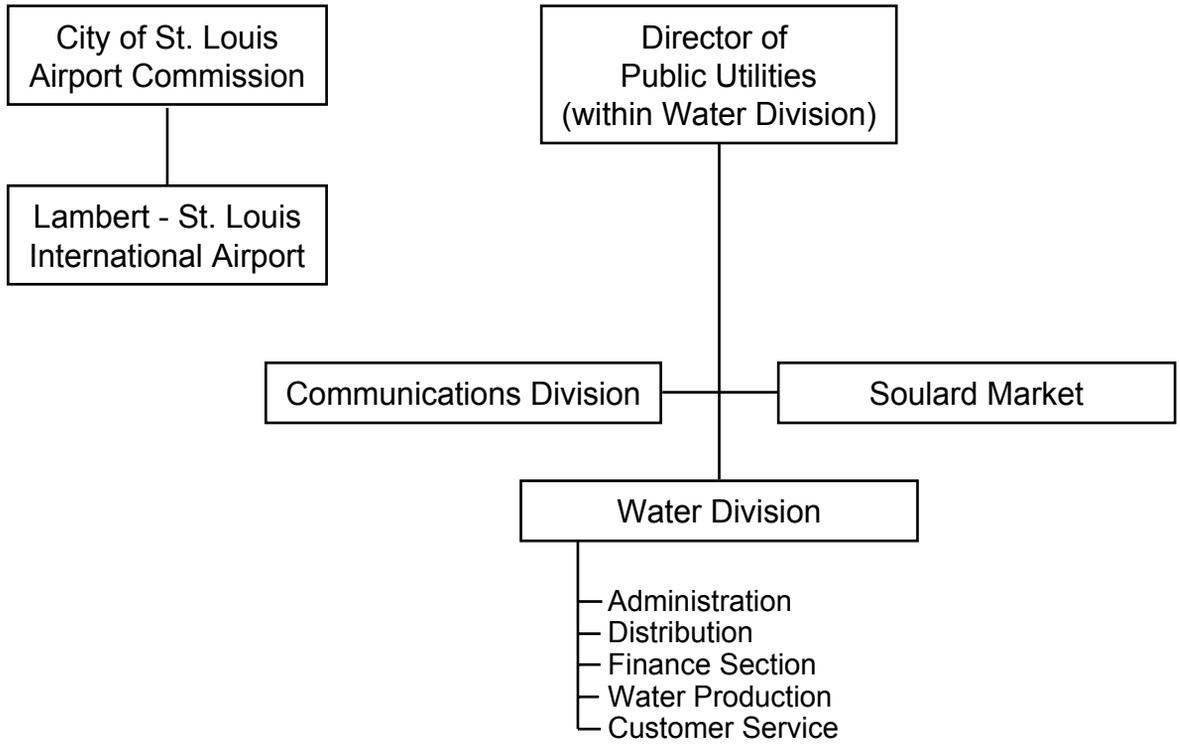
**Number of Full Time Positions**

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



# **PUBLIC UTILITIES**

# DEPARTMENT OF PUBLIC UTILITIES



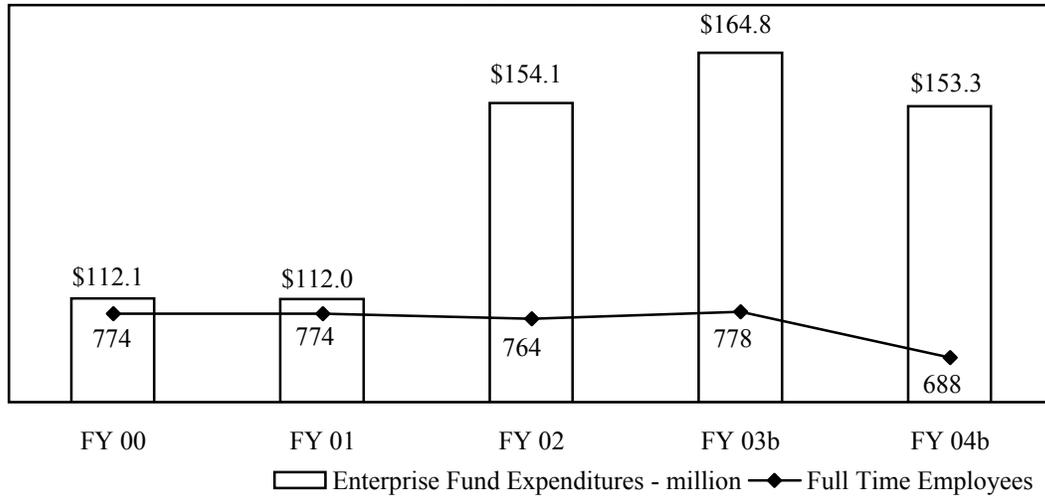
# PUBLIC UTILITIES

<b>Budget By Division</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
414 Soulard Market	239,619	248,945	252,362
<b>Total General Fund</b>	<b>\$239,619</b>	<b>\$248,945</b>	<b>\$252,362</b>
414 Soulard Market Grant Funds	\$0	\$0	\$0
401 Communications Division	\$1,400,004	\$1,613,451	\$1,419,890
415 Water Division	\$41,801,197	\$46,863,350	\$48,013,283
420 City of St. Louis Airport Commission	\$154,079,936	\$164,758,051	\$153,291,296
<b>Total Department All Funds</b>	<b>\$197,520,756</b>	<b>\$213,483,797</b>	<b>\$202,976,831</b>

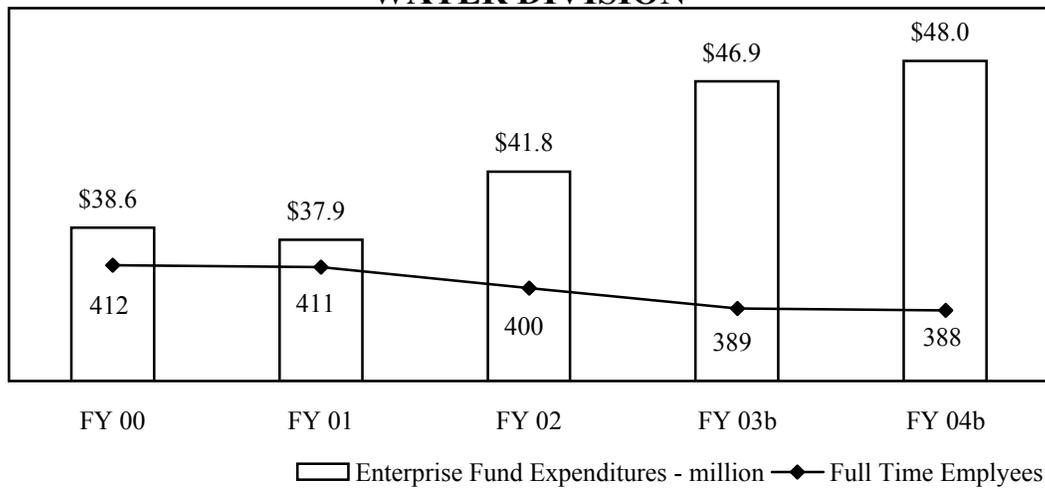
<b>Personnel By Division</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
414 Soulard Market	4.0	4.0	4.0
<b>Total General Fund</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>
401 Communications Division	16.0	19.0	18.0
415 Water Division	400.0	389.0	388.0
420 City of St. Louis Airport Commission	764.0	778.0	688.0
<b>Total Department All Funds</b>	<b>1,184.0</b>	<b>1,190.0</b>	<b>1,098.0</b>

# PUBLIC UTILITIES

## AIRPORT



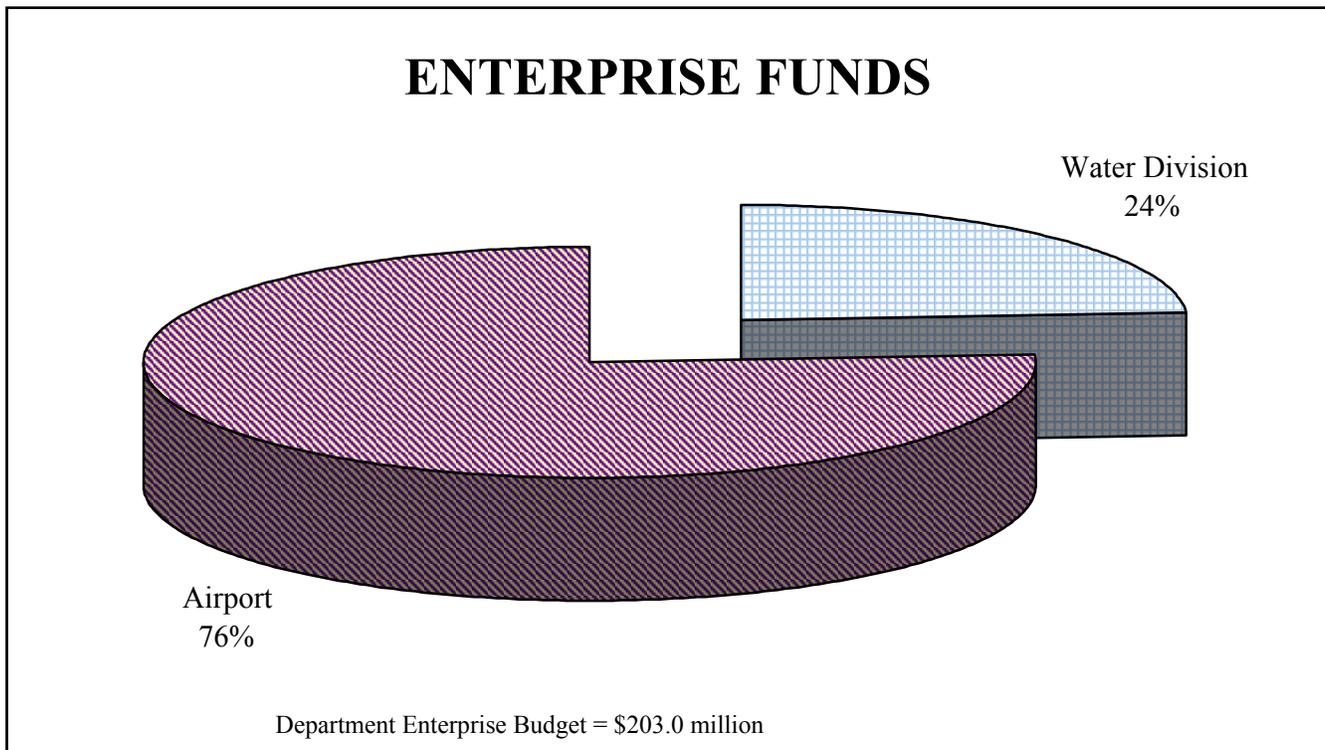
## WATER DIVISION



## Major Goals and Highlights

- o Pursue a dedicated fiber-optic link between Communications Division and City Hall
- 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 Develop systematic review of taped calls to improve Water Division customer service
- 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 26 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 & FY04 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.

<b>Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,030,228	1,177,624	1,274,654
Materials and Supplies	41,961	68,427	55,652
Equipment, Lease & Assets	43,103	70,300	21,300
Contractual and Other Services	284,712	297,100	187,100
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Cable Fund	\$1,400,004	\$1,613,451	\$1,419,890
<b>Total Budget All Funds</b>	<b>\$1,400,004</b>	<b>\$1,613,451</b>	<b>\$1,419,890</b>

**Number of Full Time Positions**

General Fund	0.0	0.0	0.0
Other	16.0	19.0	18.0
<b>Total</b>	<b>16.0</b>	<b>19.0</b>	<b>18.0</b>

Department: Public Utilities  
 Division: 414 Soulard Market

**Division Budget**

**Services Provided & FY04 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, Souldard Market continues to play a role in the on-going neighborhood stabilization and development of the area. Despite a difficult year, many vendors at the Market have reported a slight increase in sales. Overall Market revenue has increased as well and the Market has added 14 new leased stands. FY04 will see continued efforts at Market promotion and presentations to explore additional funding opportunities.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	141,131	149,656	155,050
Materials and Supplies	4,886	4,800	4,800
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	93,602	94,489	92,512
	0	0	0
<b>Total General Fund</b>	<b>\$239,619</b>	<b>\$248,945</b>	<b>\$252,362</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$239,619</b>	<b>\$248,945</b>	<b>\$252,362</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 FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Lease 11 store spaces - occupancy	100%	100%	100%
o Lease 136 market stands - occupancy	86%	88.0%	92%
o Maintain market patrons - annual visits	491,000	493,000	495,000

Department: Public Utilities  
 Division: 415 Water Division

**Division Budget**

**Services Provided & FY04 Highlights**

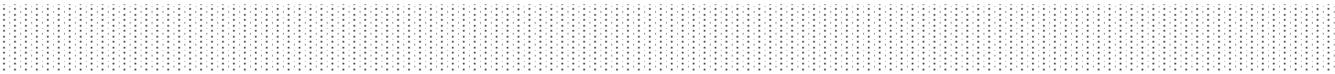
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The Water Division provides over 50 billion gallons of water annually to City residents and businesses. The Water Division operates as an enterprise fund; that is, the cost of providing services is financed through user charges, rather than through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

<b>Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	18,862,350	19,549,760	19,951,643
Materials and Supplies	6,966,750	7,469,800	7,906,200
Equipment, Lease & Assets	1,769,636	1,160,600	1,323,750
Contractual and Other Services	10,150,656	14,630,190	14,766,690
Debt Service and Special Charges	4,051,805	4,053,000	4,065,000
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>\$41,801,197</b>	<b>\$46,863,350</b>	<b>\$48,013,283</b>

**Number of Full Time Positions**

Total	400.0	389.0	388.0
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**Department: Public Utilities**  
**Division: 415 Water Division**  
**Program: 01 Administration**

**Program Budget**

**Services Provided & FY04 Highlights**

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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.

<b>Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,655,270	1,875,577	1,912,205
Materials and Supplies	36,311	47,200	63,700
Equipment, Lease & Assets	55,538	16,800	109,200
Contractual and Other Services	1,018,150	1,235,000	965,500
Debt Service and Special Charges	0	0	0
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<b>Total</b>	<b>\$2,765,269</b>	<b>\$3,174,577</b>	<b>\$3,050,605</b>

**Number of Full Time Positions**

Total	14.0	15.0	16.0
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**Department:** Public Utilities  
**Division:** 415 Water Division  
**Program:** 02 Distribution

**Program Budget**

**Services Provided & FY04 Highlights**

The Distribution program is responsible for providing a quality water supply to 104,000 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 FY04, Distribution will pursue use of bar coding system for controlling inventory and continue conversion of meters to radio read technology.

<b>Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	6,410,070	6,523,496	6,644,829
Materials and Supplies	1,578,849	1,674,000	1,974,000
Equipment, Lease & Assets	1,028,247	696,700	733,000
Contractual and Other Services	363,321	1,183,500	1,327,500
Debt Service and Special Charges	0	0	0
<b>Total</b>	<b>\$9,380,487</b>	<b>\$10,077,696</b>	<b>\$10,679,329</b>

**Number of Full Time Positions**

Total	154.0	149.0	149.0
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<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</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	104,000	104,000

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

**Program Budget**

**Services Provided & FY04 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 FY04, the Finance Section will be examining its current vouchering system for ways to improve the payment process and will continue implementation of GASB34 regulations.

<b>Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	536,472	559,999	586,468
Materials and Supplies	222,334	255,300	255,300
Equipment, Lease & Assets	7,934	9,000	23,500
Contractual and Other Services	4,880,855	6,220,200	6,259,200
Debt Service and Special Charges	4,051,805	4,053,000	4,065,000
<b>Total</b>	<b>\$9,699,400</b>	<b>\$11,097,499</b>	<b>\$11,189,468</b>

**Number of Full Time Positions**

Total	11.0	11.0	11.0
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<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Process accounts receivable - bills	4,000	4,000	4,000
o Maintain customer accounts	106,000	104,000	104,000

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

**Program Budget**

**Services Provided & FY04 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 improvement efforts have included the construction of new basin walkways at the Howard Bend Plant and hardening of fences and other security related improvements. Efforts will continue to upgrade electronic monitoring of the treatment process at both production facilities and to provide improvements to chlorine handling capabilities.

<b>Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	9,152,384	9,437,764	9,617,475
Materials and Supplies	5,052,342	5,405,500	5,525,400
Equipment, Lease & Assets	641,773	397,100	457,050
Contractual and Other Services	3,243,461	5,188,690	5,403,190
Debt Service and Special Charges	0	0	0
<b>Total</b>	<b>\$18,089,960</b>	<b>\$20,429,054</b>	<b>\$21,003,115</b>

**Number of Full Time Positions**

Total	190.0	183.0	182.0
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<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Provide water to consumers - millions of gallons	48,177	48,000	48,000

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

**Program Budget**

**Services Provided & FY04 Highlights**

Customer Service is responsible for billing and collecting payment for water service from approximately 104,000 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. In FY04, the customer service section will pursue resequencing all meter routes to take advantage of radio read system improvements.

<b>Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,108,154	1,152,924	1,190,666
Materials and Supplies	76,914	87,800	87,800
Equipment, Lease & Assets	36,144	41,000	1,000
Contractual and Other Services	644,869	802,800	811,300
Debt Service and Special Charges	0	0	0
<b>Total</b>	<b>\$1,866,081</b>	<b>\$2,084,524</b>	<b>\$2,090,766</b>

**Number of Full Time Positions**

Total	31.0	31.0	30.0
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<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Conduct quarterly customer billing	106,000	104,000	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 & FY04 Highlights**

The City of St. Louis Airport Authority operates Lambert - St. Louis International Airport, which, based on preliminary 2002 traffic data collected by the Airport Council International, is the 16th busiest in airport operations and 17th in total passenger movement in the nation. Lambert has 76 gates serving 9 major airlines and also serves 10 commuter airlines and 7 on-site cargo companies. The Airline industry continues to struggle following the events of September 11th and more recently due to the continued slow economic recovery and the impact of the war in Iraq. It is primarily for these reasons that the Airport is submitting a FY2004 budget that is approximately 7% under the previous year's budget. This reduction has been accomplished mainly by the elimination of positions and further reductions in all non-essential expense categories. Increases in the FY2004 budget are primarily for higher Airport security expenses budgeted to meet heightened security initiatives required by the Transportation Security Administration.

<b>Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	35,435,056	41,052,775	38,409,896
Materials and Supplies	4,228,360	4,629,189	5,061,242
Equipment, Lease & Assets	1,561,661	3,276,152	1,512,837
Contractual and Other Services	30,314,775	38,714,192	40,720,879
Debt Service and Special Charges	82,540,084	77,085,743	67,586,442
<b>Total</b>	<b>\$154,079,936</b>	<b>\$164,758,051</b>	<b>\$153,291,296</b>

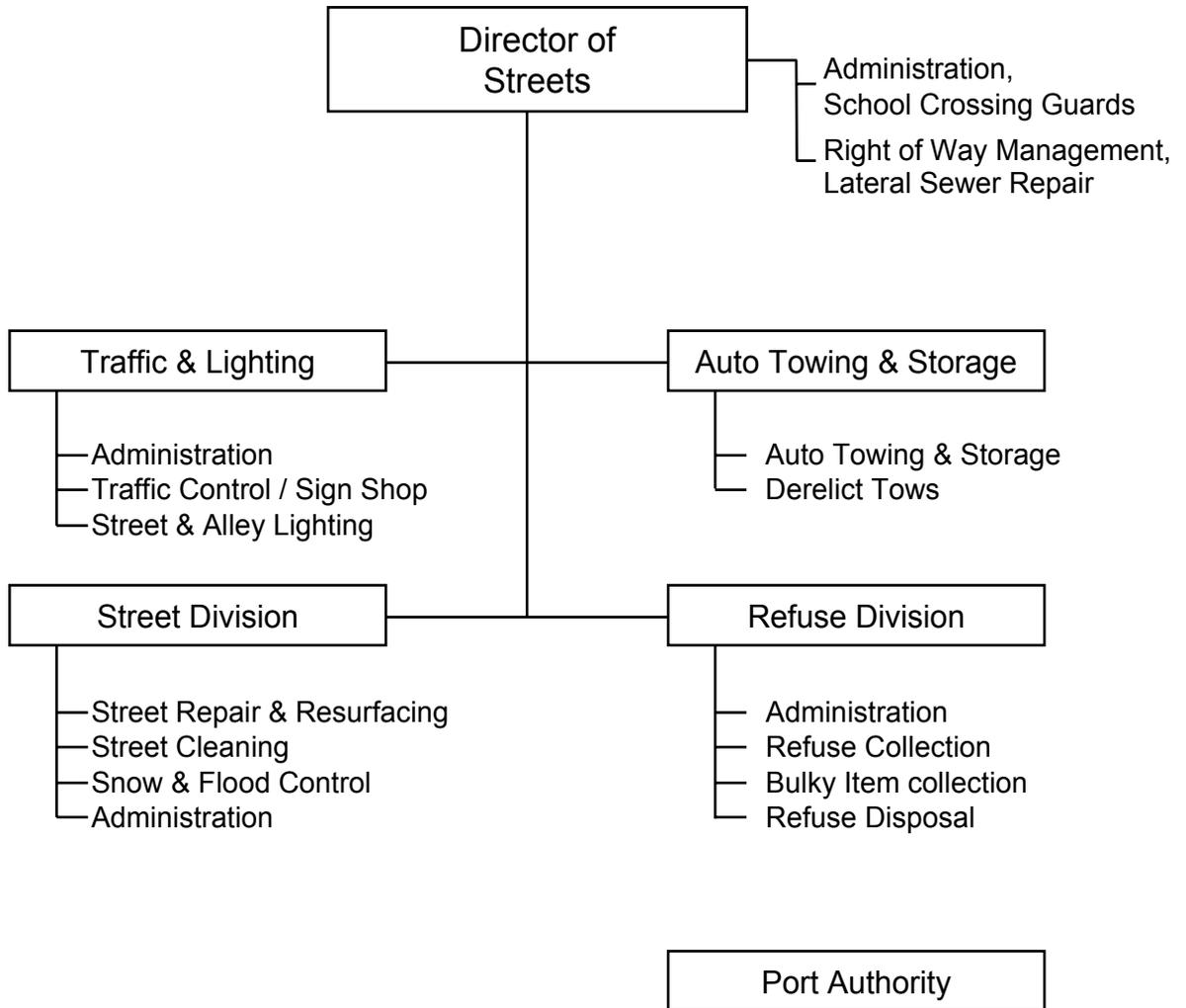
**Number of Full Time Positions**

Total	764.0	778.0	688.0
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<b>Service Description</b>	<b>Calendar 2000</b>	<b>Calendar 2001</b>	<b>Calendar 2002</b>
o Service passengers (in millions)	30.6	26.7	25.6

# **DEPARTMENT OF STREETS**

# DEPARTMENT OF STREETS

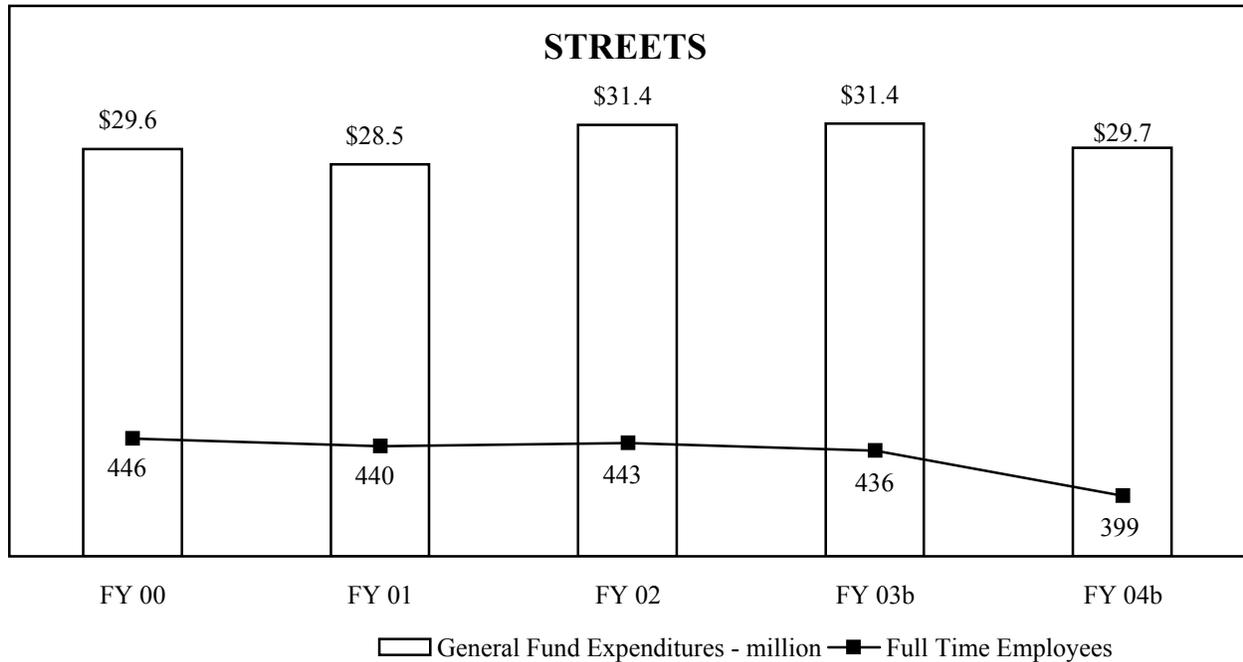


# STREETS

<b>Budget By Division</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
510 Director of Streets	843,540	1,026,254	975,393
511 Traffic and Lighting	7,738,795	7,891,869	7,873,483
513 Auto Towing and Storage	1,593,783	1,591,945	1,605,481
514 Street Division	6,372,746	6,612,860	6,417,333
516 Refuse Division	14,803,549	14,311,774	12,814,572
<b>Total General Fund</b>	<b>\$31,352,413</b>	<b>\$31,434,702</b>	<b>\$29,686,262</b>
Port Authority	\$2,633,700	\$4,661,000	\$3,530,000
Lateral Sewer Repair Fund	\$3,313,575	\$3,525,244	\$3,357,230
Grant and Other Funds	\$266,011	\$610,260	\$1,892,167
<b>Total Department All Funds</b>	<b>\$37,565,699</b>	<b>\$40,231,206</b>	<b>\$38,465,659</b>

<b>Personnel By Division</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
510 Director of Streets	15.8	18.4	16.5
511 Traffic and Lighting	96.0	94.0	91.0
513 Auto Towing and Storage	30.0	30.0	29.0
514 Street Division	137.0	132.0	121.0
516 Refuse Division	164.0	162.0	142.0
<b>Total General Fund</b>	<b>442.8</b>	<b>436.4</b>	<b>399.5</b>
520 Port Authority	0.0	0.0	0.0
Grant and Other Funds	35.2	35.6	66.5
<b>Total Department All Funds</b>	<b>478.0</b>	<b>472.0</b>	<b>466.0</b>

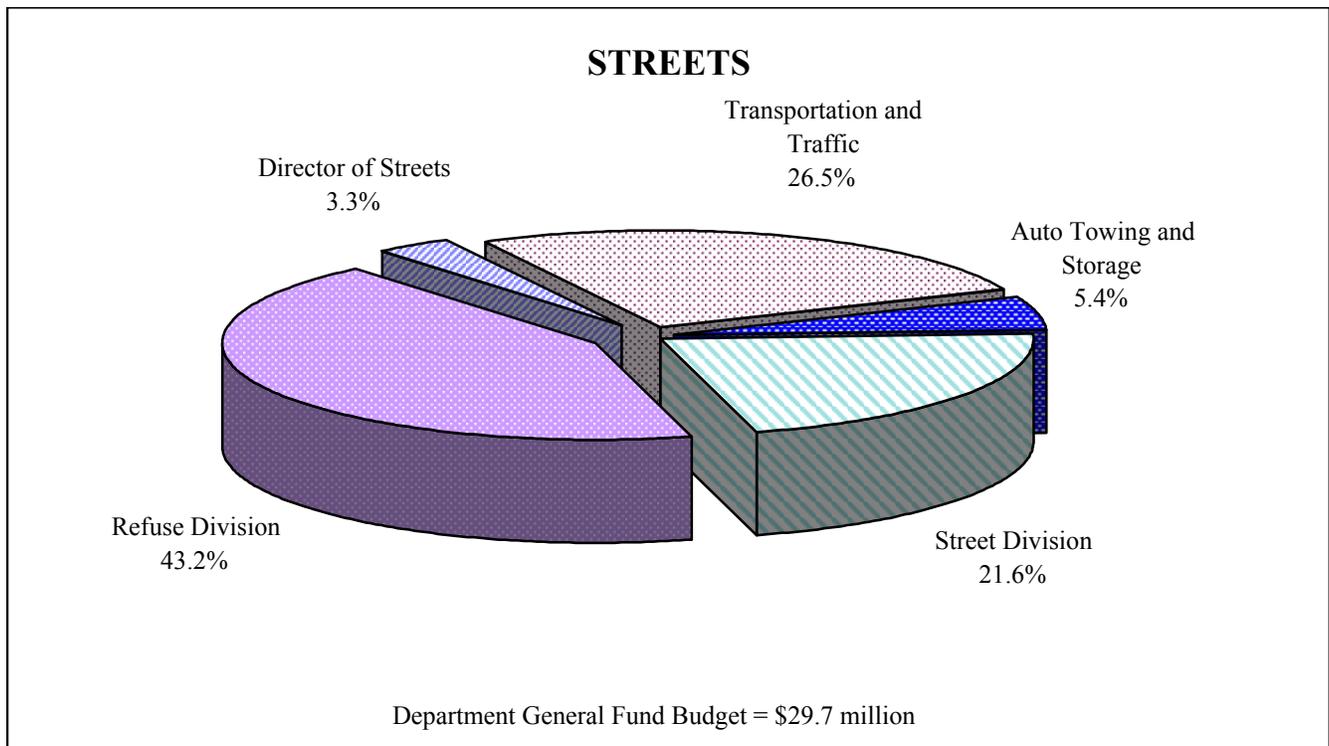
# STREETS



## Major Goals and Highlights

- o Complete conversion of traffic signal lights to new LED's with the use of Mo. DNR loan program
- o Repair 150,000 linear feet of seams in streets through street excavation fund
- o Replace 95% of signs within 3 days of request and respond to 90% of reported sign problems within one hour
- o Towing to contact Police weekly to verify hold orders thereby allowing more vehicles to be auctioned
- o Respond to all street and alley light outages within 5 working days and replace 95% of individual outages within 2 working days
- o Provides funding of \$195,000 for the easement lighting program

# STREETS



- o Tow 500 derelict vehicles and send notification letters within 10 days of work order
- o Replenish existing salt and snow chemical supplies in amount of \$560,000 due to numerous snow storms
- 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 10,500 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 & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	834,028	1,007,164	959,963
Materials and Supplies	4,109	12,872	9,212
Equipment, Lease & Assets	882	528	528
Contractual and Other Services	4,521	5,690	5,690
Debt Service and Special Charges	0	0	0
	_____	_____	_____
<b>Total General Fund</b>	<b>\$843,540</b>	<b>\$1,026,254</b>	<b>\$975,393</b>
Grant and Other Funds	\$3,433,013	\$3,825,244	\$3,607,230
	_____	_____	_____
<b>Total Budget All Funds</b>	<b>\$4,276,553</b>	<b>\$4,851,498</b>	<b>\$4,582,623</b>

**Number of Full Time Positions**

General Fund	15.8	18.4	16.5
Other	11.2	12.6	18.5
	_____	_____	_____
<b>Total</b>	<b>27.0</b>	<b>31.0</b>	<b>35.0</b>



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

**Program Budget**

**Services Provided & FY04 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 consolidation the accounting and payroll functions from other divisions of the Street Department.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	590,473	734,251	683,811
Materials and Supplies	3,663	4,800	4,800
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	4,521	5,290	5,290
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$598,657</b>	<b>\$744,341</b>	<b>\$693,901</b>
Grant and Other Funds	\$119,438	\$300,000	\$250,000
<b>Total Budget All Funds</b>	<b>\$718,095</b>	<b>\$1,044,341</b>	<b>\$943,901</b>

**Number of Full Time Positions**

General Fund	9.4	12.0	10.2
Other	0.0	0.0	0.0
<b>Total</b>	<b>9.4</b>	<b>12.0</b>	<b>10.2</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Issue blocking permits	2,183	2,150	2,150
o Issue parade permits	132	150	150
o Issue parking permits	341	350	400
o Issue transportation permits	1,786	1,850	1,800
o Issue sidewalk/driveway permits	662	670	660
o Taxicab inspections	871	850	875

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

**Program Budget**

**Services Provided & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	243,555	272,913	276,152
Materials and Supplies	446	8,072	4,412
Equipment, Lease & Assets	882	528	528
Contractual and Other Services	0	400	400
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$244,883</b>	<b>\$281,913</b>	<b>\$281,492</b>
Lateral Sewer Repair Fund	\$3,313,575	\$3,525,244	\$3,357,230
<b>Total Budget All Funds</b>	<b>\$3,558,458</b>	<b>\$3,807,157</b>	<b>\$3,638,722</b>

**Number of Full Time Positions**

General Fund	6.4	6.4	6.3
Other	11.2	12.6	18.5
<b>Total</b>	<b>17.6</b>	<b>19.0</b>	<b>24.8</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</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 & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	4,191,317	4,379,769	4,346,533
Materials and Supplies	503,470	596,150	595,700
Equipment, Lease & Assets	50,545	4,600	4,900
Contractual and Other Services	2,993,463	2,911,350	2,532,350
Debt Service and Special Charges	0	0	394,000
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<b>Total General Fund</b>	<b>\$7,738,795</b>	<b>\$7,891,869</b>	<b>\$7,873,483</b>
Grant and Other Funds	\$88,980	\$0	\$80,900
<b>Total Budget All Funds</b>	<b>\$7,827,775</b>	<b>\$7,891,869</b>	<b>\$7,954,383</b>

**Number of Full Time Positions**

General Fund	96.0	94.0	91.0
Other	0.0	0.0	0.0
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<b>Total</b>	<b>96.0</b>	<b>94.0</b>	<b>91.0</b>



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

**Program Budget**

**Services Provided & FY04 Highlights**

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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 FY04, Administrative services will oversee work on the CMAQ II traffic control project. This program will also supervise the continuing installation of LED's in all City traffic signals. These new energy efficient signals are projected to save the City almost \$350,000 annually when completed.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	923,724	926,762	946,108
Materials and Supplies	6,207	28,200	28,700
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	37,012	36,750	35,750
Debt Service and Special Charges	0	0	0
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<b>Total General Fund</b>	<b>\$966,943</b>	<b>\$991,712</b>	<b>\$1,010,558</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$966,943</b>	<b>\$991,712</b>	<b>\$1,010,558</b>

**Number of Full Time Positions**

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



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

**Program Budget**

**Services Provided & FY04 Highlights**

The Traffic Control Section stripes streets for traffic control, maintains the City's 695 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 section has installed over 12,300 of the new energy efficient LED traffic signal lights, this process will continue in FY04. In FY04, 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,596,616	1,822,470	1,809,179
Materials and Supplies	266,958	328,500	328,500
Equipment, Lease & Assets	0	1,000	1,300
Contractual and Other Services	11,309	10,000	31,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,874,883</b>	<b>\$2,161,970</b>	<b>\$2,169,979</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,874,883</b>	<b>\$2,161,970</b>	<b>\$2,169,979</b>

**Number of Full Time Positions**

General Fund	39.0	42.0	40.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>39.0</b>	<b>42.0</b>	<b>40.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</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	695

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

**Program Budget**

**Services Provided & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,670,977	1,630,537	1,591,246
Materials and Supplies	230,305	239,450	238,500
Equipment, Lease & Assets	50,545	3,600	3,600
Contractual and Other Services	2,945,142	2,864,600	2,465,600
Debt Service and Special Charges	0	0	394,000
<b>Total General Fund</b>	<b>\$4,896,969</b>	<b>\$4,738,187</b>	<b>\$4,692,946</b>
Grant and Other Funds	\$88,980	\$0	\$80,900
<b>Total Budget All Funds</b>	<b>\$4,985,949</b>	<b>\$4,738,187</b>	<b>\$4,773,846</b>

**Number of Full Time Positions**

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

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Street lighting maintenance	51,000	51,250	52,000
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	5,500	5,200

Department: Streets  
 Division: 513 Auto Towing and Storage

**Division Budget**

**Services Provided & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,194,656	1,262,245	1,259,231
Materials and Supplies	6,008	8,050	8,050
Equipment, Lease & Assets	0	0	4,000
Contractual and Other Services	393,119	321,650	334,200
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,593,783</b>	<b>\$1,591,945</b>	<b>\$1,605,481</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,593,783</b>	<b>\$1,591,945</b>	<b>\$1,605,481</b>

**Number of Full Time Positions**

General Fund	30.0	30.0	29.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>30.0</b>	<b>30.0</b>	<b>29.0</b>



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

**Program Budget**

**Services Provided & FY04 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 FY04, 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,167,050	1,232,701	1,230,287
Materials and Supplies	6,008	8,050	8,050
Equipment, Lease & Assets	0	0	4,000
Contractual and Other Services	390,612	319,650	332,200
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,563,670</b>	<b>\$1,560,401</b>	<b>\$1,574,537</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,563,670</b>	<b>\$1,560,401</b>	<b>\$1,574,537</b>

**Number of Full Time Positions**

General Fund	29.0	29.0	28.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>29.0</b>	<b>29.0</b>	<b>28.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Tow and redeem vehicles	15,911	16,500	16,500
o Tows of vehicles with multiple tickets	5,250	4,700	4,500
o Vehicle sales	8,305	7,500	7,500
o Dispatches within 30 minutes of call	80%	80%	80%

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

**Program Budget**

**Services Provided & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	27,606	29,544	28,944
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	2,507	2,000	2,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$30,113</b>	<b>\$31,544</b>	<b>\$30,944</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$30,113</b>	<b>\$31,544</b>	<b>\$30,944</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 FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Notifications - derelict tows	3,850	3,900	3,500
o Citizen Service Bureau (CSB) service requests Derelict vehicles complaints	4,486	3,500	3,000

Department: Streets  
 Division: 514 Street Division

**Division Budget**

**Services Provided & FY04 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. Along with these efforts, the Street Division will oversee numerous paving projects as a result of the annual St. Louis Works street improvement program and Ward Capital Funds. In FY04 the State of Missouri may assumed responsibility for the resurfacing & repairs, sweeping, striping and signage & signals for portions of the major arterial streets in the City. Currently the State only provides for resurfacing and pothole repair on many of these arterial streets.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	5,271,680	5,617,701	5,130,023
Materials and Supplies	573,993	601,200	511,060
Equipment, Lease & Assets	22,961	23,000	23,000
Contractual and Other Services	504,112	370,959	753,250
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$6,372,746</b>	<b>\$6,612,860</b>	<b>\$6,417,333</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$6,372,746</b>	<b>\$6,612,860</b>	<b>\$6,417,333</b>
<b>Number of Full Time Positions</b>			
General Fund	137.0	132.0	121.0
Other	24.0	23.0	27.0
<b>Total</b>	<b>161.0</b>	<b>155.0</b>	<b>148.0</b>



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

**Program Budget**

**Services Provided & FY04 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 FY04, 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	2,830,920	3,163,720	3,000,425
Materials and Supplies	516,832	541,330	466,280
Equipment, Lease & Assets	12,399	12,420	12,420
Contractual and Other Services	3,602	3,651	28,601
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$3,363,753</b>	<b>\$3,721,121</b>	<b>\$3,507,726</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$3,363,753</b>	<b>\$3,721,121</b>	<b>\$3,507,726</b>

**Number of Full Time Positions**

General Fund	77.9	78.4	73.9
Other	0.00	0.00	0.00
<b>Total</b>	<b>77.9</b>	<b>78.4</b>	<b>73.9</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</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 & FY04 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 FY04, street cleaning will change neighborhood cleaning schedules from a mix of bi-weekly and monthly cleaning to a more uniform monthly schedule. Arterial and downtown cleaning will remain unchanged.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,051,095	1,129,767	898,349
Materials and Supplies	46,725	48,940	33,950
Equipment, Lease & Assets	9,644	9,660	9,660
Contractual and Other Services	1,466	1,486	1,386
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,108,930</b>	<b>\$1,189,853</b>	<b>\$943,345</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,108,930</b>	<b>\$1,189,853</b>	<b>\$943,345</b>

**Number of Full Time Positions**

General Fund	28.7	28.4	22.7
Other	0.00	0.00	0.00
<b>Total</b>	<b>28.7</b>	<b>28.4</b>	<b>22.7</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</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)	680	1,100	600

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

**Program Budget**

**Services Provided & FY04 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 heavy and numerous snowfalls of winter of 2003 dropped almost twice the snow that fell the previous two winters. This has greatly increased the need for replenishment of the City's salt and snow chemical supply in FY04 and the budget reflects the increase.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,016,730	1,090,136	1,094,656
Materials and Supplies	7,834	8,205	8,155
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	351,933	166,713	568,113
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,376,497</b>	<b>\$1,265,054</b>	<b>\$1,670,924</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,376,497</b>	<b>\$1,265,054</b>	<b>\$1,670,924</b>

**Number of Full Time Positions**

General Fund	22.41	22.23	21.46
Other	0.00	0.00	0.00
<b>Total</b>	<b>22.41</b>	<b>22.23</b>	<b>21.46</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Remove snow and ice from streets (call-outs for removal -12 hour shifts)	12	20	12
o Maintain floodwall - gate closings (number of gates closed x occurrences)	10	9	10

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

**Program Budget**

**Services Provided & FY04 Highlights**

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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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	372,935	234,078	136,593
Materials and Supplies	2,602	2,725	2,675
Equipment, Lease & Assets	918	920	920
Contractual and Other Services	147,111	199,109	155,150
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$523,566</b>	<b>\$436,832</b>	<b>\$295,338</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$523,566</b>	<b>\$436,832</b>	<b>\$295,338</b>
 <b>Number of Full Time Positions</b>			
General Fund	8.0	3.0	3.0
Other	24.0	23.0	27.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>32.0</b>	<b>26.0</b>	<b>30.0</b>



Department: Streets  
 Division: 516 Refuse Division

**Division Budget**

**Services Provided & FY04 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 which began in FY03 has resulted in a 25% savings.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	6,480,789	7,024,784	6,097,774
Materials and Supplies	396,089	341,675	333,375
Equipment, Lease & Assets	135,674	41,400	33,980
Contractual and Other Services	7,790,997	6,903,915	6,349,443
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$14,803,549</b>	<b>\$14,311,774</b>	<b>\$12,814,572</b>
Local Use Tax and Other Funds	\$57,593	\$310,260	\$1,561,267
<b>Total Budget All Funds</b>	<b>\$14,861,142</b>	<b>\$14,622,034</b>	<b>\$14,375,839</b>

**Number of Full Time Positions**

General Fund	164.0	162.0	142.0
Other	0.0	0.0	21.0
<b>Total</b>	<b>164.0</b>	<b>162.0</b>	<b>163.0</b>

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

**Program Budget**

**Services Provided & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	524,879	560,698	598,453
Materials and Supplies	68,396	58,395	58,395
Equipment, Lease & Assets	30,805	9,400	5,980
Contractual and Other Services	187,548	179,915	229,815
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$811,628</b>	<b>\$808,408</b>	<b>\$892,643</b>
Grant and Other Funds	\$57,593	\$310,260	\$517,488
<b>Total Budget All Funds</b>	<b>\$869,221</b>	<b>\$1,118,668</b>	<b>\$1,410,131</b>

**Number of Full Time Positions**

General Fund	11.0	9.0	10.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>11.0</b>	<b>9.0</b>	<b>10.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Firehouse drop-off recycling -tons	2,600	2,850	2,950
o Drop-off recycling center - tons	1,250	1,300	1,300
o School Paper recycling project - tons	535	570	580
o Curbside recycling - tons	1,034	1,100	1,200

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

90 Program Budget

**Services Provided & FY04 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 FY04, 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	4,888,832	5,333,389	5,383,543
Materials and Supplies	300,393	260,185	267,585
Equipment, Lease & Assets	104,869	32,000	28,000
Contractual and Other Services	14,594	14,000	14,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$5,308,688</b>	<b>\$5,639,574</b>	<b>\$5,693,128</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$5,308,688</b>	<b>\$5,639,574</b>	<b>\$5,693,128</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 FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Refuse and Yard Waste collection - tons	187,786	193,000	188,000
o Citizen Service Bureau (CSB) service requests refuse collection service problems	20,911	18,600	18,000

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

**Program Budget**

**Services Provided & FY04 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. In FY04 Bulky Item Collections will be funded with Use Tax funds.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	946,255	1,013,009	0
Materials and Supplies	18,200	15,700	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	5,212	5,000	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$969,667</b>	<b>\$1,033,709</b>	<b>\$0</b>
Local Use Tax	\$0	\$0	\$1,043,779
<b>Total Budget All Funds</b>	<b>\$969,667</b>	<b>\$1,033,709</b>	<b>\$1,043,779</b>

**Number of Full Time Positions**

General Fund	21.0	21.0	0.0
Local Use Tax	0.0	0.0	21.0
<b>Total</b>	<b>21.0</b>	<b>21.0</b>	<b>21.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Bulky item pick-up - tons	11,507	11,800	10,500

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

**Program Budget**

**Services Provided & FY04 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 FY04 Budget.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	120,823	117,688	115,778
Materials and Supplies	9,100	7,395	7,395
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	7,583,643	6,705,000	6,105,628
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$7,713,566</b>	<b>\$6,830,083</b>	<b>\$6,228,801</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$7,713,566</b>	<b>\$6,830,083</b>	<b>\$6,228,801</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 FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Disposal of yard waste - tons	18,400	19,320	20,300
o Disposal of solid waste - tons	210,340	220,850	231,000

Department: Streets  
 Division: 520 Port Administration Division

**Division Budget**

**Services Provided & FY04 Highlights**

The City of St. Louis Port District serves the general public as a distribution facility on 19.3 miles of riverbank on the Mississippi River. It is a huge intermodal facility, using barge, truck and rail services and is a major shipper of grain, coal, petroleum products and chemicals. The Port Authority of the City of St. Louis's primary function is the management of City owned land and mooring rights in the designated Port District. The Port Authority receives most of its revenue through leases of property and mooring rights on the riverfront. The primary components of the FY04 Port budget include a \$1.5 mil. subsidy to the St. Louis Development Corporation, a payment of \$600,000 as the fourth installment on debt service associated with the relocation of the Admiral riverboat casino, \$800,000 in debt service for development projects on Laclede's Landing and \$200,000 to the City for wharf cleaning services performed by the Department of Streets.

<b>Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	0	0	0
Materials and Supplies	34,851	10,000	0
Equipment, Lease & Assets	0	8,000	8,000
Contractual and Other Services	1,508,551	2,075,000	2,122,000
Debt Service and Special Charges	1,090,298	2,568,000	1,400,000
<b>Port Authority Fund</b>	<b>\$2,633,700</b>	<b>\$4,661,000</b>	<b>\$3,530,000</b>

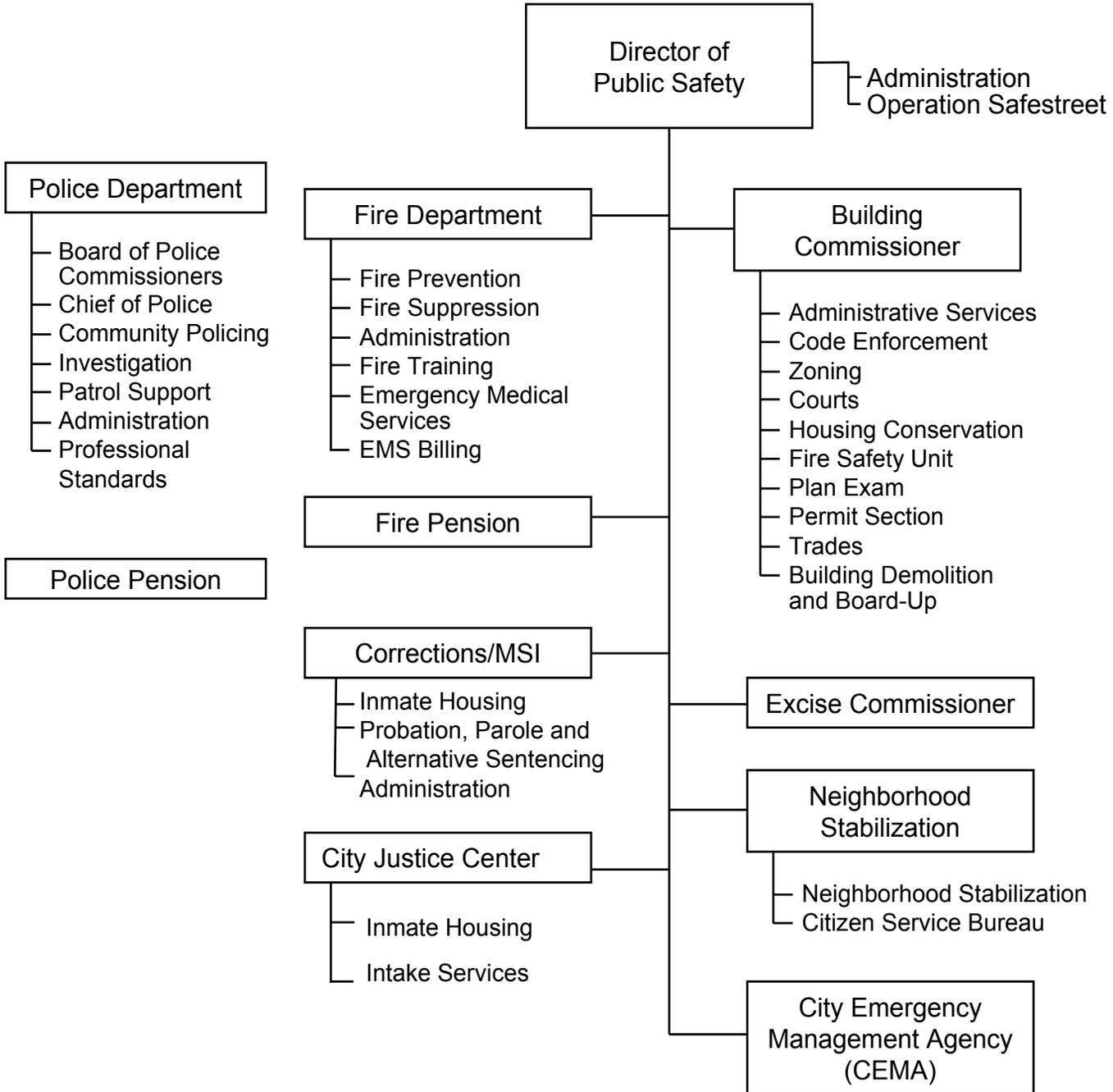
**Number of Full Time Positions**

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

# DEPARTMENT OF PUBLIC SAFETY

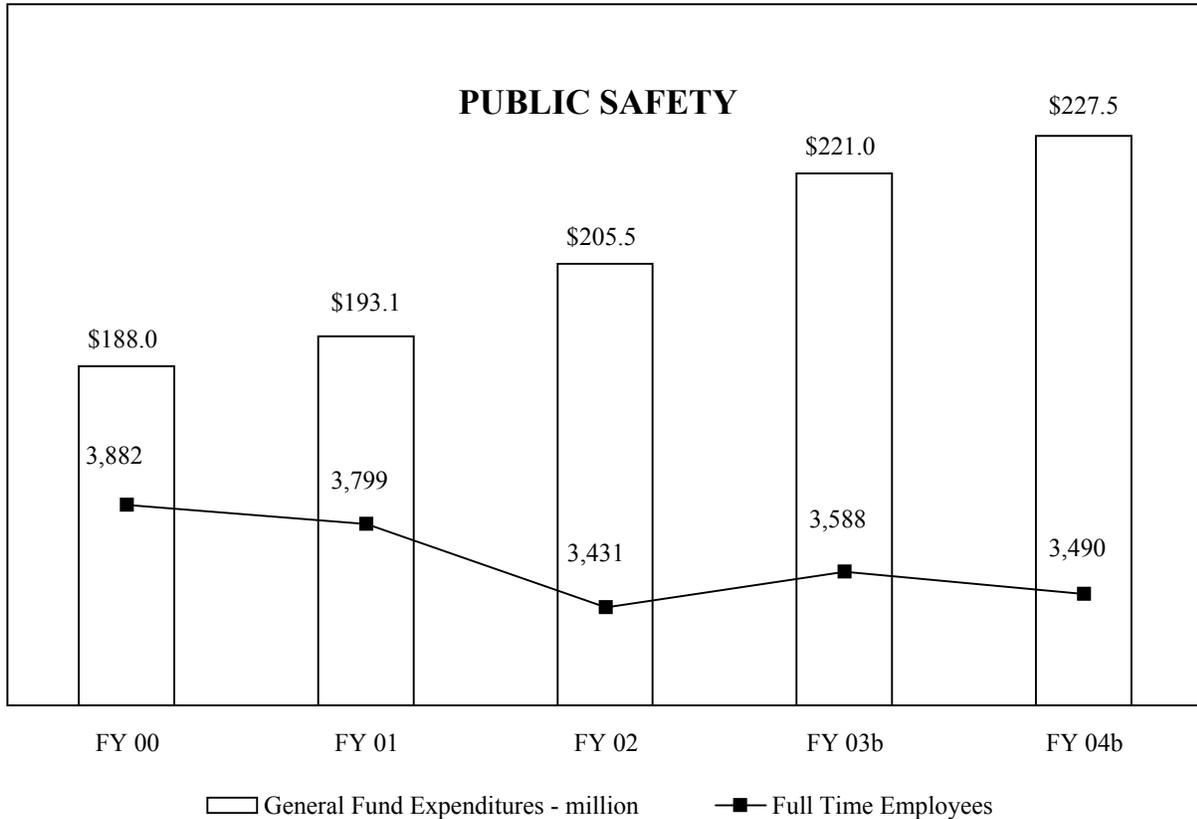


# PUBLIC SAFETY

<b>Budget By Division</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
610 Director of Public Safety	546,924	577,062	499,649
611 Fire Department	44,921,851	47,192,723	47,278,702
612 Firefighter's Retirement System	5,979,632	5,844,384	4,694,329
615 Air Pollution Control	298,614	0	0
616 Excise Commissioner	287,930	321,592	331,898
620 Building Commissioner	8,163,797	7,440,508	6,689,427
622 Neighborhood Stabilization	2,176,453	2,202,801	1,925,662
625 Emergency Management Agency	330,513	324,164	285,504
632 Corrections / MSI	19,371,138	15,886,074	15,033,767
633 City Justice Center	3,062,249	12,717,109	16,105,702
650 Police Department	120,096,800	128,227,999	130,245,835
651 Police Retirement System	259,635	298,123	4,414,190
<b>Total General Fund</b>	<b>\$205,495,536</b>	<b>\$221,032,539</b>	<b>\$227,504,665</b>
Total Use Tax Fund	\$0	\$841,206	\$5,436,313
Grant and Other Funds	\$14,589,018	\$18,591,054	\$16,258,369
<b>Total Department All Funds</b>	<b>\$220,084,554</b>	<b>\$240,464,799</b>	<b>\$249,199,347</b>

<b>Personnel By Division</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
610 Director of Public Safety	10.0	9.0	7.0
611 Fire Department	830.0	829.0	829.0
612 Firefighter's Retirement System	0.0	0.0	0.0
615 Air Pollution Control	6.4	0.0	0.0
616 Excise Commissioner	6.0	6.0	6.0
620 Building Commissioner	185.0	144.0	123.0
622 Neighborhood Stabilization	48.0	46.0	40.0
625 Emergency Management Agency	6.0	6.0	5.0
632 Corrections / MSI	290.0	285.0	252.0
633 City Justice Center	53.0	287.0	275.0
650 Police Department (Uniformed)	1,430.0	1,404.0	1,404.0
650 Police Department (Civilian)	567.0	572.0	549.0
651 Police Retirement System	0.0	0.0	0.0
<b>Total General Fund</b>	<b>3,431.4</b>	<b>3,588.0</b>	<b>3,490.0</b>
Total Use Tax Fund	0.0	33.0	34.0
Grant and Other Funds - Police Uniform	15.0	99.0	98.0
Grant and Other Funds - All Other	38.6	28.0	44.0
<b>Total Department All Funds</b>	<b>3,485.0</b>	<b>3,748.0</b>	<b>3,666.0</b>

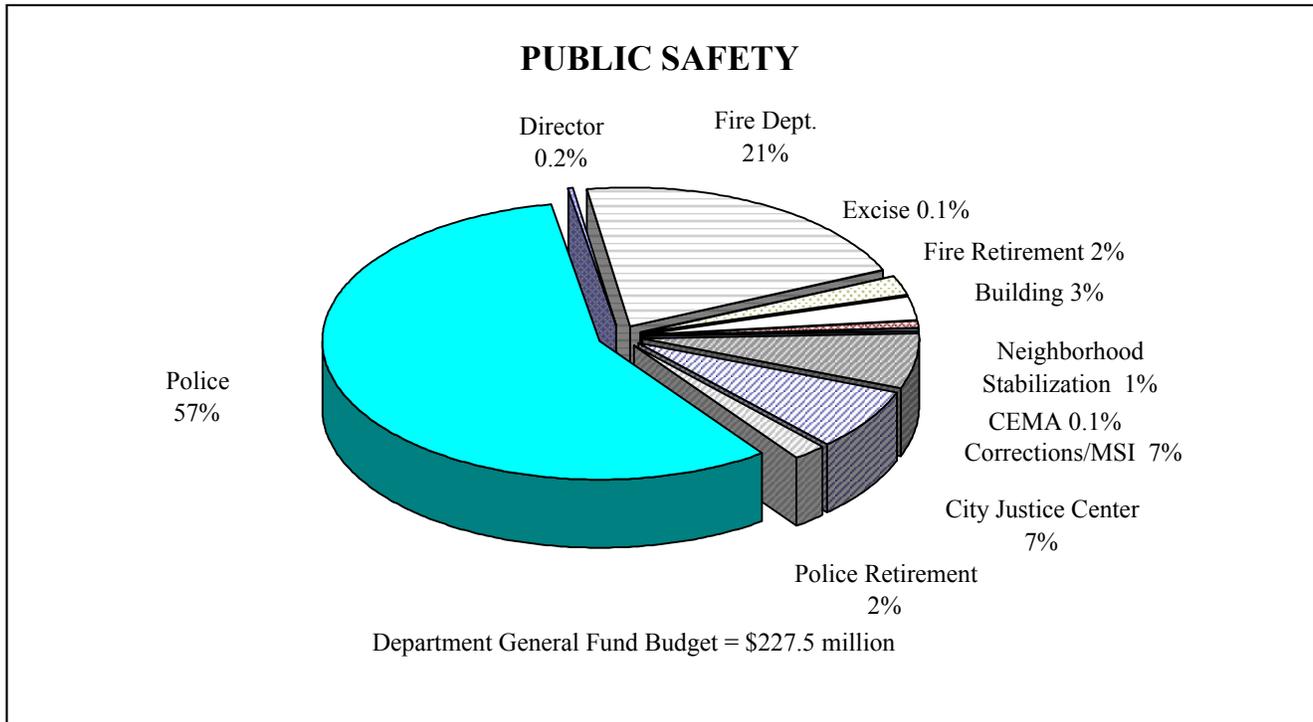
# PUBLIC SAFETY



## Major Goals and Highlights

- o Provide funding for first full year of operations at the new City Justice Center
- o Investigate 150 complaints, issue 250 permits, and inspect 1,200 plants
- o Maintain Police Uniform strength of 1,502 officers
- o Upgrade Emergency Management Training of all City Departments
- o Emergency Medical Service will bill over 40,000 claims in FY04
- o Provide monthly in-service training for the Hazardous Materials teams
- o Improve the enforcement of Fire Codes through the more timely processing of violations and complaints
- o Continue the transition of Police prisoner processing into City Justice Center
- o Continue to give special attention to local, state and federal hazardous materials guidelines
- o Provide fire protection for 16 miles of the River Front

# PUBLIC SAFETY



- o Produce \$1 million in revenue through agreement with U.S. Marshall to rent beds at the City Justice Center
- 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 Investigate all liquor law violations and complaints within 72 hours
- 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
- o Realize \$850,000 in savings through management of Fire Department overtime

Department: Public Safety  
 Division: 610 Director of Public Safety

**Division Budget**

**Services Provided & FY04 Highlights**

The Director of Public Safety oversees operation of the public safety divisions, including the Building Division, Division of Corrections, Excise Division, Fire Department, City Emergency Management Agency and Neighborhood Stabilization Program. The Director of Public Safety will oversee the activities of the new Justice Center. In FY04, the department will search for cost saving procedures to improve efficiency throughout the Public Safety Department.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	532,073	554,612	470,699
Materials and Supplies	2,610	2,500	3,500
Equipment, Lease & Assets	2,283	2,700	3,000
Contractual and Other Services	9,958	17,250	22,450
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$546,924</b>	<b>\$577,062</b>	<b>\$499,649</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$546,924</b>	<b>\$577,062</b>	<b>\$499,649</b>
<b>Number of Full Time Positions</b>			
General Fund	10.0	9.0	7.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>10.0</b>	<b>9.0</b>	<b>7.0</b>



Department: Public Safety  
 Division: 611 Fire Department

**Division Budget**

**Services Provided & FY04 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 FY04, 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	43,628,775	45,451,534	45,555,954
Materials and Supplies	765,164	1,158,584	1,123,038
Equipment, Lease & Assets	102,160	90,595	104,300
Contractual and Other Services	425,752	492,010	495,410
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$44,921,851</b>	<b>\$47,192,723</b>	<b>\$47,278,702</b>
Grant and Other Funds	\$458,497	\$0	\$0
Riverfront Gaming Fund	\$23,010	\$25,000	\$25,000
<b>Total Budget All Funds</b>	<b>\$45,403,358</b>	<b>\$47,217,723</b>	<b>\$47,303,702</b>

**Number of Full Time Positions**

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

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

**Program Budget**

**Services Provided & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	851,606	874,291	919,000
Materials and Supplies	3,770	6,360	6,360
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	11,153	14,520	14,520
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$866,529</b>	<b>\$895,171</b>	<b>\$939,880</b>
Grant and Other Funds	\$3,541	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$870,070</b>	<b>\$895,171</b>	<b>\$939,880</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 FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Investigate releases of chemicals	12	0	20
o Review sprinkler plans	249	294	250
o Sprinkler system tests	1093	1216	1100
o Fire prevention presentations	248	92	300
o Fire alarm & detection tests	11065	24144	11500
o Review convention center exhibit plans	182	220	175
o Review architectural plans	69	76	70
o Witness underground tank install.	253	344	200

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

**Program Budget**

**Services Provided & FY04 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 41,280 incidents in FY02 and projects a total response of over 44,000 for FY04 while maintaining an average response time of less than 4 minutes. Fire Suppression will continue to improve all aspects of fire suppression including smoke detector installation, familiarization surveys, continued education and training. In FY04, Fire Suppression will pursue efforts to control overtime expenditures.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	33,387,671	35,096,679	34,720,028
Materials and Supplies	334,614	528,474	563,528
Equipment, Lease & Assets	18,025	27,495	30,200
Contractual and Other Services	211,106	254,590	243,590
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$33,951,416</b>	<b>\$35,907,238</b>	<b>\$35,557,346</b>
Grant and Other Funds	\$454,956	\$0	\$0
Riverfront Gaming Fund	\$23,010	\$25,000	\$25,000
<b>Total Budget All Funds</b>	<b>\$34,429,382</b>	<b>\$35,932,238</b>	<b>\$35,582,346</b>

**Number of Full Time Positions**

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

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Incident responses	41,280	43,390	44,000
o Respond to fires	20,000	20,000	20,000
o Respond to medical emergencies	60,923	59,518	60,000
o Respond to marine incidents	47	50	50

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

**Program Budget**

**Services Provided & FY04 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 FY04, 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	444,564	431,582	435,063
Materials and Supplies	14,598	20,800	16,800
Equipment, Lease & Assets	5,843	4,000	4,000
Contractual and Other Services	1,721	13,000	13,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$466,726</b>	<b>\$469,382</b>	<b>\$468,863</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$466,726</b>	<b>\$469,382</b>	<b>\$468,863</b>

**Number of Full Time Positions**

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



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

**Program Budget**

**Services Provided & FY04 Highlights**

The St. Louis Fire Academy provides 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 Fire Department personnel. Improvements in safety procedures have resulted in less on-duty firefighter injury.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	570,827	576,494	601,742
Materials and Supplies	9,819	24,500	19,900
Equipment, Lease & Assets	11,101	7,600	6,600
Contractual and Other Services	26,213	30,900	45,300
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$617,960</b>	<b>\$639,494</b>	<b>\$673,542</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$617,960</b>	<b>\$639,494</b>	<b>\$673,542</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 FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</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 & FY04 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 FY02, EMS responded to 60,923 emergency calls and transported over 40,800 patients to St. Louis area hospitals. In FY04 it is projected that EMS will transport over 40,000 patients. Each EMS ambulance is equipped as a mobile intensive care unit and is staffed with state licensed paramedics and emergency medical technicians. In FY04, the bureau 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	8,080,126	8,133,276	8,533,865
Materials and Supplies	395,948	556,150	494,150
Equipment, Lease & Assets	62,809	48,500	60,500
Contractual and Other Services	74,957	76,000	76,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$8,613,840</b>	<b>\$8,813,926</b>	<b>\$9,164,515</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$8,613,840</b>	<b>\$8,813,926</b>	<b>\$9,164,515</b>

**Number of Full Time Positions**

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

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Responses to Emergency calls	60,923	59,518	60,000
o Transportation of patients - trips	40,806	40,363	40,500

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

**Program Budget**

**Services Provided & FY04 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 FY03, EMS billing achieved an increase of over \$1,000,000 in revenues and hopes to surpass that amount in FY04.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	293,981	339,212	346,256
Materials and Supplies	6,415	22,300	22,300
Equipment, Lease & Assets	4,382	3,000	3,000
Contractual and Other Services	100,602	103,000	103,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$405,380</b>	<b>\$467,512</b>	<b>\$474,556</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$405,380</b>	<b>\$467,512</b>	<b>\$474,556</b>

**Number of Full Time Positions**

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

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Issue bill after incident - working days	5	5	5

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

**Division Budget**

**Services Provided & FY04 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 FY04 Budget funds 6% of covered payroll as well as the debt payments on the outstanding pension bonds.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	3,189,947	3,028,506	1,884,356
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	2,789,685	2,815,878	2,809,973
<b>Total General Fund</b>	<b>\$5,979,632</b>	<b>\$5,844,384</b>	<b>\$4,694,329</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$5,979,632</b>	<b>\$5,844,384</b>	<b>\$4,694,329</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 & FY04 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 was reorganized and placed under the Dept. of Health and Hospitals.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	290,142	0	0
Materials and Supplies	1,125	0	0
Equipment, Lease & Assets	2,984	0	0
Contractual and Other Services	4,363	0	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$298,614</b>	<b>\$0</b>	<b>\$0</b>
Grant and Other Funds	\$403,339	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$701,953</b>	<b>\$0</b>	<b>\$0</b>
<b>Number of Full Time Positions</b>			
General Fund	6.4	0.0	0.0
Other	19.6	0.0	0.0
<b>Total</b>	<b>26.0</b>	<b>0.0</b>	<b>0.0</b>

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

**Program Budget**

**Services Provided & FY04 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 was reorganized under the Dept. of Health and Hospitals.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	290,142	0	0
Materials and Supplies	1,125	0	0
Equipment, Lease & Assets	2,984	0	0
Contractual and Other Services	4,363	0	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$298,614</b>	<b>\$0</b>	<b>\$0</b>
Grant and Other Funds	\$389,879	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$688,493</b>	<b>\$0</b>	<b>\$0</b>
<b>Number of Full Time Positions</b>			
General Fund	6.4	0.0	0.0
Other	19.1	0.0	0.0
<b>Total</b>	<b>25.5</b>	<b>0.0</b>	<b>0.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Inspect plants	1,200	N/A	N/A
o Issue permits	250	N/A	N/A
o Investigate complaints	150	N/A	N/A
o Air quality monitoring - tests	100,000	N/A	N/A
o Air quality monitoring - tests (PM2.5)	10,000	N/A	N/A

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

**Program Budget**

**Services Provided & FY04 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 was reorganized under the Dept. of Health and Hospitals.

<b>Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	13,460	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
<b>Total Grant and Other Funds</b>	<b>\$13,460</b>	<b>\$0</b>	<b>\$0</b>

**Number of Full Time Positions**

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

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Notification processing	300	N/A	N/A
o Issue permits	175	N/A	N/A
o Inspection permitting processing	265	N/A	N/A

Department: Public Safety  
 Division: 616 Excise Commissioner

**Division Budget**

**Services Provided & FY04 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 FY04, 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	277,169	305,836	316,537
Materials and Supplies	1,802	5,300	5,100
Equipment, Lease & Assets	3,644	1,956	2,061
Contractual and Other Services	5,315	8,500	8,200
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$287,930</b>	<b>\$321,592</b>	<b>\$331,898</b>
Grant and Other Funds	\$3,866	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$291,796</b>	<b>\$321,592</b>	<b>\$331,898</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 FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Issue/renew licenses and permits	1,841	1,845	1,845
o Conduct hearings on applications	109	125	110
o Issue citations/City Court summons	275	260	300

Department: Public Safety  
 Division: 620 Building Commissioner

**Division Budget**

**Services Provided & FY04 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 FY04, the Building Commissioner will begin to administer the first of \$3 million in annual allocations of Local Use Tax revenues for the demolition of derelict buildings.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	7,807,954	7,061,517	6,375,177
Materials and Supplies	76,487	113,894	86,100
Equipment, Lease & Assets	64,255	69,000	45,000
Contractual and Other Services	215,101	196,097	183,150
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$8,163,797</b>	<b>\$7,440,508</b>	<b>\$6,689,427</b>
Total Use Tax Fund	\$0	\$841,206	\$4,752,058
Grant and Other Funds	\$4,269,541	\$4,197,417	\$3,398,330
<b>Total Budget All Funds</b>	<b>\$12,433,338</b>	<b>\$12,479,131</b>	<b>\$14,839,815</b>
<b>Number of Full Time Positions</b>			
General Fund	185.0	144.0	123.0
Use Tax Fund	0.0	33.0	34.0
Other	19.0	26.0	35.0
<b>Total</b>	<b>204.0</b>	<b>203.0</b>	<b>192.0</b>

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

**Program Budget**

**Services Provided & FY04 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 FY04, this section will continue to utilize new software to improve communication in the division.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	488,961	603,059	500,505
Materials and Supplies	3,469	13,000	14,206
Equipment, Lease & Assets	2,734	3,000	3,000
Contractual and Other Services	3,579	6,800	6,800
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$498,743</b>	<b>\$625,859</b>	<b>\$524,511</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$498,743</b>	<b>\$625,859</b>	<b>\$524,511</b>
<b>Number of Full Time Positions</b>			
General Fund	10.0	11.0	8.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>10.0</b>	<b>11.0</b>	<b>8.0</b>

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

**Program Budget**

**Services Provided & FY04 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 FY04, 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	2,333,779	2,452,980	2,264,124
Materials and Supplies	31,760	54,500	30,500
Equipment, Lease & Assets	15,640	16,840	16,840
Contractual and Other Services	94,068	110,550	109,853
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$2,475,247</b>	<b>\$2,634,870</b>	<b>\$2,421,317</b>
Grant and Other Funds	\$1,296,450	\$1,729,645	\$1,356,557
<b>Total Budget All Funds</b>	<b>\$3,771,697</b>	<b>\$4,364,515</b>	<b>\$3,777,874</b>

**Number of Full Time Positions**

General Fund	56.0	52.0	45.0
Other	11.0	16.0	16.0
<b>Total</b>	<b>67.0</b>	<b>68.0</b>	<b>61.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Occupancy/construction permits	7,000	18,000	29,000
o CSB Complaint Inspections	0	12,750	12,750
o Inspection Surveys	0	24,500	24,500

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

**Program Budget**

**Services Provided & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	294,772	329,683	276,084
Materials and Supplies	2,197	4,000	4,000
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	18,097	19,050	6,800
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$315,066</b>	<b>\$352,733</b>	<b>\$286,884</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$315,066</b>	<b>\$352,733</b>	<b>\$286,884</b>

**Number of Full Time Positions**

General Fund	7.0	7.0	6.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>7.0</b>	<b>7.0</b>	<b>6.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Zoning permit reviews	6,000	6,000	5,700
o Conditional use hearings	600	308	435
o Board of Adjustment appeals	300	106	120

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

**Program Budget**

**Services Provided & FY04 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 FY04, this section will work 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	138,704	157,875	189,963
Materials and Supplies	984	2,000	2,000
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	2,291	2,500	2,500
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$141,979</b>	<b>\$162,375</b>	<b>\$194,463</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$141,979</b>	<b>\$162,375</b>	<b>\$194,463</b>

**Number of Full Time Positions**

General Fund	4.0	4.0	5.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>4.0</b>	<b>4.0</b>	<b>5.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Court Case Docketing Research	2,600	2,750	4,300

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

**Program Budget**

**Services Provided & FY04 Highlights**

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 FY04 is being provided from local use tax funds dedicated for housing purposes.

<b>Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,478,609	800,306	1,662,308
Materials and Supplies	12,791	12,800	29,000
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	37,902	28,100	60,750
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,529,302</b>	<b>\$0</b>	<b>\$0</b>
Total Use Tax Fund	\$0	\$841,206	\$1,752,058
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,529,302</b>	<b>\$841,206</b>	<b>\$1,752,058</b>

**Number of Full Time Positions**

General Fund	38.0	0.0	0.0
Use Tax Fund	0.0	33.0	34.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>38.0</b>	<b>33.0</b>	<b>34.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Issue inspection certificates	16,000	16,000	16,000

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

**Program Budget**

**Services Provided & FY04 Highlights**

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 FY04, the Fire Safety Unit will conduct 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	556,959	638,170	609,256
Materials and Supplies	6,199	9,694	9,694
Equipment, Lease & Assets	14,601	8,000	8,000
Contractual and Other Services	633	600	600
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$578,392</b>	<b>\$656,464</b>	<b>\$627,550</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$578,392</b>	<b>\$656,464</b>	<b>\$627,550</b>

**Number of Full Time Positions**

General Fund	13.0	13.0	12.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>13.0</b>	<b>13.0</b>	<b>12.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</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 & FY04 Highlights**

The Plan Exam Program protects public safety by performing a comprehensive plan review on new construction, alterations, and additions to ensure that the proposed comply with the 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 as needed. This section also administers the board of Building Appeals. The Plan Exam program is a critical component of the One Stop Shop for permits.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	358,992	413,111	424,073
Materials and Supplies	4,189	5,000	5,000
Equipment, Lease & Assets	2,734	1,500	1,500
Contractual and Other Services	18,182	15,875	15,875
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$384,097</b>	<b>\$435,486</b>	<b>\$446,448</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$384,097</b>	<b>\$435,486</b>	<b>\$446,448</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 FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Review building plans	4,628	4,500	5,700
o Board of Appeals hearings	171	170	150

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

**Program Budget**

**Services Provided & FY04 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 FY04, 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	372,653	422,122	453,408
Materials and Supplies	4,325	8,600	8,600
Equipment, Lease & Assets	15,640	8,580	8,580
Contractual and Other Services	7,674	8,500	8,500
Debt Service and Special Charges	0	0	0

**Total General Fund** \$400,292 \$447,802 \$479,088

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

**Total Budget All Funds** \$400,292 \$447,802 \$479,088

**Number of Full Time Positions**

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

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Issue permits	6,700	8,075	8,500
o % of permits issued over the counter	80%	80%	80%

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

**Program Budget**

**Services Provided & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,483,879	1,705,925	1,657,764
Materials and Supplies	6,435	12,100	12,100
Equipment, Lease & Assets	12,906	31,080	7,080
Contractual and Other Services	32,675	32,222	32,222
Debt Service and Special Charges	0	0	0

**Total General Fund** \$1,535,895 \$1,781,327 \$1,709,166

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

**Total Budget All Funds** \$1,535,895 \$1,781,327 \$1,709,166

**Number of Full Time Positions**

General Fund	32.0	32.0	30.0
Other	0.0	0.0	0.0
<b>Total</b>	<u>32.0</u>	<u>32.0</u>	<u>30.0</u>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Electrical inspections	13,000	13,500	11,500
o Mechanical and elevator inspections	18,000	18,000	19,800
o Plumbing inspections	10,000	11,000	10,200

**Department:** Public Safety  
**Division:** 620 Building Commissioner  
**Program:** 11 Building Demolition and Board-up

**Program Budget**

**Services Provided & FY04 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 FY04, 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. In FY04, building board up crew expenses will be funded through the Demolition fund revenues. FY04 will also be the first year for administering a \$3 million annual allotment of Use Tax revenues for the purpose of derelict building demolition.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	300,646	338,592	0
Materials and Supplies	4,138	5,000	0
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>\$304,784</b>	<b>\$343,592</b>	<b>\$0</b>
Total Use Tax Fund (Demolition)	\$0	\$0	\$3,000,000
Grant and Other Funds	\$2,973,091	\$2,467,772	\$2,041,773
<b>Total Budget All Funds</b>	<b>\$3,277,875</b>	<b>\$2,811,364</b>	<b>\$5,041,773</b>

**Number of Full Time Positions**

General Fund	9.00	9.00	0.00
Other	8.00	10.00	19.00
<b>Total</b>	<b>17.00</b>	<b>19.00</b>	<b>19.00</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Secure vacant buildings	13,000	13,500	1,700

Department: Public Safety  
 Division: 622 Neighborhood Stabilization

**Division Budget**

**Services Provided & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	2,042,510	2,121,303	1,841,315
Materials and Supplies	11,979	9,840	6,455
Equipment, Lease & Assets	31,697	12,553	10,553
Contractual and Other Services	90,267	59,105	67,339
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$2,176,453</b>	<b>\$2,202,801</b>	<b>\$1,925,662</b>
Grant and Other Funds	\$3,114,500	\$3,425,048	\$3,327,952
<b>Total Budget All Funds</b>	<b>\$5,290,953</b>	<b>\$5,627,849</b>	<b>\$5,253,614</b>

**Number of Full Time Positions**

General Fund	48	46	40
Other	0.0	2.0	6.0
<b>Total</b>	<b>48.0</b>	<b>48.0</b>	<b>46.0</b>



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

**Program Budget**

**Services Provided & FY04 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 Drug Free Communities Grant. Each one of these fund programs and services will seek to reduce crime in the city. Furthermore, NST 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,626,729	1,672,691	1,447,162
Materials and Supplies	9,281	8,452	5,455
Equipment, Lease & Assets	16,595	10,460	9,425
Contractual and Other Services	88,609	57,853	60,239
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,741,214</b>	<b>\$1,749,456</b>	<b>\$1,522,281</b>
Grant and Other Funds	\$3,114,500	\$3,425,048	\$3,327,952
<b>Total Budget All Funds</b>	<b>\$4,855,714</b>	<b>\$5,174,504</b>	<b>\$4,850,233</b>

**Number of Full Time Positions**

General Fund	36.0	34.0	30.0
Other	0.0	2.0	0.75
<b>Total</b>	<b>36.0</b>	<b>36.0</b>	<b>30.8</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Safety Projects Coordinated	24	30	25
o Commercial/Housing Projects	57	50	45
o Housing Court Notices Posted	144	118	100
o Drug Letters Sent	305	295	280

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

**Program Budget**

**Services Provided & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	415,781	448,612	394,153
Materials and Supplies	2,698	1,388	1,000
Equipment, Lease & Assets	15,102	2,093	1,128
Contractual and Other Services	1,658	1,252	7,100
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$435,239</b>	<b>\$453,345</b>	<b>\$403,381</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$435,239</b>	<b>\$453,345</b>	<b>\$403,381</b>

**Number of Full Time Positions**

General Fund	12.0	12.0	10.0
Other	0.0	0.0	5.25
<b>Total</b>	<b>12.0</b>	<b>12.0</b>	<b>15.3</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Service requests processed	100,000	100,000	100,000

Department: Public Safety  
 Division: 625 City Emergency Management Agency

**Division Budget**

**Services Provided & FY04 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 FY04, 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	309,473	304,444	270,504
Materials and Supplies	8,326	8,500	6,500
Equipment, Lease & Assets	5,683	0	0
Contractual and Other Services	7,031	11,220	8,500
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$330,513</b>	<b>\$324,164</b>	<b>\$285,504</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$330,513</b>	<b>\$324,164</b>	<b>\$285,504</b>

**Number of Full Time Positions**

General Fund	6.0	6.0	5.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>6.0</b>	<b>6.0</b>	<b>5.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Emergency response drills/exercises	9	6	10
o Emergency response incidents	8	5	5
o Emergency management class days	96	94	80

Department: Public Safety  
 Division: 632 Corrections / MSI

**Division Budget**

**Services Provided & FY04 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. During FY04, MSI will have an operational capacity of 966 beds. This is due to about 50 inmates relocating to the new Justice Center. MSI will continue to improve safety, sanitation, and new in FY04 develop a re-entry program to improve correctional outcomes. The department will also pursue accreditation of the facility by the ACA and NCCHC.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	13,461,073	11,838,797	10,497,624
Materials and Supplies	385,856	392,354	430,606
Equipment, Lease & Assets	17,370	156,578	83,287
Contractual and Other Services	5,506,839	3,498,345	4,022,250
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$19,371,138</b>	<b>\$15,886,074</b>	<b>\$15,033,767</b>
Grant and Other Funds	\$13,085	\$0	\$132,095
<b>Total Budget All Funds</b>	<b>\$19,384,223</b>	<b>\$15,886,074</b>	<b>\$15,165,862</b>
<b>Number of Full Time Positions</b>			
General Fund	290.0	285.0	252.0
Other	0.0	0.0	3.0
<b>Total</b>	<b>290.0</b>	<b>285.0</b>	<b>255.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Provide housing, food, and clothing - average prisoners/day	1,222	1,040	950

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

**Program Budget**

**Services Provided & FY04 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 FY04, 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.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	12,607,847	9,966,592	8,701,858
Materials and Supplies	383,319	338,932	396,106
Equipment, Lease & Assets	17,370	59,568	61,252
Contractual and Other Services	5,449,382	3,419,697	3,907,868
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$18,457,918</b>	<b>\$13,784,789</b>	<b>\$13,067,084</b>
Grant Funds	\$13,085	\$0	\$40,049
<b>Total Budget All Funds</b>	<b>\$18,471,003</b>	<b>\$13,784,789</b>	<b>\$13,107,133</b>
<b>Number of Full Time Positions</b>			
General Fund	274.0	242.0	212.0
Other	0.0	0.0	1.0
<b>Total</b>	<b>274.0</b>	<b>242.0</b>	<b>213.0</b>



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

**Program Budget**

**Services Provided & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	570,528	736,838	732,756
Materials and Supplies	267	6,913	7,000
Equipment, Lease & Assets	0	71,442	10,661
Contractual and Other Services	57,457	61,648	61,565
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$628,252</b>	<b>\$876,841</b>	<b>\$811,982</b>
Grant Funds	\$0	\$0	\$92,046
<b>Total Budget All Funds</b>	<b>\$628,252</b>	<b>\$876,841</b>	<b>\$904,028</b>
<b>Number of Full Time Positions</b>			
General Fund	12.0	18.0	17.0
Other	0.0	0.0	2.0
<b>Total</b>	<b>12.0</b>	<b>18.0</b>	<b>19.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Inmates served	9,000	12,500	12,500

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

**Program Budget**

**Services Provided & FY04 Highlights**

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. The FY04 budget includes a reorganization of staff allowing for the establishment of a compliance audit and accreditation unit. The establishment of this unit will enhance the division's ability to operate more effectively and efficiently, and to pursue accreditation by ACA NCCHC.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	282,698	1,135,367	1,063,010
Materials and Supplies	2,270	46,509	27,500
Equipment, Lease & Assets	0	25,568	11,374
Contractual and Other Services	0	17,000	52,817
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$284,968</b>	<b>\$1,224,444</b>	<b>\$1,154,701</b>
Grant Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$284,968</b>	<b>\$1,224,444</b>	<b>\$1,154,701</b>
<b>Number of Full Time Positions</b>			
General Fund	4.0	25.0	23.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>4.0</b>	<b>25.0</b>	<b>23.0</b>

Department: Public Safety  
 Division: 633 City Justice Center

**Division Budget**

**Services Provided & FY04 Highlights**

The CJC is one of two facilities that will house individuals who are detained or serving time for city and /or charges in FY04. The city's new Justice Center has a total capacity of 845 beds. The new Justice Center provides relief to the crowded conditions at MSI with an anticipated 50 or so inmates transferring from that institution as well. 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. In FY04, Corrections will be entering into a new agreement with the U.S. Marshal to house prisoners at the Justice Center. Providing an estimated \$ 1 million in revenue to offset operating costs of the facility.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	0	9,509,263	10,434,913
Materials and Supplies	10,667	344,870	404,228
Equipment, Lease & Assets	14,080	142,650	32,163
Contractual and Other Services	3,037,502	2,720,326	5,234,398
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$3,062,249</b>	<b>\$12,717,109</b>	<b>\$16,105,702</b>
Grant Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$3,062,249</b>	<b>\$12,717,109</b>	<b>\$16,105,702</b>
<b>Number of Full Time Positions</b>			
General Fund	53.0	287.0	275.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>53.0</b>	<b>287.0</b>	<b>275.0</b>

o Provide housing, food, and clothing - average prisoners/day	N/A	450	600
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**Department: Public Safety**  
**Division: 633 City Justice Center**  
**Program: 01 Inmate Housing**

**Program Budget**

**Services Provided & FY04 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. CJC also host the division's 14-bed infirmary. In addition, video arraignment for the City Court is conducted twice daily from the prisoner processing unit. In FY04, Corrections will be entering into a new agreement with the U.S. Marshal to house prisoners at the Justice Center providing an estimated \$1 million in revenue to offset operating costs of the facility.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	0	6,349,658	7,268,639
Materials and Supplies	10,667	292,015	378,728
Equipment, Lease & Assets	14,080	142,650	15,308
Contractual and Other Services	3,037,502	1,915,171	5,014,372
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$3,062,249</b>	<b>\$8,699,494</b>	<b>\$12,677,047</b>
Grant Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$3,062,249</b>	<b>\$8,699,494</b>	<b>\$12,677,047</b>
<b>Number of Full Time Positions</b>			
General Fund	53.0	197.0	185.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>53.0</b>	<b>197.0</b>	<b>185.0</b>

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

**Program Budget**

**Services Provided & FY04 Highlights**

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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 Police Department unit.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	0	3,159,605	3,166,274
Materials and Supplies	0	52,855	25,500
Equipment, Lease & Assets	0	0	16,855
Contractual and Other Services	0	805,155	220,026
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$0</b>	<b>\$4,017,615</b>	<b>\$3,428,655</b>
Grant Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$0</b>	<b>\$4,017,615</b>	<b>\$3,428,655</b>
 <b>Number of Full Time Positions</b>			
General Fund	0.0	90.0	90.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>0.0</b>	<b>90.0</b>	<b>90.0</b>



Department: Public Safety  
 Division: 650 Police Department

**Division Budget**

**Services Provided & FY04 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 have been assigned to this detail. With the Department's hiring of an additional 49 officers through a COPS hiring grant from the Dept. of Justice, the SLPD currently maintains an authorized uniform officer strength of 1,502 officers. While the FY04 budget will maintain this level of strength, the Department is taking steps to reduce civilian personnel totals.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	106,075,488	114,484,265	117,410,201
Materials and Supplies	3,439,149	4,375,826	4,133,136
Equipment, Lease & Assets	2,366,938	2,495,662	1,412,614
Contractual and Other Services	8,215,225	6,872,246	7,289,884
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$120,096,800</b>	<b>\$128,227,999</b>	<b>\$130,245,835</b>
Grant Funds	\$4,803,454	\$10,293,589	\$8,724,992
License Collector Fund	\$1,000,000	\$0	\$0
Riverfront Gaming Fund	\$499,726	\$650,000	\$650,000
Local Use Tax	\$0	\$0	\$684,255
<b>Total Budget All Funds</b>	<b>\$126,399,980</b>	<b>\$139,171,588</b>	<b>\$140,305,082</b>
<b>Number of Full Time Positions</b>			
Police Commissioned	1,430.0	1,404.0	1,404.0
Police Commissioned - Special Funds	15.0	99.0	98.0
Police Civilian	567.0	572.0	549.0
<b>Total</b>	<b>2,012.0</b>	<b>2,075.0</b>	<b>2,051.0</b>

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

**Program Budget**

**Services Provided & FY04 Highlights**

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 FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	4,967,284	9,919,493	9,168,393
Materials and Supplies	1,288	4,135	1,860
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	371,310	277,123	216,249
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$5,339,882</b>	<b>\$10,200,751</b>	<b>\$9,386,502</b>
Grant Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$5,339,882</b>	<b>\$10,200,751</b>	<b>\$9,386,502</b>
<b>Number of Full Time Positions</b>			
Police Commissioned	2.0	1.0	1.0
Police Civilian	25.0	21.0	22.0
<b>Total</b>	<b>27.0</b>	<b>22.0</b>	<b>23.0</b>

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

**Program Budget**

**Services Provided & FY04 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.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	15,135,792	17,397,404	21,440,820
Materials and Supplies	37,981	45,965	41,266
Equipment, Lease & Assets	398	0	0
Contractual and Other Services	2,576,551	1,959,483	2,191,067
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$17,750,722</b>	<b>\$19,402,852</b>	<b>\$23,673,153</b>
Grant Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$36,433	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$17,787,155</b>	<b>\$19,402,852</b>	<b>\$23,673,153</b>
<b>Number of Full Time Positions</b>			
Police Commissioned	50.0	33.0	33.0
Police Civilian	27.0	26.0	24.0
<b>Total</b>	<b>77.0</b>	<b>59.0</b>	<b>57.0</b>

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

**Program Budget**

**Services Provided & FY04 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. The Bureau of Community Policing also includes support officers of the Mobile Reserve, Traffic, Mounted Patrol, Canine Unit and others previously contained in the Bureau of Patrol Support. Through a 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 is also maintaining 49 additional officers through a Justice Dept. COPS hiring grant.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	51,676,485	57,252,077	57,005,962
Materials and Supplies	120,764	227,097	177,982
Equipment, Lease & Assets	8,455	15,000	14,100
Contractual and Other Services	50,701	44,230	47,115
Debt Service and Special Charges	0	0	0
	_____	_____	_____
<b>Total General Fund</b>	<b>\$51,856,405</b>	<b>\$57,538,404</b>	<b>\$57,245,159</b>
Grant Funds	\$4,803,454	\$10,293,589	\$8,724,992
License Collector Fund	\$1,000,000	\$0	\$0
Riverfront Gaming Fund	\$463,293	\$650,000	\$650,000
	_____	_____	_____
<b>Total Budget All Funds</b>	<b>\$58,123,152</b>	<b>\$68,481,993</b>	<b>\$66,620,151</b>
 <b>Number of Full Time Positions</b>			
Police Commissioned - General Fund	1,034.0	1,163.0	1,163.0
Police Comm. - Gaming Fund	0.0	0.0	0.0
Police Comm. - Grant & Other Funds	15.0	99.0	98.0
Police Civilian	40.0	49.0	44.0
	_____	_____	_____
Total	1,089.0	1,311.0	1,305.0

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

**Program Budget**

**Services Provided & FY04 Highlights**

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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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	13,279,198	12,921,191	12,972,477
Materials and Supplies	285,726	358,083	324,330
Equipment, Lease & Assets	11,936	124,000	4,000
Contractual and Other Services	713,572	213,623	166,160
Debt Service and Special Charges	0	0	0
	_____	_____	_____
<b>Total General Fund</b>	<b>\$14,290,432</b>	<b>\$13,616,897</b>	<b>\$13,466,967</b>
Grant Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$0	\$0	\$0
	_____	_____	_____
<b>Total Budget All Funds</b>	<b>\$14,290,432</b>	<b>\$13,616,897</b>	<b>\$13,466,967</b>
 <b>Number of Full Time Positions</b>			
Police Commissioned	183.0	166.0	166.0
Police Civilian	119.0	117.0	113.0
	_____	_____	_____
<b>Total</b>	<b>302.0</b>	<b>283.0</b>	<b>279.0</b>



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

**Program Budget**

**Services Provided & FY04 Highlights**

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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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	6,241,495	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>\$6,241,495</b>	<b>\$0</b>	<b>\$0</b>
Grant and Other Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$6,241,495</b>	<b>\$0</b>	<b>\$0</b>
 <b>Number of Full Time Positions</b>			
Police Commissioned	123.0	0.0	0.0
Police Civilian	7.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>130.0</b>	<b>0.0</b>	<b>0.0</b>



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

**Program Budget**

**Services Provided & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	10,635,968	11,117,862	11,246,307
Materials and Supplies	2,492,427	3,008,774	3,098,983
Equipment, Lease & Assets	291,035	916,400	203,034
Contractual and Other Services	1,977,654	1,820,784	2,051,755
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$15,397,084</b>	<b>\$16,863,820</b>	<b>\$16,600,079</b>
Grant Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$15,397,084</b>	<b>\$16,863,820</b>	<b>\$16,600,079</b>
<b>Number of Full Time Positions</b>			
Police Commissioned	7.0	8.0	8.0
Police Civilian	302.0	303.0	297.0
<b>Total</b>	<b>309.0</b>	<b>311.0</b>	<b>305.0</b>

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

**Program Budget**

**Services Provided & FY04 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.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	4,139,266	5,876,238	5,576,242
Materials and Supplies	500,963	731,772	488,715
Equipment, Lease & Assets	2,055,114	1,440,262	1,191,480
Contractual and Other Services	2,525,437	2,557,003	2,617,538
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$9,220,780</b>	<b>\$10,605,275</b>	<b>\$9,873,975</b>
Grant Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$9,220,780</b>	<b>\$10,605,275</b>	<b>\$9,873,975</b>
<b>Number of Full Time Positions</b>			
Police Commissioned	31.0	33.0	33.0
Police Civilian	47.0	56.0	49.0
<b>Total</b>	<b>78.0</b>	<b>89.0</b>	<b>82.0</b>

Department: Public Safety  
 Division: 651 Police Retirement System

**Division Budget**

**Services Provided & FY04 Highlights**

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. The FY04 budget includes a resumption of contributions to the pension system at 6% of covered payroll.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	259,635	298,123	4,414,190
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
<b>Total General Fund</b>	<b>\$259,635</b>	<b>\$298,123</b>	<b>\$4,414,190</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$259,635</b>	<b>\$298,123</b>	<b>\$4,414,190</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>

**DEPARTMENT OF  
HEALTH AND HOSPITALS**

# DEPARTMENT OF HEALTH AND HOSPITALS



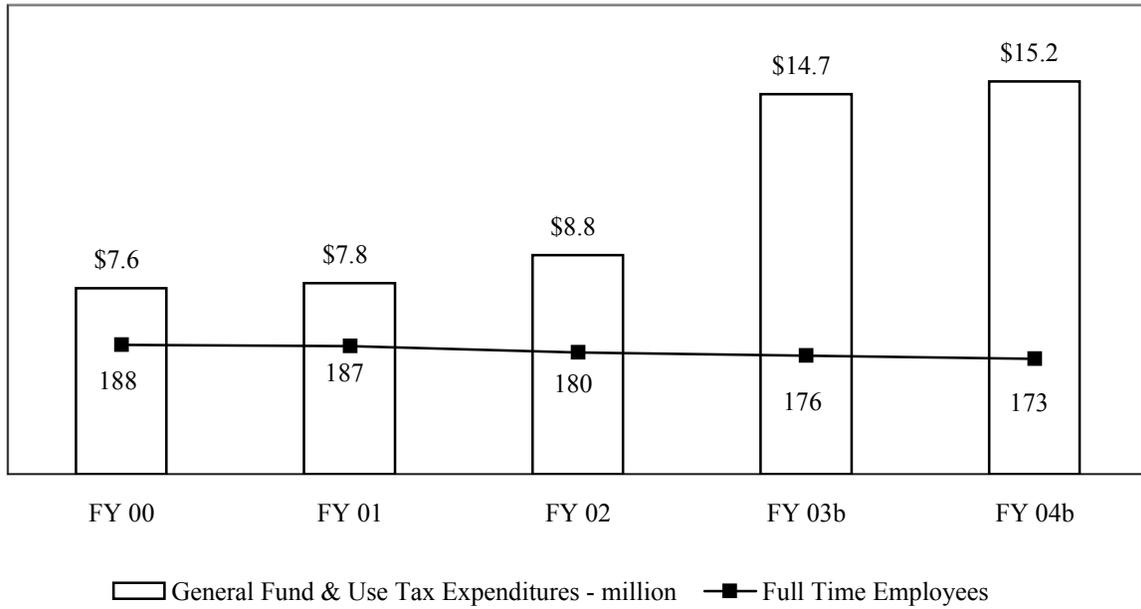
# HEALTH AND HOSPITALS

<b>Budget By Division</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
700 Director, Health and Hospitals	620,944	911,017	966,615
710 Health Commissioner	744,023	1,159,178	1,325,572
711 Communicable Disease Control	1,374,864	1,758,782	2,112,821
712 School Health	874,360	0	0
713 Laboratory	529,449	620,863	611,397
714 Rabies Control	780,630	857,858	897,275
715 Community Sanitation and Vector Control	1,699,257	2,156,451	1,665,487
716 Lead Poisoning Control	334,512	281,653	700,089
717 Biostatistics/Vital Records	410,021	0	0
719 Family / Community / School Health	425,753	1,356,128	1,278,315
720 Food Control Section	596,067	639,066	650,340
721 Health Promotion/Education	444,954	0	0
737 Health Care Trust Fund	0	5,000,000	5,000,000
Total Local Use Tax Fund	\$1,154,864	11,726,687	\$12,239,263
Total General Fund	\$7,679,970	\$3,014,309	\$2,968,648
<b>Total General Fund &amp; Local Use Tax</b>	<b>\$8,834,834</b>	<b>\$14,740,996</b>	<b>\$15,207,911</b>
Total Health Care Special Fund	\$6,100,000	\$1,500,000	\$0
Total Grant and Other Funds	\$9,491,001	\$12,121,292	\$13,094,128
<b>Total Department All Funds</b>	<b>\$24,425,835</b>	<b>\$28,362,288</b>	<b>\$28,302,039</b>

<b>Personnel By Division</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
700 Director, Health and Hospitals	6.0	7.0	7.0
710 Health Commissioner	12.7	20.5	24.0
711 Communicable Disease Control	27.0	30.0	30.0
712 School Health	16.0	0.0	0.0
713 Laboratory	10.0	10.0	9.0
714 Rabies Control	21.0	21.0	21.0
715 Community Sanitation and Vector Control	39.0	45.2	32.5
716 Lead Poisoning Control	7.0	6.0	14.0
717 Biostatistics/Vital Records	9.0	0.0	0.0
719 Family / Community / School Health	10.0	23.2	21.0
720 Food Control Section	13.0	13.0	14.0
721 Health Promotion & Education	9.0	0.0	0.0
Total Local Use Tax Fund	7.0	109.7	110.0
Total General Fund	172.7	66.2	62.5
<b>Total General Fund &amp; Local Use Tax</b>	<b>179.7</b>	<b>175.9</b>	<b>172.5</b>
Total Grant and Other Funds	118.3	142.8	96.8
<b>Total Department All Funds</b>	<b>298.0</b>	<b>318.7</b>	<b>269.3</b>

# HEALTH AND HOSPITALS

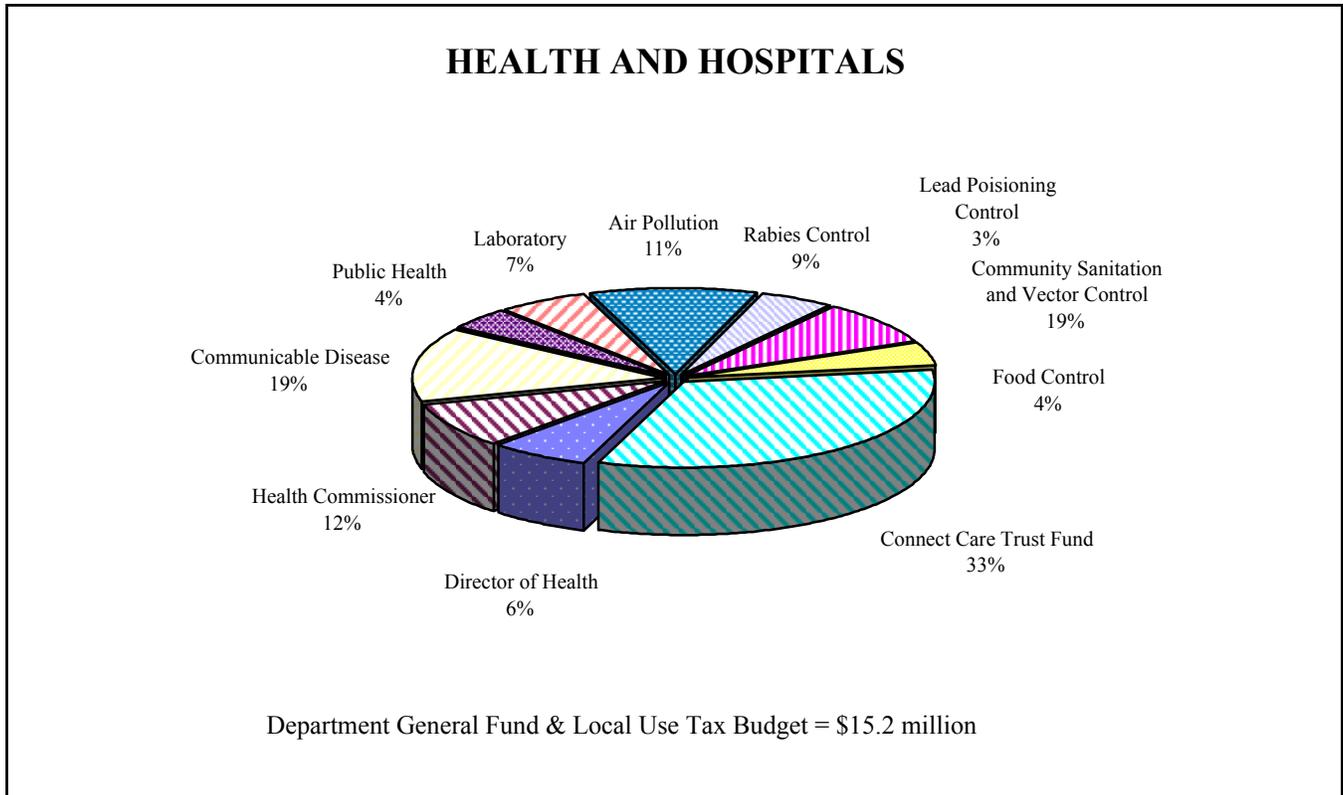
## HEALTH AND HOSPITALS



### 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 receipts from new Local Use Tax to provide \$5.0 million subsidy to Connect Care and \$7.2 million in other Public Health services
  - 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 Allocated an additional \$200,000 for Communicable Disease Control for medical supplies
- o Monitor sanitation practices of retail package food stores through random checks
- 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 & FY04 Highlights**

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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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	0	481,117	563,065
Materials and Supplies	0	4,500	9,500
Equipment, Lease & Assets	0	7,400	16,800
Contractual and Other Services	0	418,000	377,250
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total Local Use Tax Fund</b>	<b>\$0</b>	<b>\$911,017</b>	<b>\$966,615</b>
Total General Fund	\$620,944	\$0	\$0
Total Grant and Other Funds	\$265,521	\$480,276	\$754,843
<b>Total Budget All Funds</b>	<b>\$886,465</b>	<b>\$1,391,293</b>	<b>\$1,721,458</b>

**Number of Full Time Positions**

Local Use Tax Fund	0.0	7.0	7.0
General Fund	6.0	0.0	0.0
Other	3.0	4.0	6.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>9.0</b>	<b>11.0</b>	<b>13.0</b>



Department: Heath and Hospitals  
 Division: 710 Health Commissioner

**Division Budget**

**Services Provided & FY04 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 FY04, the Health Commissioner's office will continue the process of re-organizing its overall operation to reflect core services provided by the Department of Health and Hospital.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	0	1,018,336	1,073,522
Materials and Supplies	0	9,500	35,000
Equipment, Lease & Assets	0	22,792	1,800
Contractual and Other Services	0	108,550	215,250
Debt Service and Special Charges	0	0	0
<b>Total Local Use Tax Fund</b>	<b>\$0</b>	<b>\$1,159,178</b>	<b>\$1,325,572</b>
Total General Fund	\$744,023	\$0	\$0
Total Grant and Other Funds	\$6,247,786	\$4,767,604	\$0
<b>Total Budget All Funds</b>	<b>\$6,991,809</b>	<b>\$5,926,782</b>	<b>\$1,325,572</b>
<b>Number of Full Time Positions</b>			
Local Use Tax Fund	0.0	20.5	24.0
General Fund	12.7	0.0	0.0
Other	10.3	0.0	0.0
Total	23.0	20.5	24.0

Department: Health and Hospitals  
 Division: 711 Communicable Disease Control

**Division Budget**

**Services Provided & FY04 Highlights**

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The Communicable Disease Service which provides diagnostic testing, treatment, follow-up, and contact investigation services for communicable and reportable diseases. 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 crossed trained across TB control and STD/HIV surveillance to better distribute our manpower resources and increase overall productivity. In FY04, an additional \$200,000 was placed in Materials and Supplies to cover the rising cost of medical supplies.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	820,352	1,544,507	1,620,150
Materials and Supplies	0	161,825	430,471
Equipment, Lease & Assets	0	14,500	18,000
Contractual and Other Services	0	37,950	44,200
Debt Service and Special Charges	0	0	0
<b>Total Local Use Tax Fund</b>	<b>\$820,352</b>	<b>\$1,758,782</b>	<b>\$2,112,821</b>
Total General Fund	\$554,512	\$0	\$0
Total Grant and Other Funds	\$1,308,768	\$3,493,906	\$9,230,499
<b>Total Budget All Funds</b>	<b>\$2,683,632</b>	<b>\$5,252,688</b>	<b>\$11,343,320</b>

**Number of Full Time Positions**

Local Use Tax Fund	0.0	30.0	30.0
General Fund	27.0	0.0	0.0
Other	62.0	61.5	40.0
<b>Total</b>	<b>89.0</b>	<b>91.5</b>	<b>70.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o STD services-patients	37,000	36,500	36,000
o Other comm. disease services-patients	11,000	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 & FY04 Highlights**

The School Health program provides a variety of health services to students in some of the City's parochial schools. This program was 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</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

<b>Total Local Use Tax Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Total General Fund	\$874,360	\$0	\$0
Total Grant and Other Funds	\$263,575	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,137,935</b>	<b>\$0</b>	<b>\$0</b>

**Number of Full Time Positions**

Local Use Tax Fund	0.0	0.0	0.0
General Fund	16.0	0.0	0.0
Other	9.0	0.0	0.0
<b>Total</b>	<b>25.0</b>	<b>0.0</b>	<b>0.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Provide immunizations	750	N/A	N/A
o Provide health education programs	6,500	N/A	N/A
o Provide student health screening	6,500	N/A	N/A
o Audit student health records	13,000	N/A	N/A

Department: Health and Hospitals  
 Division: 713 Laboratory

**Division Budget**

**Services Provided & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	0	477,087	461,130
Materials and Supplies	0	117,000	117,000
Equipment, Lease & Assets	0	2,609	4,100
Contractual and Other Services	0	24,167	29,167
Debt Service and Special Charges	0	0	0
<b>Total Local Use Tax Fund</b>	<b>\$0</b>	<b>\$620,863</b>	<b>\$611,397</b>
Total General Fund	\$529,449	\$0	\$0
Total Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$529,449</b>	<b>\$620,863</b>	<b>\$611,397</b>
<b>Number of Full Time Positions</b>			
Local Use Tax Fund	0.0	10.0	9.0
General Fund	10.0	0.0	0.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>10.0</b>	<b>10.0</b>	<b>9.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Serology services	17,389	18,100	17,500
o Chemistry services	18,750	19,000	18,750
o Diagnostic microbiological service	24,355	25,000	24,500
o Environmental microbiology services	1,455	1,300	1,300

Department: Health and Hospitals  
 Division: 714 Rabies Control

**Division Budget**

**Services Provided & FY04 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 FY04, 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	701,076	786,258	816,075
Materials and Supplies	48,634	41,200	50,300
Equipment, Lease & Assets	4,078	2,000	2,000
Contractual and Other Services	26,842	28,400	28,900
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$780,630</b>	<b>\$857,858</b>	<b>\$897,275</b>
Total Local Use Tax Fund	\$0	\$0	\$0
Total Grant and Other Funds	\$17,438	\$30,375	\$31,332
<b>Total Budget All Funds</b>	<b>\$798,068</b>	<b>\$888,233</b>	<b>\$928,607</b>
<b>Number of Full Time Positions</b>			
General Fund	21.0	21.0	21.0
Local Use Tax Fund	0.0	0.0	0.0
Other	1.0	1.0	1.0
<b>Total</b>	<b>22.0</b>	<b>22.0</b>	<b>22.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Apprehend and process animals	7,876	8,000	8,000
o Investigate/pick-up biting animals	669	650	650
o Vaccinate and register dogs/cats	27,890	30,000	30,000
o Provide for animal return/adoption	2,936	2,800	3,000
o Euthanize animals	4,126	3,000	3,000
o Hold animals for observation	7,531	8,000	8,000

Department: Health and Hospitals  
 Division: 715 Community Sanitation and Vector Control

**Division Budget**

**Services Provided & FY04 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, lead detoxification and air pollution control. In FY04, the Lead component of this program has been consolidated with Lead Poison Control Division. This program increases public education about lead hazard by working with neighborhood organizations. In addition, major steps are being taken in FY04 to stop the spread of the West Nile Virus by spraying for mosquitoes, which are the leading cause of infection.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,623,330	2,049,715	1,571,251
Materials and Supplies	50,526	54,400	66,900
Equipment, Lease & Assets	6,082	21,936	17,636
Contractual and Other Services	19,319	30,400	9,700
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,699,257</b>	<b>\$2,156,451</b>	<b>\$1,665,487</b>
Total Local Use Tax Fund	\$0	\$0	\$0
Total Grant and Other Funds	\$12,727	\$1,345,504	\$1,372,898
<b>Total Budget All Funds</b>	<b>\$1,711,984</b>	<b>\$3,501,955</b>	<b>\$3,038,385</b>

**Number of Full Time Positions**

General Fund	39.0	45.2	32.5
Local Use Tax Fund	0.0	0.0	0.0
Other	11.0	20.8	20.5
<b>Total</b>	<b>50.0</b>	<b>66.0</b>	<b>53.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Lead poison inspections	7,121	7,050	N/A
o Rat inspections/treatments	8,246	8,500	8,200
o Inspect and treat mosquito sites	1,630	1,700	1,800
o Fog streets for mosquitoes-miles	520	1,000	1,100
o General env. health inspections	17,483	17,000	17,000
o Water quality inspections	378	375	350
o Swimming pool inspections	648	650	650
o Evaluate hazardous/infectious sites	162	175	175
o Hotel/motel inspections	51	52	55
o Specialized Env. health inspections	280	300	300

Department: Health and Hospitals  
 Division: 716 Lead Poisoning Control

**Division Budget**

**Services Provided & FY04 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. The Stellar System will continue in FY04 to develop informational data that will allow the Department of Health to effectively manage Lead program activities. In FY04, the Lead Abatement Control section of Community Sanitation and Vector Control will be consolidated with Lead Poison Control.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	321,495	273,953	261,165
Materials and Supplies	3,190	950	14,500
Equipment, Lease & Assets	7,387	5,000	10,300
Contractual and Other Services	2,440	1,750	8,238
Debt Service and Special Charges	0	0	0
<b>Total Local Use Tax Fund</b>	<b>\$334,512</b>	<b>\$281,653</b>	<b>\$294,203</b>
Total General Fund	\$0	\$0	\$405,886
Total Grant and Other Funds	\$664,699	\$853,519	\$1,053,563
<b>Total Budget All Funds</b>	<b>\$999,211</b>	<b>\$1,135,172</b>	<b>\$1,753,652</b>

**Number of Full Time Positions**

Local Use Tax Fund	7.0	6.0	5.0
General Fund	0.0	0.0	9.0
Other	4.0	31.0	17.0
<b>Total</b>	<b>11.0</b>	<b>37.0</b>	<b>31.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Lead poison screenings	3,261	3,300	3,600
o Lead poison treatments	215	220	275
o Lead poison inspections	N/A	N/A	7,150

Department: Health and Hospitals  
 Division: 717 Biostatistics/ Vital Records

**Division Budget**

**Services Provided & FY04 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 was transferred to the Recorder of Deeds.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	327,479	0	0
Materials and Supplies	4,316	0	0
Equipment, Lease & Assets	30,191	0	0
Contractual and Other Services	48,035	0	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$410,021</b>	<b>\$0</b>	<b>\$0</b>
Total Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$410,021</b>	<b>\$0</b>	<b>\$0</b>

**Number of Full Time Positions**

General Fund	9.0	0.0	0.0
Other	1.0	0.0	0.0
<b>Total</b>	<b>10.0</b>	<b>0.0</b>	<b>0.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Record births	6,000	N/A	N/A
o Record deaths	6,000	N/A	N/A
o Issue birth and death certificates	81,000	N/A	N/A

Department: Health and Hospitals  
 Division: 719 Family / Community / School Health

**Division Budget**

**Services Provided & FY04 Highlights**

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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.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	0	1,299,923	1,225,860
Materials and Supplies	0	21,025	22,405
Equipment, Lease & Assets	0	18,000	14,500
Contractual and Other Services	0	17,180	15,550
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total Local Use Tax Fund</b>	<b>\$0</b>	<b>\$1,356,128</b>	<b>\$1,278,315</b>
Total General Fund	\$425,753	\$0	\$0
Total Grant and Other Funds	(\$4,995)	\$1,111,197	\$610,944
<b>Total Budget All Funds</b>	<b>\$420,758</b>	<b>\$2,467,325</b>	<b>\$1,889,259</b>

**Number of Full Time Positions**

Local Use Tax Fund	0.0	23.2	21.0
General Fund	10.0	0.0	0.0
Other	1.0	23.5	11.3
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>11.0</b>	<b>46.7</b>	<b>32.3</b>



Department: Health and Hospitals  
 Division: 720 Food Control Section

**Division Budget**

**Services Provided & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	0	615,826	628,150
Materials and Supplies	0	5,040	5,040
Equipment, Lease & Assets	0	6,500	6,500
Contractual and Other Services	0	11,700	10,650
Debt Service and Special Charges	0	0	0

<b>Total Local Use Tax Fund</b>	<b>\$0</b>	<b>\$639,066</b>	<b>\$650,340</b>
Total General Fund	\$596,067	\$0	\$0
Total Grant and Other Funds	\$0	\$38,911	\$40,049
<b>Total Budget All Funds</b>	<b>\$596,067</b>	<b>\$677,977</b>	<b>\$690,389</b>

**Number of Full Time Positions**

Local Use Tax Fund	0.0	13.0	14.0
General Fund	13.0	0.0	0.0
Other	0.0	1.0	1.0
<b>Total</b>	<b>13.0</b>	<b>14.0</b>	<b>15.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Food establishment inspections	10,504	11,000	11,050
o Festival and fair inspections	1,009	1,020	1,025
o Frozen dessert inspection and sampling	10	10	10

Department: Health and Hospitals  
 Division: 721 Health Promotion & Education

**Division Budget**

**Services Provided & FY04 Highlights**

Health Promotion and Education in FY03 was 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	438,712	0	0
Materials and Supplies	1,538	0	0
Equipment, Lease & Assets	3,098	0	0
Contractual and Other Services	1,606	0	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$444,954</b>	<b>\$0</b>	<b>\$0</b>
Total Local Use Tax Fund	\$0	\$0	\$0
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$444,954</b>	<b>\$0</b>	<b>\$0</b>
<b>Number of Full Time Positions</b>			
Local Use Tax Fund	0.0	0.0	0.0
General Fund	9.0	0.0	0.0
Other	16.0	0.0	0.0
<b>Total</b>	<b>25.0</b>	<b>0.0</b>	<b>0.0</b>

Department: Health and Hospitals  
 Division: 737 Health Care Trust Fund

**Division Budget**

**Services Provided & FY04 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 FY02, funds received through settlement of old regional debt served as the ConnectCare subsidy. Beginning in FY03, \$5.0 million per year in Local Use Tax revenues have been allocated for this purpose.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</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	5,100,000	5,000,000	5,000,000
	_____	_____	_____
<b>Total Local Use Tax Fund</b>	<b>\$0</b>	<b>\$5,000,000</b>	<b>\$5,000,000</b>
Total General Fund	\$0	\$0	\$0
Total Grant and Other Funds	\$6,100,000	\$1,500,000	\$0
<b>Total Budget All Funds</b>	<b>\$6,100,000</b>	<b>\$6,500,000</b>	<b>\$5,000,000</b>
 <b>Number of Full Time Positions</b>			
Local Use Tax Fund	0.0	0.0	0.0
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



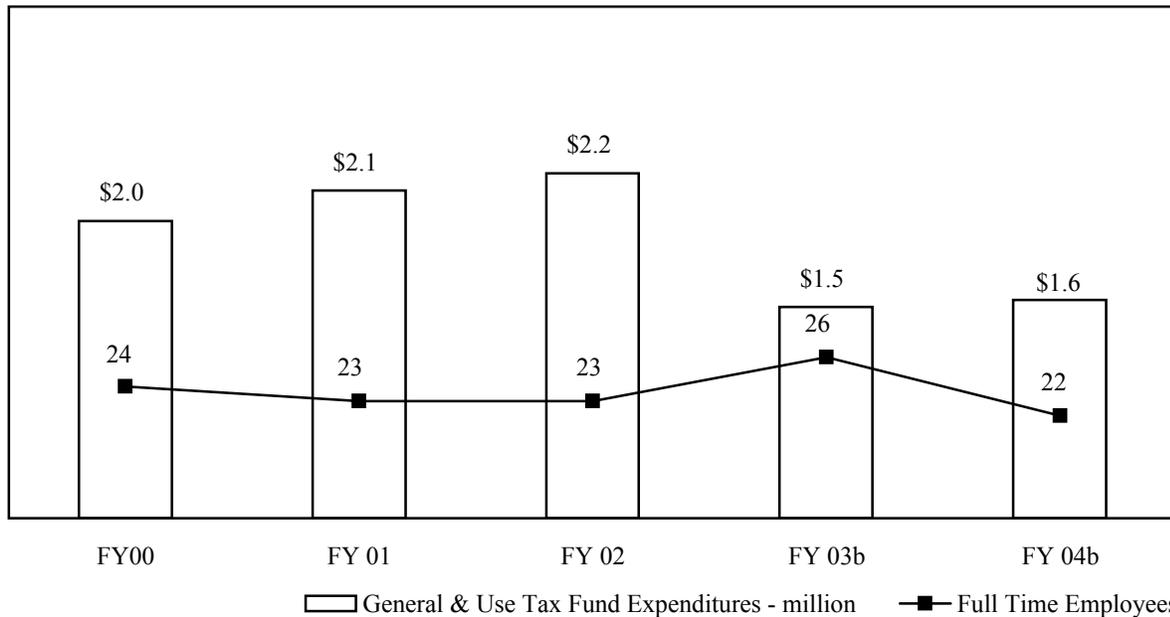
# HUMAN SERVICES

<b>Budget By Division</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
800 Director of Human Services	2,184,243	1,533,317	1,312,219
<b>Total General Fund</b>	<b>\$2,184,243</b>	<b>\$1,533,317</b>	<b>\$1,312,219</b>
Total UseTax Fund	\$0	\$1,273,444	\$253,264
<b>Total General Fund &amp; Local Use Tax</b>	<b>\$2,184,243</b>	<b>\$2,806,761</b>	<b>\$1,565,483</b>
Grant and Other Funds	\$7,876,107	\$20,179,102	\$24,450,096
<b>Total Department All Funds</b>	<b>\$10,060,350</b>	<b>\$22,985,863</b>	<b>\$26,015,579</b>

<b>Personnel By Division</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
800 Director of Human Services	23.0	21.0	18.0
<b>Total General Fund</b>	<b>23.0</b>	<b>21.0</b>	<b>18.0</b>
<b>Total UseTax Fund</b>	<b>0.0</b>	<b>5.0</b>	<b>4.0</b>
<b>Total General Fund &amp; Local Use Tax</b>	<b>23.0</b>	<b>26.0</b>	<b>22.0</b>
Grant and Other Funds	18.00	14.00	25.00
<b>Total Department All Funds</b>	<b>41.00</b>	<b>40.00</b>	<b>47.00</b>

# HUMAN SERVICES

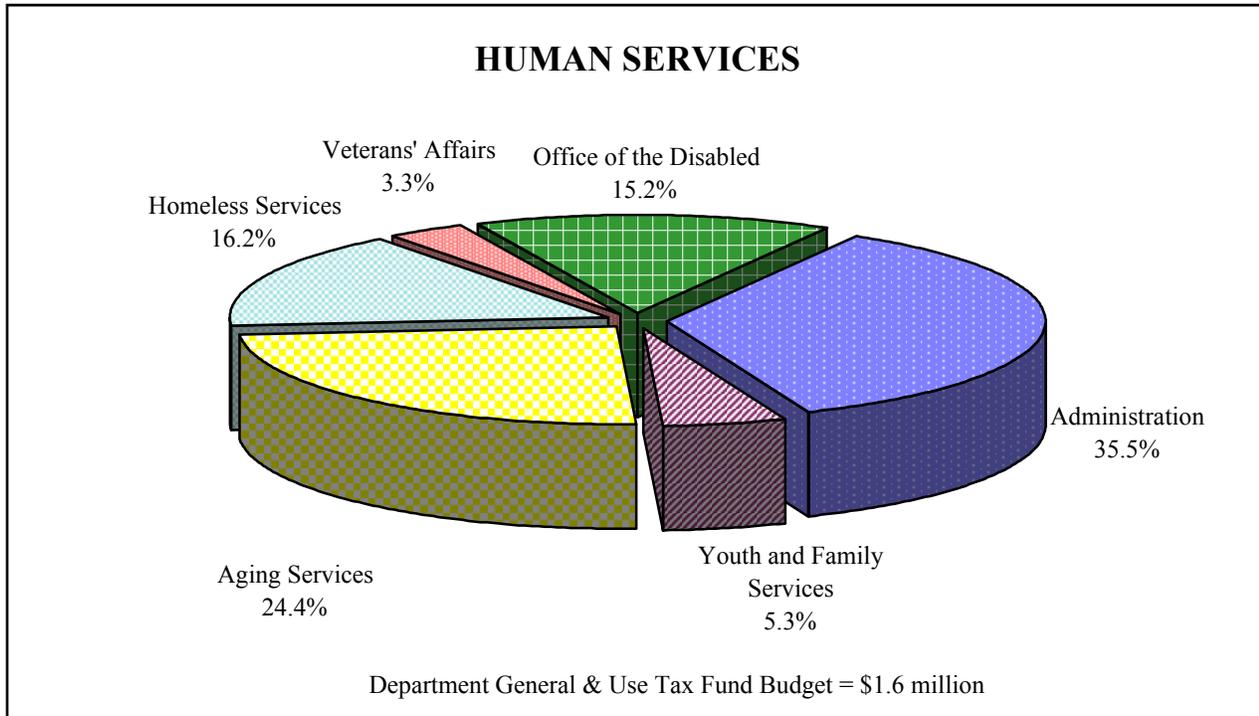
## HUMAN SERVICES



### 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 administrative oversight of 24-hour homeless shelter
- o Serve 120 families through the after school program
- o Utilize a new grant for \$8.0 million to help provide care for the Homeless thru 2006
- o Provide over 710,000 home delivered meals for the elderly
- o Utilize Local 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 10,500 hours of case management for homeless clients
- o Improve Internet home page and establish a consumer-friendly Resource Guide

Department: Human Services  
 Division: 800 Director of Human Services

**Division Budget**

**Services Provided & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,298,186	1,281,910	1,133,229
Materials and Supplies	22,212	26,768	37,160
Equipment, Lease & Assets	20,023	13,300	14,200
Contractual and Other Services	843,822	211,339	127,630
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$2,184,243</b>	<b>\$1,533,317</b>	<b>\$1,312,219</b>
Total UseTax Fund	\$0	\$1,273,444	\$253,264
<b>Total General Fund &amp; Local Use Tax</b>	<b>\$2,184,243</b>	<b>\$2,806,761</b>	<b>\$1,565,483</b>
Grant and Other Funds	\$7,876,107	\$20,179,102	\$24,450,096
<b>Total Budget All Funds</b>	<b>\$10,060,350</b>	<b>\$22,985,863</b>	<b>\$26,015,579</b>

**Number of Full Time Positions**

General Fund	23.00	21.00	18.00
Use Tax Fund	0.00	5.00	4.00
<b>Total General Fund &amp; Local Use Tax</b>	<b>23.00</b>	<b>26.00</b>	<b>22.00</b>
Other	18.00	14.00	25.00
<b>Total</b>	<b>41.00</b>	<b>40.00</b>	<b>47.00</b>

**Department:** Human Services  
**Division:** 800 Director of Human Services  
**Program:** 01 Administration

**Program Budget**

**Services Provided & FY04 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 FY04, the department will continue 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	520,840	533,766	506,842
Materials and Supplies	5,917	8,105	8,608
Equipment, Lease & Assets	4,799	4,600	4,600
Contractual and Other Services	50,321	69,918	35,940
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$581,877</b>	<b>\$616,389</b>	<b>\$555,990</b>
Grant and Other Funds	\$318,917	\$160,000	\$168,000
<b>Total Budget All Funds</b>	<b>\$900,794</b>	<b>\$776,389</b>	<b>\$723,990</b>

**Number of Full Time Positions**

General Fund	8.00	8.00	7.00
Other	0.00	0.00	0.00
<b>Total</b>	<b>8.00</b>	<b>8.00</b>	<b>7.00</b>



**Department:** Human Services  
**Division:** 800 Director of Human Services  
**Program:** 02 Aging Services

**Program Budget**

**Services Provided & FY04 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. In FY04, SLAAA will collaborate with other agencies to analyze the results of the 2000 Census and other needs assessments. According to the US Census 2000 data indicates that there are 59,454 City residents aged sixty and over. Seniors represent 17.08% of the City's population. Approximately 20% are below the poverty level. In FY04, the Agency will work to prevent premature institutionalization, promote and maintain independent elderly lifestyles.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	302,459	383,595	336,327
Materials and Supplies	5,971	8,639	16,320
Equipment, Lease & Assets	5,533	4,200	3,600
Contractual and Other Services	20,742	25,319	26,420
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$334,705</b>	<b>\$421,753</b>	<b>\$382,667</b>
Aging Services Grants	\$1,019,864	\$7,227,181	\$7,764,819
<b>Total Budget All Funds:</b>	<b>\$1,354,569</b>	<b>\$7,648,934</b>	<b>\$8,147,486</b>

**Number of Full Time Positions**

General Fund	6.00	7.00	6.00
Other	7.00	6.00	14.00
<b>Total</b>	<b>13.00</b>	<b>13.00</b>	<b>20.00</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Homemaker Services - hours	9,559	10,286	10,640
o Congregate meals served	138,556	131,006	150,730
o Home delivered meals	586,702	619,564	642,118
o Assisted transportation provided	7,083	5,526	6,625
o Supplemental grocery distributions	9,259	12,924	6,785
o Ombudsman services - responses	5,105	4,208	4,898
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 & FY04 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 combating 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. In addition, DHS will conduct the 3rd annual Homeless Awareness Forum in conjunction with the "2003-2004 Needs Assessment" completed by Washington University. In FY04, Local Use Tax funds will provide funding for the administration function of this program.

<b>Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	139,675	237,651	214,654
Materials and Supplies	3,117	5,032	7,140
Equipment, Lease & Assets	3,262	2,000	2,000
Contractual and Other Services	730,340	1,028,761	29,470
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$876,394</b>	<b>\$0</b>	<b>\$0</b>
Total UseTax Fund	\$0	\$1,273,444	\$253,264
Homeless Services Grants	\$4,616,903	\$9,452,590	\$11,435,303
<b>Total Budget All Funds</b>	<b>\$5,493,297</b>	<b>\$10,726,034</b>	<b>\$11,688,567</b>
<b>Number of Full Time Positions</b>			
General Fund	3.00	0.00	0.00
Use Tax Fund	0.00	5.00	4.00
Other	4.50	4.50	5.50
<b>Total</b>	<b>7.50</b>	<b>4.50</b>	<b>9.50</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Operate emergency shelter - person days	87,239	88,000	50,912
o Operate sanctuaries - person days	26,660	25,000	12,700
o Provide skills training - clients sessions	2,679	2,500	1,652
o Provide transitional housing - person days	34,876	33,000	28,284
o Provide case management - clients	756	756	309
o Provide transportation services - one way tri	10,000	15,000	24,456
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 & FY04 Highlights**

The Office of Veterans' Affairs advocates for military veterans residing within the City of St. Louis, particularly those who are considered at-risk because of their poverty, homelessness or poor living conditions. The office administers programs funded by 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	44,183	45,752	47,101
Materials and Supplies	439	615	776
Equipment, Lease & Assets	38	0	0
Contractual and Other Services	3,127	3,991	4,372
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$47,787</b>	<b>\$50,358</b>	<b>\$52,249</b>
Grant and Other Funds	\$11,055	\$187,500	\$577,698
<b>Total Budget All Funds</b>	<b>\$58,842</b>	<b>\$237,858</b>	<b>\$629,947</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 FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Provide employment for homeless veterans - clients served	150	150	227
o Provide housing assistance for homeless veterans - clients served	100	100	157
o Placement rate for unsubsidized employm	92%	92%	92%
o Average hourly wage at employment	\$9.20	\$10.00	\$10.80

**Department:** Human Services  
**Division:** 800 Director of Human Services  
**Program:** 05 Youth and Family Services

**Program Budget**

**Services Provided & FY04 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.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	125,409	144,308	63,203
Materials and Supplies	4,711	6,409	7,956
Equipment, Lease & Assets	3,405	2,000	3,000
Contractual and Other Services	9,753	60,611	9,398
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$143,278</b>	<b>\$213,328</b>	<b>\$83,557</b>
Grant and Other Funds	\$1,909,368	\$3,151,831	\$4,429,276
<b>Total Budget All Funds</b>	<b>\$2,052,646</b>	<b>\$3,365,159</b>	<b>\$4,512,833</b>

**Number of Full Time Positions**

General Fund	2.00	2.00	1.00
Other	6.50	3.50	5.50
<b>Total</b>	<b>8.50</b>	<b>5.50</b>	<b>6.50</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Provide meals - Child & Adult Care prog.	715,680	787	865,827
o Provide meals for youths - Summer Food	826,335	908,968	999,864
o Operate After School Prog. - families	200	200	200
o Safe Start program	N/A	N/A	100

**Department:** Human Services  
**Division:** 800 Director of Human Services  
**Program:** 06 Office on the Disabled

**Program Budget**

**Services Provided & FY04 Highlights**

The Office on the Disabled serves as the Americans with Disabilities Act (ADA) Coordinator, providing information on the ADA; reasonable accommodations for applicants & 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 FY04, this office will continue to 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.

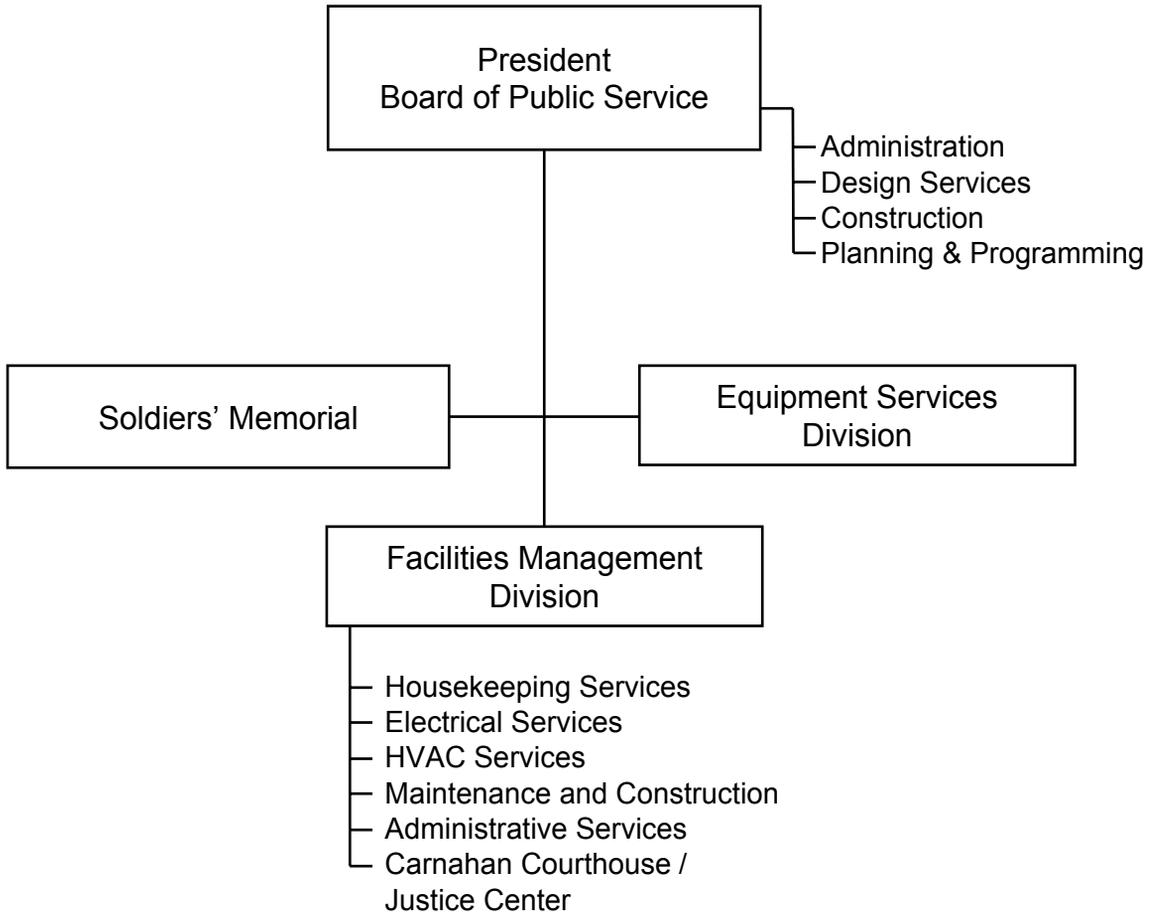
<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	165,620	174,489	179,756
Materials and Supplies	2,057	3,000	3,500
Equipment, Lease & Assets	2,986	2,500	3,000
Contractual and Other Services	29,539	51,500	51,500
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$200,202</b>	<b>\$231,489</b>	<b>\$237,756</b>
Grant and Other Funds	\$0	\$0	\$75,000
<b>Total Budget All Funds</b>	<b>\$200,202</b>	<b>\$231,489</b>	<b>\$312,756</b>

**Number of Full Time Positions**

General Fund	3.00	3.00	3.00
Other	0.00	0.00	0.00
<b>Total</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>

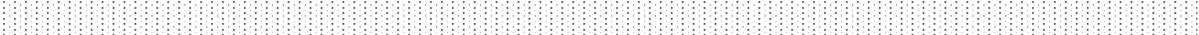
# **BOARD OF PUBLIC SERVICE**

# BOARD OF PUBLIC SERVICE

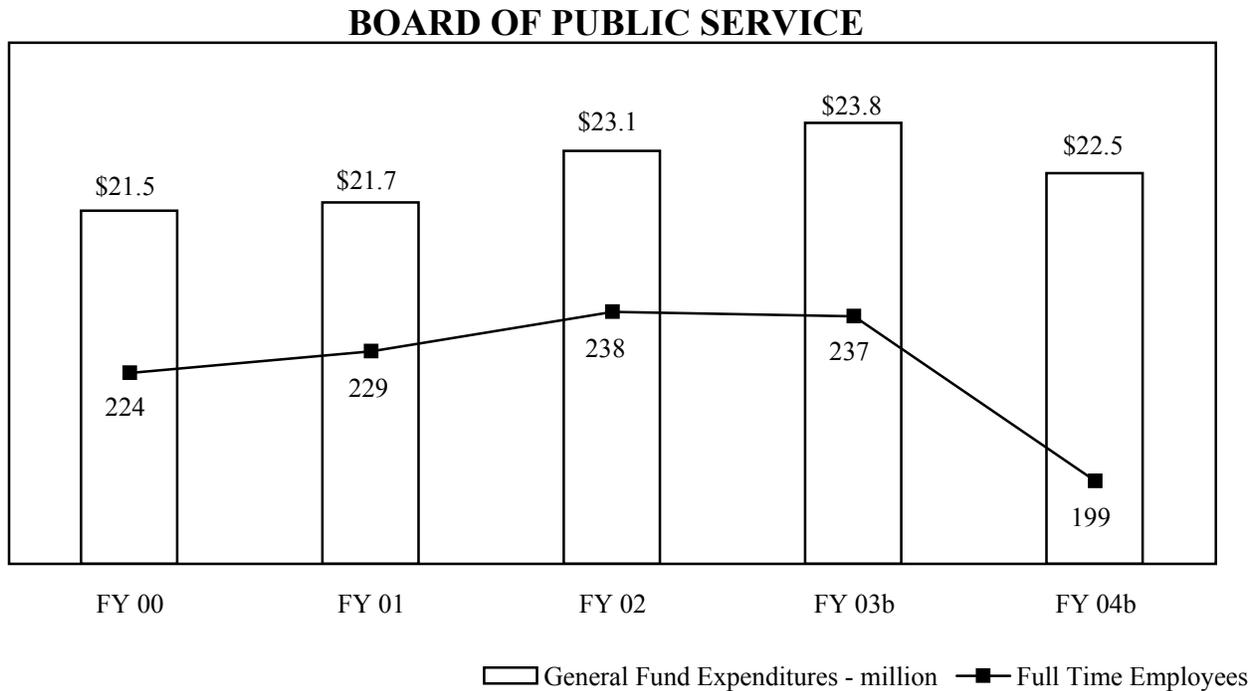


# BOARD OF PUBLIC SERVICE

<b>Budget By Division</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
900 President, BPS	3,710,034	3,748,054	3,358,782
903 Facilities Management	9,554,650	9,913,767	9,068,828
910 Equipment Services Division	9,616,864	9,985,105	9,871,492
930 Soldiers' Memorial	216,706	195,507	192,090



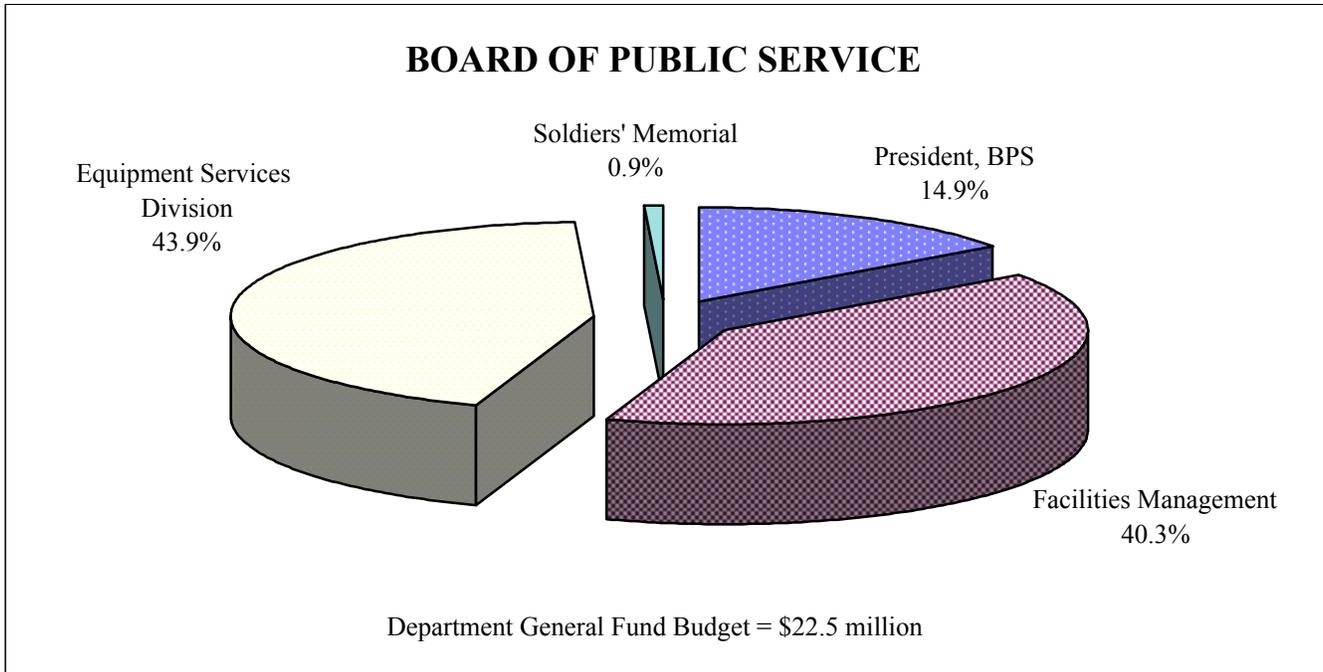
# BOARD OF PUBLIC SERVICE



## 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 Restructure architectural & design section of BPS
  - o Implement a new standards and new criteria for performance of contractors
  - o Focus in-house custodial efforts on City Hall, with other City facilities provided through other departments
- 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 Provide preventative maintenance on certain City fleet vehicles through contract

# BOARD OF PUBLIC SERVICE



- 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 Complete development of system for tracking and monitoring public facility maintenance requests

- o Continue tracking and evaluation of City's requests for Federally Funded (T-21) projects and public works and development projects
- o Conduct 150 tours of Soldiers' Memorial and give outside presentations
- o Host the American Legion Convention with 25,000 members in attendance

Department: Board of Public Service  
 Division: 900 President, BPS

**Division Budget**

**Services Provided & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	3,022,891	3,355,038	2,441,766
Materials and Supplies	35,931	24,016	54,516
Equipment, Lease & Assets	21,393	25,000	64,500
Contractual and Other Services	629,819	344,000	798,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$3,710,034</b>	<b>\$3,748,054</b>	<b>\$3,358,782</b>
Grant and Other Funds	\$1,105,484	\$1,185,427	\$1,249,600
<b>Total Budget All Funds</b>	<b>\$4,815,518</b>	<b>\$4,933,481</b>	<b>\$4,608,382</b>

**Number of Full Time Positions**

General Fund	64.0	62.0	54.0
Other	41.0	41.0	40.0
<b>Total</b>	<b>105.0</b>	<b>103.0</b>	<b>94.0</b>

**Department: Board of Public Service**  
**Division: 900 President, BPS**  
**Program: 01 Administration**

**Program Budget**

**Services Provided & FY04 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.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	746,182	926,096	910,104
Materials and Supplies	24,607	16,250	54,250
Equipment, Lease & Assets	21,393	25,000	64,500
Contractual and Other Services	130,040	59,500	362,500
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$922,222</b>	<b>\$1,026,846</b>	<b>\$1,391,354</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$922,222</b>	<b>\$1,026,846</b>	<b>\$1,391,354</b>
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**Number of Full Time Positions**

General Fund	13.0	13.0	14.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>13.0</b>	<b>13.0</b>	<b>14.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Process permits & applications	1,081	1,000	1,200
o Process contracts	247	260	300
o Permits issued within one week	75%	85%	90%
o Contracts executed within 60 days	85%	90%	90%

**Department: Board of Public Service**  
**Division: 900 President, BPS**  
**Program: 02 Design Services**

**Program Budget**

**Services Provided & FY04 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. 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 FY04, the Architectural & Design Sections will be restructured with some of these services to be provided through contract.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	682,784	722,310	550,919
Materials and Supplies	3,702	1,500	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	1,362	0	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$687,848</b>	<b>\$723,810</b>	<b>\$550,919</b>
Grant and Other Funds	\$0	\$260,712	\$262,622
<b>Total Budget All Funds</b>	<b>\$687,848</b>	<b>\$984,522</b>	<b>\$813,541</b>

**Number of Full Time Positions**

General Fund	22.0	21.0	16.0
Other	17.0	17.0	15.0
<b>Total</b>	<b>39.0</b>	<b>38.0</b>	<b>31.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Design projects (plans & specifications)	142	150	90
o Surveys conducted	53	60	60
o Bridge Inspections	10	10	10

**Department: Board of Public Service**  
**Division: 900 President, BPS**  
**Program: 03 Construction**

**Program Budget**

**Services Provided & FY04 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.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,189,168	1,260,380	754,882
Materials and Supplies	3,920	3,266	266
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	493,651	282,500	435,500
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,686,739</b>	<b>\$1,546,146</b>	<b>\$1,190,648</b>
Grant and Other Funds	\$1,105,484	\$924,715	\$986,978
<b>Total Budget All Funds</b>	<b>\$2,792,223</b>	<b>\$2,470,861</b>	<b>\$2,177,626</b>

**Number of Full Time Positions**

General Fund	22.0	21.0	21.0
Other	24.0	24.0	25.0
<b>Total</b>	<b>46.0</b>	<b>45.0</b>	<b>46.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Project inspections	154	160	175
o Projects completed within deadline	85%	95%	95%

**Department: Board of Public Service**  
**Division: 900 President, BPS**  
**Program: 04 Planning & Programming**

**Program Budget**

**Services Provided & FY04 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 FY04, 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	404,757	446,252	225,861
Materials and Supplies	3,702	3,000	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	4766	2,000	0
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$413,225</b>	<b>\$451,252</b>	<b>\$225,861</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$413,225</b>	<b>\$451,252</b>	<b>\$225,861</b>

**Number of Full Time Positions**

General Fund	7.0	7.0	3.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>7.0</b>	<b>7.0</b>	<b>3.0</b>

	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Ward Capital projects	28	28	28
o STP ( road & bridge ) projects	17	20	20
o % of Plans that come within estimate	72%	95%	95%
o % of Applications submitted by deadline	100%	100%	100%

Department: Board of Public Service  
 Division: 903 Facilities Management

**Division Budget**

**Services Provided & FY04 Highlights**

The Division of Facilities Management is involved with or 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	3,148,368	3,704,377	2,971,120
Materials and Supplies	381,539	427,230	279,300
Equipment, Lease & Assets	123,382	123,500	97,648
Contractual and Other Services	5,901,361	5,658,660	5,720,760
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$9,554,650</b>	<b>\$9,913,767</b>	<b>\$9,068,828</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$9,554,650</b>	<b>\$9,913,767</b>	<b>\$9,068,828</b>

**Number of Full Time Positions**

General Fund	77.0	79.0	57.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>77.0</b>	<b>79.0</b>	<b>57.0</b>



**Department: Board of Public Service**  
**Division: 903 Facilities Management**  
**Program: 01 Housekeeping Services**

**Program Budget**

**Services Provided & FY04 Highlights**

Facilities Management provides custodial services at City Hall. In FY04, a contractor will supply cleaning services at 634 N. Grand and 1300 Convention Plaza. Services include housekeeping, trash pick-up, carpet and floor cleaning, and daily restroom cleaning. This program maintains a regular cleaning schedule. This program also contracts for the pest control, window cleaning, lawn maintenance and specialized cleaning services.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	727,693	682,124	385,653
Materials and Supplies	74,326	75,000	44,300
Equipment, Lease & Assets	0	2,000	500
Contractual and Other Services	24,301	25,000	60,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$826,320</b>	<b>\$784,124</b>	<b>\$490,453</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$826,320</b>	<b>\$784,124</b>	<b>\$490,453</b>

**Number of Full Time Positions**

General Fund	28.0	24.0	12.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>28.0</b>	<b>24.0</b>	<b>12.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</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	0
o Custodial Service - Convention Plaza (sq.ft)	16,400	16,400	0
o Custodial service - 634 No. Grand (sq.ft.)	187,500	187,500	0

**Department: Board of Public Service**  
**Division: 903 Facilities Management**  
**Program: 02 Electrical Services**

**Program Budget**

**Services Provided & FY04 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. In FY04 the contractual amount budget for electricity has increased due to the take-over of the Carnahan Courthouse and the opening of the Justice Center.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	621,989	725,245	609,340
Materials and Supplies	71,848	113,630	50,000
Equipment, Lease & Assets	312	0	0
Contractual and Other Services	2,116,975	2,260,000	2,814,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$2,811,124</b>	<b>\$3,098,875</b>	<b>\$3,473,340</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$2,811,124</b>	<b>\$3,098,875</b>	<b>\$3,473,340</b>

**Number of Full Time Positions**

General Fund	12.0	12.0	10.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>12.0</b>	<b>12.0</b>	<b>10.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Electrical maintenance work orders	1,011	1,100	900

**Department: Board of Public Service**  
**Division: 903 Facilities Management**  
**Program: 03 HVAC Services**

**Program Budget**

**Services Provided & FY04 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. 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. In FY04 the contractual amount for heating has been changed, with the costs related to the Carnahan Courthouse and the Justice Center in a different program. Also, those maintenance personnel assigned to the Department of Corrections have been transferred to that department

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	1,084,324	1,197,161	967,904
Materials and Supplies	120,408	122,500	90,000
Equipment, Lease & Assets	39,569	40,000	60,148
Contractual and Other Services	2,116,975	2,258,000	1,235,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$3,361,276</b>	<b>\$3,617,661</b>	<b>\$2,353,052</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$3,361,276</b>	<b>\$3,617,661</b>	<b>\$2,353,052</b>

**Number of Full Time Positions**

General Fund	23.0	22.0	17.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>23.0</b>	<b>22.0</b>	<b>17.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</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 & FY04 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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	451,277	548,562	581,421
Materials and Supplies	34,685	28,600	45,000
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	32,713	110,000	135,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$518,675</b>	<b>\$687,162</b>	<b>\$761,421</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$518,675</b>	<b>\$687,162</b>	<b>\$761,421</b>

**Number of Full Time Positions**

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

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</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 & FY04 Highlights**

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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 FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	263,085	365,552	426,802
Materials and Supplies	10,901	17,500	10,000
Equipment, Lease & Assets	21,187	31,500	32,000
Contractual and Other Services	82,249	82,000	228,500
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$377,422</b>	<b>\$496,552</b>	<b>\$697,302</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$377,422</b>	<b>\$496,552</b>	<b>\$697,302</b>

**Number of Full Time Positions**

General Fund	5.0	7.0	8.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>5.0</b>	<b>7.0</b>	<b>8.0</b>



**Department:** Board of Public Service  
**Division:** 903 Facilities Management  
**Program:** 06 Carnahan Courthouse / Justice Center

**Program Budget**

**Services Provided & FY04 Highlights**

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In spring of FY01, the City took ownership of the Carnahan Courthouse located on the southeast corner of Tucker and Market Streets. This building now houses courtrooms of the 22nd Judicial Circuit and offices previously located in the municipal courts building. The facility is directly connected by skywalk to the new City Justice Center. In FY04 the utilities costs for both the Courthouse and the Justice center have been combined in this program.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	0	185,733	0
Materials and Supplies	69,371	70,000	40,000
Equipment, Lease & Assets	62,314	50,000	5,000
Contractual and Other Services	1,528,148	923,660	1,248,260
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$1,659,833</b>	<b>\$1,229,393</b>	<b>\$1,293,260</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$1,659,833</b>	<b>\$1,229,393</b>	<b>\$1,293,260</b>

**Number of Full Time Positions**

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



Department: Board of Public Service  
 Division: 910 Equipment Services Division

**Division Budget**

**Services Provided & FY04 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. Due to fiscal constraints FY04 staffing has been reduced and the contractual services account has been increased to provide for preventive maintenance work.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	4,302,183	4,736,005	4,457,896
Materials and Supplies	4,138,314	4,191,500	4,112,678
Equipment, Lease & Assets	4,871	10,000	8,100
Contractual and Other Services	1,171,496	1,047,600	1,292,818
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$9,616,864</b>	<b>\$9,985,105</b>	<b>\$9,871,492</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$9,616,864</b>	<b>\$9,985,105</b>	<b>\$9,871,492</b>

**Number of Full Time Positions**

General Fund	93.0	93.0	85.0
Other	5.0	5.0	5.0
<b>Total</b>	<b>98.0</b>	<b>98.0</b>	<b>90.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</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 & FY04 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. 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. In FY03 exterior restoration and cleaning was begun, all the work is being funded by private donations from the St. Louis Ambassadors, Missouri Veterans Commission and Gateway Foundation. In FY04 the Memorial will be host to the American Legion Convention with 25,000 Legion members in attendance.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
Personal Services	160,441	138,007	139,040
Materials and Supplies	3,665	2,700	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	52,600	54,800	53,050
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$216,706</b>	<b>\$195,507</b>	<b>\$192,090</b>
Grant and Other Funds	\$7,295	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$224,001</b>	<b>\$195,507</b>	<b>\$192,090</b>

**Number of Full Time Positions**

General Fund	4.0	3.0	3.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>4.0</b>	<b>3.0</b>	<b>3.0</b>

<b>Service Description</b>	<b>Actual FY02</b>	<b>Estimated FY03</b>	<b>Estimated FY04</b>
o Facilitate meetings - various groups	178	210	220
o Facilitate ceremonies	25	21	25
o Visitors annual	39,515	38,500	40,000
o Group tours and off site presentations	130	152	150

## **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 FY2004 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, Carnahan Courthouse 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 2004-2008 Capital Improvements Plan identifies the projects funded in the FY2004 capital budget and those projects scheduled for the next four years. Projects included in the Capital Improvements Plan (CIP) from FY2004-FY2008 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 \$197 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 FY2004 column represent the FY2004 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 \$31.5 million toward road and bridge improvements over the next five years. Of this amount, \$26.1 million will serve as the City's local match for federally funded projects with an estimated value of over \$136.5 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>FY2004</b>	<b>FY2005</b>	<b>FY2006</b>	<b>FY2007</b>	<b>FY2008</b>
<b>ROAD AND BRIDGE PROJECTS</b>						
ARTERIAL STREET RESURFACING		0	1,000,000	1,000,000	1,000,000	1,000,000
BRIDGE REPAIR/RESURFACING		0	350,000	350,000	350,000	350,000
BRIDGE RECONSTRUCTION / REPLACEMENT (ISTEA)		79,000	5,985,000	4,880,000	4,875,000	1,950,000
ENHANCEMENT PROJECTS (ISTEA)		65,000	560,000	0	0	0
EQUIPMENT REPLACEMENT (ISTEA)		0	1,950,000	275,000	0	0
STREET RECONSTRUCTION (ISTEA)		1,735,000	2,580,000	1,250,000	0	0
<b>ROAD AND BRIDGE PROJECTS</b>	<b>Total</b>	<b>\$1,879,000</b>	<b>\$12,425,000</b>	<b>\$7,755,000</b>	<b>\$6,225,000</b>	<b>\$3,300,000</b>
<b>NEIGHBORHOOD STABILIZATION PROJECTS</b>						
MAJOR PARKS IMPROVEMENTS (1/2 CENT & METRO & GRANTS)		3,678,600	3,484,400	3,571,300	3,659,800	3,750,900
NEIGHBORHOOD PARKS GRANTS		89,415	0	0	0	0
POLICE DEPARTMENT IMPROVEMENTS		1,230,082	1,314,690	1,315,240	1,310,340	1,966,395
METRO PARKS - (NEIGHBORHOOD PARKS)		918,000	941,000	964,500	988,600	1,013,300
RECREATION CENTER IMPROVEMENTS		492,000	504,200	516,700	529,600	542,700
WARD IMPROVEMENT PROJECTS		8,050,000	8,403,500	8,612,000	8,826,000	9,045,000
<b>NEIGHBORHOOD STABILIZATION PROJECTS</b>	<b>Total</b>	<b>\$14,458,097</b>	<b>\$14,647,790</b>	<b>\$14,979,740</b>	<b>\$15,314,340</b>	<b>\$16,318,295</b>
<b>FACILITY IMPROVEMENTS AND EQUIPMENT REPLACEMENT</b>						
BUILDING IMPROVEMENTS		1,450,000	1,500,000	1,500,000	1,400,000	1,300,000
CIVIL COURTS BUILDING IMPROVEMENTS		2,600,000	3,000,000	2,925,000	2,600,000	2,600,000
EQUIPMENT REPLACEMENT		2,100,000	2,100,000	2,100,000	2,100,000	2,100,000
FEDERAL MANDATES		345,000	450,000	400,000	450,000	200,000
JUSTICE CENTER PROJECT		10,250,918	10,250,000	10,250,000	10,250,000	10,250,000
NEW CONSTRUCTION		370,000	370,000	370,000	370,000	370,000
IMPROVEMENT PROJECTS		125,000	75,000	100,000	0	0
<b>FACILITY IMPROVEMENTS AND EQUIPMENT REPLACEMENT</b>	<b>Total</b>	<b>\$17,240,918</b>	<b>\$17,745,000</b>	<b>\$17,645,000</b>	<b>\$17,170,000</b>	<b>\$16,820,000</b>
<b>ENGINEERING, DESIGN AND ADMINISTRATION</b>	<b>Total</b>	<b>\$726,000</b>	<b>\$618,000</b>	<b>\$637,000</b>	<b>\$656,000</b>	<b>\$676,000</b>
<b>All Capital Improvement Projects</b>		<b>\$34,304,015</b>	<b>\$45,435,790</b>	<b>\$41,016,740</b>	<b>\$39,365,340</b>	<b>\$37,114,295</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 \$75 million in neighborhood stabilization projects is included in the five-year plan. Proposed five-year plan funding includes the following:

- \$42.9 million for ward improvements
- \$18.1 million for major park improvements
- \$7.1 million for Police Department improvements
- \$2.5 million for recreation center improvements
- \$4.9 million for neighborhood park improvements

The majority of neighborhood stabilization projects will be improvements in the City's neighborhoods and parks. In FY2004, each ward will receive \$288,357 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 \$85.9 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 Carnahan Courthouse 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
- \$13.0 million for renovations to the Civil Courts building
- \$5.5 million for renovations to the Carnahan Courthouse
- \$10.5 million for rolling stock & computer equipment lease/purchase debt service
- \$3.8 million for renovations & repairs to City projects and equipment replacement
- \$1.8 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>FY2004</b>	<b>FY2005</b>	<b>FY2006</b>	<b>FY2007</b>	<b>FY2008</b>
1/10 Cent Sales Tax for Metro Parks (40% Major Parks)	<b>612,000</b>	627,300	643,000	659,100	675,600
1/10 Cent Sales Tax for Metro Parks (60% Neighborhood Parks)	<b>918,000</b>	941,000	964,500	988,600	1,013,300
1/2 Cent Sales Tax for Capital Improvement	<b>16,975,000</b>	17,425,000	17,861,000	18,308,000	18,766,000
Beginning Balance (Debt Service Reserve Earnings)	<b>80,000</b>	80,000	80,000	80,000	80,000
Courthouse Restoration Fund - Municipal Courts	<b>600,000</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
Economic Development Incentive (HUD) Grant - Ivory Perry Park	<b>89,415</b>	0	0	0	0
Environmental Protection Agency (EPA) Grant - Forest Park	<b>303,600</b>	0	0	0	0
Gasoline Tax Revenue - (County Share)	<b>600,000</b>	600,000	600,000	600,000	600,000
General Fund Transfer - Carnahan Courthouse Debt Service	<b>500,000</b>	500,000	500,000	500,000	500,000
General Fund Transfer -Justice Center Lease Payment	<b>6,600,000</b>	6,600,000	7,200,000	7,200,000	7,200,000
General Fund Transfer for FY94 Civil Courts Debt	<b>1,500,000</b>	1,500,000	1,500,000	1,500,000	1,500,000
Income from Sale of City Assets	<b>550,000</b>	350,000	350,000	350,000	350,000
Transfer from Gaming Revenue Fund	<b>3,900,000</b>	3,900,000	3,900,000	3,900,000	3,900,000
<b>TOTAL SOURCES OF REVENUE</b>	<b>\$34,328,015</b>	<b>\$34,223,300</b>	<b>\$35,298,500</b>	<b>\$35,785,700</b>	<b>\$36,284,900</b>

## **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 \$16.9 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 FY2004 Capital Budget, \$8.6 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 Caranahan Courthouse. Additional local revenues in the amount of \$550,000 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 \$8.1 million with 40% going to the major parks and 60% going to the neighborhood parks.

In FY2002, 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 \$600,000 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 FY2004, \$0.6 million in gasoline tax revenues will be transferred to the Capital Fund. 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 FY2004, Forest Park will receive a \$303,600 grant from the Environmental Protection Agency and Ivory Perry Park will receive a \$89,415 grant from HUD under the Economic Development Incentive program.

## **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 \$7.0 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.

## **FY2004 CAPITAL BUDGET**

The capital budget for FY2004 is \$34.30 million. Table III presents a summary of the FY2004 capital budget. Citywide capital projects comprise over 55% of the total capital budget and ward improvement projects are about 24% 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 \$16.95 million in revenue for capital improvements in FY2004. Other major sources of funding include transfers from the General Fund, gasoline tax revenues, and gaming revenues.

The FY2004 capital budget is about 16% lower than the previous year's budget. Debt service charges for the major construction and equipment are above last year due to the new debt service costs related to the renovations of the Carnahan Courthouse. Roads and Bridges Reconstruction programs are down significantly due to the limitations on capital dollars this year. Funding for City Building Improvements is also down. Funds available for Neighborhood Stabilization projects supported by the sales tax for capital improvements are 14% lower than 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  
FY04 CAPITAL BUDGET**

	FY03 Budget	FY04 Budget
<b>SOURCES</b>		
Capital Improvement Sales Tax	17,563,000	16,975,000
Metro Parks Sales Tax	1,212,600	1,530,000
Federal Urban Parks (UPPRA) Grant - Recreation Center	500,000	0
Neighborhood Incentive (HUD) Grant - Parks	750,000	0
Economic Development Incentive (HUD) Grant - Parks	0	89,415
Neighborhood Incentive (HUD) Grant - Recreation Center	1,250,000	0
Environmental Protection Agency (EPA) Grant - Parks	0	303,600
Beginning Balance (Debt Service Reserve Earnings)	80,000	80,000
Gaming Revenues	4,820,000	3,900,000
Transfer from Gaming Fund - Eads Bridge Project	625,000	0
Gasoline Tax	1,450,000	0
Gasoline Tax - (County Share)	0	600,000
General Fund Transfer - Civil Courts Debt Service	400,000	1,500,000
General Fund Transfer - Justice Center Lease Payment	3,400,000	6,600,000
General Fund Transfer - Caranahan Courthouse Debt Service	0	500,000
Unused Lease Debt Appropriation	6,000,000	0
Courthouse Restoration Fund	1,675,000	1,700,000
Income from Sale of City Assets	350,000	550,000
<b>Total Sources</b>	<b>40,075,600</b>	<b>34,328,015</b>
<b>USES</b>		
Citywide		
Existing Debt	14,956,700	16,420,918
Surface Transportation Program Match (T-21)	5,345,000	1,879,000
Bridge Resurfacing/Repair/Demolition/Debt	1,025,000	0
Federal Mandates	200,000	345,000
City Building Improvements	785,000	475,000
Major Park & Recreation Center Grants	2,500,000	393,015
Total Citywide	24,811,700	19,512,933
Engineering, Design and Administration	0	726,000
Ward Improvements	8,781,500	8,050,000
Major Park Debt Service & Improvements	4,198,225	4,293,000
Police Department Improvements	1,756,300	1,230,082
Recreation Center Improvements	526,900	492,000
	15,262,925	14,791,082
<b>Total Uses of Funds</b>	<b>40,074,625</b>	<b>34,304,015</b>
<b>Operating Balance</b>	<b>\$975</b>	<b>\$24,000</b>

## **Citywide**

Approximately \$18.71 million in citywide capital improvement projects are funded for FY2004. Highlights include:

- \$13.91 million in lease purchase payments for the renovation of the Civil Courts Building and the Carnahan Courthouse and the new the Justice Center and Multimodal facility
- \$1.88 million for local match payments for road and bridge improvement projects under the Federal Surface Transportation Program
- \$2.10 million for the rolling stock replacement program
- \$0.48 million for City building projects, equipment and flood protection
- \$350,000 for projects required under Federal mandates

## **Ward Improvements**

In FY2004, \$8.05 million will be appropriated for ward improvements. Each of the 28 wards will receive \$288,357 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 \$3.4 million in FY2004 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 FY2004 Capital Budget appropriates the amounts on the next page for each park:

Forest Park	\$2,084,200
Tower Grove Park	\$417,000
Carondelet Park	\$289,000
Fairground Park	\$210,800
O'Fallon Park	\$204,000
Willmore Park	\$170,000

In addition to the major parks, various neighborhood parks and recreation center will benefit from the new Metro Parks sales tax. In FY2004 the tax will provide \$0.92 million which will be used for improvement projects at 15 locations. Grants from the Environmental Protection Agency will provide \$303,600 for Forest Park and the HUD Economic Development Incentive program will provide \$89,415 for Ivory Perry Park, a neighborhood park.

### **Recreation Centers**

\$492,000 is appropriated for capital improvements at recreation centers. The City currently operates 10 recreation centers located throughout the City. Capital improvements planned for FY2004 include upgrades to comply with ADA standards at Soulard Recreation Center, window replacement at Tandy Center, floor tile & door replacement at Tucker & Park Center, renovation of two handball courts at West End Center and door replacement and kitchen renovations at Wohl Center.

### **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 FY2004 approximately \$1.14 million. Funds remaining after debt service on the area command stations will be used to augment lease payments on the Downtown Justice Center and the purchase of computer equipment.

## **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 FY2004 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 \$6.7 million in prisoner reimbursements from the State, \$3.15 million in citywide Capital revenues and about \$400,000 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 are no longer be necessary, leaving the net annual increase in operational costs at an estimated \$11.2 mil in FY04. There is a potential annual savings of \$800,000 due to the consolidation of the Police Departments prisoner processing / holdover function with the intake function of the Corrections Division. An additional \$1.0 mil in revenue in FY04 is anticipated as a result of a new agreement to house Federal prisoners at the facility.</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, \$1.5 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.</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.</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. The Circuit Courts will experience operational costs for building maintenance of \$800,000 mil and Facilities Management Division will experience utility costs of approximately \$700,000 mil for the additional facility.

<b>Department / Division</b>	<b>FY04</b>	<b>FY05</b>	<b>FY06</b>	<b>FY07</b>	<b>FY08</b>
City Wide Accounts (net revenues)	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000
Public Safety - ( Corrections )	11,200,000	11,200,000	11,200,000	11,200,000	11,200,000
Public Safety ( Police )	(800,000)	(800,000)	(800,000)	(800,000)	(800,000)
BPS - President's Office	600,000	618,000	637,000	656,000	676,000
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 and Courts	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
	<b>\$14,390,000</b>	<b>\$14,403,000</b>	<b>\$14,417,000</b>	<b>\$14,431,000</b>	<b>\$14,446,000</b>

**EXHIBIT A  
FY04 CAPITAL BUDGET  
CITYWIDE ACCOUNT (FUND 1217)**

**SOURCES OF FUNDS:**

Gaming Revenues - Admissions Receipts	3,900,000
Gasoline Tax - (County Share)	600,000
General Fund Transfer - Civil Courts Debt Service	1,500,000
General Fund Transfer - Justice Center Lease Payment	6,600,000
General Fund Transfer - Carnahan Courthouse Debt Service	500,000
Beginning Balance (Debt Service Reserve Earnings)	80,000
Courthouse Restoration Fund - Municipal Courts	600,000
Courthouse Restoration Fund - State Courts	1,100,000
Income from Sale of City Assets	550,000

<b>Total Funds Available for Appropriation</b>	<b>15,430,000</b>
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**USES OF FUNDS:**

Existing Debt		<b>13,911,000</b>
Civil Courts Lease Payment	2,600,000	
Justice Center Lease Purchase	9,841,000	
Carnahan Courthouse Debt Service	1,100,000	
Multimodal Facility Debt Service	370,000	
 Bridge and Street Match (T-21)		<b>1,169,000</b>
Delor Ave. Pavement Reconstruction	35,000	
Grattan St. Parkway	1,000,000	
Arsenal St. Bridge over Union Pacific Railroad at Brannon	34,000	
Dr. M. L. King Drive Reconstruction	100,000	
 City Buildings, Equipment and Projects		<b>350,000</b>
City Hall Improvements	100,000	
Municipal Garage Repairs	200,000	
Soulard Market Improvements	50,000	

<b>Total Uses of Funds</b>		<b>15,430,000</b>
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<b>ESTIMATED YEAR END SURPLUS (DEFICIT)</b>		<b>\$0</b>
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**EXHIBIT B  
FY04 CAPITAL BUDGET  
CITYWIDE ACCOUNT (FUND 1220)**

<b>SOURCES OF FUNDS:</b>		
Capital Improvement Sales Tax	3,280,000	
<b>Total Funds Available for Appropriation</b>		<b>\$3,280,000</b>
<b>USES OF FUNDS:</b>		
Federal Mandates		<b>345,000</b>
Underground Storage Tanks	220,000	
Asbestos and Lead Removal	100,000	
ADA Compliance	25,000	
City Buildings, Equipment and Projects		<b>125,000</b>
Flood Protection - River des Peres	100,000	
Flood Protection - River Front Study and Repairs	25,000	
Bridge and Street Match (T-21)		<b>710,000</b>
Lansdowne Ave. Bridge at River des Peres	45,000	
Riverview Blvd. Pedestrian Enhancement	65,000	
Forest Park Blvd.	600,000	
Rolling Stock Replacement Program / Computer Equipment & Systems		<b>2,100,000</b>
Rolling Stock / Computer Systems Debt Service	2,100,000	
<b>Total Uses of Funds</b>		<b>3,280,000</b>
<b>ESTIMATED YEAR END SURPLUS (DEFICIT)</b>		<b>\$0</b>

**EXHIBIT C  
FY04 CAPITAL BUDGET  
WARD IMPROVEMENTS ACCOUNT (FUND 1220)**

<b>SOURCES OF FUNDS:</b>		
Capital Improvement Sales Tax	8,050,000	
<b>Total Funds Available for Appropriation</b>		<b>\$8,050,000</b>
<b>USES OF FUNDS:</b>		
Residential Street & Alley Resurfacing and Repairs	726,200	
Neighborhood Park Improvements - Metro Parks Match	137,751	
Neighborhood Park Improvements	325,500	
Neighborhood Street Lighting Additions & Enhancements	208,000	
50/50 Sidewalk Program	1,150,500	
Sidewalk Tree Planting	279,000	
Refuse Container Replacement	650,091	
Alley Reconstruction	206,450	
Other Improvements	1,847,500	
Development Projects	272,000	
Contingency Fund	2,223,008	
<b>Total Uses of Funds</b>		<b>8,026,000</b>
<b>ESTIMATED YEAR END SURPLUS (DEFICIT)</b>		<b>\$24,000</b>

**EXHIBIT D  
FY04 CAPITAL BUDGET  
MAJOR PARKS ACCOUNT (FUND 1220)**

**SOURCES OF FUNDS:**

Capital Improvement Sales Tax	2,788,000
Beginning Balance	(25,000)

**Total Funds Available for Appropriation 2,763,000**

**USES OF FUNDS:**

**FOREST PARK SUBACCOUNT (FUND 1220)**

Debt Service On Forest Park Bonds	1,350,000
Reconstruct Park Roadways	359,000

**TOWER GROVE PARK SUBACCOUNT (FUND 1220)**

Reconstruct Roads & Trails, Lighting Improvements, & Turf	74,000
Entrance, Tennis Courts & Playground Renovations	110,000
Equipment, Misc. Projects and Facility Renovations	153,400

**CARONDELET PARK SUBACCOUNT (FUND 1220)**

Reconstruct Park Roadway	192,000
Replace Steps & Walks at the Lyle House	45,000

**FAIRGROUND PARK SUBACCOUNT (FUND 1220)**

Sidewalk Replacement	125,000
Renovate Bearpit Building	47,900

**O'FALLON PARK SUBACCOUNT (FUND 1220)**

Reconstruct Roadways	167,300
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**WILLMORE PARK SUBACCOUNT (FUND 1220)**

Reconstruct Roadways	74,400
ADA Compliance at Playground Comfort Station	65,000

**Total Uses of Funds 2,763,000**

**ESTIMATED YEAR END SURPLUS (DEFICIT) \$0**

**EXHIBIT E**  
**FY04 CAPITAL BUDGET**  
**RECREATION CENTER ACCOUNT (FUND 1220)**

<b>SOURCES OF FUNDS:</b>		
Capital Improvement Sales Tax	492,000	
<b>Total Funds Available for Appropriation</b>		<b>\$492,000</b>
<b>USES OF FUNDS:</b>		
<b>Soulard Recreation Center</b>		
Upgrade Building to ADA Standards	187,000	
<b>Tandy Recreation Center</b>		
Window Replacement	70,000	
<b>Tucker &amp; Park Recreation Center</b>		
Replace Damaged Floor Tile	40,000	
New Interior Doors	35,000	
<b>West End Recreation Center</b>		
Renovate two Handball Courts	25,000	
<b>Whol Recreation Center</b>		
Replace Interior Doors	60,000	
Upgrade Kitchen Area	75,000	
<b>Total Uses of Funds</b>		<b>492,000</b>
<b>ESTIMATED YEAR END SURPLUS (DEFICIT)</b>		<b>\$0</b>

**EXHIBIT F  
 FY04 CAPITAL BUDGET  
 POLICE DEPARTMENT ACCOUNT (FUND 1220)**

<b>SOURCES OF FUNDS:</b>		
Capital Improvement Sales Tax	1,640,000	
<b>Total Funds Available for Appropriation</b>		<b>\$1,640,000</b>
<b>USES OF FUNDS:</b>		
Debt Service for Police Superstations	1,137,082	
Debt Service for Justice Center	409,918	
Computer Equipment Replacement	93,000	
<b>Total Uses of Funds</b>		<b>1,640,000</b>
<b>ESTIMATED YEAR END SURPLUS (DEFICIT)</b>		<b>\$0</b>

**EXHIBIT G  
 FY04 CAPITAL BUDGET  
 METRO PARKS - MAJOR PARKS ACCOUNT (FUND 1222)**

<b>SOURCES OF FUNDS:</b>		
Metro Parks Sales Tax - Major Parks Portion	612,000	
<b>Total Funds Available for Appropriation</b>		<b>\$612,000</b>
<b>USES OF FUNDS:</b>		
<b>FOREST PARK SUBACCOUNT (FUND 1222)</b>		
Reconstruct Park Roadways	375,200	
<b>TOWER GROVE PARK SUBACCOUNT (FUND 1222)</b>		
Reforestation	79,600	
<b>CARONDELET PARK SUBACCOUNT (FUND 1222)</b>		
Reconstruct Park Roadways	52,000	
<b>FAIRGROUND PARK SUBACCOUNT (FUND 1222)</b>		
Lake Renovations	37,900	
<b>O'FALLON PARK SUBACCOUNT (FUND 1222)</b>		
Replace Picnic Shelter	36,700	
<b>WILLMORE PARK SUBACCOUNT (FUND 1222)</b>		
Renovate Jamieson Ave. Playground	30,600	
<b>Total Uses of Funds</b>		<b>612,000</b>
<b>ESTIMATED YEAR END SURPLUS (DEFICIT)</b>		<b>\$0</b>

**EXHIBIT H**  
**FY04 CAPITAL BUDGET**  
**METRO PARKS - NEIGHBORHOOD PARKS ACCOUNT (FUND 1222)**

<b>SOURCES OF FUNDS:</b>		
Metro Parks Sales Tax - (Neighborhood Parks Portion)	918,000	
<b>Total Funds Available for Appropriation</b>		<b>\$918,000</b>
<b>USES OF FUNDS: Metro Parks Sales Tax</b>		
<b>Park</b>	<b>Projects</b>	<b>Project Cost</b>
North Riverfront Park	Park Trail Improvements Chain of Rocks Bridge Trail Connection	167,500
Hyde Park	ADA Upgrade Comfort Station, Playground Renovation & Reforestation	142,725
Tandy Park	Resurface Basketball Court, Construct Retaining Wall with Landscaping	30,000
Lafayette Park	Install Rubberized Play Surface & Historic Fence Repair	34,500
Kauffman Park	Replace Interior Concrete Walks	11,250
Cherokee Park	Replace Stairs @ Lemp & Utah and @ Lemp & Withnell	13,500
Benton Park	Install Lake Liner	45,000
Bellerive Park	Upgrade Comfort Station to ADA	48,750
Joe Leisure Park	Upgrade Comfort Station to ADA	32,500
Saey Park	Replace Exterior Concrete Walks, Construct Basketball Court & Reforestation	49,999
Tink Bradley Park	Install Decorative Wrought Iron Fencing With Brick Columns (Phase II)	67,500
Amherst Park	Replace Concrete Walks	60,000
Tilles Park	Replace Playground Equipment	100,500
Clifton Park	Upgrade Comfort Station to ADA	48,750
Citywide Park Master Plan		48,000
	Total (Subject to Funding)	900,474
		<b>900,474</b>
		<b>\$17,526</b>

**EXHIBIT I  
 FY04 CAPITAL BUDGET  
 ENGINEERING, DESIGN AND ADMINISTRATION (FUND 1220)**

<b>SOURCES OF FUNDS:</b>		
Capital Improvement Sales Tax	600,000	
Capital Improvement Sales Tax (Ward Portion)	126,000	
<b>Total Funds Available for Appropriation</b>		<b>726,000</b>
<b>USES OF FUNDS:</b>		
Engineering, Design and Administration	726,000	
<b>Total Uses of Funds</b>		<b>726,000</b>
<b>ESTIMATED YEAR END SURPLUS (DEFICIT)</b>		<b>\$0</b>

**EXHIBIT J  
 FY04 CAPITAL BUDGET  
 PARKS AND RECREATION CENTER GRANTS  
 ACCOUNT (FUND 1168)**

**SOURCES OF FUNDS:**

Economic Development Incentive (HUD) Grant - Neighborhood Park	89,415
Environmental Protection Agency (EPA) Grant - Major Park	303,600

<b>Total Funds Available for Appropriation</b>	<b>393,015</b>
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**USES OF FUNDS:**

<b>Ivory Perry Park</b>	
Improvements Projects	89,415

**USES OF FUNDS:**

<b>Forest Park</b>	
Improvements Projects	303,600

<b>Total Uses of Funds</b>	<b>393,015</b>
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<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.



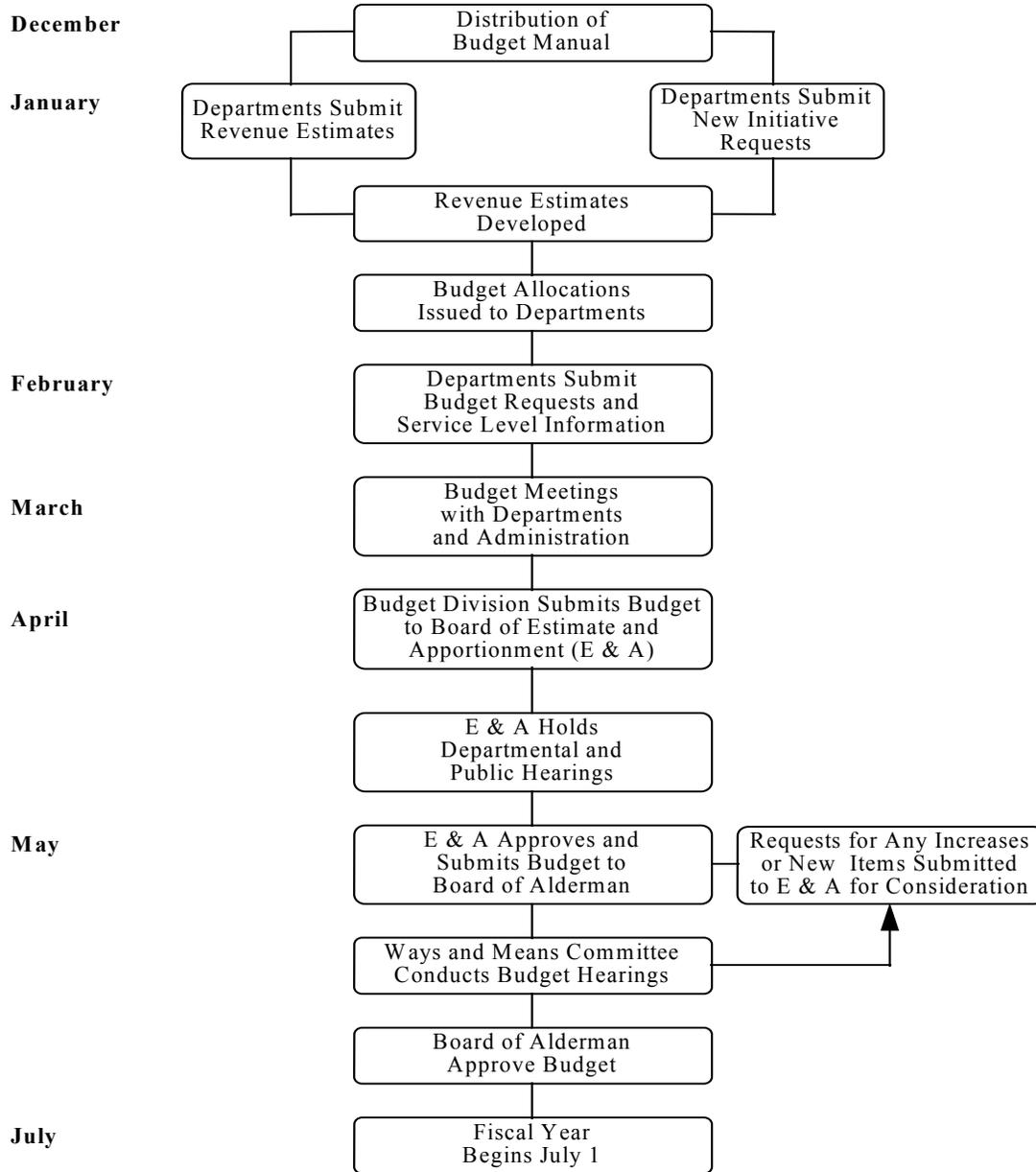
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- The Board of Aldermen may reduce the amount of any item in a budget bill, except amounts fixed by statute or ordinance obligations. The Board of Aldermen may not increase any appropriation amount nor insert new items unless specifically approved 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***

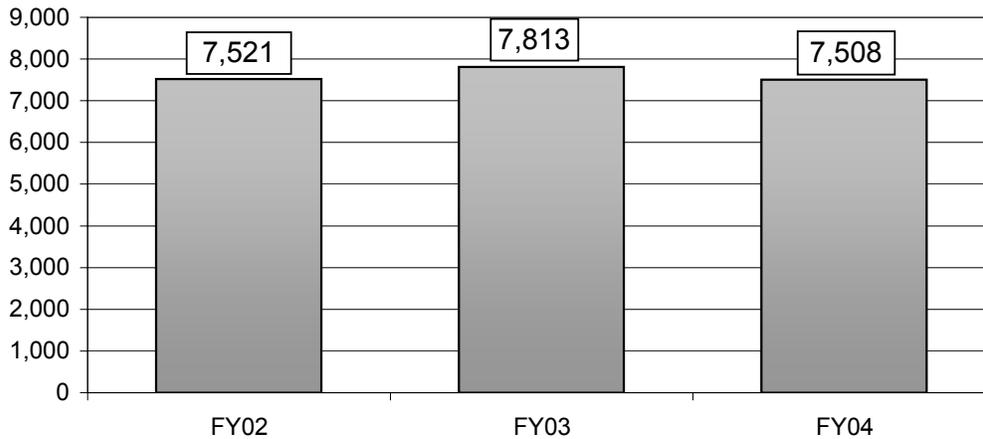
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- 4) All long term debt shall be structured with prepayment options, except when alternative structures are more advantageous to the City. The City will consider prepayments when available resources are identified.
- 5) Bond refunding shall be considered 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 FY02 - FY04

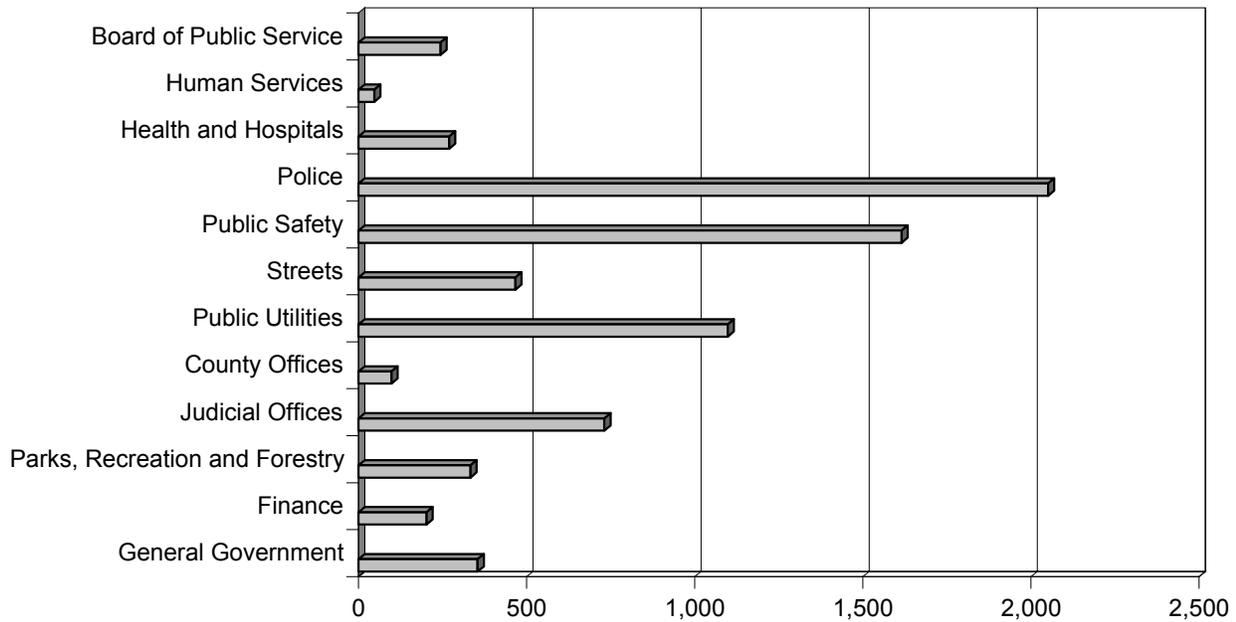


### Personnel Trends FY02 - FY04

In FY04, the number of budgeted positions for all funds will decrease by 305 positions from FY03's total. The decline in the General Fund alone will total 209 positions. The number of positions will fall below totals from two years ago despite recent increases due to the opening of the City's new Justice Center and the addition of uniformed Police officers in the previous fiscal year. In FY04, due to budget constraints, the personnel reductions will be scattered throughout most departments. Specific reductions include the Board of Public Service where architectural and surveying positions will be eliminated and replaced with service contracts and where certain vehicle maintenance functions in Equipment Services will also be provided through contract. Staff reductions in BPS total 39 positions. A switch to monthly street sweeping city-wide vs.

# PERSONNEL SUMMARY

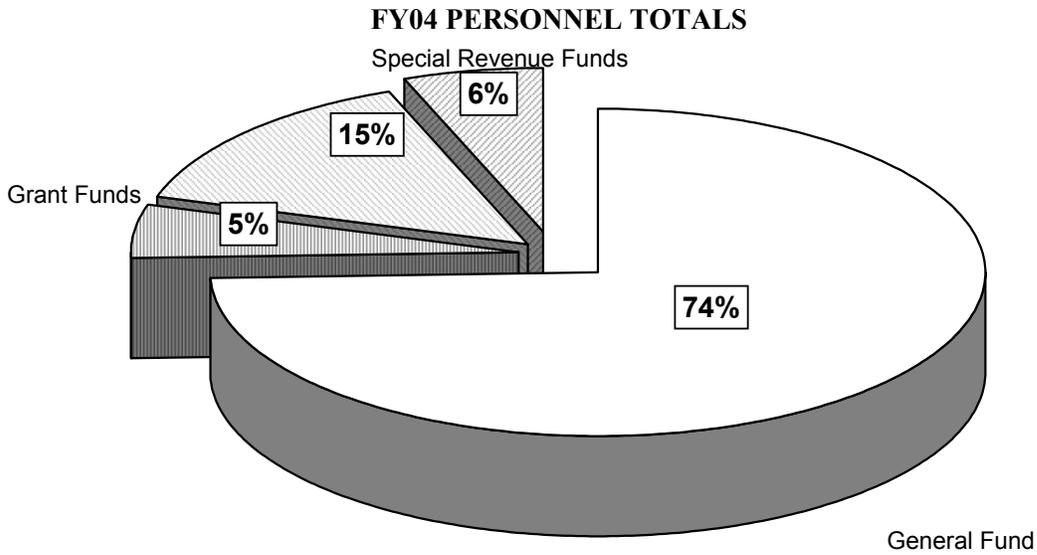
## FY04 PERSONNEL TOTALS BY DEPARTMENT



### Authorized Full-Time Personnel Totals - By Department All Funds

Department	FY02	FY03	FY04
General Government	375.00	379.00	354.00
Finance	212.00	214.00	202.00
Parks, Recreation and Forestry	347.00	334.00	333.00
Judicial Offices	718.00	733.00	731.00
County Offices	99.00	101.00	98.00
Public Utilities	1,184.00	1,190.00	1,098.00
Streets	478.00	472.00	466.00
Public Safety	1,473.00	1,673.00	1,615.00
Police	2,012.00	2,075.00	2,051.00
Health and Hospitals	298.00	318.75	269.25
Human Services	41.00	40.00	47.00
Board of Public Service	284.00	283.00	244.00
<b>Totals</b>	<b>7,521.00</b>	<b>7,812.75</b>	<b>7,508.25</b>

# PERSONNEL SUMMARY



## Authorized Full-Time Personnel Totals - By Fund

<b>Fund</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>
<b>General Fund</b>	5,787.34	5,794.74	5,585.46
<b>Special Revenue Funds</b>			
Local Use Tax Funds	0.00	151.73	173.00
Building Demolition Fund	8.00	10.00	19.00
Assessment Fund	75.00	75.00	68.00
Communications Fund	16.00	19.00	20.00
Lateral Sewer Fund	12.24	12.62	16.51
1116-9 Special Funds	58.00	71.50	79.50
Surface Transportation Projects Fund	5.00	5.00	3.00
Street Improvements Fund	31.00	32.00	38.00
Tax Increment Financing Fund	1.00	1.00	2.39
Mail Center - Special Fund	5.00	7.00	7.00
Employees Health and Hospital Fund	7.40	8.15	8.15
<b>Grant Funds</b>			
SLATE	33.00	37.00	39.00
Community Development Block Grant	107.06	112.44	84.78
Other Grant Funds	189.65	289.26	269.08
<b>Enterprise Funds</b>			
Water Division	404.00	392.00	391.00
Airport	781.31	794.31	704.38
<b>Totals</b>	<b>7,521.00</b>	<b>7,812.75</b>	<b>7,508.25</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 Leasehold Revenue Refunding Bonds, Series 2003 (Convention Center Project))

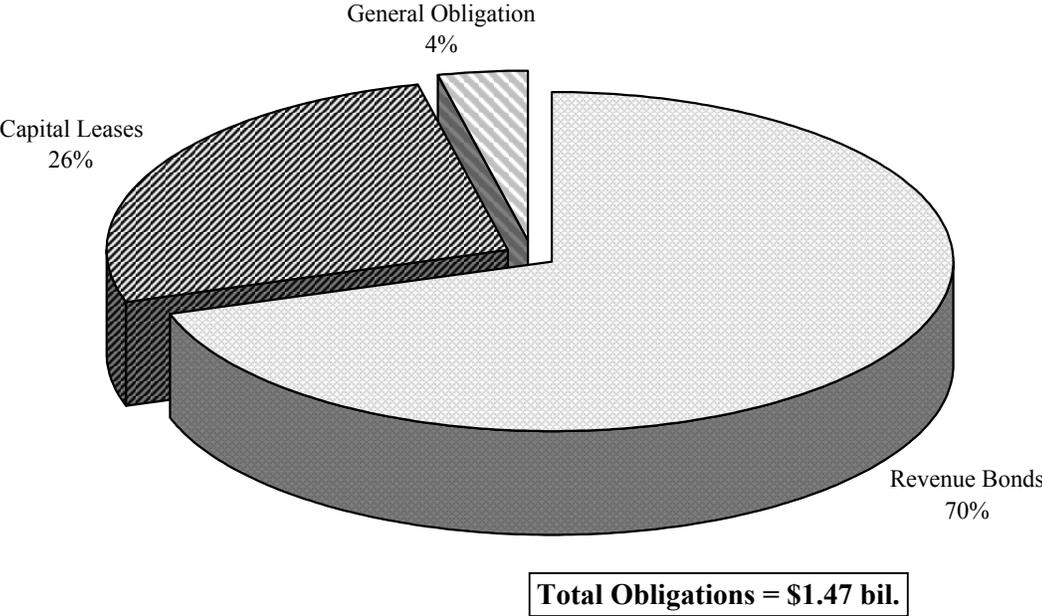
# CITY DEBT

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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, 2003 amount to about \$1.1 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 2/28/03 per Office of the Comptroller

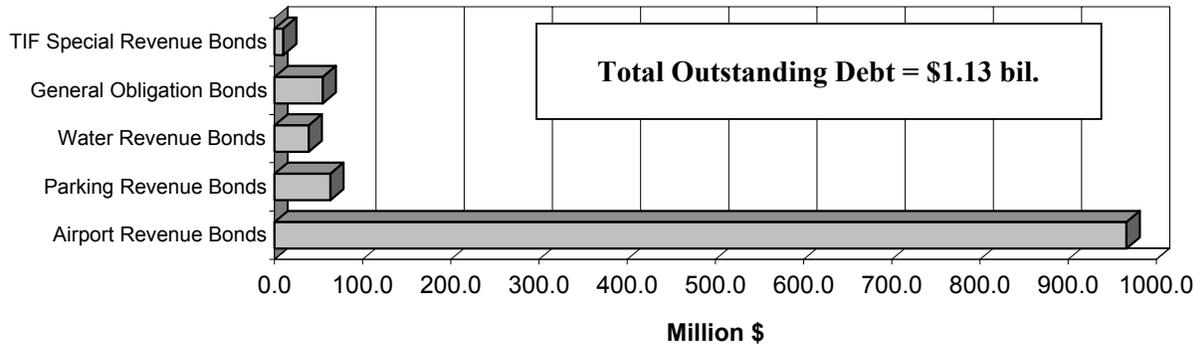
# CITY DEBT

## 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, 2003</b>
General Obligation Bonds	\$54,684,742
Water Revenue Bonds	38,920,000
Parking Revenue Bonds	63,450,000
Airport Revenue Bonds	966,075,000
Tax Increment Special Revenue Bonds	9,940,000
<b>Total</b>	<b>\$1,133,069,742</b>

### OUTSTANDING DEBT



# CITY DEBT

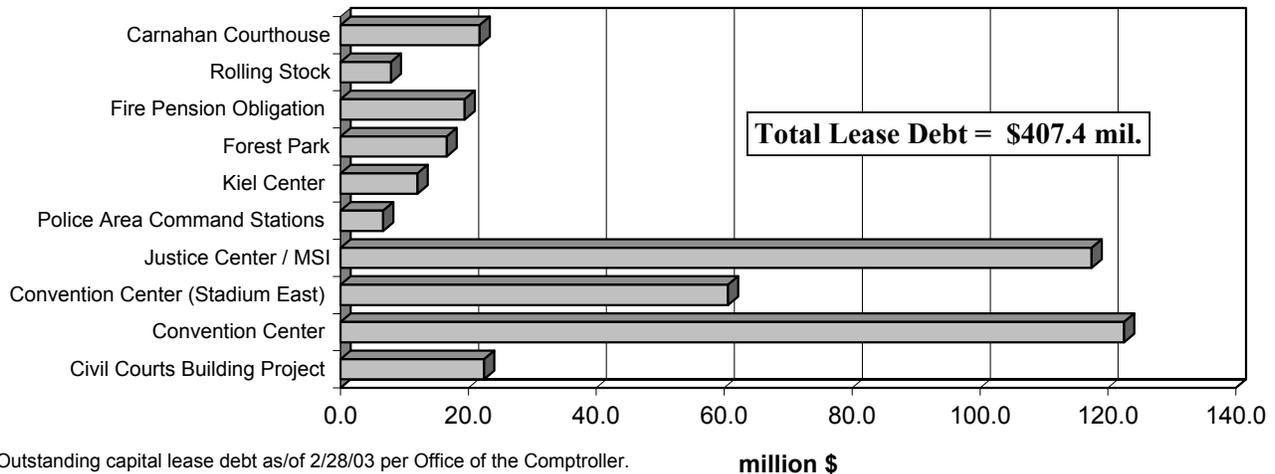
## Capital Leases

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 is presented below.

Description	Amount Outstanding February 28, 2003	Remaining Term In Years	Issue Date
Civil Courts Building Project	\$22,480,000	10	Jun-94
Convention Center (East) <sup>1</sup>	60,585,000	19	Feb-97
Convention Center - 1993A	122,527,205	11	Jun-93
Kiel Center Refunding- A	6,615,000	18	Aug-97
Kiel Center Refunding -B	5,445,000	14	Aug-97
Police Area Command Stations	6,665,000	5	Jun-94
Justice Center - 1996A	10,965,000	5	Aug-96
Justice Center - 1996B	24,260,000	10	Aug-96
Forest Park - 1997	16,610,000	19	Mar-97
Fire Pension Obligation Bonds	19,405,000	6	Apr-98
Justice Center - 2000	20,000,000	17	Feb-00
Justice Center - 2001	62,205,000	17	Sep-01
Carnahan Courthouse	21,750,000	25	Apr-02
Rolling Stock	7,889,481	6	Mar-00
<b>Total</b>	<b>\$407,401,686</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 2/28/03 per Office of the Comptroller.

million \$

# CITY DEBT

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## Capital Leases (cont.)

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. In FY04, the City will also benefit from the savings produced from a recent refinancing of the Convention Center debt. Total debt payments on the convention center will be reduced by \$9.5 million, with \$8.8 million of this amount to be realized in FY04. Of the approximate \$32.6 million in scheduled lease debt payments in FY04, about \$22.3 million or 68% 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 - FY04

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Cervantes Convention Center - 1993 (refinanced)	\$4,109,400
Civil Courts Lease - 1994	2,776,000
Convention Center East / Stadium - 1997 *	6,000,000
Fire Pension Obligation Bonds - 1998	3,122,000
Forest Park Lease - 1997	1,382,000
Justice Center Lease - 1996	5,837,000
Justice Center Lease - 2000	1,869,000
Justice Center Lease - 2001	3,056,000
Kiel Center - 1997	993,000
Police Area Command Stations - 1994	1,393,000
Rolling Stock Lease - 2000	2,099,000

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<b>Total</b>	<b>\$32,636,400</b>
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\* includes asset preservation payment

# CITY DEBT

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## Tax Increment Financing Projects

Tax Increment Financing (TIF) is a funding mechanism used to support financing of development projects. In a TIF financing, bonds are issued to finance infrastructure and other improvements related to a development project. A portion of the incremental tax revenues resulting from the development are then dedicated to service the debt. In most instances, the debt remains an obligation of the developer and debt service is dependent solely on the incremental taxes to be generated by the project. The City's first TIF project known as St. Louis Marketplace is unique in that City general revenue is to be made available should there be any shortfall in project revenue. For this reason, only Marketplace TIF debt is included in the outstanding debt table listed earlier. A listing of existing and pending TIF projects is listed below:

<u>TIF Project</u>	<u>Estimated TIF Cost</u>	<u>TIF Area Approved</u>
St. Louis Marketplace (Scullin)	\$15,000,000	07/20/90
Cupples (* pending 2003)	52,200,000	03/08/91
4548 West Pine	300,000	12/22/97
Argyle	3,000,000	12/11/98
Chouteau / Compton	3,600,000	12/17/98
Center for Emerging Technology	978,000	09/24/99
Edison Brothers	5,300,000	01/29/00
Robert E. Lee	600,000	01/29/00
100 North Condominium LLC	400,000	02/09/00
Convention Center Hotel	50,000,000	04/17/00
3800 Park (* pending 2003)	390,000	08/01/01
Gravois Plaza	4,049,000	11/30/01
4100 Forest Park (* pending 2003)	7,000,000	12/20/01
Lafayette Square	2,040,250	12/26/01
Tech Electronics (* pending 2003)	900,000	02/21/02
MLK Development	2,250,000	03/18/02
4200 Laclede	925,400	06/20/02
Post Office Square TIF	6,655,220	07/23/02
1505 Missouri	621,100	08/05/02
Grand Center	80,000,000	02/02/02
1141-1151 S. Seventh St.	1,136,800	12/10/02
Paul Brown / Arcade	3,264,200	12/10/02
1100 Locust - Louderman Building	2,444,400	12/21/02
920 Olive / 1000 Locust	2,667,732	12/21/02
Walter Knoll Florist	1,036,000	12/21/02

Source: Office of the Comptroller

# CITY DEBT

## Legal Debt Margin

as of February 28, 2003

	<u>City Purposes Basic Limit</u>	<u>Streets and Sewers Additional Limit</u>
2002 Assessed Value	\$3,176,152,338	\$3,176,152,338
Debt Limit - 10% of Assessed Value	317,615,233	317,615,233
Less: General Obligation Bonds	<u>54,684,742</u>	<u>0</u>
	<u><u>\$262,930,491</u></u>	<u><u>\$317,615,233</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>
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
2005-2006	3,245,000	2,400,000	5,645,000
2006-2007	3,400,000	2,253,000	5,653,000
2008-2012	13,645,000	12,250,000	25,895,000
2013-2017	19,185,000	5,369,000	24,554,000
2018-2019	<u>9,145,000</u>	<u>709,000</u>	<u>9,854,000</u>
	<u><u>\$57,525,000</u></u>	<u><u>\$30,974,000</u></u>	<u><u>\$88,499,000</u></u>

Source: Office of the Comptroller, City of St. Louis

# CITY DEBT

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## Debt Ratios

as of February 28, 2003

	<u>Net Debt Per Capita</u>
Direct Debt (incl. Lease debt)	\$1,418
Overall Debt	\$2,024

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 \$2,024 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		Parks	105	
Precincts	360		Park Acreage	3,000	
Registered Voters	194,092		Recreation Centers	9	
Authorized No. Fire Fighters	631		Golf Courses	3	
Fire Stations	30		Streets (miles)	11,100	
Auth. No. Police Officers	1,502		Alleys (miles)	400	
Auth. No. Civ. Police Emp.	549		Intersections w/ Signals	630	
Police Area Command Bldgs.	3		Street Lights	51,500	
Airport - Major Airlines	10		Alley Lights	16,000	
Airport - Commuter Airlines	9		Easement Lights	2,100	
Airport - Air Cargo Carriers	6		Water Treatment Plants	2	
Airport - Passengers (mil.)	25.2		Mil. Gal. capacity per day	340	
Aircraft Operations	451,638		Mil. Gal. storage capacity	128	
			Mil. Gal. daily demand	140	

Sources: *Comptroller's Annual Report, City Departments*

# CITY OF ST. LOUIS PROFILE

## City Economic Data



Personal Income 1998:	\$26,332
Avg. Labor Force - Dec. 2002	156,976
Avg. No. Employed - Dec. 2002	144,298
Avg. % Unemployed - Dec. 2002 (* preliminary)	8.1%

Source:  
Missouri Dept. of Economic Development

## City Building and Construction (Activity in mil. \$)



	Housing Value		Com./Ind.
	<u>New</u>	<u>Rehab</u>	<u>Dev.</u>
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	\$366.74
2002	\$41.59	\$103.58	\$335.57

Source: Building Division, City of St. Louis



## City Employment By Industry Group - 4th Quarter, 2002

<u>Job Sector</u>	<u>Emp.</u>	<u>% of Total</u>	<u>Job Sector</u>	<u>Emp.</u>	<u>% of Total</u>
Services	80,695	33.9%	Transport., Comm. & Public Utility	19,636	8.3%
Manufacturing	31,423	13.2%	Wholesale Trade	12,606	5.3%
Government	40,602	17.1%	Construction	8,075	3.4%
Retail Trade	25,616	10.8%	Other	710	0.3%
Finance	18,490	7.8%	<b>Total All Groups</b>	<b>237,853</b>	<b>100.0%</b>

Source: Missouri Dept. of Labor and Industrial Relations

## 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 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*



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## 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. In November 2002, City voters replaced the existing local use tax with a new local use tax. Under a new allocation formula, a total of \$5.0 mil. per year is to be allocated to the Affordable Housing Trust Fund beginning in FY04.

### **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.



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### **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.



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### **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.



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### **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. In November 2002, voters replaced the existing local use tax with a new local use tax. Under a new allocation formula, a total of \$5.0 mil. per year is to be allocated to the Health Care Trust Fund beginning in FY04.

### **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**

Originally 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



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tax rate.

The local use tax was replaced by voters in November, 2002 with a new local use tax. Proceeds from the new local use tax are to be allocated each fiscal year in the amount of \$5 million each to the Health Care Trust Fund and the Affordable Housing Trust Fund, \$3 million for derelict building demolition and any excess amounts shall be dedicated collectively to any of the following: derelict building demolition, public safety, neighborhood preservation, development and preservation of affordable and accessible housing and public health care services.

### **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.



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### **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.

### **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 Incremental 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.



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## COMMON ACRONYMS

<b>ADA</b>	Americans with Disabilities Act	<b>ESD</b>	Equipment Services Division
<b>BPS</b>	Board of Public Service	<b>ITSA</b>	Information Technology Services Agency
<b>CDA</b>	Community Development Agency	<b>ISTEA</b>	Inter-modal Surface Transportation Efficiency Act
<b>CDBG</b>	Community Development Block Grant	<b>LLEBG</b>	Local Law Enforcement Block Grant
<b>CEMA</b>	City Emergency Management Agency	<b>MSI</b>	Medium Security Institution
<b>CJC</b>	City Justice Center	<b>NSO</b>	Neighborhood Stabilization Officer
<b>COPS</b>	Community Oriented Policing Services	<b>PFPC</b>	Public Facilities Protection Corporation
<b>CORR</b>	Community Outreach for Risk Reduction	<b>REJIS</b>	Regional Justice Information Service
<b>CREA</b>	Civil Rights Enforcement Agency	<b>SLAA</b>	St. Louis Area Agency on Aging
<b>C&amp;T</b>	Convention and Tourism Fund	<b>SLATE</b>	St. Louis Agency on Training and Employment
<b>CSB</b>	Citizen Service Bureau	<b>SLDC</b>	St. Louis Development Corporation
<b>E&amp;A</b>	Board of Estimate and Apportionment	<b>SLPD</b>	St. Louis Metropolitan Police Department
<b>EMS</b>	Emergency Medical Service		