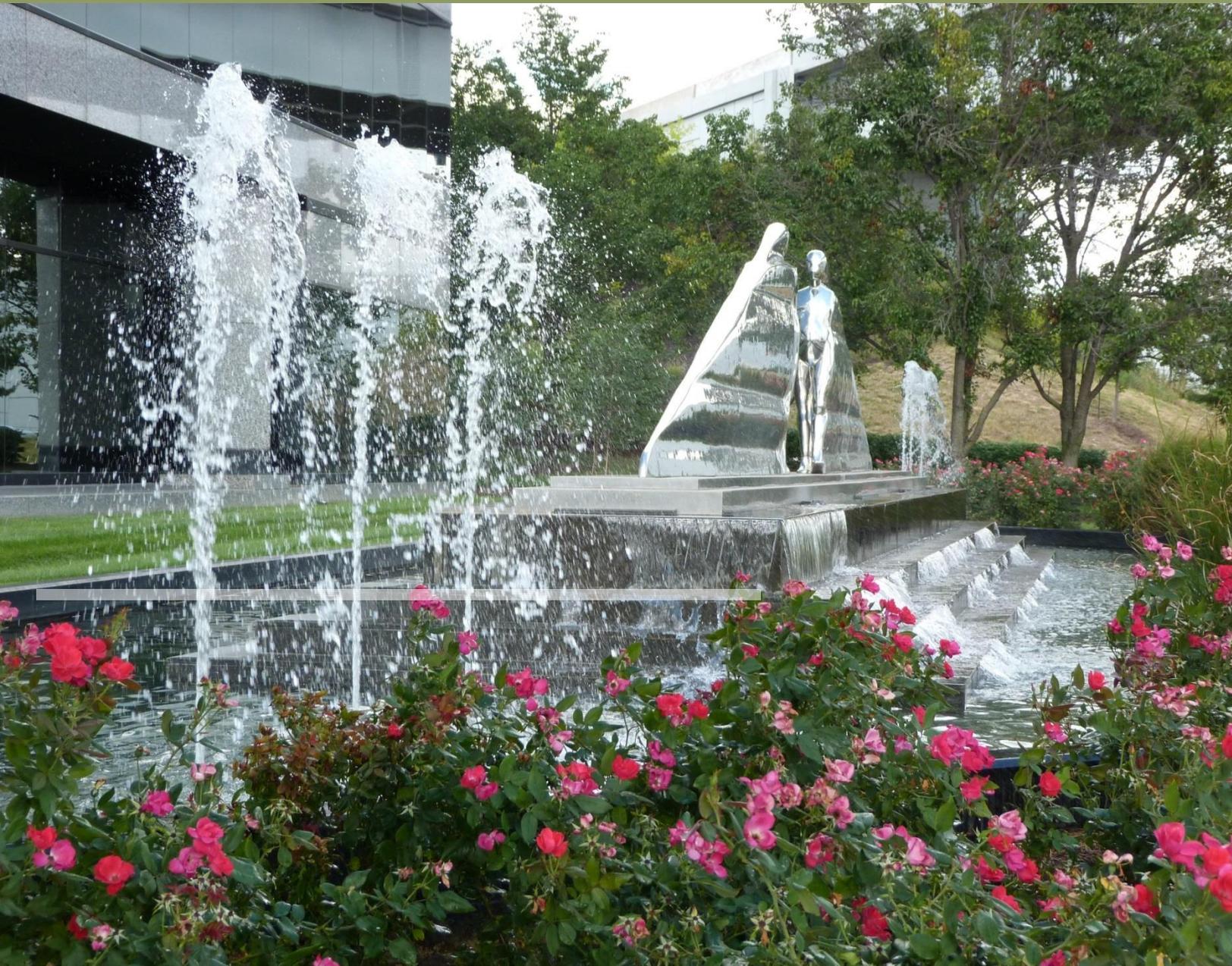
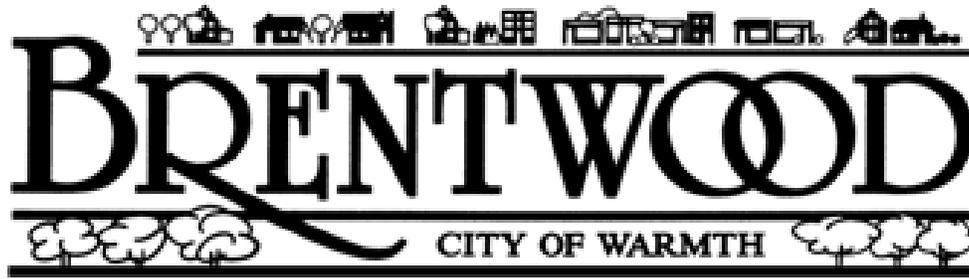


City of Brentwood

2015 Adopted Budget





City of Brentwood, Missouri

2015 Adopted Budget

Prepared by

Bola Akande, City Administrator

Gina Jarvis, Finance Director

Contact

Brentwood City Hall

2348 South Brentwood Boulevard

Brentwood, Missouri 63144

Phone: 314-962-4800

Fax: 314-962-0819

Website: www.brentwoodmo.org

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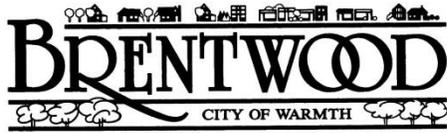
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Introduction



Office of the City Administrator
2348 S. Brentwood Boulevard
Brentwood, MO 63144
314-962-4800
fax 314-962-0819
www.brentwoodmo.org

December 1, 2014

Honorable Mayor and Board of Aldermen:

It is my privilege to present the Fiscal Year 2015 Annual Operating and Capital Budget. This important document serves as the basis for the Board of Aldermen's decisions and sets the course for the coming fiscal year and beyond. Because the budget is structurally balanced, no direct cuts to any of the core services or financial transactions are needed to balance the budget.

This budget focuses on the City's core services, provides necessary funding for our city, while we continue to provide and maintain the high quality service delivery to our citizens. The Annual Budget is intended to reflect the goals, objectives, and priorities established by the Board of Aldermen. Furthermore, with this Budget, the City is able to maintain current levels of services, and make capital improvement investments in the City's infrastructure and replace equipment and vehicles that have come to the end of useful life.

In this budget document, you will find goals and objectives by department and an overview of all accomplishments for 2014, a list of all positions by department and an organizational chart. Starting in 2015, departments will begin the process of tracking performance measures and instituting programs that will allow its tracking. Performance measures are a key component of the City's budget. They describe what City departments do, but they also provide data that measures how well a program or service is accomplishing its mission and goals. Some measures track outputs or number of units of service delivered over time. Others measure efficiency or how well resources are leveraged. Developing and maintaining Performance Measures is considered a Best Practice for municipal governments.

OVERALL BUDGET:

Today, the City continues to see overall economic stability, rejuvenation and growth. Major revenues continue to advance along with the overall economy. There continues to be limited growth in the housing market. We see residential developers building new homes in Brentwood and residential property owners investing in their homes by putting on additions, interior renovations and new single family homes.

The Annual Budget is comprised of four separate and distinct funds that total \$24,064,354, an increase of 13.84% from the FY 14 Budget. The general fund operating expenditures total \$11,506,515; the storm water and park improvements fund totals \$7,679,478; the sewer improvements fund totals \$191,829; and finally, the capital improvements fund totals \$4,686,532. Within each fund section below, the percentage of reserves in the operating appropriations are provided. The Adopted Budget reflects a deliberate effort to continue to improve our finances and create a surplus of funds that will ensure our services remain uninterrupted during extreme financial times.

General Fund:

The largest fund is the General Fund, recorded as Fund 10. This Fund supports the majority of the basic services of the City. As a service organization, personnel services makes up approximately 75.51% of the budget. The City's skilled and dedicated workforce is what powers the day-to-day delivery of services. This Fund is also responsible for other personnel costs such as compensation, taxes, and employee benefits, and other city-wide costs such as utilities, petrol, supplies, insurance and contractual services.

Revenue:

The General Fund revenue is derived from a variety of sources, of which there is a greater dependence on local sales tax which accounts for approximately 55.67% of the total fund. In FY 15, an increase of 19.5% is anticipated in sales tax collections. Of the percentage increase, 9.5% is primarily due to the retirement in FY 14 of the Brentwood Square Series 2005 Bonds and 7% is due the retirement in FY 14 of the Brentwood Pointe Series 2005 Bonds. The City was able to pay-off the first debt eight (8) years ahead of schedule, and the second nine (9) years ahead of schedule. Also included in the percentage increase is a projected annual three (3%) for growth from FY 14.

In FY 15, the Brentwood Community Center and the Brentwood Ice-rink will remain closed for approximately six months to allow for renovation. Due to the closure, we will experience a 31% decrease in related revenues (meeting room rents, fitness programs, special events, birthday party fees, ice-rink activities – admissions, rental, and concessions). Parks and Recreation department staff during the closure will be housed in multiple buildings – City Hall, the police and public works’ building. The employment of all part-time staff will cease until the building is re-opened.

Revenues generated from fines will remain unchanged from the 2012 level. This continues to be the result of the police officer schedule changes made in early FY 13. Patrol emphasis is now more in the residential areas and commercial districts.

With East Central Dispatch Center now providing dispatch services for the City of Brentwood, the intergovernmental revenue we receive for dispatching services formerly provided for the City of Rock Hill will cease. Instead, you will find in the police department as part of the line-item for contractual services \$210,000 for this service. However, the City of Brentwood will continue to house prisoners for the City of Rock Hill in our hold facility.

A Fund Balance policy was adopted by the Board of Aldermen on June 24, 2013. By the end of FY 2017, there is a projected estimate of \$5,889,016 in General Fund Operating Reserves which equals 48.69% of operating expenditures. We expect other General Fund revenues to stay fairly stable with growth expected in only a few line items. In FY 15, in order to complete mill and overlay of nine (9) streets and one (1) alley, monies will be transferred from General Fund Reserve. As such, \$250,000 or 2.17% will be transferred to fund additional streets. This will leave \$3,548,213 or 30.84% in operating reserves in the General Fund.

Expenditure:

In this budget, there are salaries, longevity expenses, payroll taxes, health, dental, vision, and life insurance premiums, and retirement benefits in each department’s budget.

To ensure that the City is an employer of choice and is able to recruit and retain exceptional talent, the FY 15 Budget sets employee total compensation as a top priority. In this budget, there is a three (3%) percent merit increase and additional funds for the implementation of the Step

Pay Plan which is based on performance and the successful outcome of a performance review. \$195,453 is budgeted for city-wide merit increases.

The City also estimates an increase of 7% in medical premiums, whereas, the dental premium renewal is 8% less than FY 14 budgeted projection. The City's dental provider is offering a two-year rate guarantee. The City will also experience vision premiums that are 4% less than in FY 14. When the New Affordable Healthcare Act went into effect in January 2014, the City was required to pay an additional \$63 annual fee (\$5.25 per month) for each individual plan participant. Under the current law, the fee will decline in FY 15 (\$3.67 per month) and will phase out completely in 2017. The money will be used to fund a transitional reinsurance program to help stabilize the individual market. The City currently covers 289 participants so this will be an additional \$12,728 per year that will be invoiced with the Saint Louis Area Insurance Trust (SLAIT) health premium bill - a reduction of \$5,479 from FY 14. This amount will be invoiced monthly based on how the numbers of participants change from month to month.

The City's Missouri Local Government Retirement System (LAGERS) contribution will be 8.2% for FY 15, a decrease from 10.0% in FY 14. This is based on the City's current actuarial valuation report from LAGERS. This is primarily due to the actuarial value of the assets in comparison to the accrued liabilities. Life Insurance, Short and Long-term Disability premiums will not increase as a result of a two-year rate guarantee and Employee Assistance Program premiums are estimated to decrease by 3% percent. Workers compensation premiums will experience a decrease of seven (7%) percent due to the city's experience modification rate (claims history) in 2014. Also, the City estimates a moderate increase in other insurance premiums (i.e., property premium, public officials). These strategies continue to support a comprehensive approach to address employee total compensation – the combined impact of employee wages and benefits and continuing to address a proactive worker safety program and training. In FY 14, the Board of Aldermen adopted a new City of Brentwood Safety Policy and Guideline Manual.

The City of Brentwood continues to provide at no additional cost to our citizens - Trash & Recycling pickup and snow removal on all residential streets. Other services we provide include: Code Enforcement; Forestry Services, Public Safety – Police, Fire and EMS, streets, roadway, and sidewalk maintenance.

The individual line-items in the budget provide additional details about these services and offers greater transparency and accountability. We continue to review expenses throughout the City and budget them in the appropriate departmental line-items where those monies should be expensed from.

In this budget, we continue to fill vacant positions when they exist and look for restructuring opportunities so that we can continue to provide efficient and effective delivery of service. The goal is for greater efficiency city-wide. My plan is to evaluate this in each department every year, until we achieve the utmost performance goal.

For instance, in the Parks and Recreation Department, to better align the position title with the duties and responsibilities of the Parks and Recreation Superintendent, the position is being reclassified to a Parks and Recreation Director. Also, to achieve a more efficient operational structure for the maintenance and cleanliness for the Brentwood Community Center, three full-time maintenance workers whose primary responsibility is facility maintenance of the Brentwood Community Center will now report directly to the Parks and Recreation Director. Their related expenses will be transferred to the Storm Water and Park Improvements Fund. A flattened organizational structure will allow direct and improved lines of communication with those who oversee the functional areas of operations, ice-rink, facility, and parks with the Parks and Recreation Director. Furthermore, it places staff in areas where they have the strongest skill set to provide exemplary service and contribution to the City.

Included as a new item in the General Fund is a subscription to a service to provide several new tools/modules for the City. First is Request Tracker (a simple, affordable, web-based, module that allows for greater collaboration between Citizens and City Management. It will provide our Citizens and Clients with an easy tool to submit online requests, allow those who choose to search the City's knowledge base to answer common questions. It will also allow Citizens and Clients to easily check request status and view a complete history of all prior requests. This will increase transparency by allowing citizens to check the status of requests online at any time. The module has an auto-route request to the appropriate personnel and will let them re-assign users as needed. Lastly, it will allow City Management to set due dates and time limit warnings. The Permits and Inspections modules for the planning and development department will provide efficient permitting and inspection services. It is a collaboration tool that will allow the City to work seamlessly in an open and transparent platform together online and better interface with

residents, businesses, contractors when it comes to requesting permits. A new permit tracking system will increase customer service by allowing direct online contractor access. The Code Enforcement module allows for more automation, track code enforcement activities and timeframes more efficiently, create regular reports to track and analyze code enforcement activities and submit a monthly report. This module will increase transparency and communication. This module will allow residents, the choice to submit online requests, check case status, and have case status emailed to them. Furthermore, it will allow the City's Multi-Disciplinary Inspectors to be more efficient and effective in the field.

Capital Improvement Fund:

The Capital Improvements Fund is recorded as Fund 40. This Fund provides capital equipment and vehicle purchases and repairs, capital projects such as streets, sidewalks, buildings and payment of the debt service for the City's Certificates of Participation (COP's) and other lease/purchase items. Each year, departments are asked to review all capital projects, their estimated completion dates, any costs associated with operating new facilities, equipment, systems, safety enhancements, technology improvements, and the funding source for these items.

Revenue:

The revenue for this Fund is derived mainly from the one-half cent capital improvement sales tax and grant funding for capital projects. The projected revenue increase of 22.10% for FY 15 is directly related to increases in sales tax and federal grant funding for capital projects. This Fund will also benefit from the Brentwood Square Series 2005 Bonds and the Brentwood Pointe Series 2005 Bonds which were fully retired in FY 14. In this fund, we project equipment replacement and capital reserves totaling \$3,118,567 by the end of FY 17. This represents a fully funded equipment replacement reserve and a capital reserve of 4.52% of the value of the related capital assets. In FY 15, we anticipate using \$323,354 of funds in reserve to complete multiple projects and equipment replacements and in order to complete mill and overlay of nine (9) streets and one (1) alley, additional funds will be transferred from the General Fund reserve.

Expenditure:

The FY 15 Capital Improvement Program will fund numerous large projects such as vehicles (police department, planning and development and public works departments) and heavy-duty public works type equipment, street, sidewalk and curbside resurfacing, replacement and rehabilitation, pavement preservation, drainage maintenance, and American with Disabilities Act

(ADA) compliance projects, An upgrade to the audio visual system in the board chamber (this upgrade will provide better functionality for all users, energy efficiency where possible and standardize the systems for a united mode of operation by all users, i.e., enhanced presentation capabilities; two (2) wall mounted 80" Sharp LED, connection to the lectern location via a wireless connection, improve the overall control of the rooms and the audio visual system; vehicle telematics for vehicles in the planning and development and public works department; upgrade to the City's Microsoft Office Platform (Microsoft Office 365, a cloud based service that is designed to help meet the City's organization's needs for robust security, reliability, and user productivity); and an upgrade to the City's telephone system communications server and conference system capability.

The 2015 proposed mill and overlay includes 9 streets and 1 alley with a combined lineal footage of 12,922 feet or 2.45 miles. In the FY 15 Budget, \$250,000 will be transferred from the general fund unassigned fund balance in order for the City to work on more streets. In the FY 15 Budget, a total of \$439,263 will be spent on streets. By the end of FY 15 the general fund Operating Reserves as a percentage of FY 17 Operating Expenditures will be 48.69%.

According to the City's Fund Balance Policy, the minimum operating reserves for unassigned fund balance goals for the general fund should be equal to 15% of budgeted operating expenditures. When the balance is less than 10% there is to be concern, barring unusual or deliberate circumstances. As such, 2.17% or \$250,000 will be transferred to fund additional streets. This will leave \$3,548,213 or 30.84% in operating reserves in the General Fund.

In this fund, we project an expenditure increase of approximately of 27.76%. This is primarily due to the multiple street projects and replacement of equipment that has come to the end of useful life. The total project cost for the construction phase of the Litzsinger Road Surface Transportation Project is \$1,573,962. Of this total amount, 80% is federally funded. The City of Brentwood has a 20% local match of \$236,094, and the City of Rock Hill has committed to providing 25% of the 20% local match (\$78,698). Also in this Fund, are monies related to the Hanley Industrial Court (HIC) Pedestrian Project Phase II preliminary engineering design. Total project cost is \$938,881 (Federal Match \$751,105, Local Match \$112,776, HIC Association and Pelagic Match (\$75,000). In FY 15, the preliminary engineering design cost is \$112,436.

In order to meet the City's wide-spread requirement for current technology, staff identified the need for a comprehensive technology refresh. During this process, staff researched and evaluated several infrastructure options -- including multiple hosting solutions. While staff is actively

pursuing hosted solutions for specific applications, the FBI's demanding Criminal Justice Information Services (CJIS) compliance requirements impede complete data center hosting solutions. Due to the large scale and expense of the technology infrastructure, the most cost-effective means to acquire this critical infrastructure without a detrimental impact to the capital budget is through a lease agreement. The recommended "Buy Out" lease differs from a standard leasing agreement. With the "Buy Out" lease option; the City will own the assets at the end of lease term instead of surrendering the equipment back to the vendor. Staff estimates that many components of the infrastructure hardware will maintain a useful life past the five-year lease term so it is in the best interest of the City to retain the equipment at the end of the lease period. As previously mentioned, the technology plan originally included phasing in the necessary purchases over a period of several years (FY14-FY21). The first estimated lease payment of approximately \$41,707 was approved in the FY14 budget.

Also in this Fund are the annual debt service payment for the 2009 Certificate of Participation Issue of \$7.5 million used for the advance refunding of the 2002 issue for the construction of the firehouse and city hall renovation (\$675,000) which will be paid off in 2030 and the 2003 Certificate of Participation Issue of \$1.330 million used for the renovating, improving, furnishing and equipping the existing library and city hall (\$60,000) which will be paid off in 2023. Annual debt service payment on the 2013 lease/purchase issue of \$533,461 for the purchase of the new pumper (\$84,114) is also budgeted, which also is paid off in 2020. In the Financial Summary tab, there are two tables that show all four long-term debt issues in the Capital Improvements Fund. The table shows the outstanding principal which is the total amount that is owed on the loan less interest. The second table is the Total Annual Debt Service which is the cash required for a particular time period to cover the repayment of interest and principal on a debt. The corresponding graphs in the tab show principal plus interest. A comprehensive list of all capital improvement items (equipment, streets, sidewalks, American with Disabilities Act {ADA} repairs) are provided in the Capital Improvements Fund tab.

Storm Water & Park Improvements Fund:

The Storm Water & Park Improvements Fund is recorded as Fund 50. This Fund provides the majority of the operating expenses for the Parks & Recreation Department, including personnel, park capital equipment & projects. Fund 50 also provides revenue for funding local storm water projects.

Revenue:

Revenue for Fund 50 is derived through a one-half cent parks & storm water sales tax. Overall, in this fund, we project revenue to increase 12.24%. Sales Tax will increase by 15.89%. This is due to additional revenue the City will receive for a full year (12 months) as a result of the fully retired Brentwood Square Series 2005 Bonds and the Brentwood Pointe Series 2005 Bonds. Included in the revenue for this fund are all revenues received for the annual Brentwood Maddenfest Festival, and the Memorial and Heritage Tree and Bench Program. The Brentwood Maddenfest Festival revenue is more in line with what the City actually collects. The revenues received for the Memorial and Heritage Tree and Bench Program will directly offset the related expenses, therefore resulting in no impact to the budget. The Department will also be aggressive and conscientious in its effort to seek more sponsorship revenue for Brentwood's Annual Maddenfest Festival and the Concert-in-the Park Series.

This year, due to the renovation work at the Brentwood Community Center, we anticipate the Center will be closed for approximately six (6) months. During the closure, a majority of the staff will be housed in City Hall, the police and public works buildings. Limited programs will continue in City Hall and the City Hall Conference Room after hours.

In this Fund, we anticipate \$370,000 in intergovernmental receipt from the Missouri Municipal Park Grant Commission. The City will submit by the October 31, 2014 deadline a grant application to offset related costs in regards to the professional services for architectural, structural, civil, survey, landscaping, mechanical, plumbing, and electrical and fire protection services for selected maintenance upgrades and improvements to the existing Brentwood Community Center located at 2505 South Brentwood Boulevard, Brentwood, MO. "In November 2000, citizens all across St. Louis County approved a new sales tax to help improve, restore and expand their municipal parks and recreation programs. As a result of their votes, the municipal park grant commission of St. Louis County was formed and charged with keeping the promise made to taxpayers. This money has been used to fund parks, playgrounds, water parks, golf courses, trails, recreation centers, and many other types of recreation facilities. This money is awarded to municipalities based on the strength of their grant applications, taking into account such factors as need, planning, community input, and prior awards. Construction grants are reviewed and approved once annually, in the fall."

In this Fund, we project \$2,633,974 in fund balance at the end of FY 17, of this, 15.00% in operating reserves and 78.05% in capital reserves. Also in this fund, is the expected Certificate of

Participation debt service for the renovation of the Recreation Center - \$3,621,071. Other expenses related to the estimated project construction cost including architect fees and project management costs (\$1.3 million) will be funded by using existing capital reserves that exceed the fund balance policy goal of 5%.

Expenditure:

Programs and services expenses from this fund include maintenance and upkeep of the six vibrant parks and two parkway/trail systems that provide connectivity throughout the City, the Memorial and Heritage Tree and Bench Program and the continued beautification of green space. Other programs and services include: the Brentwood Ice Rink Arena, Rink Programs, Special Events (i.e., Concert-in-the-Park series, and Annual Brentwood Maddenfest Festival), programs and activities in the city's sports fields, multiple meeting rooms available at the Brentwood Recreation Complex, Friends of the Park program, Senior programs and transportation service offered through the Magic Bus, and finally the, and Recreational Partnerships with neighboring municipalities.

The capital expenses are in line with items from the Five Year Capital Improvement Plan. The Parks and Recreation Department utilized a Capital Improvement Program (CIP) to help guide the department in capital improvement decision making and budgeting. The goal of the CIP is to outline the projected infrastructure improvement needs of the City to assist in the planning and budgeting process. Because the City's goals and resources are constantly changing, this plan is designed to be re-evaluated each year to reaffirm or reprioritize the CIP.

The prioritization of the projects is completed by staff evaluating the project in a number of categories.

Examples of a couple of these categories include:

- Regulatory Compliance
- Health/Public Safety
- External Funding
- Impact on Operational Budget
- Timing/Location

Each project receives a ranking and then completed in order of ranking based on the level of capital funding available in the Storm Water and Park Improvements Fund.

Also included in this fund is a budget of \$75,000 for storm water related expenses. This will fund expenses that are brought forward by the Redevelopment Corporation (RC) of the City of Brentwood. The RC seeks the continued implementation of alternative recommendations from the 2013 Deer Creek Flood Feasibility Study that address flood mitigation with a focus on alleviating flooding problems within the Manchester Road corridor between Brentwood and Hanley Road. To this end, the City has also partnered with the United States Army Corps of Engineers (USACE) to refine the findings of the USACE Silverjackets Flood Risk Mitigation Analysis which also seeks the same outcome. The Redevelopment Corporation (RC) was organized in 2001 as a mechanism for acquiring, constructing, maintaining and operating redevelopment projects in accordance with the provisions of Chapter 353 of the Revised Statutes of Missouri as amended. In FY 13, the RC began analyzing some of the initial recommendations from the 2013 Deer Creek Flood Feasibility Study to further the City's participation in the Community Rating System (CRS) through the Federal Emergency Management Agency (FEMA). This has included information gathering on flood warning systems, environmental evaluation supporting the conceptual plan, acquisition of property to assist with flood risk mitigation along Deer Creek and beginning the process to obtain consultant services to advise the RC on future considerations of a formal redevelopment area along some portion of the Manchester Road corridor.

Sewer Lateral Improvements Fund:

The Sewer Improvements Fund is recorded as Fund 60. This Fund provides for personnel, contractual services, material for sidewalk and street replacements, and replacement of equipment to operate the city's Sewer Lateral Repair Program.

Revenue:

The Revenue is made possible through an annual assessment fee on real estate tax bills. In FY 10, an overwhelming number of the city's voters approved an increase in the sewer lateral assessment from \$28 up to \$50, and the Board of Aldermen only assessed \$40 at that time. In FY 12, the City increased the fee to \$50 due to an increase in the number of sewer lateral repairs. In this fund, we project the revenue will remain flat at \$193,850. However, we project \$83,169 in reserve by the end of FY 17 which will fund the operating, equipment and capital reserves.

Expenditure:

It is well known, the City of Brentwood has the best sewer lateral program in Saint Louis County. This service is available to multi-family buildings, other than those buildings where single-family fee simple ownership prevails if more than six units are combined to form a building. On November 4, 1997, the voters of the City of Brentwood approved the establishment of a fee to provide funds to pay for the cost of certain repairs of defective lateral sewer lines. At that time a maximum fee was set at \$28. On August 3, 2010, voters approved Proposition “A”, which was to authorize an increase to the sewer lateral tax assessed annually on residential property for a maximum charge not to exceed fifty dollars be assessed annually on residential property for each lateral sewer service line serving six or less dwelling units on that property and condominiums that have six or less condominium units per building and any condominium responsible for its own individual lateral sewer line to provide funds to pay the cost of certain repairs of those lateral sewer service lines which may be billed quarterly or annually.

After an incident that occurred to a Public Works employee on May 5, 2014, staff felt it necessary to develop new policies and procedures, increase trench safety training, and update trench safety equipment. In FY 14, the City adopted an Excavation, Shoring and Trenching policy and an Excavation checklist that was originally developed by Missouri American Water Company and approved by Occupational Safety and Health Administration (OSHA). The new policy and procedures will create a safer work atmosphere and lower the chances of an employee being injured or stuck in an excavation. The sewer crew team attended training in confined space entry and trench & excavation competent person. To implement this new policy, the City also bought the following life and safety equipment to be compliant with up to date industry standards and appropriate safety preparedness: “8’H x 6’L Hydraulic Shield Box, Build-a-Box” shoring system, atmosphere tester, air exchange blower with canister, a 9’ tripod with winch and emergency retrieval and safety system, hard hats, two safety harnesses (one M/L and one XL) and an equipment trailer for hauling all shoring equipment, capable of hauling 8300 pounds. Public Works had a budget of \$125,000 in capital for the purchase of a new backhoe in FY 14. The price of the backhoe was \$74,760 leaving a surplus of \$50,240. The Board of Aldermen, authorized staff to use the remaining funds to purchase the shoring and safety equipment (\$37,723).

The funds will continue to cover the cost of capital equipment such as miscellaneous hand tools (\$10,000), and streets and sidewalk materials (\$10,000).

Budget Presentation:

Pursuant to the Missouri Statutes, the annual budget must set forth a complete financial plan for the ensuing fiscal year. An annual budget shall be adopted by the Board of Aldermen not later than the first meeting of the board in December. The budget shall be prepared under the direction of the Ways and Means committee. All officers and employees shall cooperate with and provide to the Ways and Means committee such information and such records as it shall require in developing the budget. The Ways and Means committee shall preview all the expenditure requests and revenue estimates after which it shall prepare the proposed budget.

This document meets that requirement. This budget is based upon information provided by the various City departments and employees. Data collection began in August. In October and November, a Proposed Budget is presented to the Ways and Means committee. Adjustments if any are also made at that time. After which, there is another meeting with the Ways and Means committee if necessary. In November and no later than the first meeting in December, the budget is given a Public Hearing and the Board of Aldermen considers its adoption. Brentwood's budget year begins on January 1st and ends on December 31st.

This annual budget book is a financial management and policy document that is a numeric expression of the City of Brentwood's mission. The annual budget reflects the alignment between the City's vision statement, mission statement, and objectives. This budget document is more user-friendly. The document includes department mission statements, goals and objectives for FY 14, accomplishments from the prior year, organizational structure of each department, positions and line-item detail that is descriptive of what each department intends to spend within that line item. The City continues to take very seriously its fiduciary obligations to manage public funds with care and professionalism and in a transparent manner. As such, we continue to put in place internal controls as recommended by the City's Auditor's and other secondary audit firms hired by the City. The budget document will accomplish much-desired transparency.

BUDGET USER GUIDE:

The Adopted Budget includes the following sections:

Budget Message – includes an overview of the budget document.

Financial Summary – includes a budget at a glance document. It includes a budget summary for all funds and fund balances from 2011 through 2017. It also provides a revenue summary by the four funds. Revenue Fund by type, sales tax rates, total authorized manpower for the entire city, a table of the long term debt and graph – outstanding principal as of December 31, 2014, total annual debt service as of December 31, 2014, expenditure summary by department, expenditure by type for all funds, and expenditure by department for all funds.

Revenues – includes all revenue line-items for General Fund, Capital Improvements Fund, Storm Water and Park Improvements Fund and the Sewer Improvements Fund.

Operating and Capital Budgets – includes goals and objectives, accomplishments, budgeted positions, and performance measurements.

CONCLUSION:

I would like to express my appreciation to the Chair of the Ways and Means Committee, Alderman Thomas Kramer, and members of the Ways and Means Committee, Alderman Andy Leahy, Alderwoman Maureen Saunders, and Alderman Patrick Toohey. I would also like to thank the Mayor and Board of Aldermen for their strong leadership in guiding the City and look forward to working with them to meet the challenges of the coming year. I want to thank the department directors for their leadership and contribution in the development of the FY 15 Budget and for continuing to seek opportunities to streamline service areas and achieve organizational accountability, and efficiencies in city operations. A thank you also goes to Gina Jarvis, Finance Director. Finally, I want to acknowledge the dedication of our employees who strive to make the best use of available resources to provide the results our citizens expect.

Copies of the Annual Operating and Capital Budget are available for public review at City Hall in the Deputy City Clerk's Office and in the Brentwood Library. The document is also available online at the City's website: www.brentwoodmo.org

Sincerely,

A handwritten signature in black ink that reads "Bola Akande". The signature is written in a cursive style with a large initial "B".

Bola Akande

City Clerk/Administrator

Financial Summary

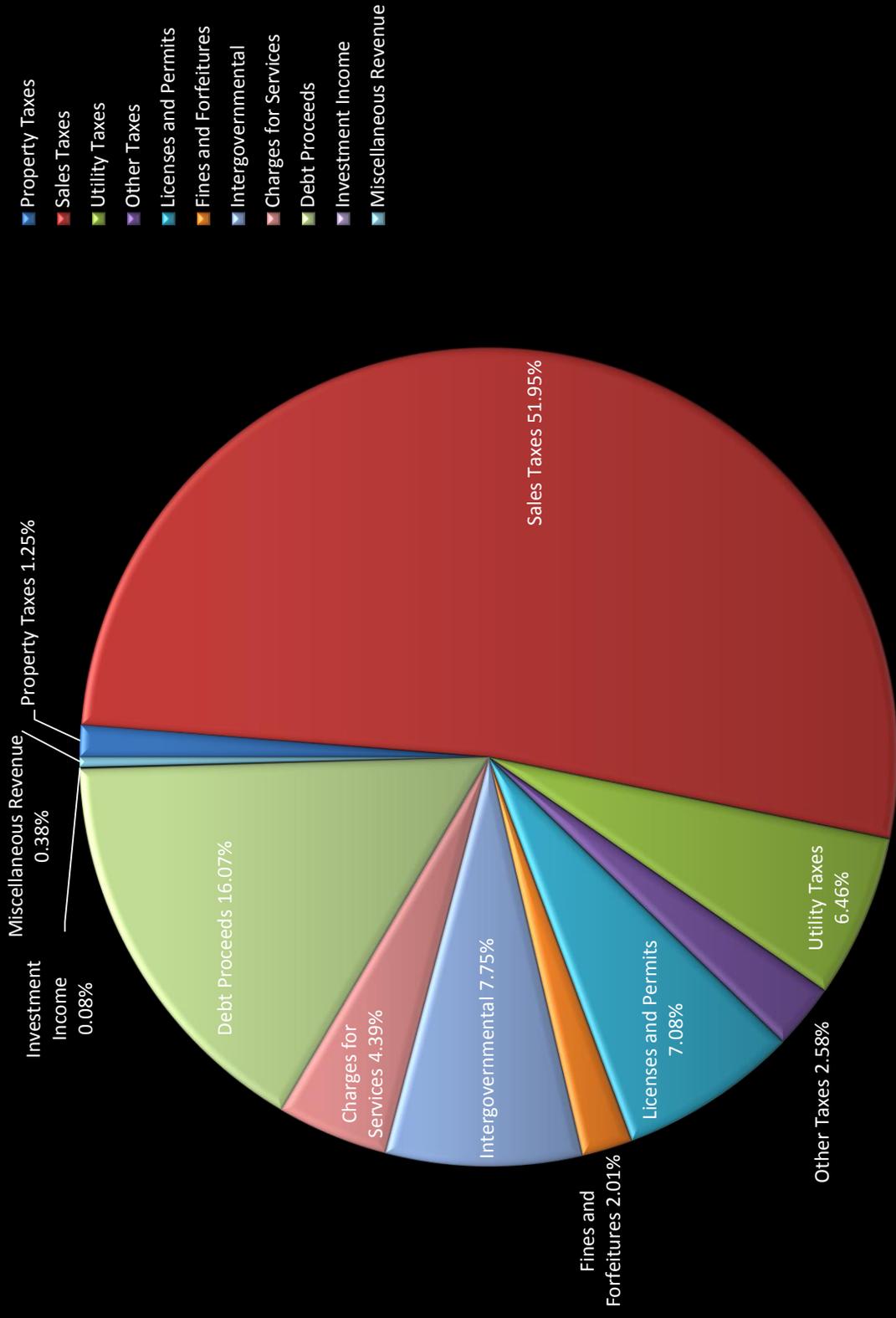
- Budget at a Glance

BUDGET SUMMARY ALL FUNDS

	Actual 2011	Actual 2012	Actual 2013	Budget 2014	Estimated 2014	Budgeted 2015	Projected 2016	Projected 2017	2014-2015 Budget % Change
GENERAL FUND									
Beginning Fund Balance	\$ 1,232,763	\$ 491,985	\$ 1,531,881	\$ 2,111,788	\$ 2,111,788	\$ 2,628,434	\$ 3,594,663	\$ 4,828,751	24.46%
Revenue	\$ 10,664,822	\$ 11,731,679	\$ 11,780,948	\$ 11,637,043	\$ 11,863,913	\$ 12,472,744	\$ 12,973,524	\$ 13,222,630	7.18%
Expenditures	\$ (11,405,600)	\$ (10,691,783)	\$ (11,201,041)	\$ (11,472,751)	\$ (11,347,267)	\$ (11,506,515)	\$ (11,739,436)	\$ (12,095,915)	0.29%
Ending Fund Balance	\$ 491,985	\$ 1,531,881	\$ 2,111,788	\$ 2,276,080	\$ 2,628,434	\$ 3,594,663	\$ 4,828,751	\$ 5,955,466	57.93%
Restricted Fund Balance (Seizure Funds)	\$ 44,982	\$ 52,277	\$ 11,450	\$ 16,777	\$ 36,450	\$ 46,450	\$ 56,450	\$ 66,450	176.87%
Fund Balance Unassigned (Operating Reserve)	\$ 447,003	\$ 1,479,604	\$ 2,100,338	\$ 2,259,303	\$ 2,591,984	\$ 3,548,213	\$ 4,772,301	\$ 5,889,016	57.05%
Operating Reserve % of Budgeted Operating Expenditures	3.92%	13.84%	18.75%	19.69%	22.84%	30.84%	40.65%	48.69%	
CAPITAL IMPROVEMENTS FUND									
Beginning Fund Balance	\$ 1,208,514	\$ 1,925,784	\$ 1,875,373	\$ 2,035,814	\$ 2,035,814	\$ 2,624,338	\$ 2,300,984	\$ 2,528,490	28.91%
Revenue	\$ 2,021,153	\$ 2,003,007	\$ 2,888,684	\$ 3,573,539	\$ 2,864,568	\$ 4,363,178	\$ 3,486,108	\$ 2,901,781	22.10%
Expenditures	\$ (1,303,883)	\$ (2,053,418)	\$ (2,728,243)	\$ (3,668,240)	\$ (2,266,044)	\$ (4,686,532)	\$ (3,258,602)	\$ (2,311,704)	27.76%
Ending Fund Balance	\$ 1,925,784	\$ 1,875,373	\$ 2,035,814	\$ 1,941,113	\$ 2,624,338	\$ 2,300,984	\$ 2,528,490	\$ 3,118,567	18.54%
Assigned Fund Balance (Equipment Replacement Reserve)	\$ -	\$ -	\$ 520,845	\$ 810,576	\$ 810,576	\$ 1,156,248	\$ 1,589,721	\$ 1,955,756	42.65%
Assigned Fund Balance (Capital Reserve)	\$ 1,925,784	\$ 1,875,373	\$ 1,514,969	\$ 1,130,537	\$ 1,813,762	\$ 1,144,736	\$ 938,769	\$ 1,162,811	1.26%
Capital Reserve % of Capital Assets (Excluding Equipment)	7.49%	7.29%	5.89%	4.40%	7.05%	4.45%	3.65%	4.52%	
STORM WATER & PARK IMPROVEMENTS FUND									
Beginning Fund Balance	\$ 689,180	\$ 1,232,278	\$ 2,113,052	\$ 2,569,611	\$ 2,569,611	\$ 3,045,501	\$ 2,276,838	\$ 2,374,203	18.52%
Revenue	\$ 2,115,670	\$ 2,296,184	\$ 2,321,792	\$ 2,835,597	\$ 2,835,597	\$ 6,910,815	\$ 3,010,486	\$ 3,104,817	12.24%
Expenditures	\$ (1,572,572)	\$ (1,415,410)	\$ (1,865,233)	\$ (5,806,531)	\$ (2,359,707)	\$ (7,679,478)	\$ (2,913,121)	\$ (3,007,659)	32.26%
Ending Fund Balance	\$ 1,232,278	\$ 2,113,052	\$ 2,569,611	\$ 2,920,087	\$ 3,045,501	\$ 2,276,838	\$ 2,374,203	\$ 2,471,361	-22.03%
Assigned Fund Balance (Operating Reserve)	\$ 215,698	\$ 178,915	\$ 216,373	\$ 242,768	\$ 243,131	\$ 247,482	\$ 274,141	\$ 283,387	1.94%
Operating Reserve % of Budgeted Operating Expenditures	15.00%	15.00%	15.00%	15.00%	15.00%	15.00%	15.00%	15.00%	
Assigned Fund Balance (Equipment Replacement Reserve)	\$ -	\$ -	\$ 39,454	\$ 91,578	\$ 91,578	\$ 105,252	\$ 143,318	\$ 165,334	14.93%
Assigned Fund Balance (Capital Reserve)	\$ 1,016,580	\$ 1,934,137	\$ 2,313,784	\$ 2,585,741	\$ 2,710,792	\$ 1,924,104	\$ 1,956,744	\$ 2,022,640	-25.59%
Capital Reserve % of Capital Assets (Excluding Equipment)	36.10%	68.69%	82.17%	91.83%	96.27%	68.33%	69.49%	71.83%	
SEWER IMPROVEMENTS FUND									
Beginning Fund Balance	\$ 91,790	\$ 86,179	\$ 103,676	\$ 103,519	\$ 103,519	\$ 109,351	\$ 111,372	\$ 97,711	5.63%
Revenue	\$ 154,932	\$ 194,831	\$ 192,787	\$ 193,850	\$ 193,850	\$ 193,850	\$ 193,850	\$ 193,850	0.00%
Expenditures	\$ (160,543)	\$ (177,334)	\$ (192,944)	\$ (190,405)	\$ (188,018)	\$ (191,829)	\$ (207,511)	\$ (208,392)	0.75%
Ending Fund Balance	\$ 86,179	\$ 103,676	\$ 103,519	\$ 106,964	\$ 109,351	\$ 111,372	\$ 97,711	\$ 83,169	4.12%
Assigned Fund Balance (Operating Reserve)	\$ 21,501	\$ 26,600	\$ 27,166	\$ 25,561	\$ 25,203	\$ 25,774	\$ 26,627	\$ 27,509	0.83%
Operating Reserve % of Budgeted Operating Expenditures	15.00%	15.00%	15.00%	15.00%	15.00%	15.00%	15.00%	15.00%	
Assigned Fund Balance (Equipment Replacement Reserve)	\$ -	\$ -	\$ 2,676	\$ 9,220	\$ 9,220	\$ 9,708	\$ 13,166	\$ 16,624	5.29%
Assigned Fund Balance (Capital Reserve)	\$ 64,678	\$ 77,076	\$ 73,677	\$ 72,183	\$ 74,928	\$ 75,890	\$ 57,918	\$ 39,036	5.14%
Capital Reserve % of Capital Assets (Excluding Equipment)	33.82%	40.30%	38.52%	37.74%	39.18%	39.68%	30.28%	20.41%	

REVENUE SUMMARY BY FUND	ACTUAL 2011	ACTUAL 2012	Actual 2013	Budgeted 2014	Estimated 2014	Budgeted 2015	Projected 2016	Projected 2017	2014-2015 Budget % Change
GENERAL FUND	10,664,822	11,731,679	11,780,948	11,637,043	11,863,913	12,472,744	12,973,524	13,222,630	7.18%
CAPITAL IMPROVEMENTS FUND	2,021,153	2,003,007	2,888,684	3,668,240	2,854,568	4,686,532	3,486,108	2,901,781	27.76%
STORM WATER & PARKS IMPROVEMENTS	2,115,670	2,296,184	2,321,792	6,157,007	2,835,597	7,679,478	3,010,486	3,104,817	24.73%
SEWER IMPROVEMENTS FUND	154,932	194,831	192,787	193,850	193,850	193,850	207,511	208,392	0.00%
TOTAL REVENUE	14,956,577	16,225,701	17,184,211	21,656,140	17,747,928	25,032,604	19,677,629	19,437,620	15.59%

2015 REVENUE BY TYPE-ALL FUNDS



City of Brentwood Pay Scale - (Page 1)

GRADE	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	GRADE
1	\$25,720.91	\$25,973.13	\$26,227.82	\$26,485.01	\$26,744.72	\$27,006.98	\$27,271.81	\$27,539.24	\$27,809.29	\$28,081.99	\$28,357.36	\$28,635.43	\$28,916.23	\$29,199.78	\$29,486.12	\$29,775.26	\$30,067.23	\$30,362.07	1
2	\$27,006.96	\$27,271.79	\$27,539.21	\$27,809.26	\$28,081.96	\$28,357.33	\$28,635.40	\$28,916.20	\$29,199.75	\$29,486.09	\$29,775.23	\$30,067.20	\$30,362.04	\$30,659.77	\$30,960.42	\$31,264.02	\$31,570.60	\$31,880.18	2
3	\$28,357.30	\$28,635.37	\$28,916.17	\$29,199.73	\$29,486.06	\$29,775.20	\$30,067.17	\$30,362.01	\$30,659.74	\$30,960.39	\$31,263.99	\$31,570.56	\$31,880.15	\$32,192.76	\$32,508.44	\$32,827.22	\$33,149.13	\$33,474.19	3
4	\$29,775.17	\$30,067.14	\$30,361.98	\$30,659.71	\$30,960.36	\$31,263.96	\$31,570.53	\$31,880.11	\$32,192.73	\$32,508.41	\$32,827.19	\$33,149.09	\$33,474.15	\$33,802.40	\$34,133.87	\$34,468.58	\$34,806.58	\$35,147.90	4
5	\$31,263.93	\$31,570.50	\$31,880.08	\$32,192.70	\$32,508.38	\$32,827.16	\$33,149.06	\$33,474.12	\$33,802.37	\$34,133.83	\$34,468.55	\$34,806.55	\$35,147.86	\$35,492.52	\$35,840.56	\$36,192.01	\$36,546.91	\$36,905.29	5
6	\$32,827.12	\$33,149.03	\$33,474.09	\$33,802.33	\$34,133.80	\$34,468.51	\$34,806.51	\$35,147.82	\$35,492.48	\$35,840.52	\$36,191.98	\$36,546.87	\$36,905.25	\$37,267.15	\$37,632.59	\$38,001.61	\$38,374.26	\$38,750.55	6
7	\$34,468.48	\$34,806.48	\$35,147.79	\$35,492.45	\$35,840.49	\$36,191.94	\$36,546.84	\$36,905.22	\$37,267.11	\$37,632.55	\$38,001.57	\$38,374.22	\$38,750.52	\$39,130.50	\$39,514.22	\$39,901.69	\$40,292.97	\$40,688.08	7
8	\$36,191.90	\$36,546.80	\$36,905.18	\$37,267.07	\$37,632.51	\$38,001.54	\$38,374.18	\$38,750.48	\$39,130.46	\$39,514.18	\$39,901.65	\$40,292.93	\$40,688.04	\$41,087.03	\$41,489.93	\$41,896.78	\$42,307.62	\$42,722.49	8
9	\$38,001.50	\$38,374.14	\$38,750.44	\$39,130.42	\$39,514.14	\$39,901.61	\$40,292.89	\$40,688.00	\$41,086.99	\$41,489.89	\$41,896.74	\$42,307.58	\$42,722.44	\$43,141.38	\$43,564.42	\$43,991.62	\$44,423.00	\$44,858.61	9
10	\$39,901.57	\$40,292.85	\$40,687.96	\$41,086.95	\$41,489.84	\$41,896.69	\$42,307.53	\$42,722.40	\$43,141.34	\$43,564.38	\$43,991.57	\$44,422.95	\$44,858.57	\$45,298.45	\$45,742.65	\$46,191.20	\$46,644.15	\$47,101.54	10
11	\$41,896.65	\$42,307.49	\$42,722.36	\$43,141.29	\$43,564.34	\$43,991.53	\$44,422.91	\$44,858.52	\$45,298.40	\$45,742.60	\$46,191.15	\$46,644.10	\$47,101.49	\$47,563.37	\$48,029.78	\$48,500.76	\$48,976.36	\$49,456.62	11
12	\$43,991.48	\$44,422.87	\$44,858.48	\$45,298.36	\$45,742.55	\$46,191.11	\$46,644.06	\$47,101.45	\$47,563.32	\$48,029.73	\$48,500.71	\$48,976.31	\$49,456.57	\$49,941.54	\$50,431.27	\$50,925.80	\$51,425.17	\$51,929.45	12
13	\$46,191.06	\$46,644.01	\$47,101.40	\$47,563.28	\$48,029.68	\$48,500.66	\$48,976.26	\$49,456.52	\$49,941.49	\$50,431.22	\$50,925.74	\$51,425.12	\$51,929.40	\$52,438.62	\$52,952.83	\$53,472.09	\$53,996.43	\$54,525.92	13
14	\$48,500.61	\$48,976.21	\$49,456.47	\$49,941.44	\$50,431.17	\$50,925.69	\$51,425.07	\$51,929.35	\$52,438.56	\$52,952.78	\$53,472.03	\$53,996.38	\$54,525.87	\$55,060.55	\$55,600.47	\$56,145.69	\$56,696.25	\$57,252.22	14
15	\$50,925.64	\$51,425.02	\$51,929.29	\$52,438.51	\$52,952.72	\$53,471.98	\$53,996.32	\$54,525.81	\$55,060.49	\$55,600.42	\$56,145.63	\$56,696.20	\$57,252.16	\$57,813.57	\$58,380.49	\$58,952.97	\$59,531.07	\$60,114.83	15
16	\$53,471.92	\$53,996.27	\$54,525.76	\$55,060.44	\$55,600.36	\$56,145.58	\$56,696.14	\$57,252.10	\$57,813.52	\$58,380.44	\$58,952.91	\$59,531.01	\$60,114.77	\$60,704.25	\$61,299.52	\$61,900.62	\$62,507.62	\$63,120.57	16
17	\$56,145.52	\$56,696.08	\$57,252.05	\$57,813.46	\$58,380.38	\$58,952.86	\$59,530.95	\$60,114.71	\$60,704.19	\$61,299.46	\$61,900.56	\$62,507.56	\$63,120.51	\$63,739.47	\$64,364.50	\$64,995.65	\$65,633.00	\$66,276.60	17
18	\$58,952.80	\$59,530.89	\$60,114.65	\$60,704.13	\$61,299.40	\$61,900.50	\$62,507.50	\$63,120.44	\$63,739.40	\$64,364.43	\$64,995.59	\$65,632.94	\$66,276.53	\$66,926.44	\$67,582.72	\$68,245.44	\$68,914.65	\$69,590.43	18
19	\$61,900.44	\$62,507.43	\$63,120.38	\$63,739.34	\$64,364.37	\$64,995.52	\$65,632.87	\$66,276.47	\$66,926.37	\$67,582.65	\$68,245.37	\$68,914.58	\$69,590.36	\$70,272.76	\$70,961.86	\$71,657.71	\$72,360.38	\$73,069.95	19
20	\$64,995.46	\$65,632.80	\$66,276.40	\$66,926.31	\$67,582.59	\$68,245.30	\$68,914.51	\$69,590.29	\$70,272.69	\$70,961.79	\$71,657.64	\$72,360.31	\$73,069.88	\$73,786.40	\$74,509.95	\$75,240.59	\$75,978.40	\$76,723.45	20
21	\$68,245.23	\$68,914.44	\$69,590.22	\$70,272.62	\$70,961.71	\$71,657.56	\$72,360.24	\$73,069.80	\$73,786.33	\$74,509.87	\$75,240.52	\$75,978.33	\$76,723.37	\$77,475.72	\$78,235.45	\$79,002.62	\$79,777.32	\$80,559.62	21
22	\$71,657.49	\$72,360.17	\$73,069.73	\$73,786.25	\$74,509.80	\$75,240.44	\$75,978.25	\$76,723.29	\$77,475.64	\$78,235.37	\$79,002.54	\$79,777.24	\$80,559.54	\$81,349.51	\$82,147.22	\$82,952.75	\$83,766.19	\$84,587.60	22
23	\$75,240.37	\$75,978.17	\$76,723.22	\$77,475.56	\$78,235.29	\$79,002.47	\$79,777.16	\$80,559.46	\$81,349.42	\$82,147.14	\$82,952.67	\$83,766.11	\$84,587.52	\$85,416.98	\$86,254.58	\$87,100.39	\$87,954.50	\$88,816.98	23
24	\$79,002.39	\$79,777.08	\$80,559.38	\$81,349.34	\$82,147.05	\$82,952.59	\$83,766.02	\$84,587.43	\$85,416.90	\$86,254.49	\$87,100.31	\$87,954.41	\$88,816.89	\$89,687.83	\$90,567.31	\$91,455.41	\$92,352.22	\$93,257.83	24
25	\$82,952.51	\$83,765.94	\$84,587.35	\$85,416.81	\$86,254.41	\$87,100.22	\$87,954.32	\$88,816.80	\$89,687.74	\$90,567.22	\$91,455.32	\$92,352.13	\$93,257.74	\$94,172.22	\$95,095.67	\$96,028.18	\$96,969.84	\$97,920.72	25
26	\$87,100.13	\$87,954.23	\$88,816.71	\$89,687.65	\$90,567.13	\$91,455.23	\$92,352.04	\$93,257.64	\$94,172.13	\$95,095.58	\$96,028.09	\$96,969.74	\$97,920.62	\$98,880.83	\$99,850.46	\$100,829.59	\$101,818.33	\$102,816.76	26
27	\$91,455.14	\$92,351.95	\$93,257.55	\$94,172.03	\$95,095.48	\$96,027.99	\$96,969.64	\$97,920.53	\$98,880.73	\$99,850.36	\$100,829.49	\$101,818.22	\$102,816.65	\$103,824.87	\$104,842.98	\$105,871.07	\$106,909.24	\$107,957.60	27
28	\$96,027.89	\$96,969.54	\$97,920.43	\$98,880.63	\$99,850.26	\$100,829.39	\$101,818.12	\$102,816.55	\$103,824.77	\$104,842.88	\$105,870.97	\$106,909.14	\$107,957.49	\$109,016.12	\$110,085.13	\$111,164.62	\$112,254.71	\$113,355.47	28
29	\$100,829.29	\$101,818.02	\$102,816.45	\$103,824.67	\$104,842.77	\$105,870.86	\$106,909.03	\$107,957.38	\$109,016.01	\$110,085.02	\$111,164.51	\$112,254.59	\$113,355.36	\$114,466.92	\$115,589.39	\$116,722.86	\$117,867.44	\$119,023.25	29

City of Brentwood Pay Scale - (Page 2)

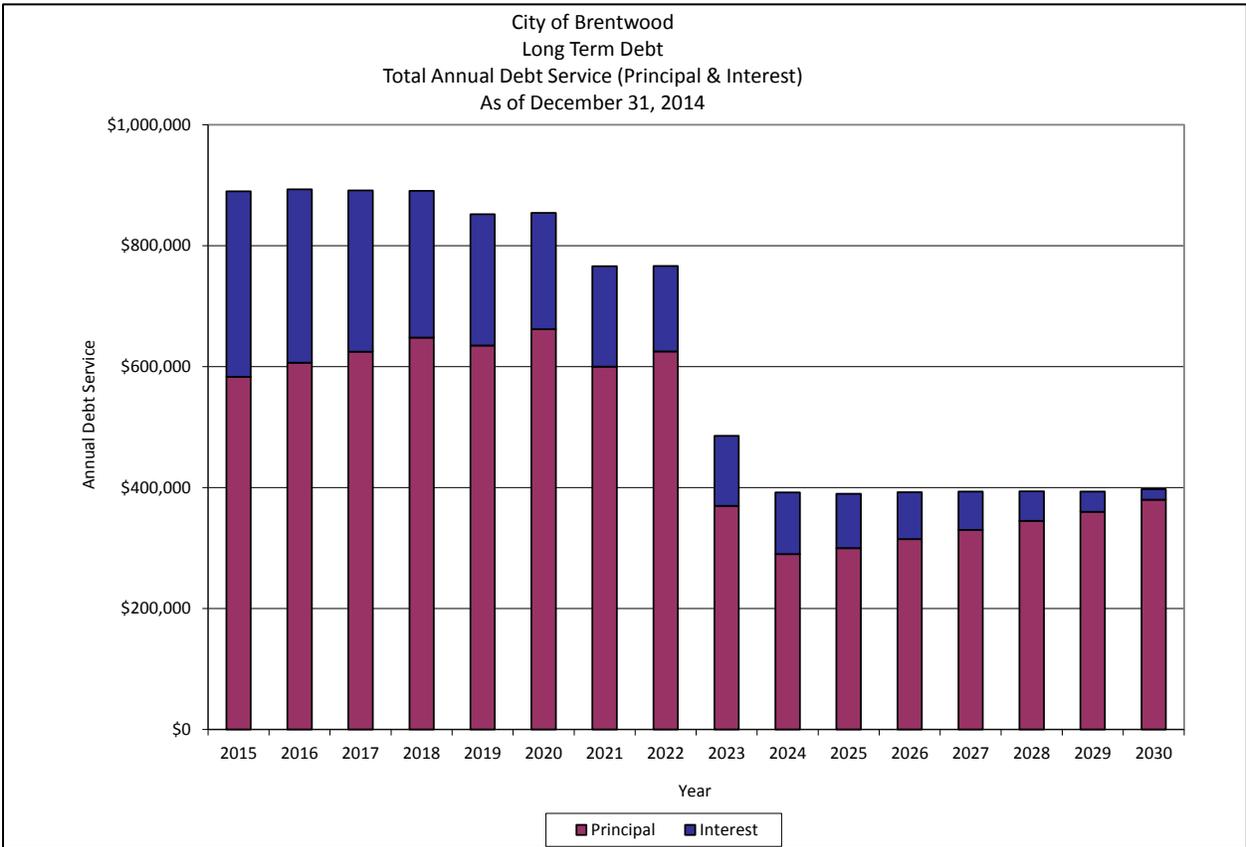
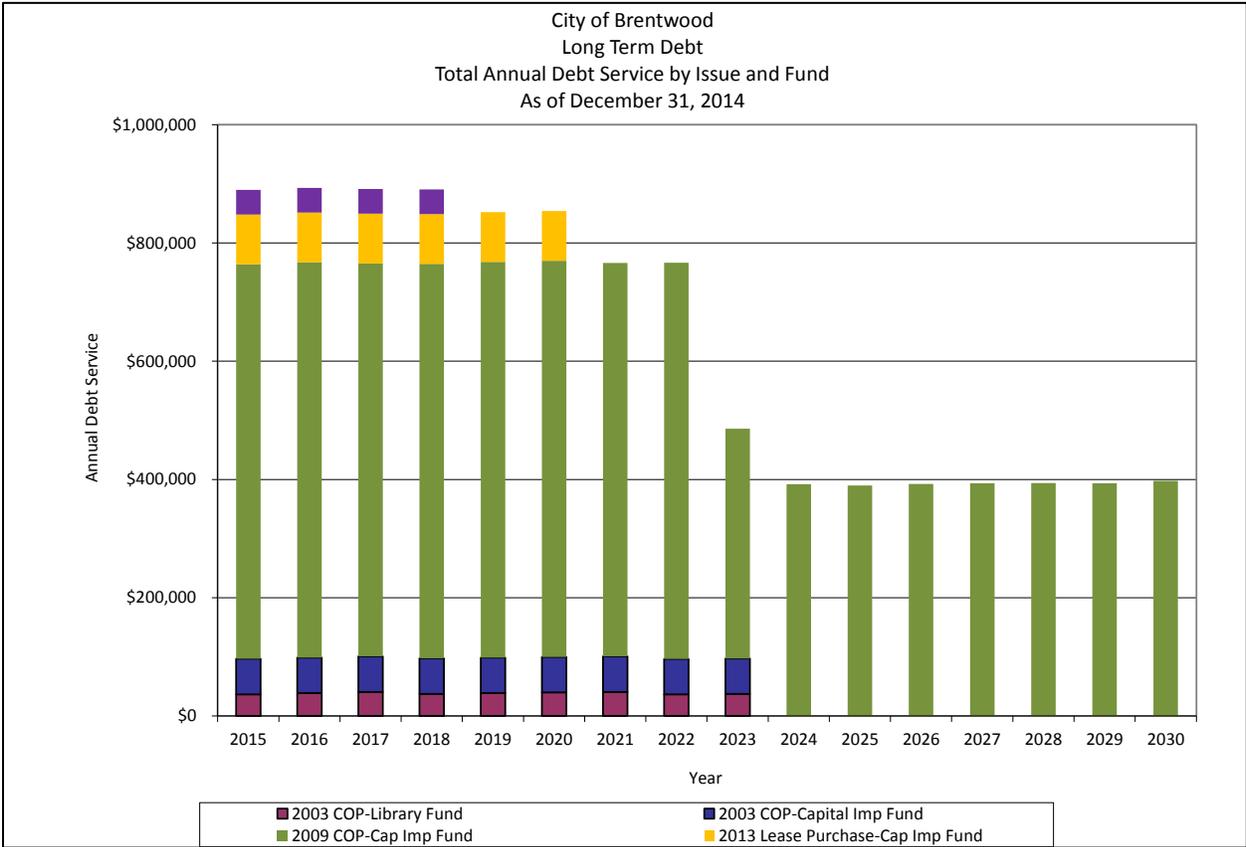
GRADE	S	T	U	V	W	X	Y	Z	AA	BB	CC	DD	EE	FF	GG	HH	II	GRADE
1	\$30,659.80	\$30,960.45	\$31,264.05	\$31,570.62	\$31,880.20	\$32,192.82	\$32,508.51	\$32,827.28	\$33,149.19	\$33,474.25	\$33,802.50	\$34,133.96	\$34,468.68	\$34,806.68	\$35,148.00	\$35,492.66	\$35,840.70	1
2	\$32,192.79	\$32,508.47	\$32,827.25	\$33,149.15	\$33,474.22	\$33,802.46	\$34,133.93	\$34,468.65	\$34,806.65	\$35,147.96	\$35,492.62	\$35,840.66	\$36,192.12	\$36,547.02	\$36,905.40	\$37,267.29	\$37,632.73	2
3	\$33,802.43	\$34,133.90	\$34,468.61	\$34,806.61	\$35,147.93	\$35,492.59	\$35,840.63	\$36,192.08	\$36,546.98	\$36,905.36	\$37,267.25	\$37,632.70	\$38,001.72	\$38,374.37	\$38,750.67	\$39,130.66	\$39,514.37	3
4	\$35,492.55	\$35,840.59	\$36,192.04	\$36,546.94	\$36,905.32	\$37,267.22	\$37,632.66	\$38,001.68	\$38,374.33	\$38,750.63	\$39,130.62	\$39,514.33	\$39,901.81	\$40,293.09	\$40,688.20	\$41,087.19	\$41,490.09	4
5	\$37,267.18	\$37,632.62	\$38,001.65	\$38,374.29	\$38,750.59	\$39,130.58	\$39,514.29	\$39,901.77	\$40,293.04	\$40,688.16	\$41,087.15	\$41,490.05	\$41,896.90	\$42,307.74	\$42,722.61	\$43,141.55	\$43,564.59	5
6	\$39,130.54	\$39,514.25	\$39,901.73	\$40,293.00	\$40,688.12	\$41,087.11	\$41,490.01	\$41,896.86	\$42,307.70	\$42,722.57	\$43,141.50	\$43,564.55	\$43,991.74	\$44,423.13	\$44,858.74	\$45,298.62	\$45,742.82	6
7	\$41,087.06	\$41,489.96	\$41,896.81	\$42,307.65	\$42,722.52	\$43,141.46	\$43,564.51	\$43,991.70	\$44,423.08	\$44,858.69	\$45,298.58	\$45,742.78	\$46,191.33	\$46,644.28	\$47,101.68	\$47,563.56	\$48,029.96	7
8	\$43,141.42	\$43,564.46	\$43,991.66	\$44,423.04	\$44,858.65	\$45,298.53	\$45,742.73	\$46,191.28	\$46,644.24	\$47,101.63	\$47,563.51	\$48,029.92	\$48,500.90	\$48,976.50	\$49,456.76	\$49,941.73	\$50,431.46	8
9	\$45,298.49	\$45,742.69	\$46,191.24	\$46,644.19	\$47,101.58	\$47,563.46	\$48,029.87	\$48,500.85	\$48,976.45	\$49,456.71	\$49,941.68	\$50,431.41	\$50,925.94	\$51,425.32	\$51,929.60	\$52,438.82	\$52,953.04	9
10	\$47,563.41	\$48,029.82	\$48,500.80	\$48,976.40	\$49,456.66	\$49,941.63	\$50,431.36	\$50,925.89	\$51,425.27	\$51,929.55	\$52,438.77	\$52,952.98	\$53,472.24	\$53,996.59	\$54,526.08	\$55,060.76	\$55,600.69	10
11	\$49,941.58	\$50,431.31	\$50,925.84	\$51,425.22	\$51,929.49	\$52,438.72	\$52,952.93	\$53,472.19	\$53,996.53	\$54,526.02	\$55,060.71	\$55,600.63	\$56,145.85	\$56,696.42	\$57,252.38	\$57,813.80	\$58,380.72	11
12	\$52,438.66	\$52,952.88	\$53,472.13	\$53,996.48	\$54,525.97	\$55,060.65	\$55,600.58	\$56,145.79	\$56,696.36	\$57,252.33	\$57,813.74	\$58,380.66	\$58,953.14	\$59,531.24	\$60,115.00	\$60,704.49	\$61,299.76	12
13	\$55,060.60	\$55,600.52	\$56,145.74	\$56,696.30	\$57,252.27	\$57,813.68	\$58,380.60	\$58,953.08	\$59,531.18	\$60,114.94	\$60,704.43	\$61,299.70	\$61,900.80	\$62,507.80	\$63,120.75	\$63,739.71	\$64,364.75	13
14	\$57,813.63	\$58,380.55	\$58,953.03	\$59,531.12	\$60,114.88	\$60,704.37	\$61,299.63	\$61,900.74	\$62,507.74	\$63,120.69	\$63,739.65	\$64,364.68	\$64,995.84	\$65,633.19	\$66,276.79	\$66,926.70	\$67,582.98	14
15	\$60,704.31	\$61,299.57	\$61,900.68	\$62,507.67	\$63,120.63	\$63,739.59	\$64,364.62	\$64,995.78	\$65,633.12	\$66,276.72	\$66,926.63	\$67,582.91	\$68,245.63	\$68,914.85	\$69,590.63	\$70,273.03	\$70,962.13	15
16	\$63,739.52	\$64,364.55	\$64,995.71	\$65,633.06	\$66,276.66	\$66,926.57	\$67,582.85	\$68,245.56	\$68,914.78	\$69,590.56	\$70,272.96	\$70,962.06	\$71,657.91	\$72,360.59	\$73,070.16	\$73,786.69	\$74,510.24	16
17	\$66,926.50	\$67,582.78	\$68,245.50	\$68,914.71	\$69,590.49	\$70,272.89	\$70,961.99	\$71,657.84	\$72,360.52	\$73,070.09	\$73,786.61	\$74,510.16	\$75,240.81	\$75,978.62	\$76,723.67	\$77,476.02	\$78,235.75	17
18	\$70,272.82	\$70,961.92	\$71,657.77	\$72,360.45	\$73,070.01	\$73,786.54	\$74,510.09	\$75,240.74	\$75,978.55	\$76,723.59	\$77,475.94	\$78,235.67	\$79,002.85	\$79,777.55	\$80,559.85	\$81,349.82	\$82,147.54	18
19	\$73,786.46	\$74,510.01	\$75,240.86	\$75,978.47	\$76,723.51	\$77,475.87	\$78,235.59	\$79,002.77	\$79,777.47	\$80,559.77	\$81,349.74	\$82,147.46	\$82,952.99	\$83,766.43	\$84,587.84	\$85,417.31	\$86,254.91	19
20	\$77,475.79	\$78,235.52	\$79,002.69	\$79,777.39	\$80,559.69	\$81,349.66	\$82,147.37	\$82,952.91	\$83,766.35	\$84,587.76	\$85,417.23	\$86,254.83	\$87,100.64	\$87,954.75	\$88,817.24	\$89,688.18	\$90,567.66	20
21	\$81,349.58	\$82,147.29	\$82,952.83	\$83,766.26	\$84,587.67	\$85,417.14	\$86,254.74	\$87,100.56	\$87,954.66	\$88,817.15	\$89,688.09	\$90,567.57	\$91,455.68	\$92,352.49	\$93,258.10	\$94,172.59	\$95,096.04	21
22	\$85,417.06	\$86,254.66	\$87,100.47	\$87,954.58	\$88,817.06	\$89,688.00	\$90,567.48	\$91,455.58	\$92,352.40	\$93,258.00	\$94,172.49	\$95,095.95	\$96,028.46	\$96,970.11	\$97,921.00	\$98,881.22	\$99,850.85	22
23	\$89,687.91	\$90,567.39	\$91,455.49	\$92,352.30	\$93,257.91	\$94,172.40	\$95,095.85	\$96,028.36	\$96,970.02	\$97,920.90	\$98,881.12	\$99,850.75	\$100,829.88	\$101,818.62	\$102,817.05	\$103,825.28	\$104,843.39	23
24	\$94,172.30	\$95,095.76	\$96,028.27	\$96,969.92	\$97,920.81	\$98,881.02	\$99,850.65	\$100,829.78	\$101,818.52	\$102,816.95	\$103,825.17	\$104,843.28	\$105,871.38	\$106,909.55	\$107,957.91	\$109,016.54	\$110,085.56	24
25	\$98,880.92	\$99,850.55	\$100,829.68	\$101,818.42	\$102,816.85	\$103,825.07	\$104,843.18	\$105,871.27	\$106,909.44	\$107,957.80	\$109,016.43	\$110,085.45	\$111,164.94	\$112,255.03	\$113,355.80	\$114,467.37	\$115,589.84	25
26	\$103,824.97	\$104,843.07	\$105,871.16	\$106,909.34	\$107,957.69	\$109,016.32	\$110,085.34	\$111,164.83	\$112,254.92	\$113,355.69	\$114,467.25	\$115,589.72	\$116,723.19	\$117,867.78	\$119,023.59	\$120,190.74	\$121,369.33	26
27	\$109,016.21	\$110,085.23	\$111,164.72	\$112,254.80	\$113,355.57	\$114,467.14	\$115,589.60	\$116,723.08	\$117,867.66	\$119,023.47	\$120,190.62	\$121,369.21	\$122,559.35	\$123,761.17	\$124,974.77	\$126,200.27	\$127,437.79	27
28	\$114,467.02	\$115,589.49	\$116,722.96	\$117,867.54	\$119,023.35	\$120,190.50	\$121,369.08	\$122,559.23	\$123,761.04	\$124,974.65	\$126,200.15	\$127,437.67	\$128,687.32	\$129,949.23	\$131,223.51	\$132,510.29	\$133,809.68	28
29	\$120,190.38	\$121,368.96	\$122,559.11	\$123,760.92	\$124,974.52	\$126,200.02	\$127,437.54	\$128,687.19	\$129,949.10	\$131,223.38	\$132,510.15	\$133,809.55	\$135,121.69	\$136,446.69	\$137,784.68	\$139,135.80	\$140,500.17	29

City of Brentwood
Long Term Debt
Outstanding Principal as of December 31, 2014

Year	2003 Certificates of Participation Library Fund	2003 Certificates of Participation Capital Imp Fund	2009 Certificates of Participation Capital Imp Fund	2013 Lease Purchase Fire Truck Capital Imp Fund	2014 Lease Purchase IT Equipment Capital Imp Fund	Totals by Year
2015	\$ 24,670	\$ 40,330	\$ 410,000	\$ 72,404	\$ 35,973	\$ 583,377
2016	27,533	42,467	425,000	74,235	37,328	606,563
2017	30,365	44,635	435,000	76,114	38,734	624,847
2018	28,819	46,181	455,000	78,039	40,192	648,232
2019	31,417	48,583	475,000	80,014	-	635,014
2020	33,960	51,040	495,000	82,038	-	662,038
2021	36,434	53,566	510,000	-	-	600,000
2022	34,088	55,912	535,000	-	-	625,000
2023	36,378	58,622	275,000	-	-	370,000
2024	-	-	290,000	-	-	290,000
2025	-	-	300,000	-	-	300,000
2026	-	-	315,000	-	-	315,000
2027	-	-	330,000	-	-	330,000
2028	-	-	345,000	-	-	345,000
2029	-	-	360,000	-	-	360,000
2030	-	-	380,000	-	-	380,000
Totals	\$ 283,664	\$ 441,336	\$ 6,335,000	\$ 462,843	\$ 152,227	\$ 7,675,070

City of Brentwood
Long Term Debt
Total Annual Debt Service as of December 31, 2014

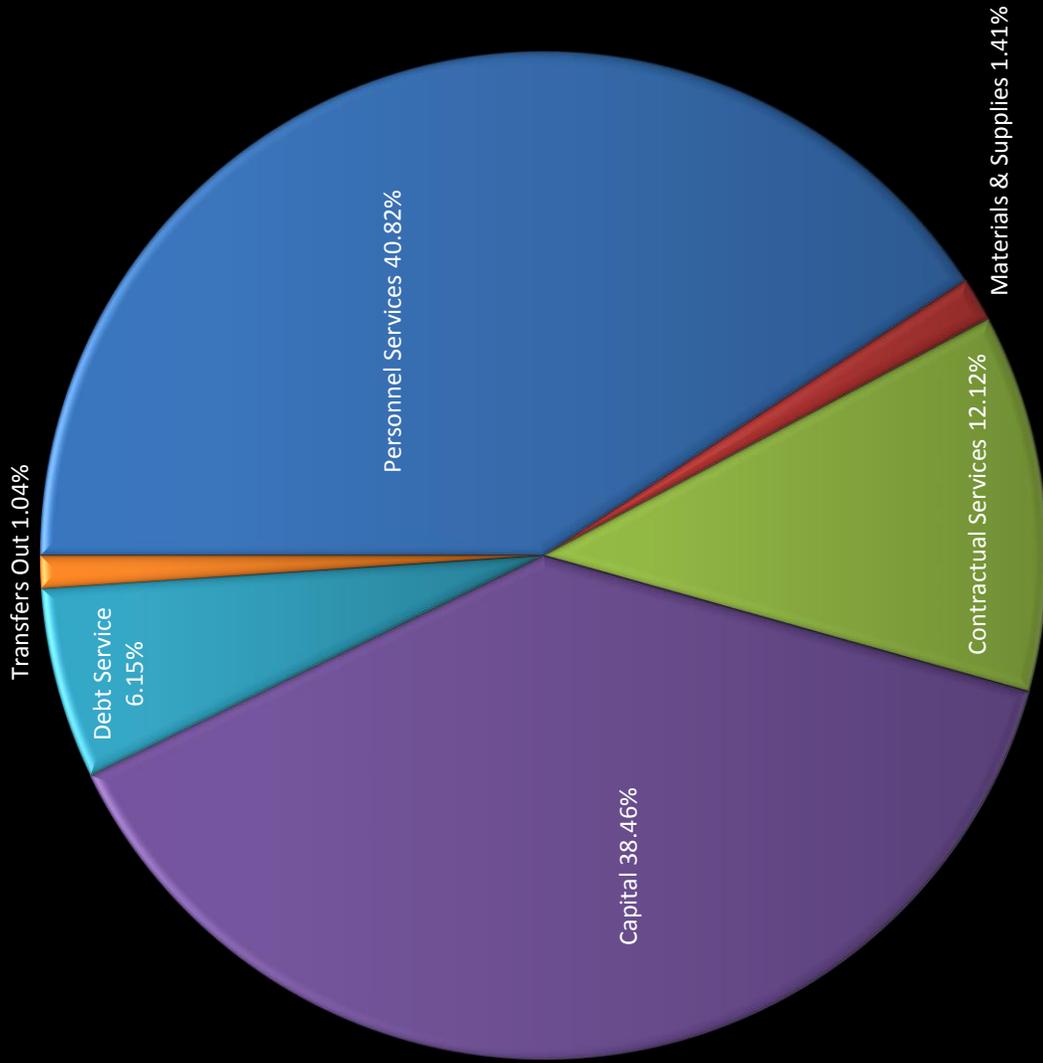
Year	2003 Certificates of Participation Library Fund	2003 Certificates of Participation Capital Imp Fund	2009 Certificates of Participation Capital Imp Fund	2013 Lease Purchase Fire Truck Capital Imp Fund	2014 Lease Purchase IT Equipment Capital Imp Fund	Totals by Year
2015	\$ 36,703	\$ 60,000	\$ 667,273	\$ 84,114	\$ 41,706	\$ 889,795
2016	38,900	60,000	668,473	84,114	41,706	893,193
2017	40,818	60,000	664,660	84,114	41,706	891,297
2018	37,443	60,000	667,260	84,114	41,706	890,522
2019	38,800	60,000	669,060	84,114	-	851,974
2020	39,923	60,000	670,060	84,114	-	854,096
2021	40,810	60,000	665,260	-	-	766,070
2022	36,580	60,000	669,860	-	-	766,440
2023	37,233	60,000	388,460	-	-	485,693
2024	-	-	392,185	-	-	392,185
2025	-	-	390,005	-	-	390,005
2026	-	-	392,255	-	-	392,255
2027	-	-	393,553	-	-	393,553
2028	-	-	394,033	-	-	394,033
2029	-	-	393,680	-	-	393,680
2030	-	-	397,480	-	-	397,480
Totals	\$ 347,208	\$ 540,000	\$ 8,483,557	\$ 504,681	\$ 166,824	\$ 10,042,270



EXPENDITURE SUMMARY BY DEPARTMENT	Actual <u>2011</u>	Actual <u>2012</u>	Actual <u>2013</u>	Budgeted <u>2014</u>	Estimated <u>2014</u>	Budgeted <u>2015</u>	Projected <u>2016</u>	Projected <u>2017</u>	2014-2015 Budget % Change
GENERAL FUND									
ADMINISTRATION DEPARTMENT	694,223	701,546	707,698	737,370	737,370	752,520	777,259	802,904	2.05%
COMMUNITY SERVICES	147,959	143,418	52,891	45,975	52,326	48,900	47,600	47,600	6.36%
MUNICIPAL OPERATING EXPENSES	3,911,283	1,156,323	1,511,998	1,178,420	1,237,420	1,492,770	1,504,220	1,516,720	26.68%
FIRE DEPARTMENT	2,267,010	2,444,529	2,418,383	2,568,687	2,548,487	2,560,951	2,625,331	2,714,971	-0.30%
JUDICIAL DEPARTMENT	131,432	170,254	192,848	208,134	204,469	214,963	221,574	229,064	3.28%
LEGISLATIVE DEPARTMENT	86,169	119,321	109,839	115,001	112,359	116,910	117,287	117,675	1.66%
PLANNING & DEVELOPMENT DEPARTMENT	176,025	413,387	412,142	536,204	438,289	582,418	505,882	520,891	8.62%
POLICE DEPARTMENT	2,733,322	3,421,791	3,578,082	3,689,155	3,666,413	3,430,474	3,541,352	3,658,690	-7.01%
POLICE SEIZURE FUNDS	-	30,806	52,519	5,000	5,000	-	-	-	-100.00%
PUBLIC WORKS - STREETS	732,028	1,550,782	1,615,278	1,826,578	1,809,348	1,734,953	1,812,440	1,886,514	-5.02%
PUBLIC WORKS - SANITATION	526,149	539,626	549,363	562,227	535,786	571,656	586,491	600,886	1.68%
TOTAL	11,405,600	10,691,783	11,201,041	11,472,751	11,347,267	11,506,515	11,739,436	12,095,915	0.29%
CAPITAL IMPROVEMENTS FUND	1,303,883	2,053,418	2,728,243	3,668,240	2,266,044	4,686,532	3,258,602	2,311,704	27.76%
PARKS & REC-STORM WATER & PARK IMPRV	1,572,572	1,415,410	1,865,233	5,806,531	2,359,707	7,679,478	2,913,121	3,007,659	32.26%
PUBLIC WORKS-SEWER IMPROVEMENTS	160,543	177,334	192,944	190,405	188,018	191,829	207,511	208,392	0.75%
TOTAL EXPENDITURES	14,442,598	14,337,945	15,987,461	21,137,927	16,161,036	24,064,354	18,118,670	17,623,670	13.84%

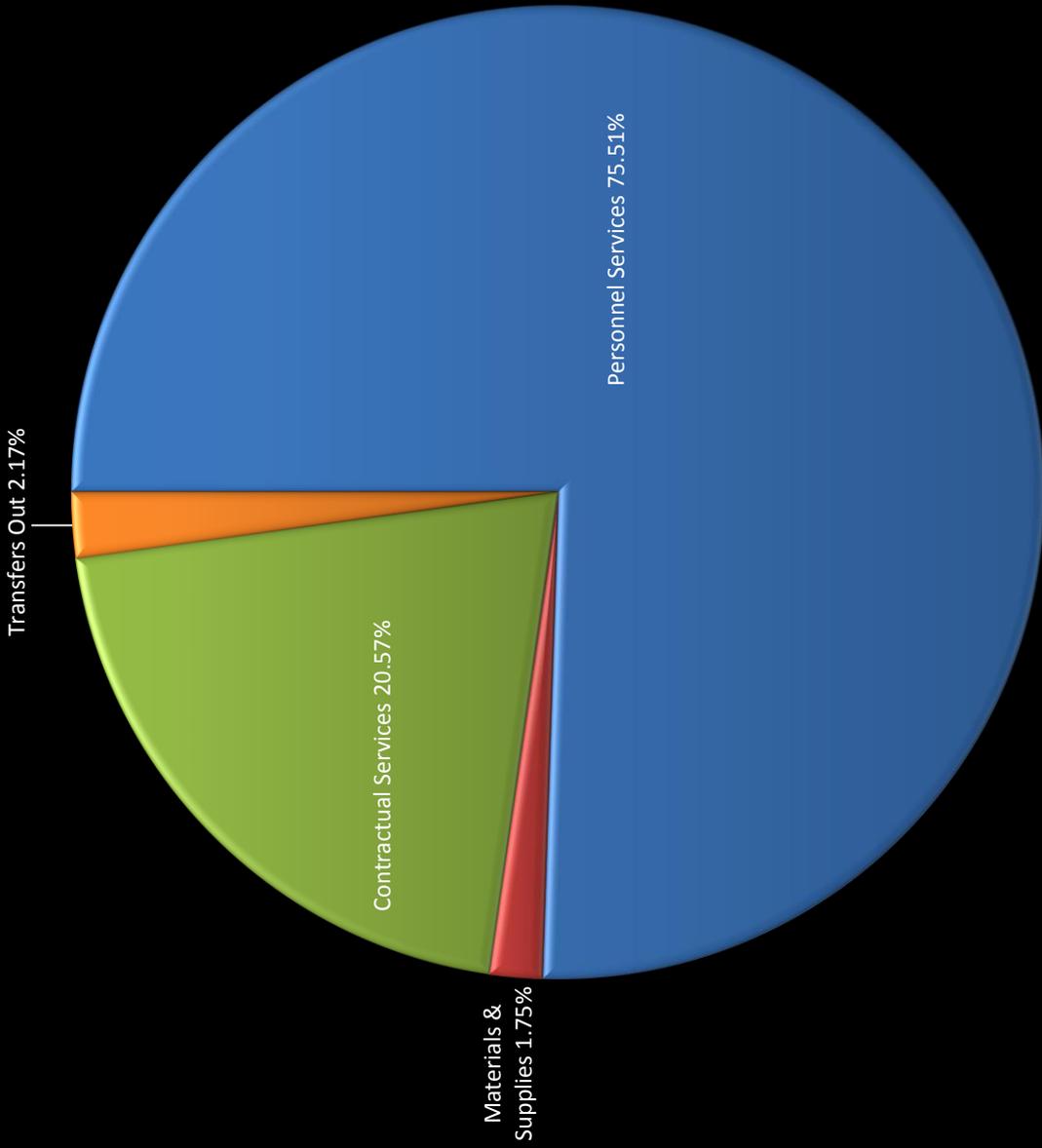
2015 EXPENDITURES BY TYPE-ALL FUNDS

- Personnel Services
- Materials & Supplies
- Contractual Services
- Capital
- Debt Service
- Transfers Out



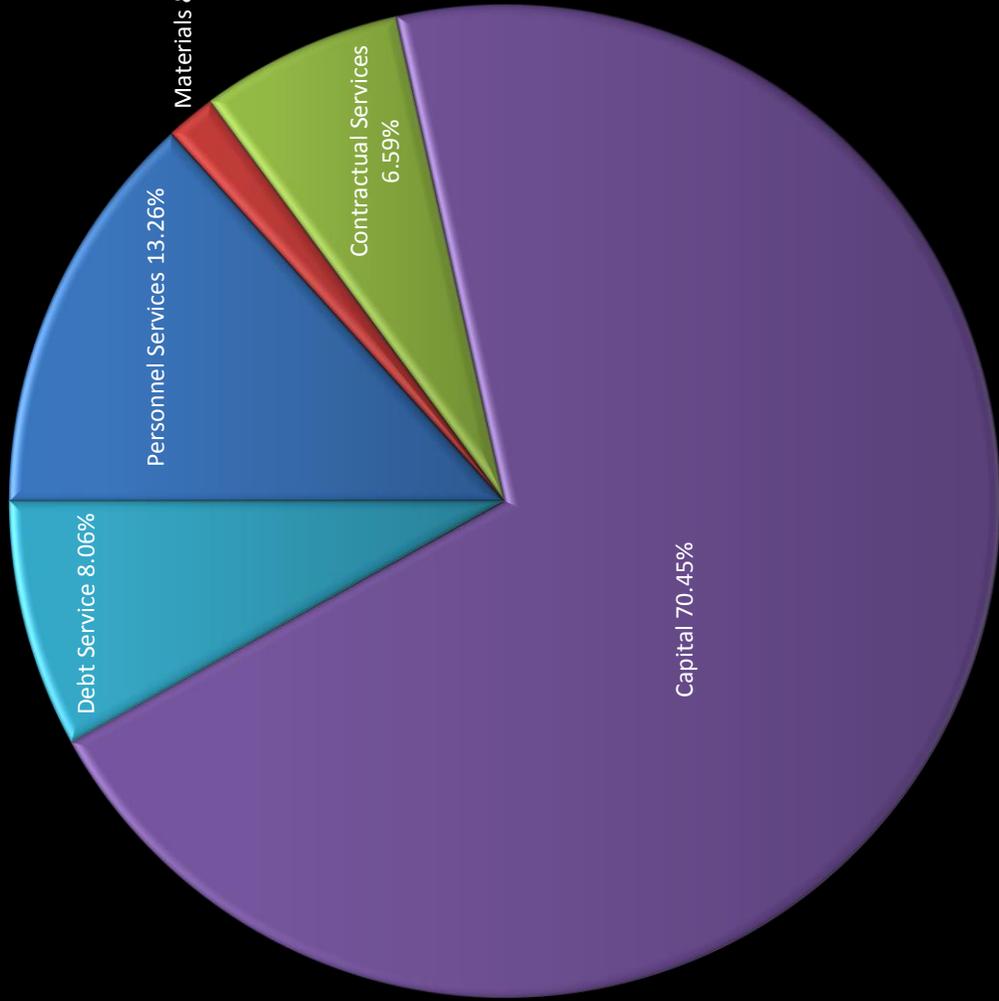
2015 EXPENDITURES BY TYPE-GENERAL FUND

- Personnel Services
- Materials & Supplies
- Contractual Services
- Capital
- Debt Service
- Transfers Out



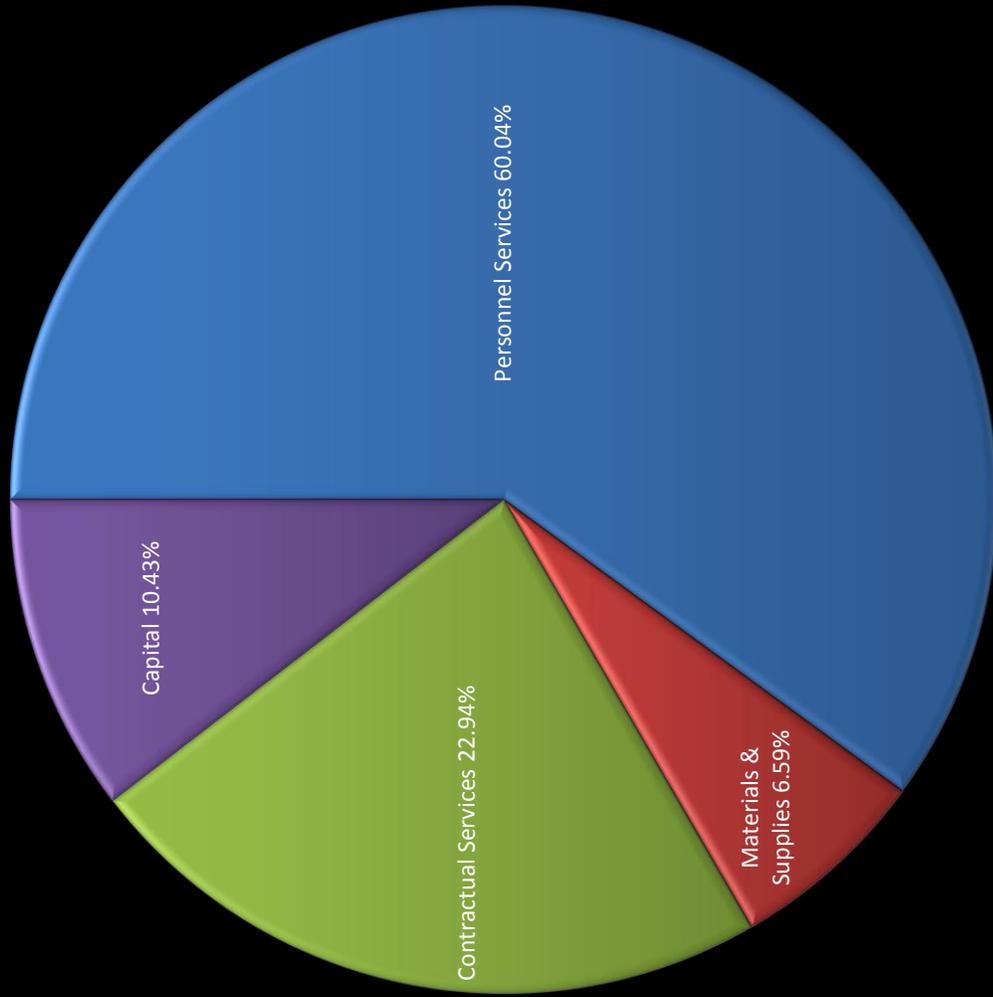
2015 EXPENDITURES BY TYPE-STORMWATER & PARKS FUND

- Personnel Services
- Materials & Supplies
- Contractual Services
- Capital
- Debt Service
- Transfers Out



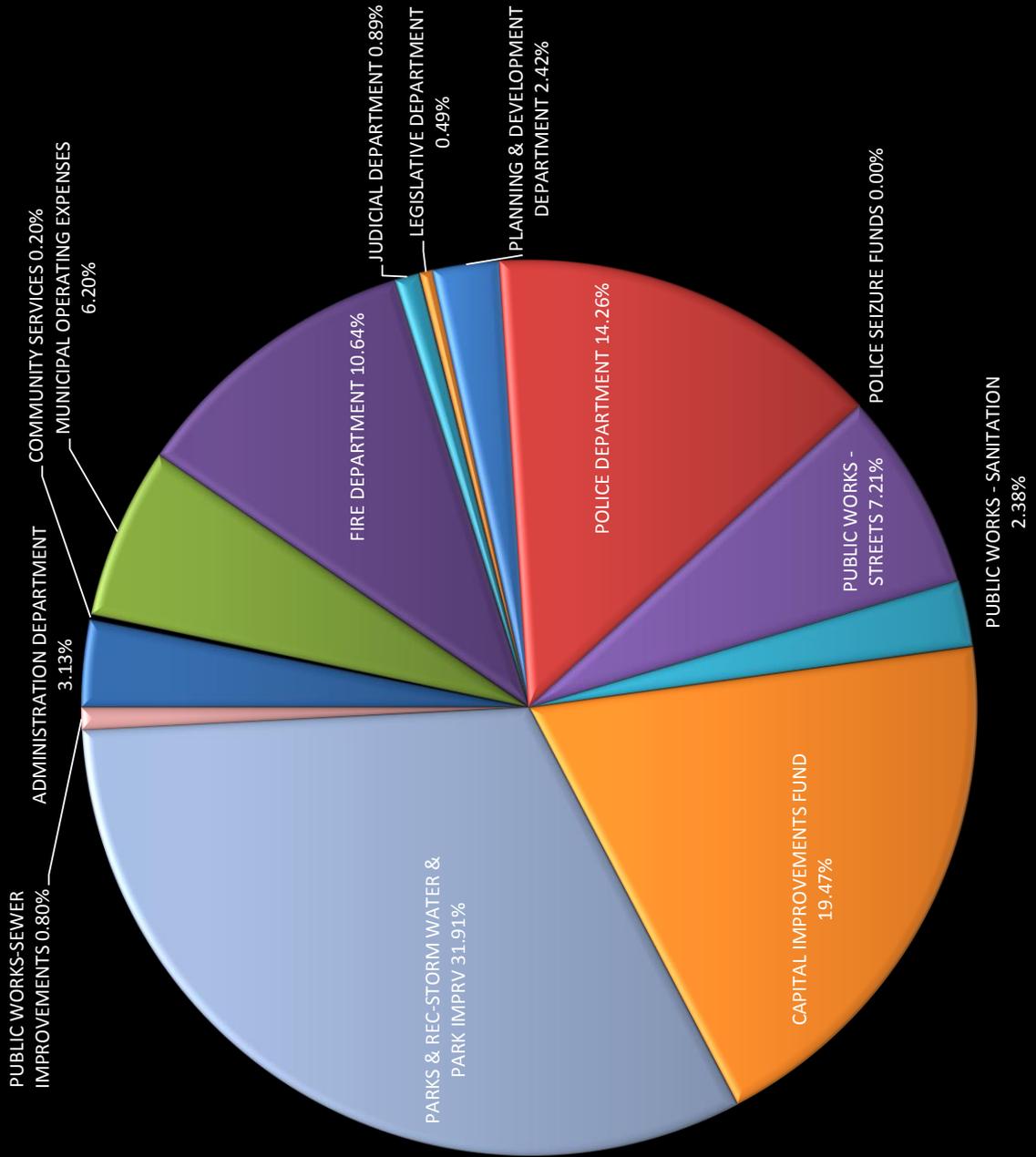
2015 EXPENDITURES BY TYPE-SEWER IMPROVEMENTS FUND

- Personnel Services
- Materials & Supplies
- Contractual Services
- Capital
- Debt Service
- Transfers Out



2015 EXPENDITURES BY DEPARTMENT-ALL FUNDS

- ADMINISTRATION DEPARTMENT
- COMMUNITY SERVICES
- MUNICIPAL OPERATING EXPENSES
- FIRE DEPARTMENT
- JUDICIAL DEPARTMENT
- LEGISLATIVE DEPARTMENT
- PLANNING & DEVELOPMENT DEPARTMENT
- POLICE DEPARTMENT
- POLICE SEIZURE FUNDS
- PUBLIC WORKS - STREETS
- PUBLIC WORKS - SANITATION
- CAPITAL IMPROVEMENTS FUND
- PARKS & REC-STORM WATER & PARK IMPRV
- PUBLIC WORKS-SEWER IMPROVEMENTS



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Revenues

- General Fund
- Capital Improvements Fund
- Storm Water & Park Improvements Fund
- Sewer Improvements Fund

GENERAL FUND REVENUE

Account Number	ACCOUNT DESCRIPTIONS	Actual 2011	Actual 2012	Actual 2013	Budgeted 2014	Estimated 2014	Budgeted 2015	Projected 2016	Projected 2017
4002	AD VALOREM TAXES	241,381	261,236	238,493	271,336	286,364	294,955	303,804	312,918
4010	ROAD & BRIDGE TAX	279,106	310,288	258,564	280,000	280,000	280,000	280,000	280,000
4015	FINANCIAL INSTITUTION TAX	27,612	2,425	1,329	2,500	2,500	2,500	2,500	2,500
4025	SALES TAX	3,748,773	4,095,819	3,866,351	4,527,510	4,527,510	5,513,335	5,678,735	5,849,097
4027	MUNICIPAL FIRE SALES TAX	1,083,001	1,196,310	1,168,608	1,281,655	1,281,655	1,430,105	1,473,008	1,517,198
4030	STATE MOTOR FUEL TAX	290,745	271,954	292,221	290,000	290,000	290,000	290,000	290,000
4035	CIGARETTE TAX	38,197	38,198	38,197	38,197	38,197	38,197	38,197	38,197
4040	UTILITY FRANCHISE-LACLEDE GAS	153,526	122,429	141,582	150,000	150,000	150,000	150,000	150,000
4045	UTILITY FRANCHISE-UNION ELEC	678,543	680,324	732,036	640,000	640,000	670,000	670,000	670,000
4050	COMMUNICATIONS - TELEPHONE	445,099	498,753	493,635	525,000	525,000	500,000	500,000	500,000
4055	UTIL FRANCHISE-ST. LOUIS CNTY WATER	51,673	57,246	100,230	55,000	55,000	55,000	55,000	55,000
4060	CABLEVISION	142,775	158,226	153,561	155,000	155,000	155,000	155,000	155,000
4100	OCCUPATIONAL LICENSES	1,357,691	1,369,900	1,458,591	1,452,000	1,485,000	1,485,000	1,485,000	1,485,000
4110	LIQUOR LICENSES	11,602	10,003	10,853	10,000	12,000	12,000	12,000	12,000
4115	AUTOMOBILE LICENSES	34,894	37,479	30,840	35,000	35,000	35,000	35,000	35,000
4135	OCCUPANCY PERMITS	34,840	48,582	37,340	40,000	40,000	40,000	40,000	40,000
4140	BUILDING PERMITS	60,873	75,659	229,578	75,000	140,000	75,000	75,000	75,000
4142	BUILDING PERMITS - FIRE	16,958	4,937	5,642	15,000	5,000	5,000	5,000	5,000
4145	PLANNING/ ZONING APPLICATIONS	1,710	3,380	1,800	3,000	2,000	2,000	2,000	2,000
4150	ELECTRICAL PERMITS	15,316	14,294	20,824	14,000	20,000	14,000	14,000	14,000
4155	PLUMBING PERMITS	11,338	10,757	22,901	10,000	20,000	10,000	10,000	10,000
4205	GRANTS - MISC	-	289	-	-	13,500	-	-	-
4210	GRANTS POLICE FEDERAL/STATE	2,012	13,701	-	10,000	-	-	-	-
4211	POL TRAFFIC GRANT	-	9,714	10,278	8,500	8,500	8,500	8,500	8,500
4300	PROGRAM FEES-SPORTS	130,965	71,677	63,424	53,911	55,750	66,936	70,283	73,797
4301	RECREATION FEES-FITNESS	-	18,699	20,174	22,000	13,000	9,368	14,000	16,000
4302	RECREATION FEES-GENL PROG	-	-	-	18,500	13,750	7,010	13,300	14,000
4303	RECREATION FEES-SPEC EVENTS	-	-	-	9,500	4,375	3,615	4,500	4,725
4304	RECREATION FEES-SENIOR PROG	-	-	-	-	-	19,056	20,884	21,302
4305	PARK PERMITS	28,112	58,043	48,933	46,000	44,500	38,750	39,000	39,500
4310	ROOM RENTAL	94,350	86,272	93,555	112,000	99,938	55,500	102,000	108,000
4320	RENTAL PROPERTY	11,068	10,968	11,068	10,968	11,068	11,068	11,068	11,068
4325	LEAGUE FEES	281,577	-	-	-	-	-	-	-
4326	RINK FEES	-	291,975	300,097	292,375	293,000	184,695	306,049	315,231
4335	ICE RINK ADMISSIONS	75,316	69,011	81,214	71,600	84,750	55,500	80,855	83,281
4340	ICE RINK RENTALS	198,346	196,300	200,217	205,000	206,000	135,000	205,000	205,000
4341	BIRTHDAY PARTY FEES	-	7,325	6,616	6,500	7,250	3,700	6,900	7,100

GENERAL FUND REVENUE

Account Number	ACCOUNT DESCRIPTIONS	Actual 2011	Actual 2012	Actual 2013	Budgeted 2014	Estimated 2014	Budgeted 2015	Projected 2016	Projected 2017
4345	CONCESSIONS-RINK	15,676	6,432	4,522	5,000	4,000	500	300	325
4350	SKATE RENTALS	9,402	7,082	7,268	9,000	8,750	7,000	9,100	9,250
4355	LOCKER RENTALS	300	207	192	200	215	120	200	200
4360	SKATE SHARPENING	468	-	-	-	-	-	-	-
4365	VENDING	4,258	4,000	3,518	3,500	4,300	2,500	3,800	3,900
4370	TRASH, ETC. PICKUPS	59,195	34,070	26,947	26,000	26,000	26,000	26,000	26,000
4375	AMBULANCE FEES	178,178	263,195	212,609	200,000	200,000	200,000	200,000	200,000
4385	INTERDEPARTMENT UTIL & MAINT.	6,600	7,500	7,500	6,600	7,500	7,500	7,500	7,500
4400	POLICE REPORTS	1,734	1,591	1,664	1,600	1,600	1,600	1,600	1,600
4405	CRIME VICTIMS-BRENTWOOD	1,503	1,510	1,497	1,800	1,800	1,800	1,800	1,800
4410	FINES	451,203	462,755	436,803	460,000	460,000	460,000	460,000	460,000
4411	ATS	8,525	31,500	6,700	-	-	-	-	-
4414	POLICE TRAINING	3,338	3,553	4,271	3,700	3,700	3,700	3,700	3,700
4415	TRAINING FEES-BRENTWOOD	8,184	8,526	8,072	9,000	8,000	8,000	8,000	8,000
4416	SEIZED PROPERTY	10,175	38,101	11,692	10,000	10,000	10,000	10,000	10,000
4430	INTERCITY JOINT SERVICES	79,412	57,388	59,960	56,000	35,000	3,293	-	-
4435	INTERGOVERNMENTAL REVENUE-DEA	-	17,217	17,720	17,200	17,200	17,200	17,200	17,200
4440	INTERGOVERNMENTAL REVENUE-BSD	-	-	667	1,890	1,890	1,890	1,890	1,890
4510	SALE OF CITY PROPERTY	150	-	750	-	-	-	-	-
4520	WEED CUTTING, CLEAN UP	367	633	2,132	500	850	850	850	850
4525	INTEREST INCOME	18,038	4,741	6,352	6,000	7,500	7,500	7,500	7,500
4526	INTEREST INCOME-PLUMBERS TRUST	-	5	1	1	1	1	1	1
4530	PLANNING & DEVELOPMENT MISC.	664	2,946	1,885	1,000	2,500	2,000	2,000	2,000
4535	INSURANCE SETTLEMENTS	175,000	34,505	27,306	11,000	11,000	11,000	11,000	11,000
4540	FALSE ALARMS	2,130	1,440	1,345	2,000	2,000	2,000	2,000	2,000
4545	FESTIVAL REVENUE	7,000	9,500	-	-	-	-	-	-
4550	GOLF TOURNAMENT REVENUE	24,014	50	-	-	-	-	-	-
4555	MISCELLANEOUS INCOME	50,504	13,724	5,570	5,000	5,000	5,000	5,000	5,000
4556	C SEEMAYER REIMB	(1,292)	-	-	-	-	-	-	-
4560	DONATIONS MISCELLANEOUS	600	-	-	-	-	-	-	-
4565	DONATIONS - POLICE & FIRE	100	2,716	2,676	4,000	2,500	2,500	2,500	2,500
4575	T.I.F. REIMBURSEMENTS	-	503,928	695,882	-	138,000	-	-	-
4576	MERIDIAN TDD REIMBURSEMENT	-	15,011	2,000	15,000	15,000	15,000	15,000	15,000
4577	TDD COLLECTION FEES	-	48,000	24,000	24,000	24,000	-	-	-
4578	STRASSNER TDD REIMBURSEMENT	-	-	10,735	-	-	-	-	-
4585	SLAIT PREMIUM RETURN	-	47,680	49,960	20,000	20,000	20,000	20,000	20,000
4587	COMM LITIGATION SETTLEMENT	26	-	-	-	-	-	-	-
4588	WORKERS COMP	1,971	-	-	-	-	-	-	-
Total by Year		10,664,822	11,731,679	11,780,948	11,637,043	11,863,913	12,472,744	12,973,524	13,222,630

CAPITAL IMPROVEMENTS FUND

	<u>Actual 2011</u>	<u>Actual 2012</u>	<u>Actual 2013</u>	<u>Budgeted 2014</u>	<u>Estimated 2014</u>	<u>Budgeted 2015</u>	<u>Projected 2016</u>	<u>Projected 2017</u>
4002 AD VALOREM TAXES	217,653	(456)	(205)	-	-	-	-	-
4025 SALES TAX	1,768,440	1,916,775	1,823,725	2,132,389	2,132,389	2,486,361	2,560,952	2,637,781
4026 RECYCLE GRANTS	-	-	-	-	10,000	-	-	-
4028 PEDESTRIAN/TRANSIT STP	34,358	18,920	155,502	-	211,900	-	-	-
4029 ROSE AVENUE STP	-	37,887	162,566	-	205,640	-	-	-
4030 LITZINGER ROAD STP	-	-	86,105	1,279,200	194,725	1,259,170	-	-
4031 RESERVES	-	-	-	94,701	-	323,354	-	-
4032 HIC PEDESTRIAN STP	-	-	-	-	-	89,949	661,156	-
4038 PEDESTRIAN/TRANSIT TDD	-	13,319	38,875	-	56,121	-	-	-
4205 GRANTS - MISC	-	-	-	-	-	-	-	-
4510 SALE OF CITY PROPERTY	-	11,500	76,702	30,000	30,000	10,000	10,000	10,000
4525 INTEREST INCOME	702	5,062	4,195	3,500	4,000	4,000	4,000	4,000
4599 DEBT PROCEEDS	-	-	533,460	-	-	185,000	-	-
4625 TRANSFER IN	-	-	-	-	-	250,000	250,000	250,000
4950 INTERGOVERNMENTAL RECEIPT	-	-	7,759	128,450	9,793	78,698	-	-
Total by Year	2,021,153	2,003,007	2,888,684	3,668,240	2,854,568	4,686,532	3,486,108	2,901,781

STORM WATER & PARK IMPROVEMENTS FUND

Account Number	ACCOUNT DESCRIPTIONS	Actual 2011	Actual 2012	Actual 2013	Budgeted 2014	Estimated 2014	Budgeted 2015	Projected 2016	Projected 2017
4002	AD VALOREM TAXES	72,520	55,992	761	-	-	-	-	-
4025	SALES TAX	2,042,605	2,206,804	2,149,956	2,481,936	2,481,936	2,876,394	2,962,686	3,051,567
4031	RESERVES	-	-	-	-	-	768,663	-	-
4200	MEMORIAL TREE & BENCH PROGRAM	-	-	-	3,500	250	3,500	5,000	7,500
4210	MSD-EXEC WALK FUNDING	-	-	28,084	-	246,066	-	-	-
4510	SALE OF CITY PROPERTY	-	-	2,000	-	4,000	4,000	4,000	4,000
4525	INTEREST INCOME	545	4,200	6,609	5,000	7,000	7,000	7,000	7,000
4545	FESTIVAL REVENUE	-	-	10,650	33,500	13,775	15,000	17,500	20,000
4570	SPONSORSHIPS/DONATIONS	-	-	4,550	7,000	7,000	8,850	9,300	9,750
4585	SLAIT PREMIUM RETURN	-	15,688	15,987	5,000	5,000	5,000	5,000	5,000
4599	DEBT PROCEEDS	-	-	-	3,621,071	-	3,621,071	-	-
4950	INTERGOVERNMENTAL RECEIPT	-	13,500	103,195	-	70,570	370,000	-	-
Total by Year		2,115,670	2,296,184	2,321,792	6,157,007	2,835,597	7,679,478	3,010,486	3,104,817

SEWER IMPROVEMENTS FUND

Account Number	ACCOUNT DESCRIPTIONS	Actual 2011	Actual 2012	Actual 2013	Budgeted 2014	Estimated 2014	Budgeted 2015	Projected 2016	Projected 2017
4525	INTEREST INCOME	-	-	34	100	100	100	100	100
4585	ASSESSMENTS	154,932	194,831	192,753	193,750	193,750	193,750	193,750	193,750
4031	RESERVES	-	-	-	-	-	-	13,661	14,542
Total by Year		154,932	194,831	192,787	193,850	193,850	193,850	207,511	208,392
GRAND TOTALS BY YEAR		14,956,577	16,225,701	17,184,211	21,656,140	17,747,928	25,032,604	19,677,629	19,437,620

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Administration

- Administration Department
- Community Services
- Municipal Operating Expenses

ADMINISTRATION DEPARTMENT

Mission Statement

To provide leadership, management, financial planning, information and policy implementation to elected officials so they have confidence in our financial stewardship and can make informed decisions; Maintaining a fiscally sound organization that conforms to legal requirements and to generally accepted financial management principles; Supporting City departments so they can efficiently and effectively deliver services; Services provided include debt management and capital financing, advisory support, accounting and financial reporting, procurement of materials and services, treasury services, risk and inventory management, tax and licensing, acquisition and management of real property; and support of citizens so they can live, work, and play in a progressive community known as the "City of Warmth" for its small town charm, sense of community, low property taxes, high quality services, and high quality of life.

Goals and Objectives

1. Be responsive in an expedient manner to our citizens.
2. Provide ethical reporting and advisory services to the Board of Aldermen and departments in their decision making process.
3. Keep the Board of Aldermen informed of important community issues.
4. Ensure quality services are delivered to the citizens of Brentwood by recruiting, developing, and retaining a skilled and effective workforce.
5. Communicate the importance of safety to all employees and attain a zero preventable accident/injury rate.
6. Provide support on the following functional areas of the city - legislative, policy implementation, budget development, strategic planning, economic development, communication, information technology, public safety and legal service.
7. Continue to influence development patterns that will result in increased efficient delivery of core services, use of energy and resources, and demand for infrastructure.
8. Continue to monitor controls that have been established to eliminate the possibility of fraud.
9. Encourage and promote city-wide professional development and training.
10. Optimize the technology infrastructure and capabilities to provide a reliable, agile and secure environment to ensure continuous improvement and readiness for future change.
11. Align technology initiatives to effectively integrate applications and technical solutions into organizational processes.

Accomplishments

ADMINISTRATION:

1. Prepared the Fiscal Year 2014 Annual Budget.
2. Successful in seeking funding for Climate Action Plan.
3. Continued to monitor and report on all legislative initiative at the State and Federal level.

FINANCE:

1. Received Certificate of Achievement for Excellence in Financial Reporting for preparation of the December 31, 2013 Fiscal Year Comprehensive Annual Financial Report (CAFR).
2. Completed annual capital asset inventory process.
3. Completed the implementation and rollout of the Electronic Time and Attendance System.
4. Completed the Inter-fund Assets Liabilities Balances.
5. Completed the development of the Internal Control Financial Policy Document.

HUMAN RESOURCES:

1. Managed the recruitment and onboarding process for all new hires and separating employees.
2. Oversaw, with the support of the City's personnel attorney, the application of legally defensible employee relations.
3. Continued to provide consistent employee communications through the Brentwood Buzz with all city employees.
4. Oversaw and implementation of professional development and comprehensive training sessions for all employees.
5. Continued to oversee the City's benefits and safety program and implement strategies to lower the City's health insurance premiums.

INFORMATION TECHNOLOGY:

Enterprise:

1. Initiated implementation of comprehensive technology infrastructure refresh plan.
2. Created necessary technology procedures, documented processes, and developed annual technology project plan and implementation schedule.
3. Successfully completed financial audit and Police Department and Court CJIS technology audits.
4. Provided project management and technology coordination for ECDC dispatch transition.
5. Completed over 60 hours of technical and professional development training.

Telephony:

1. Completed circuit audits (AT&T) -- consolidated circuits to reduce the use of underutilized circuits -- resulting in substantial monthly savings.
2. Migrated several City facilities from cable TV service to U-Verse -- providing significant annual cost savings.
3. Canceled cell phones with no monthly usage. Upgraded multiple smart phones to newer technology and improved performance.

Desktop:

1. Created and presented Technology Security Policy Update for all City staff.
2. Implemented Public Safety technology improvements including automated LiveScan fingerprint scanning system, IRIS mug shot system, and patrol fleet technology refresh.
3. Completed technology upgrade for Police Department patrol fleet. Including new Panasonic ToughBooks, Verizon air cards, and two-factor authentication (providing improved remote access).

Performance Measures

Administration	2013 (Actual)	2014 (Estimate)	2015 (Projected)
Visits to city website	118,661	127,732	130,000
Annual training hours per department employee	19.53	44.18	53.46
Annual city-wide rate of turnover (resignations/terminations only)	6.25%	4.46%	0.93%
Employees without an on-the-job injury	92%	87.6%	97%
Workers compensation claims	21	20	20
General and auto liability claims	11	5	5
Personnel-related policy violation complaints investigated and resolved	100%	100%	100%
External auditor recommendations	5	3	2
Correcting journal entries (accuracy measure)	44	75	50

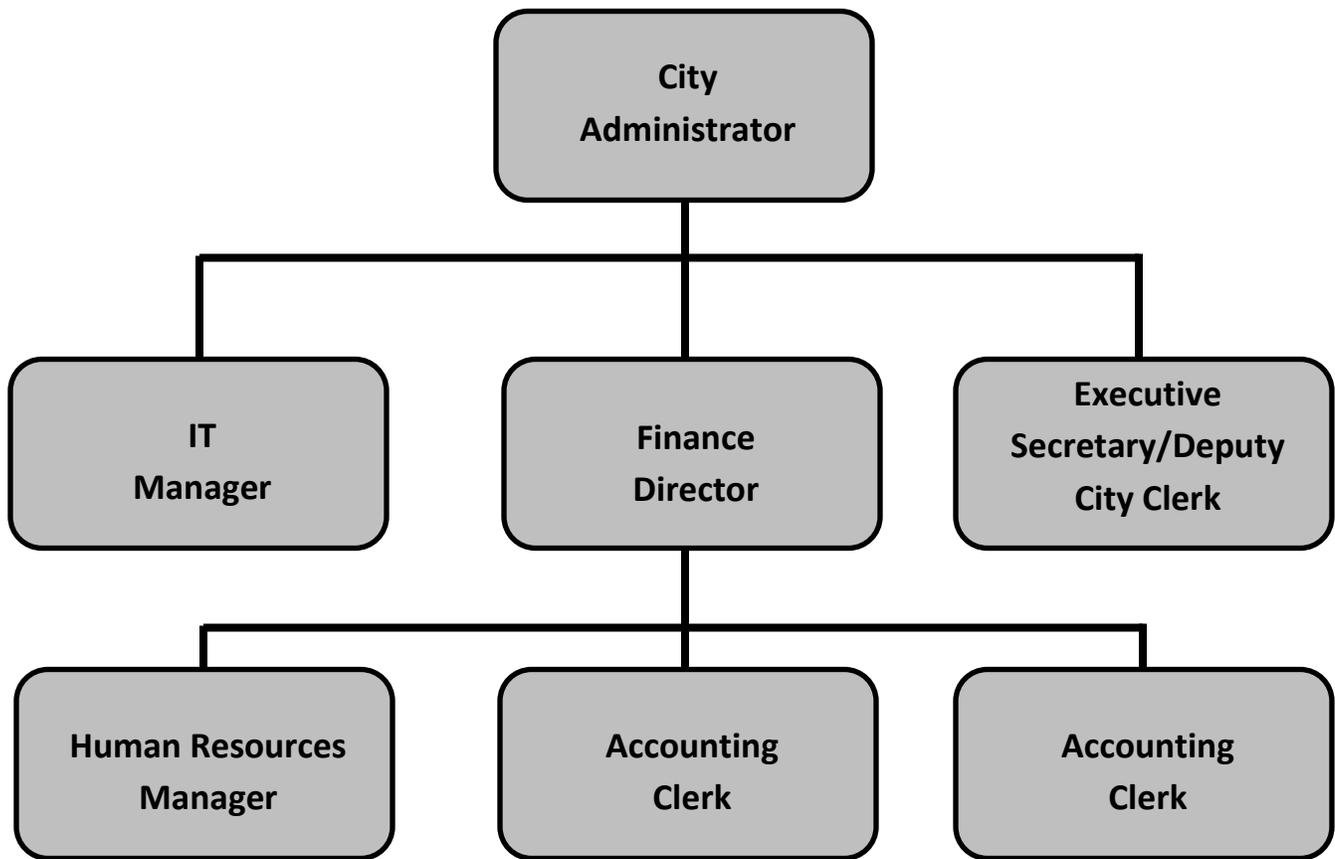
ADMINISTRATION DEPARTMENT

BUDGETED POSITIONS

Position	2014	2015
City Administrator	1	1
Finance Director	1	1
IT Manager	1	1
Human Resources Manager	1	1
Executive Secretary	1	1
Accounting Clerk	2	2
TOTAL	<hr/> 7	<hr/> 7

ADMINISTRATION DEPARTMENT

ORGANIZATIONAL STRUCTURE



ADMINISTRATION DEPARTMENT

ACCOUNT DESCRIPTIONS – FY 2015

PERSONNEL SERVICES:

Salaries & Wages Full-time 6000: This line item provides funds for seven (7) full-time employees in this department (\$536,318).

Full Time Overtime 6005: This line item provides funds for full-time non-exempt employees utilized for special projects or work that require additional time to accomplish (\$3,247).

Salaries and Wages Part-time 6010: This line item provides funds for part time staffing to assist with special projects throughout the year (\$25,699).

Longevity Expense 6025: This line item provides funds for longevity pay to employees for specified years of service (\$1,185).

Employee Benefits 6065: The City continues to offer this shared coverage as an important employee benefit in order to attract quality, skilled employees to the City. The City also provides Life Insurance, Long Term and Short Term Disability Insurance and employee assistance service. Provides funds for employee benefits (health care, dental, vision and life insurance, LAGERS) (\$153,028).

MATERIAL AND SUPPLIES:

Supplies & Materials 6420: This line item provides funds for offices supplies for city hall (\$10,000).

CONTRACTUAL SERVICES:

Educational Benefits 6070: This line item provides funds to support employee's educational benefits (\$6,000), including Professional in Human Resources (PHR) Certification (\$350) and International City/County Management Association Credentialed Manager Program ICMA-CM (\$125) - (\$6,475).

Advertising 6160: This line item provides funds for bid notices, public hearing notices and job ads (\$2,000).

Travel/Meetings 6185: This line item provides funds to cover hotels, meals, airline expense for employees to attend annual Missouri Municipal League conferences (MML) (\$1,500), Missouri City/County Management Association winter and spring conferences (MCMA) (\$500), Missouri City Clerk/Finance Officers Association (MCCFOA) seminars and conferences and monthly meetings (\$237), Missouri Government Finance Officers Association (GFOA-MO) seminars, conferences and monthly meetings (\$192), Saint Louis City/County Management Association (SLACMA) monthly meetings (\$144), Saint Louis Area Human Resources Consortium monthly meetings (\$120), International Institute of Municipal Clerks (IIMC) conferences (\$1,000), International City/County Management Conference (\$635)

and Missouri Local Government Employees Retirement System (LAGERS) Annual Conference (\$100) - (\$4,428).

Petro Products 6195: This line item provides funds for fuel for the City Administrator's vehicle (\$480).

Miscellaneous Contractual 6210: This line item provides funds for contractual service items that are not accounted for in a special contractual services line item (\$1,000).

Training 6240: This line item provides funds for additional training and education for job revitalization and keeping up with current trends and practices for employees in the Administration department (\$2,000) and Microsoft Office Training for the IT Manager (\$3,000) – (\$5,000).

Dues & Subscriptions 6365: This line item provides funds for organizational dues for employees – Missouri Municipal League (MML) (\$75), International City/County Management Association (ICMA) (\$932), Missouri City/County Management Association (MCMA) (\$100), Missouri City Clerk/Finance Officers Association (MCCFOA) (\$100), Government Finance Officers Association (GFOA) (\$170), Saint Louis County Municipal League (STCML) (\$75) and Saint Louis City/County Management Association (SLACMA) (\$100), Society of Human Resource Management (SHRM) (\$180), and International Public Management Association for Human Resources (IPMA) (\$149), International Institute of Municipal Clerks (IIMC) (\$249), Master card Annual Dues (\$150), and Sam's Charge card Annual Dues (\$130) - (\$2,410).

Printing 6375: This line item provides funds for envelopes, letterhead, special projects, etc. (\$1,000).

Postage 6440: This line item provides funds for mailings (\$250).

ADMINISTRATION DEPARTMENT (10-01-01-XXXX)

Account Number	Account Descriptions	Actual 2011	Actual 2012	Actual 2013	Budgeted 2014	Estimated 2014	Budgeted 2015	Projected 2016	Projected 2017
Personnel Services									
6000	SALARIES FULL TIME	670,549	555,760	500,049	516,324	516,324	536,318	552,408	568,980
6005	FULL TIME OVERTIME	2,844	3,318	3,102	3,152	3,152	3,247	3,344	3,444
6010	SALARIES PART TIME	16,229	9,191	13,780	24,951	24,951	25,699	26,470	27,264
6025	LONGEVITY EXPENSE	4,601	2,551	899	750	750	1,185	1,315	1,460
6050	ATTENDANCE INCENTIVE	-	1,550	1,200	-	-	-	-	-
6065	EMPLOYEE BENEFITS	-	108,394	147,717	159,150	159,150	153,028	160,679	168,713
	Subtotal:	694,223	680,764	666,747	704,327	704,327	719,477	744,216	769,861
Materials & Supplies									
6420	SUPPLIES & MATERIALS	-	8,035	9,802	10,000	10,000	10,000	10,000	10,000
	Subtotal:	-	8,035	9,802	10,000	10,000	10,000	10,000	10,000
Contractual Services									
6070	EDUCATIONAL BENEFITS	-	3,000	3,000	6,475	6,475	6,475	6,475	6,475
6160	ADVERTISING	-	585	2,093	2,000	2,000	2,000	2,000	2,000
6185	TRAVEL/MEETINGS	-	2,924	2,830	4,428	4,428	4,428	4,428	4,428
6195	PETRO PRODUCTS	-	-	329	480	480	480	480	480
6210	MISC CONTRACTUAL EXP	-	696	16,977	1,000	1,000	1,000	1,000	1,000
6240	TRAINING	-	2,071	3,041	5,000	5,000	5,000	5,000	5,000
6365	DUES & SUBSCRIPTIONS	-	2,035	2,130	2,410	2,410	2,410	2,410	2,410
6375	PRINTING	-	1,384	732	1,000	1,000	1,000	1,000	1,000
6440	POSTAGE	-	52	17	250	250	250	250	250
	Subtotal:	-	12,747	31,149	23,043	23,043	23,043	23,043	23,043
TOTAL EXPENDITURES		694,223	701,546	707,698	737,370	737,370	752,520	777,259	802,904

COMMUNITY SERVICES

ACCOUNT DESCRIPTIONS – FY 2015

CONTRACTUAL SERVICES:

Community Relations 6145: This line item provides funds to for the monthly Brentwood Chamber of Commerce Luncheons, City of Brentwood Annual Holiday Open House, Annual Trash Can Paintings, Veteran Day Celebration, National Day of Prayer, Flowers, and ADA Accommodations (\$9,500).

Newsletter 6147: This line item provides funds for printing and mailing of the city newsletter four times per year (\$6,000), adobe in-design software (\$700) and beginners, intermediate and advanced software training (\$600) - (\$7,300).

Miscellaneous Contractual 6210: This line item provides funds for the ADA inclusion coordinator – The Recreational Council (\$7,900), website hosting and video streaming (\$5,700) - (\$13,600).

BTV Channel 993/60 6222: This line item provides funds for the professional services agreement to continue programming and recording of city meetings (Board of Aldermen, Planning & Zoning Commission and the Ways & Means Committee meetings) (\$18,500).

COMMUNITY SERVICES (10-01-04-XXXX)

Account Number	Account Descriptions	Actual 2011	Actual 2012	Actual 2013	Budgeted 2014	Estimated 2014	Budgeted 2015	Projected 2016	Projected 2017
	Expenditures								
6145	COMMUNITY RELATIONS	20,770	14,029	11,844	7,875	9,484	9,500	9,500	9,500
6147	NEWSLETTER	14,393	9,230	9,547	9,500	9,547	7,300	6,000	6,000
6200	GOLF TOURNAMENT EXPENSE	24,563	-	-	-	-	-	-	-
6207	COMMUNITY DEVELOPMENT	5,948	-	-	-	-	-	-	-
6210	MISC CONTRACTUAL EXPENSES	-	35,348	13,211	13,600	14,618	13,600	13,600	13,600
6220	FESTIVAL EXPENSE	82,285	68,393	-	-	-	-	-	-
6222	CHANNEL 60	-	16,418	18,289	15,000	18,677	18,500	18,500	18,500
	TOTAL EXPENDITURES	147,959	143,418	52,891	45,975	52,326	48,900	47,600	47,600

MUNICIPAL OPERATING EXPENSES

ACCOUNT DESCRIPTIONS – FY 2015

PERSONNEL SERVICES:

Employee Benefits 6065: This line item is for city-wide employee health insurance deductible reimbursements (\$50,000).

Retiree Benefits 6067: This line item is for city-wide accrued leave payouts for retirements and other employee separations (\$150,000).

MATERIAL, SUPPLIES AND CONTRACTUAL SERVICES:

Utilities 6115: This line item includes the yearly bill amounts for Cable, Internet and Wi-Fi, Telephones, Water, Sewer, Gas and Electric (\$345,000).

Insurance 6150: This line item includes SLAIT insurance premiums for property, liability and workers' compensation (\$385,000).

Professional Services 6151: This line item includes funds for annual updates to the comprehensive compensation study (\$5,000).

Engineering 6155: This line item includes funds for city-wide engineering services requests (\$5,000).

Accounting 6165: This line item provides funds for the annual audit (\$33,000).

Legal 6170: This line item provides funds for legal services (City Attorney, Prosecutor, and Labor Attorney) and yearly update to the Vernon Annotated Missouri Statutes (\$120,000).

Miscellaneous Contractual Expenses 6210: This line item provides funds for city-wide contractual expenses such as bank fees, document destruction, pest control, code maintenance, and random drug and pre-placement testing services, post-accident testing, post-offer drug testing, and fitness for duty testing. This line item also includes funding for implementation of a city-wide governmental services software subscription (\$117,500).

Training 6240: This line item provides funds for city-wide employee training programs – City-wide Anti-Harassment Training (\$1,600), Front-Line Forum (\$400) and Supervisory Training (\$2,000) - (\$4,000).

Printing 6375: This line item provides funds for non-departmental city-wide printing (\$1,000).

Supplies & Materials 6420: This line item provides funds for supplies and materials for city-wide training, meetings and special events, i.e. benefits fair, Employee Wellness and Activities Committee, Bi-Annual Benefits Fair (\$4,800), and fitness for duty test creation (\$1,500) - (\$6,300).

Postage 6440: This line item provides funds for postage (\$12,000).

Safety Program 6442: This line item provides funds for the city-wide training and on-going training on new safety manual (\$500), First Aid Kits for City Buildings - monthly maintenance and restocking (\$1,470) – (\$1,970).

Copier Supplies 6460: This line item provides funds for non-departmental copier charges (\$7,000).

Transfers Out 7005: This line item provides funds to the Capital Improvements Fund for street improvements (\$250,000).

MUNICIPAL OPERATING DEPARTMENT (10-01-05-XXXX)

Account Number	ACCOUNT DESCRIPTIONS	Actual 2011	Actual 2012	Actual 2013	Budgeted 2014	Estimated 2014	Budgeted 2015	Projected 2016	Projected 2017
	Expenditures								
6065	EMPLOYEE BENEFITS	1,540,223	365,727	123,689	50,000	50,000	50,000	50,000	50,000
6067	RETIREE BENEFITS	-	-	231,292	100,000	150,000	150,000	150,000	150,000
6115	UTILITIES	338,845	300,025	339,442	340,000	340,000	345,000	350,000	355,000
6135	TELEPHONE	96,341	-	-	-	-	-	-	-
6150	INSURANCE	359,247	188,646	375,474	380,000	380,000	385,000	390,000	395,000
6151	PROFESSIONAL SERVICES	-	-	-	29,650	29,650	5,000	5,000	5,000
6155	ENGINEERING	5,771	2,546	1,525	5,000	5,000	5,000	5,000	5,000
6160	ADVERTISING	9,772	-	-	-	-	-	-	-
6165	ACCOUNTING	16,410	13,035	117,039	33,000	33,000	33,000	33,000	33,000
6170	LEGAL	415,356	138,736	154,540	120,000	120,000	120,000	120,000	120,000
6185	TRAVEL/MEETINGS	12,293	34	-	-	-	-	-	-
6195	PETRO PRODUCTS	155,616	(1,457)	-	-	-	-	-	-
6210	MISC CONTRACTUAL EXPENSES	507,592	85,422	84,013	90,000	90,000	117,500	120,000	122,500
6211	MERIDIAN SETTLEMENT	150,000	-	-	-	-	-	-	-
6215	EQUIPMENT REPAIRS	-	-	-	-	2,000	-	-	-
6225	REPAIRS & MAINT - OTHER	39,817	29,326	6,731	-	7,000	-	-	-
6230	BUILDING REPAIRS	-	14,556	19,824	-	-	-	-	-
6235	FIRE STATION	8,677	-	-	-	-	-	-	-
6240	TRAINING	29,879	-	1,590	4,000	4,000	4,000	4,000	4,000
6365	DUES & SUBSCRIPTIONS	15,860	-	-	-	-	-	-	-
6375	PRINTING	6,863	511	619	1,000	1,000	1,000	1,000	1,000
6420	SUPPLIES & MATERIALS	102,734	3,696	3,377	4,800	4,800	6,300	5,250	5,250
6440	POSTAGE	12,900	12,192	12,684	12,000	12,000	12,000	12,000	12,000
6442	SAFETY PROGRAM	-	-	283	1,970	1,970	1,970	1,970	1,970
6445	MISCELLANEOUS EXPENSE	57,966	(1,670)	11,463	-	-	-	-	-
6448	BAD DEBT EXPENSE	-	-	21,700	-	-	-	-	-
6460	COPIER SUPPLIES	5,027	4,998	6,713	7,000	7,000	7,000	7,000	7,000
7005	TRANSFERS OUT	24,094	-	-	-	-	250,000	250,000	250,000
	TOTAL EXPENDITURES	3,911,283	1,156,323	1,511,998	1,178,420	1,237,420	1,492,770	1,504,220	1,516,720

Fire Department

FIRE DEPARTMENT

Mission Statement

To prevent the loss of life and to control or reduce the loss of property by applying all of our professional knowledge and resources to provide for the safety and security of the citizens of Brentwood; and the highest priority to provide the best fire and EMS service to all citizens and visitors to our City.

Goals and Objectives

1. Continue to work with the Fire Departments in Rock Hill, Glendale, Maplewood and Clayton to explore options for the cooperative sharing of Command Staff and other emergency services.
2. Work with Central Core Fire Departments to create improved training opportunities through increased cooperation and the sharing of resources and services.
3. Continue working with the Planning and Development Department to identify and provide appropriate Fire Department signage, inspections and preplanning of the high-risk business and buildings in Brentwood.
4. Create new internal Fire Department administrative policies and procedures that will serve as a guideline for day to day operations.

Accomplishments

1. Took possession of new Fire Truck and installed all necessary loose equipment and accessories.
2. Completed a promotional process for Captains (three) and Lieutenant (1).
3. Coordinated the transition to ECDC on items pertaining to the fire department.
4. Selected a new ambulance billing agency.

Performance Measures

Starting in 2015, departments within the city will begin the process of tracking performance measures or instituting programs allowing tracking of performance measures.

Sworn Fire and EMS	2013 (Actual)	2014 (Estimate)	2015 (Projected)
Salary & benefits without overtime pay	\$2,183,304	\$2,281,047	\$2,223,688
Personnel expenditures - overtime	\$99,223	\$90,000	\$90,000
Total expenditures	\$2,282,527	\$2,361,047	\$2,313,688

Civilian Fire and EMS	2013 (Actual)	2014 (Estimate)	2015 (Projected)
Salary & benefits without overtime pay	\$48,500	\$48,500	\$49,995
Personnel expenditures - overtime	\$0	\$100	0
Total expenditures	\$48,500	\$48,600	\$49,995
Total Sworn and Civilian Fire and EMS	2013 (Actual)	2014 (Estimate)	2015 (Projected)
Salary & benefits without overtime pay	\$2,231,804	\$2,319,547	\$2,273,643
Personnel expenditures - overtime	\$99,223	\$90,000	\$90,000
Total expenditures	\$2,331,027	\$2,409,547	\$2,363,643

Other Operating Expenditures	2013 (Actual)	2014 (Estimate)	2015 (Projected)
Direct services	\$35,000	\$35,000	\$52,400
Support services	\$124,140	\$103,940	\$126,715
Total – other operating expenditures	\$159,140	\$138,940	\$179,115

Incidents where flamespread confined to object or room of origin	2013 (Actual)	2014 (Estimate)	2015 (Projected)
1-2 family residential structures	36	20	20
Multi-family residential structures	5	1	5
Commercial and industrial structures	0	0	0

Incidents where flamespread confined to floor or structure of origin	2013 (Actual)	2014 (Estimate)	2015 (Projected)
1-2 family residential structures	0	0	0
Multi-family residential structures	0	0	0
Commercial and industrial structures	0	0	0

Fire incidents involving non-structures and non-fires	2013 (Actual)	2014 (Estimate)	2015 (Projected)
Non-structures	22	55	55
Non-fire incidents	1,663	1,700	1,700

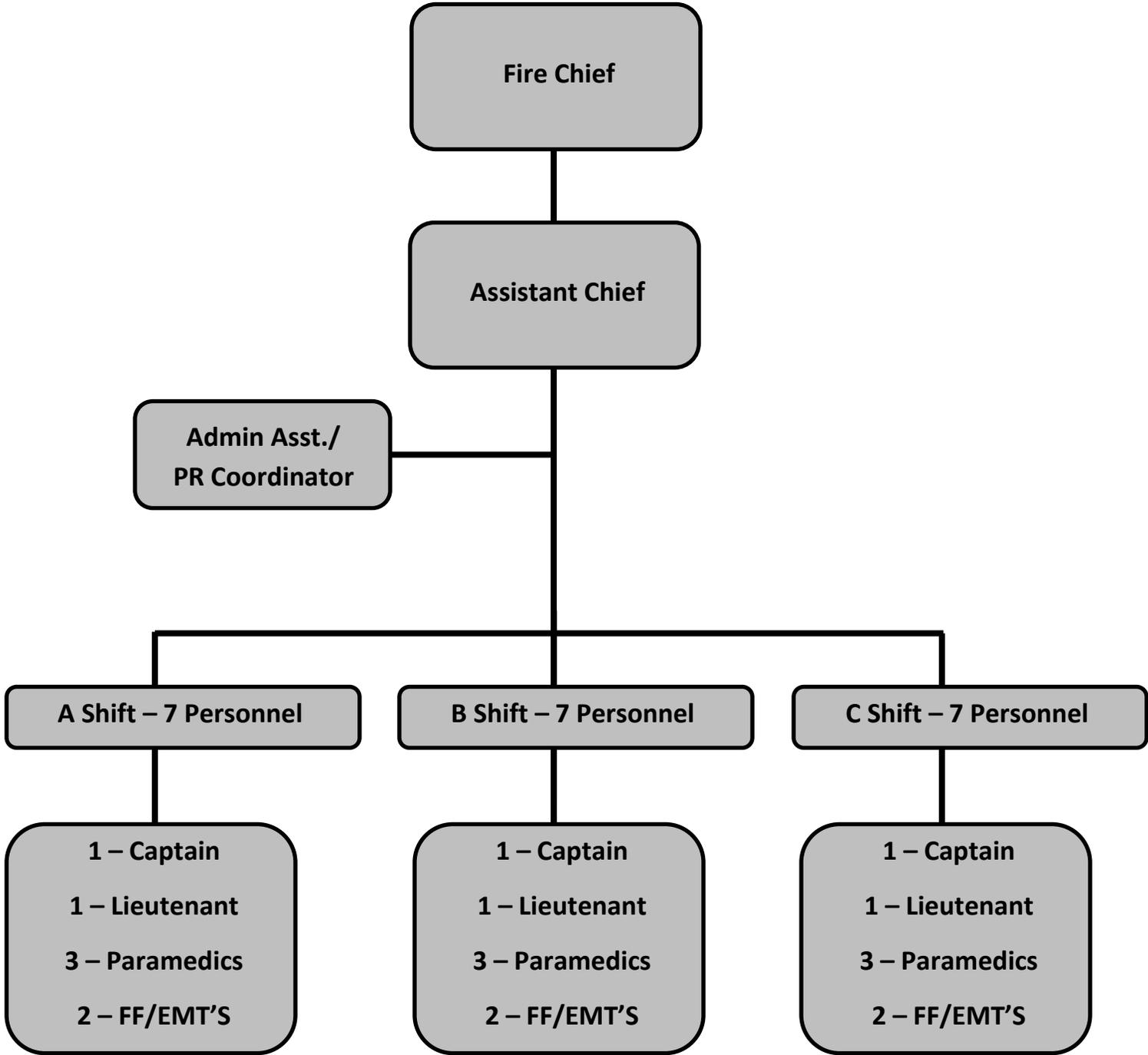
% of Emergency Fire Calls Only	2013 (Actual)	2014 (Estimate)	2015 (Projected)
Time from call entry to conclusion of dispatch was 1 minute or less	0%	0%	0%
Turnout time was 1 minute or less	0%	0%	0%
Time from call entry to arrival on scene was 5 minutes or less	100%	100%	100%
Time from call entry to arrival on scene was 8 minutes or less	0%	0%	0%
Time from conclusion of dispatch to arrival on scene was 5 minutes or less	100%	100%	100%

FIRE DEPARTMENT

BUDGETED POSITIONS

Position	2014	2015
Fire Chief	1	1
Assistant Fire Chief	1	1
Administrative Assistant/PR Coordinator	1	1
Captain	3	3
Lieutenant	3	3
Paramedic/firefighter	9	9
Firefighter/EMT	6	6
TOTAL	24	24

FIRE DEPARTMENT
ORGANIZATIONAL STRUCTURE



FIRE DEPARTMENT

ACCOUNT DESCRIPTIONS – FY 2015

PERSONNEL SERVICES:

Salaries and Wages Full Time 6000: This account includes salaries for (24) full time employees (\$1,906,925).

Full Time Overtime 6005: This line item provides compensation to assure the Fire Department can provide adequate manpower in the event of decreased manpower due to sickness, injury, training or retirement, along with other unexpected events (\$90,000).

Longevity Expense 6025: This line item provides funds for longevity pay to employees for specified years of service (\$21,285).

Holiday Expense 6030: This line item provides funds for the Public Safety personnel receive compensation for working holidays (\$71,384).

Employee Benefits 6065: The City continues to offer this shared coverage as an important employee benefit in order to attract quality, skilled employees to the City. The City also provides Life Insurance, Long Term and Short Term Disability Insurance and employee assistance service. This line item provides funds for employee benefits (health care, dental, vision and life insurance, Police and Firefighters pension (\$275,682).

Clothing Allowance 6390: This line item provides uniform allowance to buy and maintain uniforms for all fire personnel at \$720 each (\$16,560).

MATERIAL & SUPPLIES:

Supplies & Materials 6420: Included in this line item are the costs of EMS supplies (\$14,500), office supplies (\$2,500), operational equipment and supplies which includes batteries for Heart Monitors and radios (\$2,000), 40 gallons of firefighting foam (\$8,000), search rope (\$1,300), stokes basket, tarps and electric cords (\$5,500), scanners and pagers for 800 MHz radio system (\$2,500) and station alerting for 800 MHz radio system (\$5,500), photo development (\$100), building and other miscellaneous supplies (\$5,500), a new gas BBQ grill (\$1,500), and community relations (\$3,500) - (\$52,400).

CONTRACTUAL SERVICES:

Educational Benefits 6070: This line item provides funds to support employee's secondary education (\$2,000).

Advertising 6160: This line item includes funding for the cost of advertising for job openings in local news publications (\$1,000).

Travel & Meetings 6185: This line item includes the cost of hotels and meals for department related travel (\$4,500).

Petro Products 6195: This line item includes an estimated usage of 3,800 gallons of diesel fuel for the fire trucks and ambulance and an estimated usage of 3,200 gallons of regular fuel for the department's staff vehicles (\$18,000).

Miscellaneous Contractual 6210: This line item includes the cost of new employee and Officer testing material (\$2,000), Ambulance Billing fees for our Billing Agency (\$16,000), Medical Exams for 2 new employees (\$1,200), New Employee Psych Exams (\$800), Physical Ability Testing for new employees at the Fire Academy (\$1,200), miscellaneous expenses (\$2,000), Active 911 subscription for all departmental employees (\$350) – (\$23,550).

Training 6240: Included in this line item are funds to conduct search and rescue simulations, advanced ventilation training and live fire events (\$5,275). This line item provides funds (\$4,000) for monthly EMS refresher classes provided by a variety of speakers. Funding is also included to participate in the St. Louis County Fire Academy Special Programs (\$1,725), miscellaneous seminars, books and reference materials (\$5,000). Also in this line item is the Brentwood portion of the Shared Training Officer that is shared with Glendale, Maplewood and Rock Hill (\$35,000) - (\$51,000).

Dues & Subscriptions 6365: This line item includes dues for periodicals, professional journals and publications for staff officers, line officers and paramedic/firefighters (\$200). The subscriptions and publications provide current practices and standards for fire suppression, emergency medical care and technical rescue services. Funding is also included for dues for a number of professional organizations including the St. Louis County Fire Chief's Association (\$600), 2 NFPA memberships (\$530), Central Core EMS Officers (\$100), Central Core Training Officers (\$200), Backstoppers (\$300), Sam's Club (\$100), and membership in the International Association of Fire Chiefs (\$210) – (\$2,240).

Printing 6375: This line item provides funds for business cards, letterhead and envelopes (\$500), and the annual cost of the department copy machine (\$3,000) - (\$3,500).

Uniform Purchase 6400: This line item includes funds to complete the replacement and repair of departmental uniforms and structural firefighting gear - (\$20,525).

Postage 6440: This line item provides funds for postage (\$400).

FIRE DEPARTMENT (10-02-01-XXXX)

<u>Account Number</u>	<u>Account Descriptions</u>	<u>Actual 2011</u>	<u>Actual 2012</u>	<u>Actual 2013</u>	<u>Budgeted 2014</u>	<u>Estimated 2014</u>	<u>Budgeted 2015</u>	<u>Projected 2016</u>	<u>Projected 2017</u>
<u>Personnel Services</u>									
6000	SALARIES FULL TIME	2,035,390	1,901,755	1,859,590	1,933,609	1,933,609	1,906,925	1,964,133	2,023,057
6005	FULL TIME OVERTIME	99,880	99,223	56,289	90,000	90,000	90,000	92,700	95,481
6025	LONGEVITY EXPENSE	24,038	23,307	20,481	21,180	21,180	21,285	23,626	26,225
6030	HOLIDAY EXPENSE	75,805	73,526	70,897	72,464	72,464	71,384	73,526	75,732
6050	ATTENDANCE INCENTIVE	-	4,675	2,300	-	-	-	-	-
6065	EMPLOYEE BENEFITS	-	214,681	246,732	275,734	275,734	275,682	289,466	303,939
6390	CLOTHING ALLOWANCE	13,320	13,860	15,840	16,560	16,560	16,560	16,560	16,560
Subtotal:		2,248,433	2,331,027	2,272,129	2,409,547	2,409,547	2,381,836	2,460,011	2,540,994
<u>Materials & Supplies</u>									
6420	SUPPLIES & MATERIALS	-	28,341	35,549	35,000	35,000	52,400	40,000	45,000
Subtotal:		-	28,341	35,549	35,000	35,000	52,400	40,000	45,000
<u>Contractual Services</u>									
6070	EDUCATIONAL BENEFITS	-	-	-	2,000	-	2,000	2,000	2,000
6160	ADVERTISING	-	410	1,670	1,000	-	1,000	1,000	1,000
6185	TRAVEL/MEETINGS	-	397	2,473	5,500	-	4,500	4,635	4,775
6195	PETRO PRODUCTS	-	17,875	18,107	18,000	18,000	18,000	18,540	19,096
6210	MISCELLANEOUS CONTRACTUAL	-	21,251	41,261	27,400	20,000	23,550	24,235	24,962
6225	REPAIRS & MAINT-OTHER	-	7	-	-	-	-	-	-
6240	TRAINING	-	23,809	20,780	51,000	45,000	51,000	52,530	54,105
6250	LINEN SERVICE	5,101	3,720	4,515	-	-	-	-	-
6375	PRINTING	-	2,869	3,695	1,000	3,000	3,500	3,605	3,713
6365	DUES & SUBSCRIPTIONS	-	1,689	1,130	2,240	2,240	2,240	2,307	2,376
6400	UNIFORM PURCHASE	13,476	12,871	16,932	15,600	15,600	20,525	16,068	16,550
6440	POSTAGE	-	263	142	400	100	400	400	400
Subtotal:		18,577	85,161	110,705	124,140	103,940	126,715	125,320	128,977
TOTAL EXPENDITURES		2,267,010	2,444,529	2,418,383	2,568,687	2,548,487	2,560,951	2,625,331	2,714,971

Judicial Department

JUDICIAL DEPARTMENT

Mission Statement

To process all Brentwood misdemeanor charges in a timely, cost-effective manner, while maintaining a fair judicial atmosphere and continue to seek long term solutions which meet the community's needs.

Goals and Objectives

1. Maintain professional work ethic.
2. Monitor all financial accounts closely.
3. Encourage staff training to keep accreditation valid.
4. Strive to process court documents in a timely manner.
5. Keep up with latest rules and regulation of the State Court Administrators Office.
6. Provide clear and accurate information to customers.

Accomplishments

1. Maintained certification in the court's professional organizations, both state and local.
2. Maintained certification in the Criminal Justice Information Systems through Regional Justice Information Systems and Missouri State Highway Patrol.
3. Court in 100% compliance with the Missouri State Highway Patrol Criminal Justice Information Systems audit.
4. Clerks completed mandated National Incident Management (NIMS) training through FEMA.

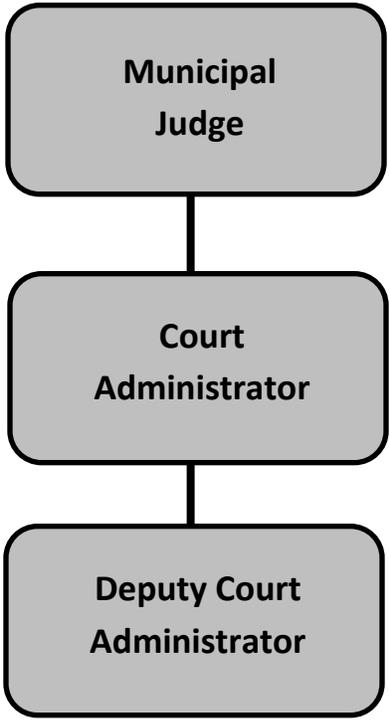
JUDICIAL DEPARTMENT

BUDGETED POSITIONS

Position	2014	2015
Court Administrator	1	1
Deputy Court Administrator	1	1
Total	2	2

JUDICIAL DEPARTMENT

ORGANIZATIONAL STRUCTURE



JUDICIAL DEPARTMENT

ACCOUNT DESCRIPTIONS – FY 2015

PERSONNEL SERVICES:

Salaries & Wages Full-time 6000: This line item provides funds for the positions in the judicial department (\$131,592).

Full Time Overtime 6005: This line item provides funds for full-time non-exempt employees utilized for court night (\$3,571).

Salaries and Wages Part-time 6010: This line item provides funds for part-time employees utilized for court night or when the Court Administrator is on vacation, sick leave or professional development (\$8,116).

Longevity Expense 6025: This line item provides funds for longevity pay to employees for specified years of service (\$1,680).

Employee Benefits 6065: The City continues to offer this shared coverage as an important employee benefit in order to attract quality, skilled employees to the City. The City also provides Life Insurance, Long Term and Short Term Disability Insurance and employee assistance service. This line item provides funds for employee benefits (health care, dental, vision and life insurance, LAGERS) (\$41,859).

MATERIALS & SUPPLIES:

Supplies 6420: This line item provides funds for miscellaneous office supplies (pens, paperclips, adding machine tape, address labels etc.) banker's boxes for end of year files, toner cartridges for three machines (\$1,500).

CONTRACTUAL SERVICES:

Educational Benefits 6070: This line item provides funds to support employee's secondary education (\$3,000).

REJIS Commission 6140: This line item provides funds for software maintenance, firewall maintenance, charter service, server license, line fee (\$15,200).

Advertising 6160: This line item provides funds for the cost of advertising for job openings in local news publications (\$300).

Travel & Meetings 6185: This line item provides for mileage, food and lodging at the annual court clerk conference, clerk seminar, and judge conference and required monthly meetings for all court personnel (\$3,600).

Misc. Contractual Services 6210: This line item provides funds for the following expenses: Deaf Services, Language Translators, Shred-it (\$1,500).

Training 6240: This line item provides for continuing education training/certification for a judge professional development conference, a clerk professional development conference, and a clerk seminar (\$875).

Organizational Dues 6365: This line item provides funds for the following organizational dues - St Louis Association for Court Administrators, Missouri Association of Court Administrators, National Association for Court Management and the Missouri Municipal Judges Association (\$570).

Printing 6375: This line item provides funds for court numbered receipts, perforated receipt paper, court memo forms, bond forms, envelopes, bank checks, bank deposit slips, and letterhead (\$1,500).

Postage 6440: This line item provides funds for certified letters and regular postage (\$100).

JUDICIAL DEPARTMENT (10-02-03-XXXX)

Account Number	Account Descriptions	Actual 2011	Actual 2012	Actual 2013	Budgeted 2014	Estimated 2014	Budgeted 2015	Projected 2016	Projected 2017
Personnel Services									
6000	SALARIES FULL TIME	77,606	121,790	126,825	128,229	128,229	131,592	135,540	139,606
6005	FULL TIME OVERTIME	1,915	193	34	3,467	3,467	3,571	3,678	3,788
6010	SALARIES PART TIME	42,352	5,423	2,667	7,880	7,880	8,116	8,359	8,610
6025	LONGEVITY EXPENSE	1,500	1,500	1,508	1,500	1,500	1,680	1,865	2,070
6050	ATTENDANCE INCENTIVE	-	550	600	-	-	-	-	-
6065	EMPLOYEE BENEFITS	-	25,425	39,983	41,668	41,668	41,859	43,952	46,150
Subtotal:		123,373	154,881	171,617	182,744	182,744	186,818	193,394	200,224
Material & Supplies									
6420	SUPPLIES & MATERIALS	-	1,755	745	1,000	1,000	1,500	1,100	1,200
Subtotal:		-	1,755	745	1,000	1,000	1,500	1,100	1,200
Contractual Services									
6070	EDUCATIONAL BENEFITS	-	-	-	3,000	3,000	3,000	3,000	3,000
6140	REGIS COMMUNICATION	8,059	11,115	14,890	15,200	12,500	15,200	15,700	16,100
6160	ADVERTISING	-	-	-	-	-	300	-	-
6185	TRAVEL/MEETINGS	-	1,804	1,977	2,700	2,700	3,600	3,700	3,800
6210	MISC CONTRACTUAL EXPENSES	-	-	1,506	1,350	1,150	1,500	1,545	1,550
6240	TRAINING	-	309	720	650	425	875	900	930
6365	DUES & SUBSCRIPTIONS	-	390	370	550	550	570	590	610
6375	PRINTING	-	-	1,023	840	300	1,500	1,545	1,550
6440	POSTAGE	-	-	-	100	100	100	100	100
Subtotal:		8,059	13,618	20,486	24,390	20,725	26,645	27,080	27,640
TOTAL EXPENDITURES		131,432	170,254	192,848	208,134	204,469	214,963	221,574	229,064

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Legislative Department

Mission Statement

Brentwood is a thriving, progressive community; a unique; a premier residential community that offers a wide variety of housing options, including single family homes in a variety of desirable housing styles, upscale yet affordable condominium developments and apartments; a full service community that provides fully-staffed police and fire departments, city-owned and operated residential trash and curbside recycling services, and one-stop shop licensing and permitting. With its housing quality and variety, beautiful neighborhoods, ample parks and walking trails, and top notch city services, continue to make sure Brentwood is a very sought-after community to live, work, play and recreate.

Goals and Objectives

1. Provide leadership.
2. Treat city employees with respect, recognize their special talents and training, and listen to their advice.
3. Continue to be proactive in economic development and focuses on how to continue to have a vibrant commercial and industrial sector.
4. Recognize that high quality City services are to a large extent dependent on a strong business community.
5. Provide and further enhance a strong economic base by encouraging revenue-producing, high quality, "clean" retail, commercial and industrial development that is compatible with a community of homes atmosphere.
6. Provide the highest quality municipal services, consistent with the resources available to us.
7. Allocate such resources fairly to meet the needs of the community as a whole, while recognizing the needs of various segments within the City.
8. Deliver a pleasing community atmosphere and a level of maintenance of public streets, parks, rights-of-way and other public facilities that is consistent with the level of maintenance our citizens provide to their private property.
9. Recognize and promote individual property rights while ensuring that the rights of others are not infringed upon.
10. Offer quality parks, recreation opportunities, library and other information services, senior and youth programs to our citizens.
11. Promote a positive community spirit and pride in the community.
12. Provide quality control systems for the efficient movement of traffic.
13. Provide for the alternative transportation needs of all segments of the community.
14. Assure that residents will be safe in their homes and neighborhoods.
15. Prepare for disasters and provide for the protection of life and property in such event.
16. Protect, maintain and enhance the City's public infrastructure.
17. To anticipate the long-term needs of the infrastructure and take prudent steps to provide for those needs.
18. Provide high quality public safety for all the citizens of Brentwood and our guests.

Accomplishments

1. Reviewed and adopted 77 ordinances and 15 resolutions thus far in 2014.
2. The City of Brentwood, through the Community Development Block Grant (CDBG) Program offers 5 (five) year forgivable home improvement loans to low- and moderate-income homeowners to make necessary improvements to their homes.
3. Contracted with East Central Dispatch Center for emergency dispatch services.
4. Performed an audit of Internal Controls Policies and Procedures.
5. Performed a comprehensive compensation and benefits study.
6. Approved a professional services agreement for architectural, structural, civil, survey, landscaping, mechanical, plumbing, electrical and fire protection services for selected maintenance upgrades and improvements to the existing Brentwood Community Center.

LEGISLATIVE DEPARTMENT

ACCOUNT DESCRIPTIONS – FY 2015

PERSONNEL SERVICES

Salaries & Wages Mayor & Board of Aldermen 6020: This line item provides funds for the compensation of the Mayor and Board of Aldermen (\$72,000).

Salaries & Wages of the Planning & Zoning Commission 6055: This line item provides funds for the compensation of the Planning & Zoning Commission members (\$12,000).

Salaries & Wages of the Board of Adjustment/ Architectural Review Board 6060: This line item provides funds for the compensation of the members of the Board of Adjustment and Architectural Review Board (\$3,000).

Employees Benefits 6065: Social Security, Medicare and LAGERS benefits for the Legislative Department (\$12,551).

MATERIALS & SUPPLIES:

Supplies & Materials 6420: This line item provides funds for supplies for the Board of Aldermen (\$500).

CONTRACTUAL SERVICES:

Travel & Expenses 6185: This line item provides funds for costs related to travel and accompanying expenses: Missouri Municipal League (MML), International Council of Shopping Centers (ICSC), National League of Cities (NLC), Urban Land Institute (ULI), Brentwood Chamber of Commerce and Saint Louis County Municipal League (STML) (\$5,000).

Election Expense 6280: This line item provides funds for expenses for the elections (\$5,000).

Dues & Subscriptions 6365: This line item provides funding for membership fees: Missouri Municipal League, MML (\$1,081); Brentwood Chamber of Commerce (\$350); Route 66 Association of Missouri (\$50); St. Louis County Municipal League, STML (\$3,963); International Council of Shopping Centers, ICSC (\$150); Suburban Mayors of Saint Louis County (\$100); ICLEI (\$600), Credit Card Annual Renewal Fee (\$100), and Urban Land Institute, ULI (\$215) - (\$6,609).

Printing 6375: This line item provides funds for envelopes and letterhead (\$250).

LEGISLATIVE DEPARTMENT (10-01-03-XXXX)

Account Number	Account Descriptions	Actual 2011	Actual 2012	Actual 2013	Budgeted 2014	Estimated 2014	Budgeted 2015	Projected 2016	Projected 2017
Personnel Services									
6020	SALARIES - ELECTED OFFICIALS	71,946	72,261	72,652	72,000	72,000	72,000	72,000	72,000
6055	SALARIES P&Z BOARD	10,200	9,050	12,000	12,000	12,000	12,000	12,000	12,000
6060	SALARIES BD OF ADJUSTMENT	1,300	1,400	1,550	3,000	3,000	3,000	3,000	3,000
6065	EMPLOYEE BENEFITS	-	22,003	12,938	13,850	13,850	12,551	12,928	13,316
	Subtotal:	83,446	104,714	99,140	100,850	100,850	99,551	99,928	100,316
Material & Supplies									
6420	SUPPLIES & MATERIALS	-	878	650	500	300	500	500	500
6445	MISCELLANEOUS EXP	-	35	71	-	-	-	-	-
	Subtotal:	-	913	721	500	300	500	500	500
Contractual Services									
6185	TRAVEL/MEETINGS	-	4,934	3,552	5,000	2,500	5,000	5,000	5,000
6210	MISC CONTRACTUAL EXPENSES	-	493	-	-	-	-	-	-
6280	ELECTION EXPENSE	2,723	1,871	-	2,000	2,000	5,000	5,000	5,000
6365	DUES & SUBSCRIPTIONS	-	5,306	6,400	6,401	6,609	6,609	6,609	6,609
6375	PRINTING	-	1,090	26	250	100	250	250	250
	Subtotal:	2,723	13,694	9,978	13,651	11,209	16,859	16,859	16,859
TOTAL EXPENDITURES		86,169	119,321	109,839	115,001	112,359	116,910	117,287	117,675

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Parks and Recreation Department

PARKS AND RECREATION DEPARTMENT

Mission Statement

Provide exceptional spaces and opportunities for a sustainable future that best serves the evolving needs of our community.

Goals and Objectives

1. Manage the renovation of the Brentwood Recreation Complex.
 - a. Minimize revenue loss by utilizing non-traditional programming and rental space locations.
 - b. Develop an operational plan to relocate staff and maintain office operations during renovation.
 - c. With the assistance of the Project Manager, coordinate all construction related to the renovation.
 - d. Plan and coordinate a marketing campaign to encourage room renters, rink renters and rink users to utilize the Brentwood Recreation Complex once we re-open.
2. Provide a seamless transition of the recreation complex maintenance staff from the Public Works to the Parks and Recreation.
 - a. Complete and implement a maintenance manual for the Recreation Complex.
 - b. Provide training opportunities to maintenance staff to increase their knowledge in ice maintenance.
 - c. Ensure staff is properly trained on new equipment and systems after renovation.
3. Utilize the Department's Master Plan.
 - a. Incorporate Master Plan projects into department Capital Improvement Plan.
 - b. Incorporate Master Plan project designs into 2016 – 2019 budgets.
4. Restructure the marketing strategies for the Parks and Recreation Department.
 - a. Utilize the Marketing Plan to standardize marketing processes.
 - b. Create a style guide to standardize advertisements and branding opportunities.
 - c. Re-energize the Friends of the Parks program.
 - d. Promote the benefits of Parks and Recreation Department to the Brentwood community.
5. Continue to prepare the Parks and Recreation Department for the National Accreditation process by reviewing and/or creating departmental process and procedures including:
 - a. Recreation Programming Plan;
 - b. Department Strategic Plan;
 - c. Risk Management Plan;
 - d. Historical, Cultural and Natural Resources Management Plan;
 - e. Volunteer Manual;
 - f. Natural Resource Management Plan;
 - g. Security Plan; and
 - a. Develop an implementation plan for the completion of items identified in the Master Plan.
6. Increase the professionalism of the Parks and Department staff through training and certification programs.
 - a. Provide Ice Rink maintenance training for all Parks and Recreation supervisory staff.

- b. Provide CPR/First Aid training for all Full-Time and designated Part-Time staff.
- c. Encourage Full-Time staff to become Certified Parks and Recreation Professionals (CPRP) by taking the NRPA exam.
- d. Encourage staff to become more involved in the state association.

Accomplishments

1. Began process of renovations to the Brentwood Recreation Complex including hiring of an architect for the project.
2. Completed a Master Plan to guide the department for the next ten years.
3. Revised the mission statement and created core values for the department.
4. Completed renovations of the Memorial Park In-line Rink and the new playground at Oak Tree Park.
5. Finished in-house renovation of the ice rink lobby, bathrooms and locker rooms.
6. Started the process of preparing the department for National Accreditation by:
 - a. Creating a Policy and Procedures Manual;
 - b. Creating an Administrative Manual;
 - c. Creating a Marketing Plan; and
 - d. Creating a Maintenance and Operations Management Plan for the parks.
7. Created an Affiliated User Guidelines and Large Events Procedures manual.
8. Incorporated food trucks into the rebranded Music on the Menu and Dinner and a Movie.
9. Created new, professional marketing materials to help promote the rental spaces.
10. Updated internal rental processes to ensure smoother, more efficient rentals.

Performance Measures

<i>Parks and Recreation</i>	2013 (Actual)	2014 (Estimate)	2015 (Projected)
Operating revenue per capita	\$103.01	\$104.23	\$73.15
Operating expenditures per capita	\$171.16	\$191.21	\$180.09
Percentage of cost recovery for the Brentwood Recreation Complex	70.61%	64.75%	42.54%
Percentage of cost recovery for all programs	N/A	N/A	100%
Average annual training hours per full-time equivalent employee	N/A	N/A	25

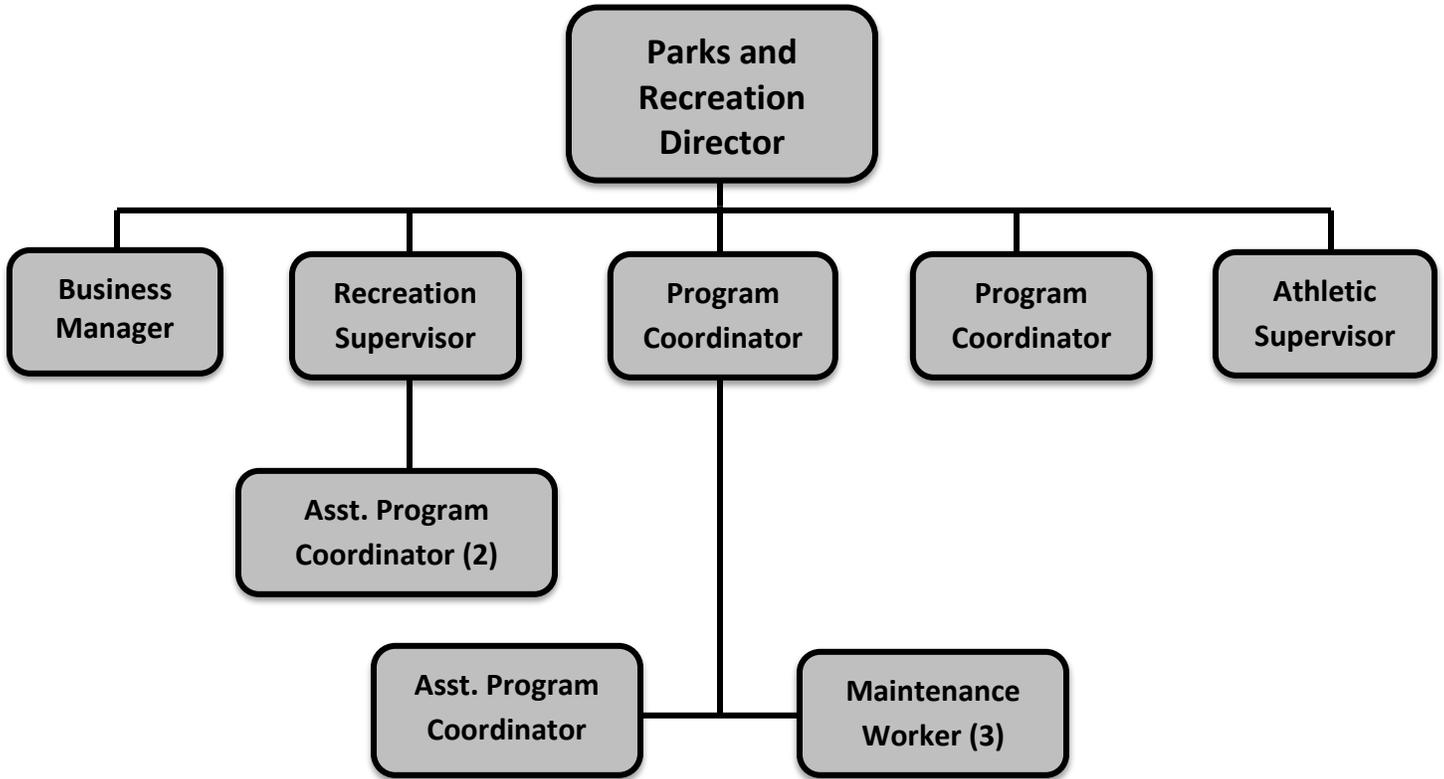
PARKS AND RECREATION DEPARTMENT

BUDGETED POSITIONS

Position	2014	2015
Parks and Recreation Director	0	1
Recreation Superintendent	1	0
Business Manager	1	1
Recreation Supervisor	1	1
Facility Supervisor	1	1
Program Coordinator	2	2
Assistant Program Coordinator	3	3
Maintenance I - Recreation Center	0	3
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Total	9	12

PARKS AND RECREATION DEPARTMENT

ORGANIZATIONAL STRUCTURE



PARKS AND RECREATION DEPARTMENT

ACCOUNT DESCRIPTIONS – FY 2015

PERSONNEL SERVICES:

Salaries & Wages Full-time 6000: This line item provides funds for the full time positions in the parks and recreation department (\$531,737).

Full-time Overtime 6005: This line item provides funds for full-time non-exempt employees who may have to work when unplanned events or scheduling change occur, during Maddenfest and Holidays (\$250).

Salaries Part-time Administration 6010: This line item provides funds for part-time employees: Recreation Aides, Part-Time Maintenance Staff and Interns. Budget decrease is due to the closure of the Brentwood Recreation Complex during renovation (\$24,200).

Salaries Part-time Ice Rink 6011: This line item provides funds for the part-time employees: Skate Guards and Learn to Skate assistants. Budget decrease is due to the closure of the Brentwood Recreation Complex during renovation and the movement of Building Managers into a new account for better budget monitoring (\$13,219).

Salaries Part-time Rink Program 6012: This line item provides funds for the part-time employees: Hockey Referees and Skating Instructors. Budget decrease is due to the closure of the Brentwood Recreation Complex during renovation (\$33,933).

Salaries Part-time Sports 6013: This line item provides funds for part-time employees: Softball Umpires, Softball Field Supervisors, Volleyball Referees and Sand Volleyball Referees (\$22,932).

Salaries Part-time Special Events 6014: This line item provides funds for part-time employees (Building Managers, Recreation Aides and Skate Guards) working Special Events (\$612).

Part-time Overtime Ice Rink 6016: This line item provides funds for part-time rink employees (Building Managers and Skate Guards) working on holidays. Budget decrease is due to the closure of the Brentwood Recreation Complex during renovation (\$1,350).

Part-time Overtime Rink Program 6017: This line item provides funds for part-time rink program employees (Hockey Referees and Skating Instructors) working on Holidays. Budget decrease is due to the closure of the Brentwood Recreation Complex during renovation (\$1,350).

Salaries Part-time Magic Bus Drivers 6018: This line item provides funds for part-time Magic Bus Drivers. This new account was created to assist the department with budget monitoring (\$25,328).

Part-time Rink Administration 6019: This line item provides funds for the part-time employees: Building Manager and Recreation Aides who work in the Ice Rink. This line item provides funds for part-

time Magic Bus Drivers. This new account was created to assist the department with budget monitoring (\$32,961).

Longevity Expense 6025: This line item provides funds for longevity pay to employees for specified years of service (\$3,915).

Employee Benefits 6065: The City continues to offer this shared coverage as an important employee benefit in order to attract quality, skilled employees to the City. The City also provides Life Insurance, Long Term and Short Term Disability Insurance and employee assistance service. This line item provides funds for employee benefits (health care, dental, vision and life insurance, LAGERS) (\$195,892).

Insurance Workers Compensation 6150: This line item provides funds to cover worker's compensation insurance for employees (\$130,285).

MATERIALS & SUPPLIES:

Supplies & Materials 6420: This line item provides funds for supplies for the Community Center. Budget decrease is due to the closure of the Brentwood Recreation Complex during renovation (\$24,000).

Supplies & Materials Parks 6421: This line item provides funds for supplies related specifically to parks (\$44,000).

Supplies & Materials Ice Rink 6422: This line item provides funds for supplies for the Ice Arena, including the largest expense R-22 (Freon) refrigerant. Budget decrease is due to the closure of the Brentwood Recreation Complex during renovation (\$47,164).

Supplies & Materials Fitness 6423: This line item provides funds for supplies for Fitness Programs (\$700).

Supplies & Materials General Programming 6424: This line item provides funds for supplies for General Programs (\$225).

Supplies & Materials Special Events 6425: This line item provides funds for supplies for Special Events (\$3,125).

Supplies & Materials Sports 6426: This line item provides funds for supplies for Sports Programs (\$4,747).

Supplies & Materials Senior Programming 6427: This line item provides funds for supplies for Senior Programs. This new account was created to assist the department with budget monitoring (\$764).

Miscellaneous Expense 6445: This line item provides funds for miscellaneous expenses within the Parks and Recreation department (\$1,000).

CONTRACTUAL SERVICES:

Educational Benefits 6070: This line item provides funds for the reimbursement for full-time staff to attend work-related college classes (\$750).

Utilities 6115: This line item includes the yearly bill amounts for Cable, Internet and Wi-Fi, Telephones, Water, Sewer, and Electric usage in the Recreation Complex. Budget decrease is due to the expected reduction of utilities during the renovation of the Brentwood Recreation Complex (\$158,333).

Utilities Parks 6116: This line item includes the yearly bill amounts for Water, Sewer, Electric and Natural Gas (Norm West Park) usage in the parks (\$24,000).

Recreation Program Sports 6122: This line item provides funds for contractual program expenses related to Softball, Volleyball, Sand Volleyball, Tennis Program and Sports Camps (\$2,531).

Rink Program Expense 6123: This line item provides funds for contractual program expenses related to Hockey Leagues, Tournaments and Classes, Figure Skating Lessons and the Ice Show (\$6,811).

Recreation Program General Programming 6124: This line item provides funds for contractual program expenses related to General Programs (\$3,579).

Recreation Program Fitness 6125: This line item provides funds for contractual program expenses related to Fitness Programs. Budget decrease is due to the closure of the Brentwood Recreation Complex during renovation (\$6,558).

Recreation Program Special Events 6126: This line item provides funds for contractual program expenses related to Special Events (\$6,000).

Recreation Program Senior Programming 6127: This line item provides funds for contractual program expenses related to Senior Programs. This new account was created to assist the department with budget monitoring (\$8,713).

Memorial Tree & Bench Program 6130: This line item provides funds for expenses related to the Memorial Tree & Bench Program (\$1,800).

Advertising 6160: This line item provides funds for departmental advertising including Promotional Products, Postings for jobs, RFP and RFQ, Rental and Ice Rink Promotional Materials and Reach Board membership fee (\$5,908).

Travel/Meetings 6185: This line item provides funds for the National Conference, State Conference and expenditures related to Recreation Superintendent holding Missouri Parks & Recreation Association State Office (\$5,740).

Petro Products 6195: This line item provides funds for the Ice Resurfacer and fuel for the Magic Bus and Parks and Recreation vehicle (\$8,875).

Miscellaneous Contractual Expenses Administration 6210: This line item provides funds for contractual services for the Community Center including Security System and Fire Alarm and Safety Program, Cintas Cleaning services, monthly Pest Control, Floor Mat Cleaning, Infrared Scanning of Electrical System, Fire Extinguisher/Hood Inspections, Document Destruction, Online Postage Service, Railroad lease (\$33,653).

Miscellaneous Contractual Expenses Ice Rink 6212: This line item provides funds for contractual services for the Ice Arena including HVAC Maintenance, Ice Resurfacer Blade Sharpening, Cooling Tower Chemical Maintenance and Backflow Testing (\$71,537).

Festival Expense 6220: This line item provides funds for expenses attributed to the annual Maddenfest Celebration (\$66,500).

Training 6240: This line item provides funds for employees to attend the National Conference, State Conference, Local Seminars and specific training on the department's recreation software system (\$6,900).

Birthday Party Expense 6280: This line item provides funds for Pizza, Beverage Supplies, and Paper Products. Budget decrease is due to the closure of the Brentwood Recreation Complex during renovation (\$350).

Concessions 6285: This line item provides funds for the Health Department Permit, Beverage Supplies and Hockey Tape and Pucks resale items. Budget decrease is due to the closure of the Brentwood Recreation Complex during renovation (\$1,300).

Administration Expense 6300: This line item provides funds for office supplies (\$3,500).

Richmond Heights Cooperative 6310: This line item provides funds for a program that allows residents to purchase memberships to The Heights at Richmond Heights resident rates. Brentwood pays two-thirds of the rate difference between resident and non-resident (\$55,000).

Dues & Subscriptions 6365: This line item provides funds for membership dues to the National Recreation and Park Association, Missouri Parks and Recreation Association, Sam's Club, United States Tennis Association as well as yearly subscription to ASCAP, BMI, SESAC and Sirius (\$3,655).

Printing 6375: This line item provides funds for business cards, letterhead, maps, forms, signs, brochures and printing related to the Master Plan. Budget increase due to printing related to Master Plan process (\$6,500).

Uniform Purchase 6400: This line item provides funds for staff shirts and outerwear for administration staff. Increase due to having to purchase uniforms for Maintenance staff (\$2,200).

Postage 6440: This line item includes funds for postage. Budget increase due to postage related to Master Plan process (\$6,900).

Copier Supplies 6460: This line item provides funds for the lease of the copiers in the community center and ice arena as well as toner and other supplies (\$5,600).

Forestry 6470: This line item provides funds for tree work in the parks (\$3,000).

CAPITAL:

Storm water Expense 6480: This line item provides funds for Storm water expenses (\$75,000).

Park Capital Expense 6485: This line item provides funds for the recreation center renovation project (\$4,891,250), Olympia/Zamboni replacement (\$120,000), Oak Trail resurfacing and ADA compliance (\$95,000), park signage phase II (\$40,000) shade structure and benches for the playground in Memorial Park (\$15,000), a sound system for the ice rink (\$25,000), a skate sharpener for the ice rink (\$15,000), picnic tables, benches and drinking fountains for the park system (\$30,000), RecTrac software upgrade (\$8,000) and Parks and Recreation portion of ShoreTel Conference System (\$3,000). This line item also includes funds for the replacement of the projector (\$1,200) and funds to replace the Magic Bus (\$67,000) and a truck for the Parks crew (\$25,000) – (\$5,335,450).

Debt Service Principal – Series 2015 COP 6555: This line item includes funds for the annual debt service principal payment on the series 2015 COP issue of \$3,870,000 used for the recreation center renovation project (\$350,000).

Interest and Fiscal Charges 6556: This line item provides funds for debt issuance costs and the first interest payment on the debt related to the recreation center renovation project (\$269,146).

PARKS & RECREATION DEPARTMENT (50-00-00-XXXX)

Account Number	ACCOUNT DESCRIPTIONS	Actual 2011	Actual 2012	Actual 2013	Budgeted 2014	Estimated 2014	Budgeted 2015	Projected 2016	Projected 2017
Revenues									
4002	AD VALOREM TAXES	72,520	55,992	761	-	-	-	-	-
4025	SALES TAX	2,042,605	2,206,804	2,149,956	2,481,936	2,481,936	2,876,394	2,962,686	3,051,567
4031	RESERVES	-	-	-	-	-	768,663	-	-
4200	MEMORIAL TREE & BENCH PROGRAM	-	-	-	3,500	250	3,500	5,000	7,500
4210	MSD-EXEC WALK FUNDING	-	-	28,084	-	246,066	-	-	-
4510	SALE OF CITY PROPERTY	-	-	2,000	-	4,000	4,000	4,000	4,000
4525	INTEREST INCOME	545	4,200	6,609	5,000	7,000	7,000	7,000	7,000
4545	FESTIVAL REVENUE	-	-	10,650	33,500	13,775	15,000	17,500	20,000
4570	SPONSORSHIPS/DONATIONS	-	-	4,550	7,000	7,000	8,850	9,300	9,750
4585	SLAIT PREMIUM RETURN	-	15,688	15,987	5,000	5,000	5,000	5,000	5,000
4599	DEBT PROCEEDS	-	-	-	3,621,071	-	3,621,071	-	-
4950	INTERGOVERNMENTAL RECEIPT	-	13,500	103,195	-	70,570	370,000	-	-
TOTAL REVENUE		2,115,670	2,296,184	2,321,792	6,157,007	2,835,597	7,679,478	3,010,486	3,104,817

Expenditures

Account Number	ACCOUNT DESCRIPTIONS	Actual 2011	Actual 2012	Actual 2013	Budgeted 2014	Estimated 2014	Budgeted 2015	Projected 2016	Projected 2017
Personnel Services									
6000	SALARIES FULL TIME	847,132	377,679	418,363	429,068	429,068	531,737	552,689	574,270
6005	FULL TIME OVERTIME	16,236	270	792	840	840	250	258	266
6010	SALARIES PART TIME-ADMIN	241,029	67,126	77,544	59,705	59,705	24,200	47,250	48,668
6011	SALARIES PART TIME-RINK	-	-	-	48,916	48,916	13,219	24,733	25,475
6012	SALARIES PART TIME-RINK PROG	-	75,679	72,937	72,691	72,691	33,933	79,646	82,035
6013	SALARIES PART TIME-SPORTS	-	24,236	21,019	23,500	23,500	22,932	23,620	24,329
6014	SALARIES PART TIME-SPEC EVENTS	-	619	443	600	600	612	630	649
6015	PART-TIME OVERTIME-ADMIN	3,757	2,483	1,914	-	-	-	-	-
6016	PART-TIME OVERTIME-RINK	-	-	-	2,101	2,101	1,350	2,650	2,730
6017	PART-TIME OVERTIME-RINK PROG	-	963	2,060	2,101	2,101	1,350	2,101	2,164
6018	SALARIES PART TIME-MAGIC BUS	-	-	-	-	-	25,328	26,088	26,871
6019	SALARIES PART TIME-RINK BDG MGR	-	-	-	-	-	32,961	33,950	34,969
6020	SALARIES PART TIME-FITNESS	-	-	-	-	-	-	-	-
6021	SALARIES PART TIME-GENL PROG	-	-	-	-	-	-	-	-
6022	SALARIES PART TIME-SENIOR PROG	-	-	-	-	-	-	-	-
6023	PART-TIME OVERTIME-GENL PROG	-	-	-	-	-	-	-	-
6025	LONGEVITY EXPENSE	9,713	3,294	3,990	3,465	3,465	3,915	4,346	4,824
6050	ATTENDANCE INCENTIVE	-	1,825	500	-	-	-	-	-
6065	EMPLOYEE BENEFITS	-	120,200	154,344	169,992	169,992	195,892	205,687	215,971
6150	INSURANCE	93,036	46,403	91,205	124,081	124,081	130,285	136,799	143,639
Subtotal:		1,210,903	720,777	845,111	937,060	937,060	1,017,964	1,140,447	1,186,860

ACCOUNT NUMBER	ACCOUNT DESCRIPTIONS	Actual 2011	Actual 2012	Actual 2013	Budgeted 2014	Estimated 2014	Budgeted 2015	Projected 2016	Projected 2017
Materials & Supplies									
6420	SUPPLIES & MATERIALS	94,777	48,462	44,857	31,000	41,000	24,000	22,000	23,000
6421	SUPPLIES & MATERIALS-PARK	-	20,072	24,293	40,500	44,426	44,000	26,000	26,000
6422	SUPPLIES & MATERIALS-ICE RINK	-	-	-	55,750	66,850	47,164	48,997	51,447
6423	SUPPLIES & MATERIALS-FITNESS	-	-	-	500	-	700	600	600
6424	SUPPLIES & MATERIALS-GENL PROG	-	-	-	500	400	225	350	450
6425	SUPPLIES & MATERIALS-SPEC EVENT:	-	-	-	1,000	3,425	3,125	3,175	3,250
6426	SUPPLIES & MATERIALS-SPORTS	-	-	-	1,250	4,500	4,747	4,077	4,159
6427	SUPPLIES & MATERIALS-SENIOR PRO	-	354	-	-	-	764	779	795
6445	MISCELLANEOUS EXPENSE	-	68,888	5,184	750	1,000	1,000	1,000	1,000
	Subtotal:	94,777	68,888	74,334	131,250	161,601	125,725	106,978	110,701
Contractual Services									
6070	EDUCATIONAL BENEFITS	-	-	-	750	-	750	750	750
6115	UTILITIES	-	174,086	205,256	200,000	200,000	158,333	200,000	200,000
6116	UTILITIES PARK	-	21,211	22,799	24,000	23,000	24,000	24,000	24,000
6122	RECREATION PROGRAM-SPORTS	37,831	20,158	17,367	10,250	3,500	2,531	2,582	2,634
6123	RINK PROGRAM	-	6,915	3,876	4,140	6,650	6,811	10,722	11,258
6124	RECREATION PROGRAM-GENL PROG	-	13,745	11,762	12,450	9,000	3,579	7,350	8,085
6125	RECREATION PROGRAM-FITNESS	-	-	-	14,900	7,100	6,558	9,800	11,200
6126	RECREATION PROGRAM-SPEC EVENT	-	-	-	5,050	6,000	6,000	6,120	6,250
6127	RECREATION PROGRAM-SR PROG	-	-	-	-	-	8,713	9,263	9,448
6130	MEMORIAL TREE & BENCH PROG	-	-	-	1,800	250	1,800	2,500	4,000
6160	ADVERTISING	750	2,361	3,863	4,950	4,800	5,908	5,000	5,100
6185	TRAVEL/MEETINGS	-	1,975	1,809	4,650	4,650	5,740	5,850	5,950
6195	PETRO PRODUCTS	-	7,749	7,418	8,000	9,250	8,875	10,375	10,550
6210	MISC CONTRACTUAL EXP-ADMIN	3,788	69,788	104,123	28,265	27,000	33,653	44,545	45,500
6212	MISC CONTRACTUAL EXP-ICE RINK	-	-	-	70,161	67,500	71,537	75,980	79,779
6220	FESTIVAL EXPENSE	-	-	63,773	65,000	64,000	66,500	68,000	69,000
6240	TRAINING	-	2,017	1,073	4,200	4,200	6,900	7,100	7,250
6270	REFUNDS	4,340	100	-	-	-	-	-	-
6280	BIRTHDAY PARTY EXPENSE	-	1,112	956	1,500	1,000	350	1,250	1,250
6285	CONCESSIONS	8,442	8,964	7,312	5,000	5,250	1,300	3,195	3,355
6295	LEAGUE EXPENSE	8,979	-	-	-	-	-	-	-
6300	ADMINISTRATION EXP	2,529	3,226	3,421	4,000	3,500	3,500	3,575	3,650
6310	RICHMOND HEIGHTS COOP	55,379	54,280	53,044	55,000	53,044	55,000	55,000	55,000
6365	DUES & SUBSCRIPTIONS	-	797	814	3,056	3,000	3,655	3,750	3,825
6375	PRINTING	-	2,896	4,550	6,500	4,500	6,500	5,500	5,600
6395	UNIFORM RENTAL	2,715	-	-	-	-	-	-	-
6400	UNIFORM PURCHASE	2,186	2,111	1,048	1,020	1,020	2,200	2,250	2,300
6440	POSTAGE	-	3,184	4,071	6,900	6,000	6,900	7,025	7,150
6460	COPIER SUPPLIES	-	5,626	4,705	5,600	5,000	5,600	5,700	5,800
6470	FORESTRY	1,177	800	-	3,000	3,000	3,000	3,000	3,000
	Subtotal:	128,116	403,101	523,040	550,142	522,214	506,193	580,182	591,684

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTIONS</u>	<u>Actual 2011</u>	<u>Actual 2012</u>	<u>Actual 2013</u>	<u>Budgeted 2014</u>	<u>Estimated 2014</u>	<u>Budgeted 2015</u>	<u>Projected 2016</u>	<u>Projected 2017</u>
	Capital								
6480	STORM WATER EXPENSE	8,500	11,531	37,964	75,000	30,000	75,000	75,000	75,000
6481	EXECUTIVE WALK APT PROJECT	-	16,150	121,664	-	136,335	-	-	-
6485	PARK CAPITAL EXPENSE	40,296	25,490	263,120	3,943,497	572,497	5,335,450	563,000	593,100
6550	PARK DEBT SERVICE 1993	75,000	165,000	-	-	-	-	-	-
6555	DEBT SERVICE PRINCIPAL	-	-	-	-	-	350,000	355,000	365,000
6556	INTEREST AND FISCAL CHARGES	10,788	4,473	-	169,582	-	269,146	92,514	85,314
7005	TRANSFERS OUT	4,192	-	-	-	-	-	-	-
	Subtotal:	138,776	222,644	422,748	4,188,079	738,832	6,029,596	1,085,514	1,118,414
	TOTAL EXPENDITURES	1,572,572	1,415,410	1,865,233	5,806,531	2,359,707	7,679,478	2,913,121	3,007,659

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Planning and Development Department

PLANNING AND DEVELOPMENT DEPARTMENT

Mission Statement

To deliver excellent customer service to Brentwood residents, businesses, the development community, and other city departments by providing a one stop shop for community development, planning and zoning, building code administration, code enforcement, floodplain management, and economic development services. Efficient execution of these items helps fulfill the City's overall effort to attract and protect private investment within the City.

Goals and Objectives

1. Provide efficient permitting and inspection services.
 - a. Implement a new permit tracking system to increase customer service by allowing direct online contractor access.
 - b. Manage building permit plan review services in an open and transparent platform.
 - c. Identify opportunities for permits to be reviewed and issued online.
 - d. Increase efficiency of existing employees by providing mobile inspection services allowing for more time in the field and allowing applicants to receive information without delay.
2. Implement changes to the existing code enforcement system to increase transparency and communication.
 - a. Investigate feasibility of a system where updates are automatically emailed to users.
 - b. Create and track code enforcement activities and timeframes more efficiently.
 - c. Create a system of regular reports to track and analyze code enforcement activities as part of the Planning and Development monthly report.
3. Improve the quality of department information provided to the public.
 - a. Provide an initial response to all inquiries within 2 working days.
 - b. Review the existing FAQ section of the City website for ways to provide more effective information to the public.
 - c. Increase transparency by allowing citizens to check the status of requests online at any time.
4. Operate in a fiscally responsible manner.
 - a. Continue reviewing fees, comparing with other area municipalities, and update as needed.
 - b. Identify needs and seek grants for community development and capital improvement projects.
5. Attract and protect private investment in Brentwood.
 - a. Update the Brentwood Comprehensive Plan in support of high quality, sustainable development.
 - b. Continue making progress and gaining support for the city's long term floodplain management/redevelopment goals for the Manchester Road corridor.
 - c. Continue to facilitate the City's participation in the CDBG Home Improvement Program administered by St. Louis County.

- d. Manage the City's STP grant program projects (Litzsinger Road Improvements Project and Hanley Industrial Court Pedestrian Improvement Project).

Accomplishments

1. Oversaw and completed the inspection services for the new Drury Hotel and Bonefish Grill.
2. Began process of reviewing the City's sign regulations to review areas of the code which regulate content, as recommended by legal counsel.
3. Completed all outstanding items from the Community Assistance Visit (CAV) to take the next step in becoming a member of the Community Rating System (CRS) to provide reductions in flood insurance rates for property owners in Brentwood.
4. Prepared an update to the City's Flood Hazard Ordinance to adopt the new flood insurance rate maps and flood study for St. Louis County to remain an eligible participant of the National Flood Insurance Program.
5. Prepared and submitted MSD MS4 annual report.
6. Facilitated CDBG FY 15 grant request and submitted grant application to St. Louis County.
7. Issued a Request for Qualification (RFQ) for on-call building department services to assist City staff.
8. Obtained the services of a professional planning consultant to assist with a review of the City's Comprehensive Plan.
9. Completed the right-of-way and PS&E (construction specifications and bid documents) phases of the Litzsinger Road Improvement Project, and received approval from MoDOT to proceed with construction.
10. Obtained approval from MoDOT to proceed with an Engineering Services contract to begin the Hanley Industrial Court Pedestrian Improvement project.
11. Reorganized the department to include two multi-disciplinary inspectors to allow for greater cross training and flexibility in staffing functions.
12. Inspected and advised on the construction of 18 (3 carry over from 2013) new single family residences.

Performance Measures

<i>Planning and Development</i>	2013 (Actual)	2014 (Estimate)	2015 (Projected)
% of enforcement from complaints	30%	25%	25%
# of days from complaint to investigation	1.5	1.0	1.0
Value of residential renovation and new construction projects	\$3,841,935	\$4,933,733	\$5,000,000
Value of commercial renovation and new construction projects	\$26,187,122	\$11,610,071	\$10,000,000
% of CDBG funds expended	100%	100%	100%

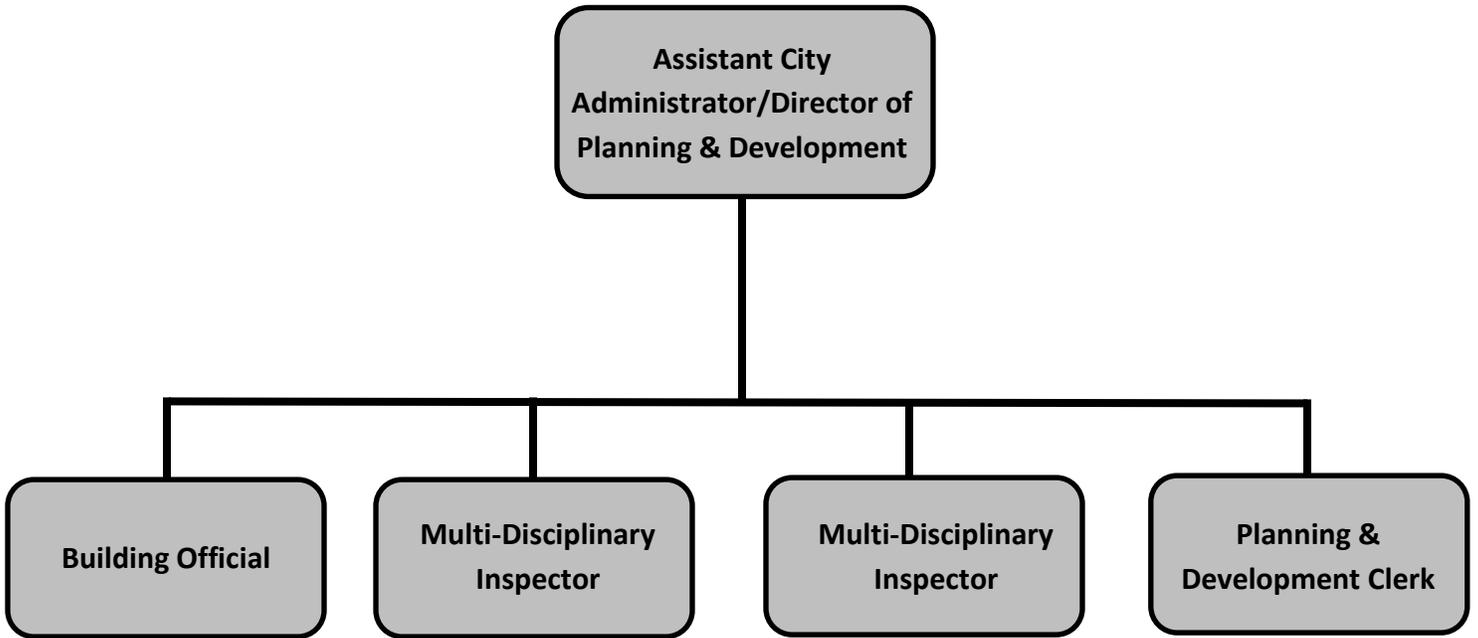
PLANNING AND DEVELOPMENT DEPARTMENT

BUDGETED POSITIONS

Position	2014	2015
Assistant City Administrator/		
Director of Planning & Development	1	1
Building Official	1	1
Building Inspector	1	0
Multi-Disciplinary Inspector	0	2
Code Enforcement Officer	1	0
Planning & Development Clerk	1	1
	<hr/>	
TOTAL	5	5

PLANNING AND DEVELOPMENT DEPARTMENT

ORGANIZATIONAL STRUCTURE



PLANNING AND DEVELOPMENT DEPARTMENT

ACCOUNT DESCRIPTIONS – FY 2015

PERSONNEL SERVICES:

Salaries Full Time 6000: This line item provides funds for five (5) full-time planning & development staff, for administration of the city's planning, community development, building, code enforcement and floodplain management programs (\$304,725).

Full-time Overtime 6005: This line item provides funds for full-time non-exempt employees, attendance at evening meetings, weekend/evening code enforcement, and coverage of the customer service counter during vacations and sick leave (\$3,247).

Salaries and Wages Part-time 6010: This line item includes a part-time intern (graduate student in urban planning) position budgeted for 28 hours/4 days a week, for 10 weeks (\$3,636). Examples of intern projects include developing department's informational brochures, improving and updating department information on city website, updating available properties info on the city website, assisting with special projects.

Longevity Expense 6025: This line item provides funds for longevity pay to employees for specified years of service (\$1,320).

Employee Benefits 6065: The City continues to offer this shared coverage as an important employee benefit in order to attract quality, skilled employees to the City. The City also provides Life Insurance, Long Term and Short Term Disability Insurance and employee assistance service. Provides funds for employee benefits (health care, dental, vision and life insurance, LAGERS) (\$99,420).

MATERIALS AND SUPPLIES:

Supplies & Materials 6420: This line item provides for office supplies (\$1,100).

Miscellaneous Expense 6445: This line item provides funds for miscellaneous items for Planning & Development (\$200).

CONTRACTUAL SERVICES:

Educational Benefits 6070: This line item provides funds for the reimbursement for 1 full-time staff to attend work-related college classes towards a bachelor's degree (\$3,000).

Engineering 6155: This line item provides funds for general city engineering services and building department services from a consultant firm (\$3,500).

Advertising 6160: This line item provides funds for public hearing notices for Planning and Zoning items, Board of Adjustment, bid notices in St. Louis Countian and job ads (\$1,300).

Legal 6170: This line item provides funds for special counsel for zoning, land use and board of adjustment matters (\$4,700) and P&Z/Board of Adjustment training (\$2,000) - (\$6,700)

Travel/Meetings 6185: This line item provides funds for department staff attendance at the Missouri Floodplain Managers Conference and State Emergency Management Association (SEMA) Floodplain meetings and Missouri Association of Building Official and Inspectors (\$550) and attendance at professional meetings such as APA, SLACMA, Urban Land Institute (ULI) and American Public Works Association (APWA) (\$1,080) - (\$1,630).

Petro Products 6195: This line item provides funds for fuel for 3 department vehicles used by the inspectors on staff (\$4,000).

Miscellaneous Contractual Expenses 6210: This line item provides for the update of maps (\$1,200) and funds in the event there's a need for the City to demolish any condemned property (\$8,000). This line item also includes funding for the update to the Comprehensive Plan (\$130,000), and monthly access wireless service for inspectors (\$1,800) – (\$141,000).

Training 6240: This line item provides funds for the necessary training for department staff (\$2,420).

Subscriptions & Memberships 6370: This line item provides funds for employees to have access to additional information and education for job revitalization and keeping up with current trends and practices. These opportunities include American Planning Association (APA), American Institute of Certified Planners (AICP), Missouri City Management Association (MCMA), Saint Louis Area City Management Association (SLACMA) memberships for Director (\$735), Missouri Association of Building Officials and Inspectors (MABOI), International Code Council (ICC) memberships for building official/inspectors/planning & development clerk (\$455), National Fire Protection Association (NFPA) subscription for Dept. (\$1,020) and ICC jurisdiction membership for City (\$125) and Notary renewal for P&D Clerk (\$85) - (\$2,420).

Printing 6375: This line item provides funds for permits, "Welcome to Brentwood" new resident packets, and information brochures for the P&D counter (\$1,400), and printing of business cards for department staff (\$300) - (\$1,700)

Uniform Purchase 6400: This line item provides funds for uniforms for the Planning & Development staff (\$1,000).

Postage 6440: This line item provides funds for miscellaneous postage needs for Planning and Development (\$100).

PLANNING & DEVELOPMENT DEPARTMENT (10-03-10-XXXX)

Account Number	ACCOUNT DESCRIPTIONS	Actual 2011	Actual 2012	Actual 2013	Budgeted 2014	Estimated 2014	Budgeted 2015	Projected 2016	Projected 2017
<u>Personnel Services</u>									
6000	SALARIES FULL TIME	132,155	303,883	281,835	298,903	298,903	304,725	313,867	323,283
6005	FULL TIME OVERTIME	765	942	276	3,152	3,152	3,247	3,344	3,444
6010	SALARIES PART TIME	40,731	2,980	2,310	3,530	3,530	3,636	3,745	3,857
6025	LONGEVITY EXPENSE	1,382	2,840	1,781	1,830	1,830	1,320	1,465	1,626
6050	ATTENDANCE INCENTIVE	-	500	250	-	-	-	-	-
6065	EMPLOYEE BENEFITS	-	59,533	84,655	99,695	99,695	99,420	104,391	109,611
Subtotal:		175,033	370,678	371,107	407,110	407,110	412,348	426,812	441,821
<u>Materials & Supplies</u>									
6420	SUPPLIES & MATERIALS	-	1,418	1,147	1,100	1,100	1,100	1,100	1,100
6445	MISCELLANEOUS EXPENSE	-	110	24	200	60	200	200	200
Subtotal:		-	1,528	1,171	1,300	1,160	1,300	1,300	1,300
<u>Contractual Services</u>									
6070	EDUCATIONAL BENEFITS	-	3,000	3,000	3,000	3,000	3,000	3,000	3,000
6155	ENGINEERING	-	20,950	3,632	3,500	2,500	3,500	3,500	3,500
6160	ADVERTISING	-	1,311	2,004	1,300	1,307	1,300	1,300	1,300
6170	LEGAL	-	6,484	6,625	6,700	3,737	6,700	6,700	6,700
6185	TRAVEL/MEETINGS	-	1,709	74	1,630	500	1,630	1,630	1,630
6195	PETRO PRODUCTS	-	2,174	2,524	4,264	2,500	4,000	4,000	4,000
6210	MISC CONTRACTUAL EXP	-	1,012	18,780	99,200	12,000	141,000	50,000	50,000
6240	TRAINING	-	965	689	2,420	1,400	2,420	2,420	2,420
6370	SUBSCRIPTIONS & MEMBERSHIPS	-	1,330	1,035	2,190	1,475	2,420	2,420	2,420
6375	PRINTING	-	1,684	1,199	2,490	600	1,700	1,700	1,700
6400	UNIFORM PURCHASE	992	518	346	1,000	1,000	1,000	1,000	1,000
6440	POSTAGE	-	44	(44)	100	-	100	100	100
Subtotal:		992	41,181	39,864	127,794	30,019	168,770	77,770	77,770
TOTAL EXPENDITURES		176,025	413,387	412,142	536,204	438,289	582,418	505,882	520,891

Police Department

- Police Department
- Police Seizure Funds

POLICE DEPARTMENT

Mission Statement

Members of the Brentwood Police Department are committed to excellence in public safety: the protection of life and property and are dedicated to the people of the City of Brentwood. We will provide community-enhancing services; foster a positive relationship with the community and develop our agency and officers with an emphasis on professionalism, integrity and service. We will constantly work to be the best Police Department in the St Louis area.

Goals and Objectives

1. Continue to provide professional law enforcement service to the community.
2. Enforce traffic laws and ordinance violations.
3. Implement and educate the community through publications and utilize the city website to post law enforcement notifications and updates.
4. Provide weekly and yearly crime statistics.
5. Promote police professional training.
6. Evaluate and project staff responsibilities.
7. Encourage employee development through continuing education programs and higher learning opportunities.
8. Participate in firearms, rifle, shotgun and ballistic shield quarterly training.
9. Adjust and deploy manpower to combat increased violent crime in business and residential areas.

Accomplishments

1. Secured grants totaling \$12,500 for traffic enforcement.
2. Participated in the voluntary Christmas gift program to St. Louis Children's Home Society.
3. Continued D.A.R.E. program for public and private school students in Brentwood.
4. Continued public information social media websites- Nextdoor.com, Facebook, Blog, Twitter, to better inform the public concerning crime.
5. Completed a physical fitness assessment program for all police officers.
6. Hosted a National Night Out event for the community.
7. Coordinated the transition to ECDC on items pertaining to the police department.
8. Hosted the BBQ for Backstoppers with the Fire Dept. raising \$4,000.
9. Hosted two National Take-Back Prescription Drugs Days.

Performance Measures

Police Personnel Salary and Benefit Expenditures	2013 (Actual)	2014 (Estimate)	2015 (Projected)
Sworn police officers	\$2,260,698	\$2,117,117	\$2,180,692
Civilian	\$414,656	\$231,544	\$111,800
Total	\$2,675,354	\$2,348,721	\$2,292,492

UCR Part I Violent Crimes	2013 (Actual)	2014 (Estimate)	2015 (Projected)
# reported	8	10	10
# of unfounded reports	0	0	0
# assigned to investigators	8	10	10
# cleared	6	4	5

UCR Part I Property Crimes	2013 (Actual)	2014 (Estimate)	2015 (Projected)
# reported	300	240	280
# of unfounded reports	0	4	5
# assigned to investigators	300	240	280
# cleared	136	100	140

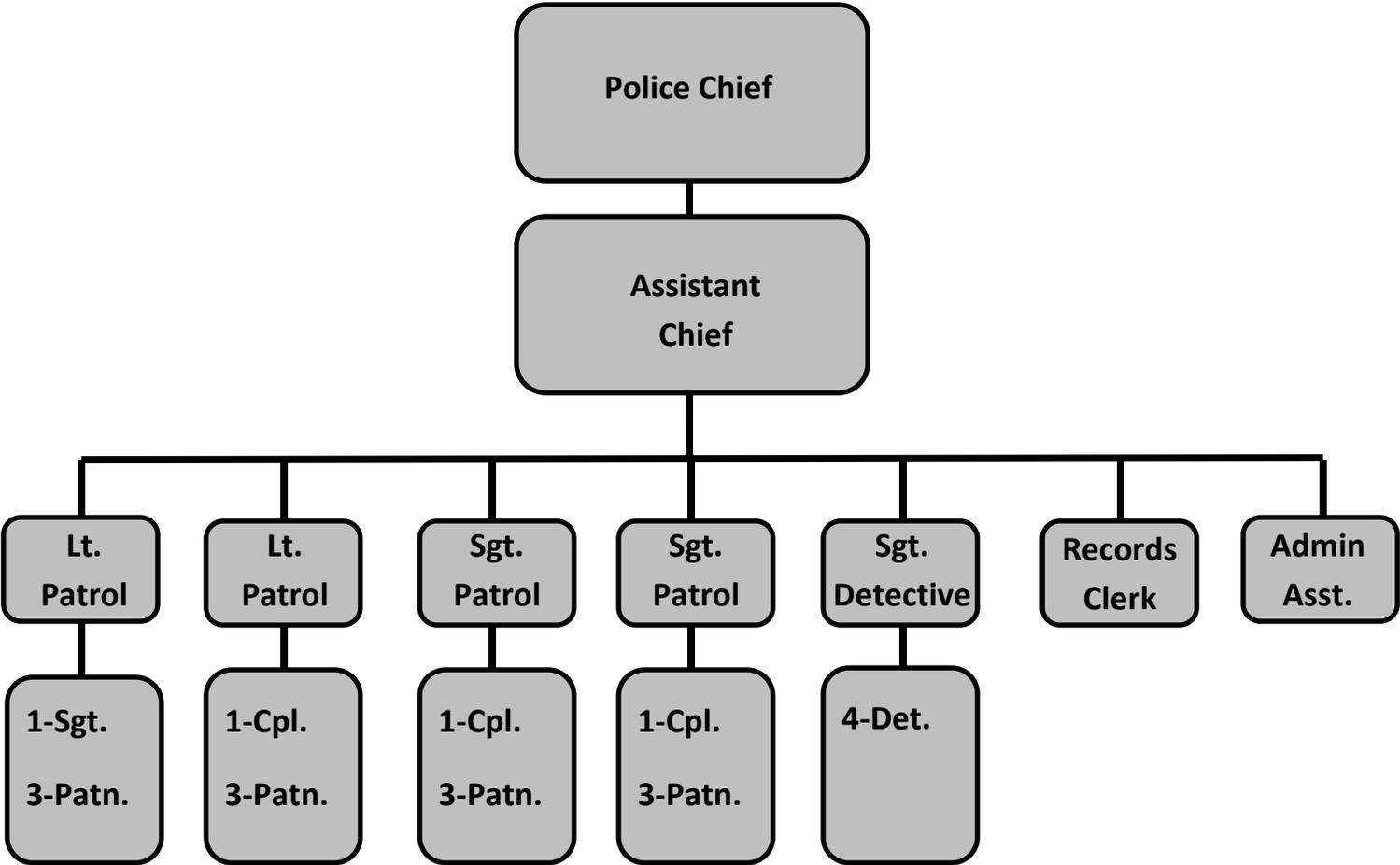
Dispatched Police Calls	2013 (Actual)	2014 (Estimate)	2015 (Projected)
Police calls for service resulting in a police unit being dispatched	10,379	11,676	12,000
Police initiated actions in the field resulting in a police unit making a contact, including all traffic, person or pedestrian stops	3,908	4,436	4,560
Police initiated actions in the field resulting in a police unit making only a traffic stop (a subset of the response immediately above)	3,656	4,203	4,320
Number of dispatched police calls that are top priority	496	583	600

POLICE DEPARTMENT

BUDGETED POSITIONS

Position	2014	2015
Chief	1	1
Major	1	1
Lieutenant	3	2
Sergeant	4	4
Corporal	0	3
Patrolman/Detective	18	16
Dispatcher	7	0
Administrative Assistant	0	1
Records Clerk	1	1
TOTAL	35	29

POLICE DEPARTMENT
ORGANIZATIONAL STRUCTURE



POLICE DEPARTMENT

ACCOUNT DESCRIPTIONS – FY 2015

PERSONNEL SERVICES:

Salaries and Wages Full Time 6000: This account includes salaries for (29) full time employees (\$2,297,525).

Full Time Overtime 6005: This line item provides funds for overtime for manpower requirements, late calls, special details, training, sickness, injury and other unexpected shortages. A portion of this overtime is funded by the DEA (\$91,711).

Salaries Part Time 6010: This line item provides funds for crossing guards and manpower shortages in the dispatch unit due to vacation, compensatory time off, illness, training and FMLA absences (\$14,420).

Longevity Expense 6025: This line item provides funds for longevity pay to employees for specified years of service (\$27,060).

Holiday Expense 6030: This line item provides funds for the Public Safety personnel who receive compensation for working holidays (\$86,514).

Shift Officer Pay 6040: This line item provides funds for police officers who are compensated for being the on-duty watch commander when command staff is absent due to vacation, compensatory time, illness, injury, training and FMLA absences (\$6,180).

Employee Benefits 6065: The City continues to offer this shared coverage as an important employee benefit in order to attract quality, skilled employees to the City. The City also provides Life Insurance, Long Term and Short Term Disability Insurance and employee assistance service. This line item provides funds for employee benefits (health care, dental, vision and life insurance, LAGERS and Police and Firefighters pension (\$369,693).

Police Reserves 6130: This line item provides funds for the police reserve clothing and equipment account (\$546).

Clothing Allowance 6390: This line item provides funds for clothing needed for uniforms (\$20,040).

MATERIALS AND SUPPLIES:

Supplies and Materials 6420: This line item provides funds for building supplies, equipment supplies, office supplies and miscellaneous supplies (\$26,000).

Miscellaneous Expense 6445: This line item provides funds for miscellaneous costs for the department (\$2,000).

CONTRACTUAL SERVICES:

Educational Benefits 6070: This line item provides funds for tuition reimbursement for Criminal Justice College accredited classes (\$3,000).

REJIS 6140: This line item provides funds for the communication software contract (\$60,000).

Community Relations 6145: This line item provides funds for the department promotion items (\$2,200), D.A.R.E. supplies (\$800), National Night Out (\$250), Halloween bags and glow sticks (\$750) - (\$4,000).

Advertising 6160: This line item provides funds for want ads for police, dispatcher and civilian employees job openings, listed with the local newspaper (\$1,500).

Travel and Meetings 6185: This line item provides funds for the IACP conference (\$1,500), as well as professional and civic meetings (\$300) - (\$1,800).

Petro Products 6195: This line item provides funds for fuel for 16 police vehicles (\$75,000).

Miscellaneous Contractual Expenses 6210: This line item provides funds for contract expenses such as the ECDC contract (\$210,000), the building operation maintenance, police management systems, janitorial services, copier lease, and car wash service, (\$310,000).

Training 6240: This line item provides funds for use of the Webster Groves Police Department indoor firing range (\$1,400), as well as specialized training offered by St. Louis County Academy (\$4,600) - (\$6,000).

Dues and Subscriptions 6365: This line item provides funds for membership to the Missouri Police Chiefs Association (\$200), the F.B.I. National Academy (\$100), the St. Louis Police Chief's Association (\$50), the Major Case Squad (\$250), and the I.A.C.P. (\$125) - (\$725).

Printing 6375: This line item provides funds for business cards, holiday cards, legal documents, sunshine requests, envelopes and police department letterhead (\$800)

Uniform Purchase 6400: This line item provides funds for purchasing vests and other equipment needed for police uniforms (\$3,000).

Postage 6440: This line item provides funds for the fees from U.S. certified mail, U.P.S. packages, and FedEx deliveries (\$300).

Jail 6475: This line item provides funds for housing for prisoners at St. Louis County Justice Center at a cost of \$30 a day, as well as prisoner meals for Brentwood and Rock Hill prisoners that are housed at our police station (\$22,660).

POLICE DEPARTMENT (10-02-02-XXXX)

Account Number	Account Descriptions	Actual 2011	Actual 2012	Actual 2013	Budgeted 2014	Estimated 2014	Budgeted 2015	Projected 2016	Projected 2017
Personnel Services									
6000	SALARIES FULL TIME	2,431,388	2,515,503	2,582,176	2,621,588	2,621,588	2,297,525	2,366,451	2,437,445
6005	FULL TIME OVERTIME	52,314	88,703	97,041	104,040	104,040	91,711	94,462	97,296
6010	SALARIES PART TIME	26,423	22,008	26,026	29,000	29,000	14,420	14,853	15,299
6015	PART-TIME OVERTIME	655	-	-	-	-	-	-	-
6025	LONGEVITY EXPENSE	26,049	27,272	29,007	31,230	31,230	27,060	30,037	33,341
6030	HOLIDAY EXPENSE	91,283	93,472	97,024	99,027	99,027	86,514	89,109	91,782
6040	SHIFT OFFICER PAY	2,909	3,374	5,828	6,180	8,000	6,180	6,365	6,556
6050	ATTENDANCE INCENTIVE	-	4,650	1,850	-	-	-	-	-
6065	EMPLOYEE BENEFITS	-	351,660	431,692	469,020	469,020	369,693	388,178	407,587
6130	POLICE RESERVES	-	-	-	530	530	546	562	579
6390	CLOTHING ALLOWANCE	24,152	23,675	23,640	23,640	23,640	20,040	20,040	20,040
	Subtotal:	2,655,173	3,130,317	3,294,284	3,384,255	3,386,075	2,913,689	3,010,057	3,109,925
Materials & Supplies									
6420	SUPPLIES & MATERIALS	-	20,841	17,936	25,000	26,000	26,000	26,780	27,580
6445	MISCELLANEOUS EXPENSE	-	664	1,805	4,000	2,000	2,000	2,000	2,500
	Subtotal:	-	21,505	19,741	29,000	28,000	28,000	28,780	30,080
Contractual Services									
6070	EDUCATIONAL BENEFITS	-	-	-	2,000	1,300	3,000	3,000	2,000
6140	REGIS COMMUNICATION	57,962	63,767	59,540	62,000	54,000	60,000	62,000	64,000
6145	COMMUNITY RELATIONS	-	3,174	2,603	2,000	2,400	4,000	4,000	4,500
6160	ADVERTISING	-	-	1,291	1,000	1,503	1,500	750	750
6185	TRAVEL/MEETINGS	-	521	1,044	1,500	2,100	1,800	2,000	2,300
6195	PETRO PRODUCTS	-	74,550	68,395	72,000	65,000	75,000	77,250	79,570
6210	MISC CONTRACTUAL EXP	-	94,851	100,955	100,000	100,000	310,000	321,000	332,000
6212	POLICE GRANT - PRIVATE	-	5,362	-	5,000	-	-	-	-
6240	TRAINING	-	5,165	5,935	6,000	6,000	6,000	6,200	6,400
6365	DUES & SUBSCRIPTIONS	-	1,085	950	1,300	985	725	825	925
6375	PRINTING	-	968	974	800	900	800	850	850
6400	UNIFORM PURCHASE	15	217	-	-	-	3,000	1,000	1,000
6440	POSTAGE	-	124	112	300	150	300	300	350
6475	JAIL	20,172	20,185	22,258	22,000	18,000	22,660	23,340	24,040
	Subtotal:	78,149	269,969	264,057	275,900	252,338	488,785	502,515	518,685
	TOTAL EXPENDITURES	2,733,322	3,421,791	3,578,082	3,689,155	3,666,413	3,430,474	3,541,352	3,658,690

POLICE SEIZURE FUNDS

ACCOUNT DESCRIPTIONS – FY 2015

No expenditures of Police Seizure Funds are anticipated for FY 2015. These funds will continue to accumulate for future appropriation.

POLICE SEIZURE FUNDS (10-02-04-XXXX)

Account Number	Account Descriptions	Actual 2011	Actual 2012	Actual 2013	Budgeted 2014	Estimated 2014	Budgeted 2015	Projected 2016	Projected 2017
BEGINNING BALANCE (RESTRICTED)									
	<u>Revenues</u>								
4116	SEIZED PROPERTY	34,828	38,101	11,692	10,000	30,000	10,000	10,000	10,000
	TOTAL REVENUE	34,828	38,101	11,692	10,000	30,000	10,000	10,000	10,000
<u>Expenditures</u>									
<u>Materials & Supplies</u>									
6420	SUPPLIES & MATERIALS	715	2,341	-	-	756	-	-	-
6485	CAPITAL EXPENSE	20,214	28,465	49,531	-	-	-	-	-
	Subtotal:	20,929	30,806	49,531	-	756	-	-	-
<u>Contractual Services</u>									
6185	TRAVEL/MEETINGS	-	-	-	-	-	-	-	-
6240	TRAINING	3,725	-	2,988	5,000	4,244	-	-	-
	Subtotal:	3,725	-	2,988	5,000	4,244	-	-	-
	TOTAL EXPENDITURES	24,654	30,806	52,519	5,000	5,000	-	-	-
ENDING BALANCE (RESTRICTED)									
		44,982	52,277	11,450	16,777	36,450	46,450	56,450	66,450

Public Works Department

- Streets Division
- Sanitation Division
- Sewer Lateral Program

PUBLIC WORKS DEPARTMENT

Mission Statement

To provide courteous and quality service for our residents and all city departments. We will strive to ensure that our streets, sidewalks, parks and city trees are safe for public use; use trained staff for vehicle, building and sewer lateral maintenance in a viable and economical manner; keep our city streets clear and passable during all types of weather; and increase our recycling set out rates and participation through information and general awareness.

Goals & Objectives

1. Utilize new street and sidewalk inventories.
 - a. Determine, access and prioritize street repair needs.
 - b. Develop action plan for concrete replacement mill and overlay repairs needed.
 - c. Identify funding for street and sidewalk projects.
2. Update tree inventory utilizing Tree Keeper 7 software.
 - a. Prioritize removals.
 - b. Develop a yearly trimming and pruning plan.
 - c. Continue Arborist education through training.
3. Increase recycling throughout the city.
 - a. Increase setout rates through general information.
 - b. Invite non-recyclers to join the city's efforts through mailers.
 - c. Lower landfill cost by increasing recycling.
 - d. Provide larger recycling containers.
4. Continue safe and quality sewer lateral program.
 - a. Continue cleaning service through quality companies.
 - b. Observe and educate technological advances.
 - c. Maintain safe work environment through training.
 - d. Develop sewer repair dig spread sheet.
5. Cost savings through in-house mechanic services.
 - a. Continue seminar training for mechanics.
 - b. Maintain yearly computer upgrades for newer vehicles.
 - c. Upgrade tools as advancements in equipment evolve.
 - d. Continue cost saving competition with multiple parts vendors.
6. Zero preventable accidents.
 - a. Continue employee safety training
 - b. All Public Works employees achieving OSHA 10 certification.
 - c. Utilizing new safety manual and being held accountable.

Accomplishments

1. Completed planned concrete replacement on Rosalie Avenue and Hanley Industrial Court, concrete curb replacement in Brentwood Forest, as well as several miscellaneous street and sidewalk repairs city-wide.
2. Managed the mill and overlay of Wrenwood Lane, Manderly Drive, Parkridge Avenue, and Helen Avenue.
3. Completed bid process for sewer lateral repair service, concrete materials, earthen materials, asphalt materials, garage door services, HVAC maintenance, and updated uniform program.
4. Purchased backhoe with \$50,000 savings allowing for the purchase of new safety shoring equipment.
5. Repaired over 30 sewer laterals.
6. Maintained consistency with capital improvements projects and purchases.
7. Exceeded goal of 650 tons of recycled materials collected by over 30 tons.
8. Coordinated the revision and implementation of a new safety manual.
9. Implemented the City's vehicle replacement program policy.
10. Completed staff training in excavation / shoring and confined space entry.
11. Collaborated with Missouri American Water Company on the successful replacement of over 15,000 feet of new water main throughout the City.
12. Received Certificate of Excellence award for the best management of road salt usage in support of the Phase II Storm Water management Plan.

Performance Measures

<i>Streets</i>	2013 (Actual)	2014 (Estimate)	2015 (Projected)
Total road reconstruction expenditures	\$121,207.65	\$241,904	\$1,744,263
Contracted amount of road reconstruction expenditures	\$68,950.13	\$176,000	\$1,733,763
% of lane miles assessed as being in satisfactory or better condition	93%	93%	95%

PUBLIC WORKS DEPARTMENT

BUDGETED POSITIONS

STREETS

Position	2014	2015
Superintendent	1	1
Project Manager	1	1
Mechanic	1	1
Arborist	1	1
Crew Leader	2	2
Maintenance II	2	2
Maintenance I	6	5
	<hr/>	
TOTAL	14	13

PARKS

Position	2014	2015
Foreman	1	1
Horticulturist	1	1
Maintenance II	5	4
Maintenance I	3	2
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TOTAL	10	8

SANITATION

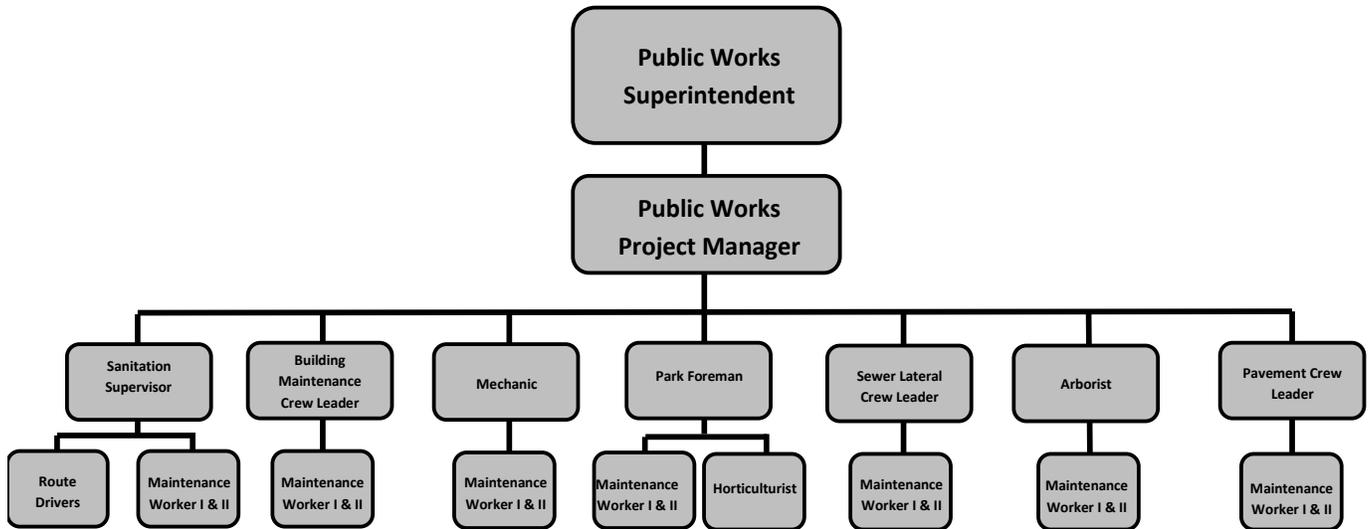
Position	2014	2015
Supervisor	1	1
Route Driver	3	3
Maintenance I	1	1
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TOTAL	5	5

SEWER LATERAL

Position	2014	2015
Crew Leader	1	1
Maintenance II	1	1
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TOTAL	2	2

PUBLIC WORKS DEPARTMENT

ORGANIZATIONAL STRUCTURE



PUBLIC WORKS DEPARTMENT

ACCOUNT DESCRIPTIONS – FY 2015

STREETS DIVISION

PERSONNEL SERVICES:

Salaries Full-time 6000: This line item provides funds for the full time positions in streets and parks maintenance (\$959,750).

Full-time Overtime 6005: This line item provides funds for staff overtime as needed to maintain adequate staffing for all public works services (\$68,494).

Salaries Part-time 6010: This line item provides funds for part time positions in streets and parks maintenance (\$45,449).

Longevity Expense 6025: This line item provides funds for longevity pay based on employee's years of service to the City (\$15,870).

Employee Benefits 6065: The City continues to offer this shared coverage as an important employee benefit in order to attract quality, skilled employees to the City. The City also provides Life Insurance, Long Term and Short Term Disability Insurance and employee assistance service. This line item provides funds for employee benefits (health care, dental, vision and life insurance, LAGERS and Police and Firefighters pension (\$351,940).

MATERIALS AND SUPPLIES:

Supplies and Materials 6420: This line item provides funds for supplies and materials for use by the public works department (\$25,000)

Supplies and Materials Streets 6425: This line item provides funds to fix pot holes, forms, and expansion joints. Increase due to fluctuating fuel cost (\$16,000).

Supplies and Materials Plants 6427: This line item provides funds for plantings at buildings and other areas maintained by the city (\$16,000).

Supplies and Maintenance Snow 6430: This line item provides funds for snow supplies including bulk salt, and calcium chloride for sidewalks and city pathways. Increase due to substantial jump in salt cost (\$42,000).

CONTRACTUAL SERVICES:

Advertising 6160: This line item provides funds for advertising for job openings and other public works information. Increase due to RFP advertising (\$2,500).

Travel/Meetings 6185: This line item provides funds for the APWA show, or TCI show (\$1,500).

Petro Products 6195: This line item provides funds for off-road diesel fuel and gas (\$51,000).

Miscellaneous Contractual Expense 6210: This line item provides funds for Gateway project and Strassner Berm maintenance, Missouri 1 call, security, yearly inspections of garage doors, fire extinguishers, and building sprinkler system (\$37,000)

Repairs and Maintenance – City Hall 6230: This line item is used for expenses to repair and maintain city hall (\$21,000).

Training 6240: This line item provides funds for staff training such as mechanical, computer, sewer lateral and safety. Increase due to expanded safety training program (\$12,000).

Solid Waste Disposal 6290: This line item provides funds for dump fees (\$6,000).

Dues & Subscriptions 6365: This line item provides funds for Sam's Club fees (\$250).

Uniform Rental 6395: This line item provides funds for employee uniforms (\$31,500).

Uniform Purchase 6400: This line item provides funds for purchasing boots, shirts, winter wear, gloves and safety glasses (\$8,200).

Mosquito Control 6435: This line item provides funds for chemicals and larvicides (\$6,000).

Forestry 6470: This line item provides funds for tree replacements, stump grinder rental, some small equipment, and removals that Public Works are not equipped to handle. Decrease due to grant completion (\$17,500).

STREET DEPARTMENT (10-03-05-XXXX)

<u>Account Number</u>	<u>Account Descriptions</u>	<u>Actual 2011</u>	<u>Actual 2012</u>	<u>Actual 2013</u>	<u>Budgeted 2014</u>	<u>Estimated 2014</u>	<u>Budgeted 2015</u>	<u>Projected 2016</u>	<u>Projected 2017</u>
Personnel Services									
6000	SALARIES FULL TIME	644,331	1,032,417	992,388	1,027,657	1,027,657	959,750	1,006,876	1,055,415
6005	FULL TIME OVERTIME	23,167	24,866	32,481	66,499	66,499	68,494	70,549	72,665
6010	SALARIES PART TIME	9,285	29,289	23,028	44,125	44,125	45,449	46,812	48,216
6015	PART-TIME OVERTIME	-	75	73	-	-	-	-	-
6025	LONGEVITY EXPENSE	9,703	16,314	15,076	15,525	15,525	15,870	17,616	19,554
6050	ATTENDANCE INCENTIVE	-	2,900	900	-	-	-	-	-
6065	EMPLOYEE BENEFITS	-	254,695	356,272	398,172	398,172	351,940	369,537	388,014
	Subtotal:	686,486	1,360,556	1,420,218	1,551,978	1,551,978	1,441,503	1,511,390	1,583,864
Materials & Supplies									
6420	SUPPLIES & MATERIALS	-	22,993	17,846	25,000	21,999	25,000	28,000	28,000
6425	SUPPLIES & MATERIALS STREET	6,322	9,128	8,559	15,000	12,957	16,000	18,000	18,000
6427	SUPPLIES & MATERIALS PLANTS	-	-	3,440	16,000	13,224	16,000	17,000	17,000
6430	SUPPLIES & MAINT - SNOW	-	14,484	16,386	30,000	41,000	42,000	42,000	42,500
	Subtotal:	6,322	46,605	46,231	86,000	89,180	99,000	105,000	105,500
Contractual Services									
6160	ADVERTISING	-	573	2,223	1,000	2,500	2,500	2,500	2,600
6185	TRAVEL/MEETINGS	-	207	716	1,500	250	1,500	1,500	1,500
6195	PETRO PRODUCTS	-	51,368	49,505	51,000	51,727	51,000	51,500	52,000
6210	MISC CONTRACTUAL	-	29,742	31,754	37,000	35,117	37,000	37,000	37,000
6230	REPAIRS & MAINT - CITY HALL	-	5,056	1,275	21,000	1,000	21,000	21,000	21,000
6240	TRAINING	-	490	1,110	1,500	2,684	12,000	12,350	12,500
6290	SOLID WASTE DISPOSAL	2,204	3,495	4,186	5,000	5,000	6,000	6,000	6,250
6365	DUES & SUBSCRIPTIONS	-	30	30	100	100	250	250	250
6375	PRINTING	-	-	186	-	-	-	-	-
6395	UNIFORM RENTAL	20,664	33,653	37,241	31,500	29,335	31,500	31,500	31,500
6400	UNIFORM PURCHASE	4,552	6,456	8,246	8,000	7,805	8,200	8,200	8,300
6435	MOSQUITO CONTROL	2,058	5,002	3,483	6,000	2,100	6,000	6,250	6,250
6470	FORESTRY	9,742	7,549	8,874	25,000	30,572	17,500	18,000	18,000
	Subtotal:	39,220	143,621	148,829	188,600	168,190	194,450	196,050	197,150
	TOTAL EXPENDITURES	732,028	1,550,782	1,615,278	1,826,578	1,809,348	1,734,953	1,812,440	1,886,514

PUBLIC WORKS DEPARTMENT

ACCOUNT DESCRIPTIONS – FY 2015

SANITATION DIVISION

PERSONNEL SERVICES:

Salaries & Wages Full-time 6000: This line item provides funds for five (5) full time positions (\$242,307).

Full-time Overtime 6005: This line item provides funds for overtime costs for full-time employees (\$8,657).

Longevity Expense 6025: This line item provides funds for longevity pay based on employee's years of service to the City (\$2,775).

Employee Benefits 6065: The City continues to offer this shared coverage as an important employee benefit in order to attract quality, skilled employees to the City. The City also provides Life Insurance, Long Term and Short Term Disability Insurance and employee assistance service. This line item provides funds for employee benefits (health care, dental, vision and life insurance, LAGERS and Police and Firefighters pension (\$80,017).

MATERIALS & SUPPLIES:

Supplies & Materials 6420: This line item provides funds for carts for rear yard pickups, brooms, shovels, and heavy duty electric cords for block heaters (\$2,000).

Miscellaneous Expense 6445: This line item provides funds for miscellaneous costs for the department (\$100).

CONTRACTUAL SERVICES:

Advertising 6160: This line item provides funds for recycling information in local papers and job ads (\$1,000).

Travel & Meetings 6185: This line item provides funds for the Yearly Waste Expo and conference (\$3,000).

Petro Products 6195: This line item provides funds for fuel (\$40,000).

Repairs & Maintenance 6215: This line item provides funds for equipment maintenance
Increase due to ageing equipment (\$30,000).

Solid Waste Disposal 6290: This line item provides funds for solid waste disposal (\$155,000).

Printing 6375: This line item provides funds for printing recycling information (\$1,000).

Uniform Rental 6395: This line item provides funds for employee uniforms (\$1,800)

Uniform Purchase 6400: This line item provides funds for boots, rain and winter wear, and gloves for employees (\$3,000).

Postage 6440: This line item provides funds for postage for informational flyers (\$1,000).

SANITATION DEPARTMENT (10-03-07-XXXX)

Account Number	Account Descriptions	Actual 2011	Actual 2012	Actual 2013	Budgeted 2014	Estimated 2014	Budgeted 2015	Projected 2016	Projected 2017
Personnel Services									
6000	SALARIES FULL TIME	238,683	237,877	234,819	235,296	235,296	242,307	249,576	257,063
6005	FULL TIME OVERTIME	6,930	8,617	7,790	8,405	8,405	8,657	8,917	9,185
6010	SALARIES PART TIME	-	-	-	-	-	-	-	-
6025	LONGEVITY EXPENSE	1,945	2,318	2,240	2,475	2,475	2,775	3,080	3,419
6050	ATTENDANCE INCENTIVE	-	1,400	1,000	-	-	-	-	-
6065	EMPLOYEE BENEFITS	50,805	76,566	81,407	80,251	80,251	80,017	84,018	88,219
	Subtotal:	298,363	326,778	327,256	326,427	326,427	333,756	345,591	357,886
Materials & Supplies									
6420	SUPPLIES & MATERIALS	-	87	145	2,000	2,000	2,000	2,000	2,000
6445	MISCELLANEOUS EXPENSE	370	238	100	-	100	100	100	100
	Subtotal	370	325	245	2,000	2,100	2,100	2,100	2,100
Contractual Services									
6160	ADVERTISING	-	-	475	1,000	1,000	1,000	1,000	1,000
6185	TRAVEL/MEETINGS	-	-	-	3,000	3,000	3,000	3,000	3,000
6195	PETRO PRODUCTS	37,764	40,497	41,786	40,000	33,937	40,000	41,000	41,000
6215	REPAIRS & MAINT - EQUIPMENT	31,369	18,927	25,355	28,000	21,533	30,000	30,000	31,000
6290	SOLID WASTE DISPOSAL	154,501	148,402	151,208	155,000	140,989	155,000	157,000	158,000
6375	PRINTING	-	1,165	-	1,000	1,000	1,000	1,000	1,000
6395	UNIFORM RENTAL	2,703	1,336	1,747	1,800	1,800	1,800	1,800	1,800
6400	UNIFORM PURCHASE	1,079	1,338	1,291	3,000	3,000	3,000	3,000	3,100
6440	POSTAGE	-	858	-	1,000	1,000	1,000	1,000	1,000
	Subtotal:	227,416	212,523	221,862	233,800	207,259	235,800	238,800	240,900
TOTAL EXPENDITURES		526,149	539,626	549,363	562,227	535,786	571,656	586,491	600,886

PUBLIC WORKS DEPARTMENT

ACCOUNT DESCRIPTIONS – FY 2015

SEWER LATERAL PROGRAM

PERSONNEL SERVICES

Salaries Full-time 6000: This line item provides funds for full-time employees (\$81,900).

Full-time Overtime 6005: This line item provides funds for employees on lateral crew (\$4,328).

Longevity Expense 6025: This line item provides funds for longevity pay based on employee's years of service to the City (\$975).

Employee Benefits 6065: The City continues to offer this shared coverage as an important employee benefit in order to attract quality, skilled employees to the City. The City also provides Life Insurance, Long Term and Short Term Disability Insurance and employee assistance service. This line item provides funds for employee benefits (health care, dental, vision and life insurance, LAGERS and Police and Firefighters pension (\$27,976).

MATERIALS AND SUPPLIES:

Supplies and Materials 6420: This line item provides funds for materials for lateral replacement (pipe, fittings, and patches) and material for sidewalk & street replacement (\$12,500).

Misc. Expense 6445: This line item provides funds for bank maintenance fees (\$150).

CONTRACTUAL SERVICES:

Misc. Contractual Expense 6210: This line item provides funds for sewer cleaning services (\$44,000).

CAPITAL:

Capital Equipment 6488: This line item provides funds for small equipment used in sewer lateral repairs (\$10,000).

Streets and Sidewalks 6535: This line item provides funds for materials for sidewalk and street replacement (\$10,000).

SEWER LATERAL (60-00-00-XXXX)

Account Number	ACCOUNT DESCRIPTIONS	Actual 2011	Actual 2012	Actual 2013	Budgeted 2014	Estimated 2014	Budgeted 2015	Projected 2016	Projected 2017
Revenues									
4525	INTEREST INCOME	-	-	34	100	100	100	100	100
4585	ASSESSMENTS	154,932	194,831	192,753	193,750	193,750	193,750	193,750	193,750
4031	RESERVES	-	-	-	-	-	-	13,661	14,542
TOTAL REVENUE		154,932	194,831	192,787	193,850	193,850	193,850	207,511	208,392
Expenditures									
Personnel Services									
6000	SALARIES FULL TIME	82,478	77,225	76,781	79,666	79,666	81,900	86,024	90,272
6005	FULL TIME OVERTIME	3,046	3,461	6,350	4,202	4,202	4,328	4,458	4,592
6025	LONGEVITY EXPENSE	829	655	1,018	1,065	1,065	975	1,004	1,034
6050	ATTENDANCE INCENTIVE	-	150	-	-	-	-	-	-
6065	EMPLOYEE BENEFITS	-	22,817	29,367	28,316	28,316	27,976	29,375	30,844
Subtotal:		86,353	104,308	113,516	113,249	113,249	115,179	120,861	126,742
Materials & Supplies									
6420	SUPPLIES & MATERIALS	13,831	21,871	10,390	12,500	11,383	12,500	12,500	12,500
6445	MISCELLANEOUS EXPENSE	135	156	162	150	150	150	150	150
Subtotal:		13,966	22,027	10,552	12,650	11,533	12,650	12,650	12,650
Contractual Services									
6160	ADVERTISING	-	-	-	-	-	-	-	-
6210	MISC CONTRACTUAL EXPENSES	43,024	50,999	57,036	44,506	43,236	44,000	44,000	44,000
Subtotal:		43,024	50,999	57,036	44,506	43,236	44,000	44,000	44,000
Capital									
6488	CAPITAL EQUIPMENT	17,200	-	-	10,000	10,000	10,000	20,000	15,000
6535	STREETS AND SIDEWALKS	-	-	11,840	10,000	10,000	10,000	10,000	10,000
Subtotal:		17,200	-	11,840	20,000	20,000	20,000	30,000	25,000
TOTAL EXPENDITURES		160,543	177,334	192,944	190,405	188,018	191,829	207,511	208,392

Capital Improvements Fund

CAPITAL IMPROVEMENTS

ACCOUNT DESCRIPTIONS – FY 2015

GENERAL

Miscellaneous Contractual Expenses 6210: This line item includes funds to upgrade and maintain the city's financial systems and funds to use for grant application fees (\$35,000).

Repairs and Maintenance 6215: This line item provides funds to repair all city vehicles and equipment: Parks and Recreation (\$10,000), Street (\$45,000), Fire (\$30,000), Police (\$36,300), and Planning and Development (\$4,950). Total (\$126,250).

COMPUTER/IT EQUIPMENT IMPROVEMENTS

Computer 6330: This line item provides funds for city-wide IT system upgrades, maintenance and repairs (\$197,500).

Admin Computer 6331: This line item provides funds for three new computers for Admin staff based on the IT Desktop Replacement Plan (\$4,100).

Fire Computer 6332: This line item includes funding to purchase three new computers based on the IT Desktop Replacement Plan (\$3,600) the annual re-licensure/support costs for EMS reporting software (\$2,500), the annual re-licensure/support costs for fire reporting software (\$2,000), archived fire reporting software (\$800), interfaces for Emergency Reporting (\$100), ESO EMS Software (\$500), InMotion routers (\$400), Air Cards for laptops in pumper and ambulance (\$2,000) and miscellaneous equipment (\$1,000) - (\$12,900).

Pub Works Computer 6334: This line item provides funds for two new computers for the department based on the IT Desktop Replacement Plan (\$2,000).

Planning & Development Computer 6336: This line item provides funds for three tablet computers for the inspectors and building official (\$9,000).

CAPITAL IMPROVEMENTS AND DEBT SERVICE

Capital Improvement Building Maintenance 6505: This line item provides funds to cover miscellaneous repairs to all city buildings (\$40,000).

Capital Improvement – Fire 6510: This line item provides funds for the installation of a Carbon Monoxide detection system in the Fire House (\$20,000), new Self Contained Breathing Apparatus (SCBA) (\$185,000) (possible lease-purchase), Large Diameter Hose (\$20,000), 12 sets of body armor (\$10,000), and the purchase of a new Heart Monitor (\$4,000). This purchase will be funded by a FEMA Grant. This line item also provides funds for firehouse HVAC system modifications including kitchen hood system and SCBA fill room (\$102,500) - (\$341,500).

Capital Improvement – Judicial 6515: This line item provides funds for office furniture to include chairs and office equipment such as a heavy duty shredder for the department (\$1,800).

Capital Improvement – Police 6525: This line item provides funds for ammunition (\$6,000) and the replacement of three 2009 Dodge Chargers and one 2010 Dodge Charger police vehicles (\$128,000) - (\$134,000).

Capital Improvement – Planning & Development 6528: This line item provides funds for the replacement of the 1998 Ford Crown Victoria (\$17,500) and the 2000 Ford Crown Victoria (\$17,500) - (\$35,000).

Capital Improvements Public Works 6530: This line item provides funds for the replacement of the 1997 GMC 2-ton dump & plow (\$89,000), 1999 GMC 2-ton dump & plow (\$89,000), and 2000 Ford ¾ ton truck (\$26,000). This line item also provides funds for the replacement of a skidsteer/miller (\$55,000), air compressor (\$23,000), street saw (\$15,000), and paint striper/trailer (\$15,000). This line item also provides funds for street, stop and speed limit signs and posts (\$20,000), garage building exhaust fans (\$10,000), veteran’s memorial upgrades (\$10,000), city hall generator upgrades (\$20,000), server room A/C (\$5,000), recreation employees relocation (\$5,000) and demolition of 8318 Manchester Building (\$69,000) – (\$451,000).

Streets & Sidewalks 6535: This line item includes funds for several street and sidewalk projects in the City Brentwood as listed below as well as citywide street and sidewalk repairs and street engineering studies (\$544,263).

STREETS & SIDEWALKS - 2015:

- Mill and Overlay Highschool Drive (\$225,443)
- Mill and Overlay Annalee Ave. (Litzsinger to Manchester) (\$55,279)
- Mill and Overlay Louis Drive (\$50,038)
- Mill and Overlay Tilles Drive (\$19,560)
- Mill and Overlay 8700 Pine Ave. (\$29,452)
- Mill and Overlay Lawn Ave. (Urban to Woodsey) (\$12,206)
- Mill and Overlay Urban Drive (Strassner to Pine) (\$17,436)
- Mill and Overlay Spanish Drive (\$12,285)
- Mill and Overlay Woodsey Drive (\$11,170)
- Mill and Overlay Alley (Evans to Rose) (\$6,404)
- Hanley Industrial Court street slabs
- Spot mill and asphalt
- Crack seal materials
- Miscellaneous street and sidewalk repairs

Debt Service – 2014 Lease/Purchase 6549: This line item includes funds for the annual debt service payment on the 2014 lease/purchase issue of \$193,933 for purchase of IT equipment (\$41,707).

Debt Service – 2013 Lease/Purchase 6551: This line item includes funds for the annual debt service payment on the 2013 lease/purchase issue of \$533,461 for purchase of a new pumper truck (\$84,114).

Debt Service – Series 2009 COP 6552: This line item includes funds for the annual debt service payment on the series 2009 COP issue of \$7,500,000 used for the advance refunding of the 2002 issue for construction of the firehouse and city hall renovation (\$675,000).

Debt Service - Series 2003 COP 6553: This line item includes funds for the annual debt service payment on the series 2003 COP issue of \$1,330,000 used for renovating, improving, furnishing and equipping the existing library and city hall. This amount does not include the library's portion of the debt service payment (\$60,000).

Capital Improvement - Sanitation 6554: This line item provides funds for recycle carts, recycle bins and trash dumpsters for new residents and replacement of old units (\$15,000). This line item also includes replacement of a 2005 trash truck (\$190,000) – (\$205,000).

Litzinger Road STP 6618: This includes commencement of the construction phase of the project. The total FY15 budget amount is 80% federally funded with a 20% local match. The city of Rock Hill has committed to providing 25% of the local match, as approximately 25% of the project is located in Rock Hill (\$1,573,962).

Hanley Industrial Court Pedestrian Improvements STP 6619: This includes the preliminary engineering phase and commencement of the right-of-way phase. The total FY15 budget amount is 80% federally funded with a 20% local match. (\$112,436).

CAPITAL IMPROVEMENTS (40-00-00-XXXX)

<u>Account Number</u>	<u>ACCOUNT DESCRIPTIONS</u>	<u>Actual 2011</u>	<u>Actual 2012</u>	<u>Actual 2013</u>	<u>Budgeted 2014</u>	<u>Estimated 2014</u>	<u>Budgeted 2015</u>	<u>Projected 2016</u>	<u>Projected 2017</u>
	Revenues								
4002	AD VALOREM TAXES	217,653	(456)	(205)	-	-	-	-	-
4025	SALES TAX	1,768,440	1,916,775	1,823,725	2,132,389	2,132,389	2,486,361	2,560,952	2,637,781
4026	RECYCLE GRANT	-	-	-	-	10,000	-	-	-
4028	PEDESTRIAN/TRANSIT STP	34,358	18,920	155,502	-	211,900	-	-	-
4029	ROSE AVENUE STP	-	37,887	162,566	-	205,640	-	-	-
4030	LITZINGER ROAD STP	-	-	86,105	1,279,200	194,725	1,259,170	-	-
4031	RESERVES	-	-	-	94,701	-	323,354	-	-
4032	HIC PEDESTRIAN STP	-	-	-	-	-	89,949	661,156	-
4038	PEDESTRIAN/TRANSIT TDD	-	13,319	38,875	-	56,121	-	-	-
4205	GRANTS - MISC	-	-	-	-	-	-	-	-
4510	SALE OF CITY PROPERTY	-	11,500	76,702	30,000	30,000	10,000	10,000	10,000
4525	INTEREST INCOME	702	5,062	4,195	3,500	4,000	4,000	4,000	4,000
4599	DEBT PROCEEDS	-	-	533,460	-	-	185,000	-	-
4625	TRANSFER IN	-	-	-	-	-	250,000	250,000	250,000
4950	INTERGOVERNMENTAL RECEIPT	-	-	7,759	128,450	9,793	78,698	-	-
	TOTAL REVENUE	2,021,153	2,003,007	2,888,684	3,668,240	2,854,568	4,686,532	3,486,108	2,901,781

CAPITAL IMPROVEMENTS

<u>Account Number</u>	<u>ACCOUNT DESCRIPTIONS</u>	<u>Actual 2011</u>	<u>Actual 2012</u>	<u>Actual 2013</u>	<u>Budgeted 2014</u>	<u>Estimated 2014</u>	<u>Budgeted 2015</u>	<u>Projected 2016</u>	<u>Projected 2017</u>
	Expenditures								
6210	MISC CONTRACTUAL EXPENSES	34,756	13,246	20,166	35,000	35,000	35,000	35,000	35,000
6215	REPAIRS & MAINT - EQUIPMENT	128,782	142,890	127,165	126,250	126,250	126,250	126,250	126,250
6330	COMPUTER	77,567	29,921	55,413	152,000	152,000	197,500	134,500	295,000
6331	ADMIN COMPUTER	-	-	4,662	2,600	2,600	4,100	152,479	2,000
6332	FIRE COMPUTER	-	7,541	11,924	7,400	7,400	12,900	13,300	10,300

CAPITAL IMPROVEMENTS (40-00-00-XXXX)

<u>Account Number</u>	<u>ACCOUNT DESCRIPTIONS</u>	<u>Actual 2011</u>	<u>Actual 2012</u>	<u>Actual 2013</u>	<u>Budgeted 2014</u>	<u>Estimated 2014</u>	<u>Budgeted 2015</u>	<u>Projected 2016</u>	<u>Projected 2017</u>
6333	POLICE COMPUTER	-	4,783	21,891	41,000	41,000	-	1,000	10,200
6334	PUB WKS COMPUTER	-	1,449	2,451	2,200	2,200	2,000	900	-
6335	LEGISLATIVE COMPUTER	-	-	3,654	-	366	-	-	-
6336	PLANNING & DEV COMPUTER	-	149	5,661	1,300	1,300	9,000	1,600	-
6337	JUDICIAL COMPUTER	-	-	-	3,000	3,607	-	-	2,000
6500	CAPITAL IMPRVMT-ADMIN	6,489	26,750	448	-	-	-	-	-
6505	CAPITAL IMPRVMT-BLDG MNT	34,566	36,364	41,402	40,000	40,000	40,000	40,000	40,000
6510	CAPITAL IMPROVEMENT-FIRE	50,860	243,705	810,723	140,000	140,000	341,500	223,500	40,000
6515	CAPITAL IMPRVMT-JUDICIAL	-	-	-	900	900	1,800	200	500
6525	CAPITAL IMPRVMT-POLICE	62,382	71,765	9,327	64,476	64,476	134,000	161,000	129,000
6528	CAPITAL IMPROVEMENT-P & D	2,655	-	-	-	-	35,000	-	20,000
6530	CAPITAL IMPRVMT-PUB WKS	21,764	78,880	84,234	280,000	280,000	451,000	92,752	191,280
6535	STREETS & SIDEWALKS	96,802	99,086	112,648	339,000	339,000	544,263	518,555	479,553
6538	G.O. BONDS SERIES 1998	375,000	270,000	-	-	-	-	-	-
6548	DEBT SERVICE-2015 LEASE/PURCH	-	-	-	-	-	-	39,800	39,800
6549	DEBT SERVICE-2014 LEASE/PURCH	-	-	-	-	-	41,707	41,707	41,707
6551	DEBT SERVICE-2013 LEASE/PURCH	-	-	-	84,114	84,114	84,114	84,114	84,114
6552	DEBT SERVICE-2009 COP	2,090	2,247	2,279	675,000	675,000	675,000	675,000	675,000
6553	DEBT SERVICE-2003 COP	2,142	2,142	2,250	60,000	60,000	60,000	60,000	60,000
6554	SANITATION	855	158,770	13,105	15,000	15,000	205,000	30,500	30,000
6556	INTEREST AND FISCAL CHARGES	25,489	7,223	5,700	-	-	-	-	-
6615	PEDESTRIAN/TRANSIT STP	56,313	69,351	275,531	-	-	-	-	-
6617	ROSE AVENUE STP	18,817	35,500	259,136	-	-	-	-	-
6618	LITZINGER ROAD STP	-	22,893	132,314	1,599,000	195,831	1,573,962	-	-
6619	HIC PEDESTRIAN STP	-	-	-	-	-	112,436	826,445	-
7005	TRANSFERS OUT	306,554	728,763	726,159	-	-	-	-	-
TOTAL EXPENDITURES		1,303,883	2,053,418	2,728,243	3,668,240	2,266,044	4,686,532	3,258,602	2,311,704