



CITY OF WENTZVILLE

Operating Budget

2016

2016 Budget

Mayor

Nick Guccione

Aldermen

WARD 1

Robert Hussey

Cheryl Kross, BOARD PRESIDENT

WARD 2

Michael Rhoades

Sonya Shryock

WARD 3

Matt Swanson

Linda Wright

Administration

Robert Bartolotta, CITY ADMINISTRATOR

David Gipson, ASSISTANT CITY ADMINISTRATOR

Kimberly Butts, DIRECTOR OF PROCUREMENT

Doug Forbeck, DIRECTOR OF COMMUNITY DEVELOPMENT

Brandon Griffin, DIRECTOR OF INFORMATION TECHNOLOGY

Kevin Pyatt, INTERIM CHIEF OF POLICE

Jim Hetlage, CITY ATTORNEY

Dan Lang, DIRECTOR OF ECONOMIC DEVELOPMENT

Jeff Lenk, DIRECTOR OF FINANCE

Mike Lueck, DIRECTOR OF PARKS AND RECREATION

Amy Mixen, DIRECTOR OF HUMAN RESOURCES

Susan Mueller, DIRECTOR OF PUBLIC WORKS

Vitula Skillman, CITY CLERK

Municipal Court

Michael Carter, MUNICIPAL JUDGE

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Introduction & Overview

October 9, 2015

Mayor and Board of Aldermen
City of Wentzville
310 West Pearce Blvd.
Wentzville, MO 63385



Dear Mayor and Aldermen:

We are pleased to present you with the proposed 2016 financial plan for the City of Wentzville.

The City is not in the business of raising and spending money. Rather, we are in the business of providing quality service. Revenues and expenditures are only means to this end. All current services levels are projected to be maintained for a city with a population estimated to be 37,000 in 2016.

Total expenditures for the 15 Funds total \$71,523,685. Key highlights of this financial plan are outlined below.

- The proposed rate of \$0.6673 General (\$0.02 less than last year's General Fund rate) and \$0.0672 Parks (same as last year's Park Fund rate). The combined rate is \$0.7345 per \$100 of assessed value, representing a 2.7% decrease from the 2015 rate and a 7% decrease from the 2014, 2013, and 2012 rates. This tax reduction is part of the Board's long-term financial strategy for the City. Wentzville's personal property tax rate is the 2nd lowest of the five largest municipalities in St. Charles County.
 - The city of Wentzville continues to be the only city of the five largest municipalities in St. Charles County to voluntarily reduce the property tax rate. See comparative rates below:

▪ Lake Saint Louis	\$1.0651
▪ Saint Charles	\$0.9312
▪ St. Peters	\$0.7700
▪ Wentzville	\$0.7345
▪ O'Fallon	\$0.5970
- Sales tax revenues are projected to grow 10% over the 2015 budget, while use tax revenues are projected to decrease by 37%.
- Funds have been included to fully fund the Board-adopted Capital Improvement Plan (CIP). This reflects our ongoing program to upgrade and replace equipment and furnishings. A summary of capital outlay purchases for all budgeted funds by departments is as follows:

Department	Budgeted Capital Expenditures
Information Technology	\$60,587
Community Development	\$25,300
Law Enforcement	\$546,737
Public Works/Transportation	\$16,627,500
Parks	\$1,000,380
Water	\$5,711,130
Wastewater	\$2,295,074
Total	\$26,266,708

- Healthcare expenditures for the city will remain stable with a slight increase to employees for spouse/family coverage.
- Consistent with the plan outlined in the CIP, this budget calls for the specific drawdowns on fund balance reserves to fund one-time major capital projects. By drawing down the fund balances and eliminating the issuance of debt, the City will save on bond issuance costs and interest payments.

General Fund	\$4,000,000
Capital Fund	\$2,300,000
Water Fund	\$3,545,116
Wastewater Fund	\$805,433
Total	\$10,650,549

- Funds are included in this budget to address all 10 of the Mayor and Aldermen Strategic Priorities.
- To address the Board's long-term financial strategy for the City that includes a long-term property tax reduction strategy and the review of all current user fees, this budget includes an increase in the building fee multiplier. The current multiplier is .0039% and the budgeted multiplier is .0045%. See comparative rates below:
 - Wentzville .0045%
 - Saint Charles .0045%
 - O'Fallon .0045%
 - Lake Saint Louis .0050%
 - St. Charles County .0073%
 - St. Peters .0083%
- A key component to ensure the City meets the resident's current and future needs is maintaining a professional and efficient staff. Funds for a performance/merit increase have also been included in all budgets at a city wide cost of \$300,835. The increase for those in the middle (meeting expectations) is 1.88%.
- We are recommending new full-time personnel in this budget. These increases in personnel Citywide are to keep up with the growth being experienced in all City departments. These increases are necessary to maintain current service levels.

<u>Department</u>	<u># Increase</u>	<u>Explanation</u>
Law Enforcement	1	Replacement of officer assigned to Canine Unit
PW – Engineering	2	Ongoing private development plan review and improvement inspection workload, and additional slab and sidewalk replacement projects and expanded water, wastewater and stormwater design and construction project management workloads
PW – Stormwater	1	Ongoing construction of new homes resulting in drainage and site grading inspections to address resident concerns. Additional stormwater and drainage related capital projects
PW – Streets & Signals	1	Offset by elimination of two part-time positions, needed to address rising traffic signal, pavement markings and regulatory signage maintenance
Parks	1	Opening of Peruque Valley Park
Water	2	City growth; Eliminated one part-time position; Capital water main replacement projects to be completed in-house. Increasing utility locate demand with more than 8,000 locates completed annually
Wastewater	1	City growth; Capital projects completed in-house

- A contingency account has been established in the amount of \$175,781 to provide the ability to deal with unanticipated minor expenses
- All capital projects for the General Fund have been funded by the Capital Improvement Fund. Hence, there were no General Fund expenditures for capital. The Capital Improvement Fund will also purchase all capital equipment for the Parks and Recreation, Transportation, Water and Wastewater funds as well as fund Parks and Recreation ADA projects, addressing one of the Board's strategic objectives.
- The Transportation fund has several large projects beginning in 2016, including David Hoekel Parkway Phase II, Highway 61 Outer Road, Village Center Renovation – South Linn Avenue and increased dollars for street replacements and sidewalks. The city has successfully been awarded matching funds from various outside governmental entities thus reducing the City's portion.
- The Wastewater Fund has completed a system modeling update and master plan in 2015. Both the Water and Wastewater Funds had a comprehensive rate analysis performed in 2015 due to increasing outside costs that have been absorbed throughout the past couple of years without an increase in water and sewer rates. A rate increase for Water and Wastewater of 3% and 4.5% respectively are proposed in the 2016 budget.
- Revenues were calculated based on careful consideration for our City's economic conditions and the slowly recovering economic outlook that is impacting our entire nation. Locally, the continued slow but steady, residential and business growth rates provide us with a solid financial base. Wentzville is experiencing a higher increase in residential building than the surrounding cities in St. Charles County. With increased numbers of residential building permits issued in 2015, and the same number is anticipated in 2016.
- In 2015, the City underwent two refunding's resulting in savings to the City. On March 25, the Board of Aldermen passed Resolution 15-660 authorizing staff, the City's financial advisor and bond counsel to proceed with an advance refunding of the COPS, Series 2011 due to favorable interest rates. The City issued its Refunding Certificates, Series 2015 on July 30 resulting in approximately \$1.5 million in total savings or nearly \$100,000 each year until the year 2030. Again, on September 2, the Board of Aldermen passed Resolution 15-739 authorizing staff, the City's financial advisor and bond counsel to proceed with refunding of the COPS, Series 2010A. A savings of approximately \$183,000 is expected when Refunding Certificates, Series 2015B are issued on the closing date of November 10.
- The City has the following ratings assigned by Moody's Investor Service: Aa2 for our Certificates of Participation Series 2010B; Aa3 for our Certificates of Participation 2015 and 2015B; Aa2 for our Lease Revenue Bonds Series 1999, 2006, 2008 and 2011.
- The Missouri Constitution provides that the amount of bonds payable out of tax receipts shall not exceed 10% of the total valuation of the taxable property of the City. The Missouri Constitution permits the City to become indebted for an additional 10% of the value of taxable, tangible property for the purpose of acquiring rights-of-ways; constructing, extending and improving streets; and constructing and improving sanitary or stormwater sewer systems. The City's current total net debt applicable to the limit as a percentage of the debt limit is 0.83%.

In order to meet the standards set forth by the Government Finance Officers Association (GFOA), the various bond agencies that evaluate the City's financial health and the City's own policies, the City of Wentzville has established a process of conservative and responsible financial management. Keeping with this philosophy, the General Fund unreserved fund balance will be at approximately 35% after the specific drawdowns of the reserve for land purchase and preconstruction design services for the new city hall.

This demonstrates prudent financial management by protecting the City against temporary revenue shortfalls, economic downturns, weather-related disasters or unanticipated major expenses. It also allows the City the financial freedom to capitalize on unanticipated opportunities that may surface in the coming years.

In summation, we remain committed to our mission to offer all of our residents the opportunities for continuously improving quality of life by providing effective leadership and service by encouraging responsible citizenship, stimulating economic growth, and planning and fiscal responsibility

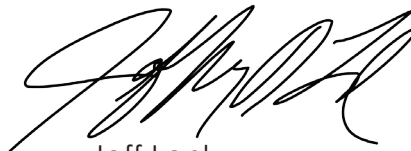
We would like to acknowledge the work of Danielle Bruckerhoff, Assistant Director of Finance, and the cooperation of each of the Directors, for their work on this budget document.

Thank you for your continued support and participation.

Respectfully submitted,



Robert Bartolotta
City Administrator



Jeff Lenk
Director of Finance

Bill No. 3723, an Ordinance Authorizing the Budget for the Fiscal Year Beginning January 1, 2016 and Ending December 31, 2016 of Revenues of \$56,785,734 and Expenditures of \$71,523,685 (Includes \$14,915,199 in Project Specific Reserve Draws, the Budget Message, Scope and Form of Budget for the City of Wentzville, Missouri, and Matters Relating Thereto.

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF WENTZVILLE, MISSOURI, AS FOLLOWS:

Section 1: The annual operating budget for the City of Wentzville, Missouri, for the fiscal year beginning January 1, 2016, and ending on December 31, 2016, a copy of which is appended hereto and made part of, is hereby adopted. Maximum amounts to be expended by fund are as follows:

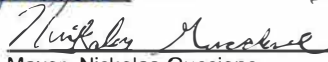
	Budgeted		Budgeted
Fund	Revenues		Expenditures
General	14,936,400		14,936,400
Self Insurance	2,870,456		2,753,614
General Debt	500,170		494,670
General WEDC	95,367		95,367
Park	6,069,342		6,065,741
Park Debt	1,676,361		1,656,361
Transportation	6,712,569		6,670,883
Capital	3,646,291		3,646,291
NID	163,561		164,402
SRF Debt	2,744,829		2,758,360
Water	6,423,728		6,423,728
Waste Water			

	7,384,228	7,384,228
Trash	2,359,647	2,355,656
Water WEDC	522,290	522,290
Waste Water WEDC	680,495	680,495
Total Operations	56,785,734	56,523,685
Reserve Draw Down		
General	-	4,000,000
Capital	-	5,564,650
Water	-	4,545,116
Waste Water	-	805,433
Total Reserve Draws	-	14,915,199
Grand Total All	56,785,734	71,523,685

Section 2: That the City Administrator is hereby authorized to amend the line items of the budget as needed, but shall not authorize more funds be expended for any particular fund than authorized by this budget without prior approval of the Board of Aldermen. The Finance Director is required to submit quarterly budget versus actual updates for all major funds, including a detailed capital budget analysis.

Section 3: That this ordinance shall become effective immediately upon its passage and approval.

READ TWO TIMES AND PASSED BY THE BOARD OF ALDERMEN OF THE CITY OF WENTZVILLE, MISSOURI THIS 18 DAY OF November, 2015.


Mayor, Nickolas Guccione

Attest:


City Clerk, Vitula Skillman


APPROVED BY THE MAYOR OF THE CITY OF WENTZVILLE, MISSOURI THIS 18 DAY OF November, 2015.


Mayor, Nickolas Guccione

Attest:


City Clerk, Vitula Skillman

Approved as to Form:


Attorney



Budget Award



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Wentzville
Missouri**

For the Fiscal Year Beginning

January 1, 2015

A handwritten signature in black ink, reading "Jeffrey R. Egan".

Executive Director



Financial Structure, Policy & Process

At-a-Glance

Vision:

The City of Wentzville is a community of neighbors working together to build a better future.

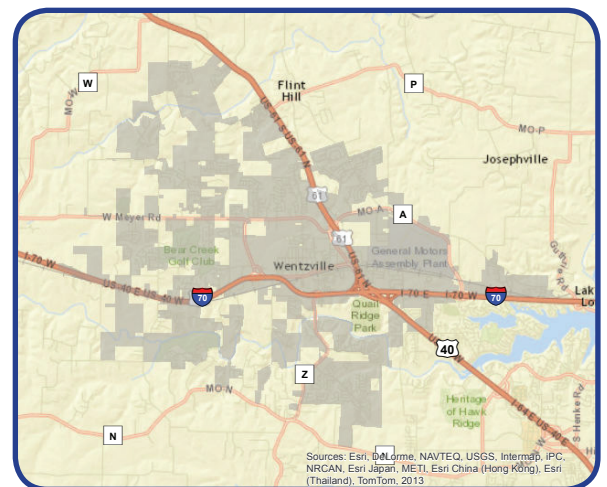
Mission of City Governance:

To offer all of our citizen's opportunities for continuously improving quality of life by providing effective leadership and service by: encouraging responsible citizenship; stimulating economic growth; and planning and fiscal responsibility.



Brief History:

The City, founded in 1855 as a railroad depot and incorporated in 1872, operates under the Mayor and the Board of Aldermen consisting of six members. The city occupies 19.98 squares miles and is located in western St. Charles County at the intersection of I-70 and I-64/US 40-61. Growing from a small town of only about 5,000 in 1990 to a dynamic City of 30,917 in 2012, Wentzville has become a premier location for both businesses and residents.



Strategic Goals & Priorities

Strategic Goals and Priorities (Adopted by Resolution)

The Mayor and Board of Aldermen held a strategic goal setting work session to review and prioritize important issues facing the community with the participation of the City's Management Team. The resulting goals and priorities established by the BOA were divided into two categories:

1. **Current Goals and Priorities:** The Board of Aldermen and staff will continue to focus on implementation of its current goals and priorities during the next two years through July 2017 and beyond including a focus on reflecting these priorities in the annual budget preparation process;
2. **New Goals and Priorities:** These priorities will be integrated into the City's current list of goals and priorities for implementation through 2017 and beyond and also included for consideration in the annual budget preparation process.

There was consensus by the Mayor and Board of Aldermen to update these goals as factors change and projects and initiatives are completed or modified. The Board of Aldermen believes that identifying goals, assigned priorities and developing an action plan to implement and address these initiatives will serve as a catalyst to spur high quality and appropriate development, enhance economic and financial sustainability, and provide the resources necessary to ensure a safe and secure City. Most importantly, the Governing Body and the City's Management Team desires to maintain and continue to improve the "quality of life" for all citizens by striving to provide the highest quality of municipal services possible.

As in past years, upon review and adoption by the Board of Aldermen, it is recommended that the City Administrator be directed to work with staff to map out a more detailed implementation plan with action steps necessary to achieve success on each goal. Successful completion of strategic goal setting initiatives requires an ongoing focus and scorecard to track and report progress made. It is important for the Board of Aldermen to work with the City Administrator to develop a scorecard mechanism for receiving updates on a continual basis. This set of strategic goals will provide direction for the staff to pursue implementation of the agreed upon priorities. It is important to remember that the work plan can be adjusted as new issues arise and it is determined that the issue merits priority status.

In addition to identifying an updated list of goals and priorities, the Board of Aldermen discussed and agreed by consensus on the following issues.

1. Wentzville generally is viewed as a "community of choice" and benefits by possessing a number of positive attributes that provide a distinct competitive advantage for residents, businesses, and investors when compared to other communities in the St. Louis region. These positive attributes include:

- ✓ Available land to develop
- ✓ Highly trained and skilled labor force
- ✓ Lowest unemployment rate in region
- ✓ Great access to the region – "Crossroads of the Nation"
- ✓ Small town atmosphere
- ✓ Strong, family friendly values
- ✓ Great neighborhoods for everyone – including seniors
- ✓ Outstanding public schools
- ✓ Recreation for all ages

- ✓ Outstanding "quality of life"
- ✓ Highly trained/professional City staff
- ✓ Dedicated public officials
- ✓ Great planning
- ✓ Access to an abundance of arts and culture
- ✓ Provides option to live, work, shop and play in one community
- ✓ Philanthropic/fiscally conservative
- ✓ Strong, diverse business community
- ✓ Safe neighborhoods with excellent public safety services

Goals & Priorities Cont'd

2. The Wentzville Governing Body agreed by consensus to consider improving the Board's governance process by considering a series of new approaches and initiatives, as follows:

- Identify a process to insure the scheduling of consistent Board of Aldermen work sessions in order to provide for more dialogue and in-depth review of important issues, policies and proposals being considered by the City.
- Develop and formalize a standardized “elected official orientation process” to be presented immediately following each municipal election cycle.
- Discuss and clarify issues by using a consensus process to identify and set ongoing Board of Aldermen agenda priorities, direction, and in the scheduling of meetings.
- Better utilize the City’s chain-of-command and initiate questions through the City Administrator. Provide City staff an opportunity to answer questions first before taking a position on issues that arise daily. It was agreed that this would help develop more trust and acceptance by elected officials regarding staff recommendations.
- Pursue each new issue with patience, greater clarity of process, and establish a “benefit of the doubt” approach until more universal facts are determined and shared, as both an individual Board of Aldermen member and as a collective governing body, before making an informed judgment and developing a position on emerging issues.

EXISTING Short-Term Goals

Short-term goals and priorities (next 24 months and beyond): The Board of Aldermen and staff will focus on starting or implementing these during the next two years, including a focus on reflecting these priorities in the annual budget preparing process:

INVEST IN INFRASTRUCTURE	
Strategy:	Conduct a comprehensive assessment of all public maintained streets, prioritize, and fund improvements as part of the annual budgeting process, based on established criteria.
Action Steps:	Develop standardized project assessment/description process; allocate funding
Lead Group/Person:	Public Works Director
Time Required/Status:	Begin immediately; submit in FY2015 budget
Progress:	<p>Construction approved 7/1/14 – 7/1/15:</p> <ul style="list-style-type: none"> • Corporate Parkway Improvements - \$2,074,000 • Wentzville Parkway Turn Lane – Dierberg Drive to Schroeder Creek - \$2,140,000 • 2014 Asphalt Overlay - \$407,080 • 2015 Slab Replacements - \$1,900,000 • 2015 Sidewalk Replacements - \$195,000 <p>Funding/Study/Survey/Design</p> <ul style="list-style-type: none"> • Design Schroeder Creek Blvd. - \$500,000 • Design Highway P & Peine Interchange - \$212,000 • Right of Way Acquisition Schroeder Creek Blvd. – in house • Capacity Study Wentzville Parkway South Extension - \$223,000 • Condition Survey Slab Replacements – in house <p>Recent Funding Applications</p> <ul style="list-style-type: none"> • 2015 STP Funding Application Wentzville Parkway Turn Lane Phase II • 2015 Road Board Economic Development Application North Point • 2015 Road Board Application Wentzville Parkway Turn Lane Phase II • 2015 Road Board Application Highway 61 Outer Road

Goals & Priorities Cont'd

IMPLEMENT STRATEGIC ECONOMIC DEVELOPMENT PLAN	
Strategy:	Develop a comprehensive economic development program to retain current and recruit new businesses in close consultation with other economic development advocates, establishing incentive guidelines and criteria for desired types of business , jobs, financial investment (real and personal), and other benefits (i.e. future tax revenues), derived by the community in order to qualify.
Action Steps:	<ul style="list-style-type: none"> • Schedule a work session in November to begin talking about defining a formal program, once an economic development director commences employment. • Establish an outline of issues to address. • Identify key partners to collaborate in developing and defining a plan; • Establish steps to take advantage of Wentzville's existing assets; • Define/market incentives to attract the most desirable businesses and investors (e.g., desirable criteria such as higher paying jobs; real & personal property investment; etc.)
Lead Group/Person:	Economic Development Director
Time Required/Status:	November 2014/ongoing
Progress:	<ul style="list-style-type: none"> • Input sought from community leaders, elected officials, business owners and residents • A draft economic development strategic plan (EDSP) was prepared within 90 days from hiring of a new director of economic development • The draft EDSP was forwarded to the WEDC for review, comment, and a recommendation to the Mayor and Board of Aldermen. • Major projects soon to be constructed include North Point, Knapheide and an expansion of the E-Trailer facility.

PURCHASE PROPERTY AND CONSTRUCT NEW CITY HALL	
Strategy:	Begin process to purchase property, finalize design and construct a new city hall.
Action Steps:	<ul style="list-style-type: none"> • Identify options for property acquisition, finalize design, and begin construction. • Determine whether a temporary emergency management operations center can share meeting space during designated situations and determine if feasible
Lead Group/Person:	Assistant City Administrator/Public Works Director/Procurement/City Attorney
Time Required/Status:	Begin process immediately; ongoing through construction
Progress:	<ul style="list-style-type: none"> • In October of 2014, the City selected the site at Wentzville Parkway and Schroeder Creek Blvd. • Paric Corporation hired as the Construction Manager for the project. • Chiodini Architects hired as the lead project design firm. • City Staff, Paric Corporation and Chiodini Architects held a kick-off meeting on July 13, 2015 • Space utilization planning and needs assessment completed in July 2015. • Site surveying to commence in August 2015. • Construction anticipated beginning in late spring of 2016.

Goals & Priorities Cont'd

EXPAND PARKS AND TRAILS; UPDATE THE PARKS MASTER PLAN

Strategy:	Identify needs and begin taking steps to renovate and expand the City's parks, trails, and facilities Master Plan.
Action Steps:	Assess needs, identify costs, and establish a process for funding and constructing improvements.
Lead Group/Person:	Parks Director
Time Required/Status:	Begin process immediately; Ongoing over next 24 months
Progress:	<ul style="list-style-type: none"> • Consultant to facilitate the Park Master Planning process was under contract beginning in December of 2014. • Public input meetings were held during April and June of 2015. • Statistically valid survey to be completed in late July 2015. • Preliminary findings are anticipated by the end of third quarter 2015.

REPLACE INFRASTRUCTURE, WATER AND SANITARY SEWER LINES

Strategy:	Conduct a comprehensive assessment of all City infrastructure (excluding streets), prioritize needs, and identify funding to begin improvements as part of the annual budgeting process, based on established criteria.
Action Steps:	Develop standardized project assessment/description process; allocate funding
Lead Group/Person:	Public Work Director and Finance Director
Time Required/Status:	Begin immediately as part of budget preparation
Progress:	<p>Construction approved 7/1/14 to 7/1/15:</p> <ul style="list-style-type: none"> • Dale Ave. Lift Station - \$330,000 • Highway P 3rd Pump - \$85,000 • Bear Creek Lift Station Entrance and Fencing - \$20,000 • 2014 Manhole Lining - \$51,555 • 2014 Sewer Lining - \$99,573 <p>Construction anticipated for Fall 2015:</p> <ul style="list-style-type: none"> • Langtree Sanitary Sewer Extension – est. \$100,000 • GM Replacement Lift Station – est. \$650,000 • South Lift Station 3rd Pump – est. \$260,000 • Meyer Waterline Replacement – In house – est. \$117,000 <p>Funding/Study/Survey/Design</p> <ul style="list-style-type: none"> • Design Langtree Sanitary Sewer Extension – in house • Design Dale Avenue Lift Station – in house • Design Highway P 3rd Pump – in house • Design South Lift Station 3rd Pump – in house • Design GM Replacement Lift Station - \$213,500 • Wastewater Collections System Master Plan (Phase 1) - \$200,000 • Waterline Extension 2014 (Bear Creek, W. Pearce, Main) – in house • Waterline Extension 2015 (S. Linn Ave., 4th St., 5th St.) – in house • Meyer Waterline Replacement – in house • Water Modeling - \$40,000

Goals & Priorities Cont'd

IMPLEMENT DOWNTOWN REDEVELOPMENT PLAN	
Strategy:	Begin a process to revitalize and create a vibrant and beautiful downtown.
Action Steps:	<ul style="list-style-type: none"> • Review, update, tweak, and adopt Wentzville's Downtown Plan • Work with stakeholders and establish implementation steps
Lead Group/Person:	Economic Development Director, Community Development Director and Public Works Director
Time Required/Status:	Begin immediately as part of budget preparation
Progress:	<ul style="list-style-type: none"> • City adopted a Fire Protection Tap Waiver Program to benefit downtown businesses. • The City is pursuing designation as a Certified Local Government through Missouri DNR. • A public meeting/open house/charrette was held to gather input from downtown business interests. • The City is moving forward with a traffic analysis of a one-way traffic pattern on a portion of Pearce Blvd. and Allen Street. • The Economic Development Department is visiting each downtown business as a part of a business retention and expansion program. • The first downtown business was featured in the Vision newsletter. • Leases for parking and beautification were agreed upon with CenturyLink and the railroad. • City staff is designing improvements for Main Street. • 2015 STP application submitted for Linn St. improvements.

NEW Short-term Goals

LONG-TERM FINANCIAL STRATEGY FOR CITY

The Board of Aldermen was presented with two tax reduction scenarios to consider in preparation of the City's 2016 budget. The Board requested the staff to prepare a long-term real estate tax reduction strategy – Scenario A; and, and Alderman proposed another strategy for review – Scenario B.

- Scenario A: Assumes steady property tax reductions of \$.02 per year over a 10-year period (all funds)
- Scenario B: Assumes increases in revenue for City's 2016 budget (all funds) of \$1.4 million, and suggests redirecting new revenues each year into these areas:
 - Reduce property taxes by 25% (of new revenues)
 - Reduce debt by 25% (of new revenues)
 - Invest in street slab replacement and roads by 25% (of new revenues)
 - Increase officers and staff raises by 25% (of new revenues)
- Board of Aldermen may consider current proposals, possible hybrid proposals, and/or other new revenue scenarios to help offset reduction of property taxes
 - Assess and consider possible new "user fees"
 - Consider reviewing all fees
 - Consider preparing comprehensive development fee analysis in future

Goals & Priorities Cont'd

ASSESS/CONSIDER IMPLEMENTING NEW GROWTH AND DEVELOPMENT POLICIES

There was Board of Aldermen consensus to begin assessing and addressing the following action items.

- Increase required amenities in conventionally zoned development projects
- Increase minimum square footage in designated residential zoning districts
- Update 2009 IRC Building Code
- Improve road construction standards
- Establish improvement guarantee escrow (requires new ordinance)
- Review architectural design standards
- Address storm water quality/detention

EVALUATE CHARTER OPTIONS

Continue to assess possible advantages resulting from establishing a Charter Form of government; review possible timeline; identify some best practices from other municipalities and Missouri Municipal League, before taking actions to commence a process to become a Charter City, as specified by Missouri Statute.

PURSUE ADA COMPLIANCE IN ALL CITY FACILITIES

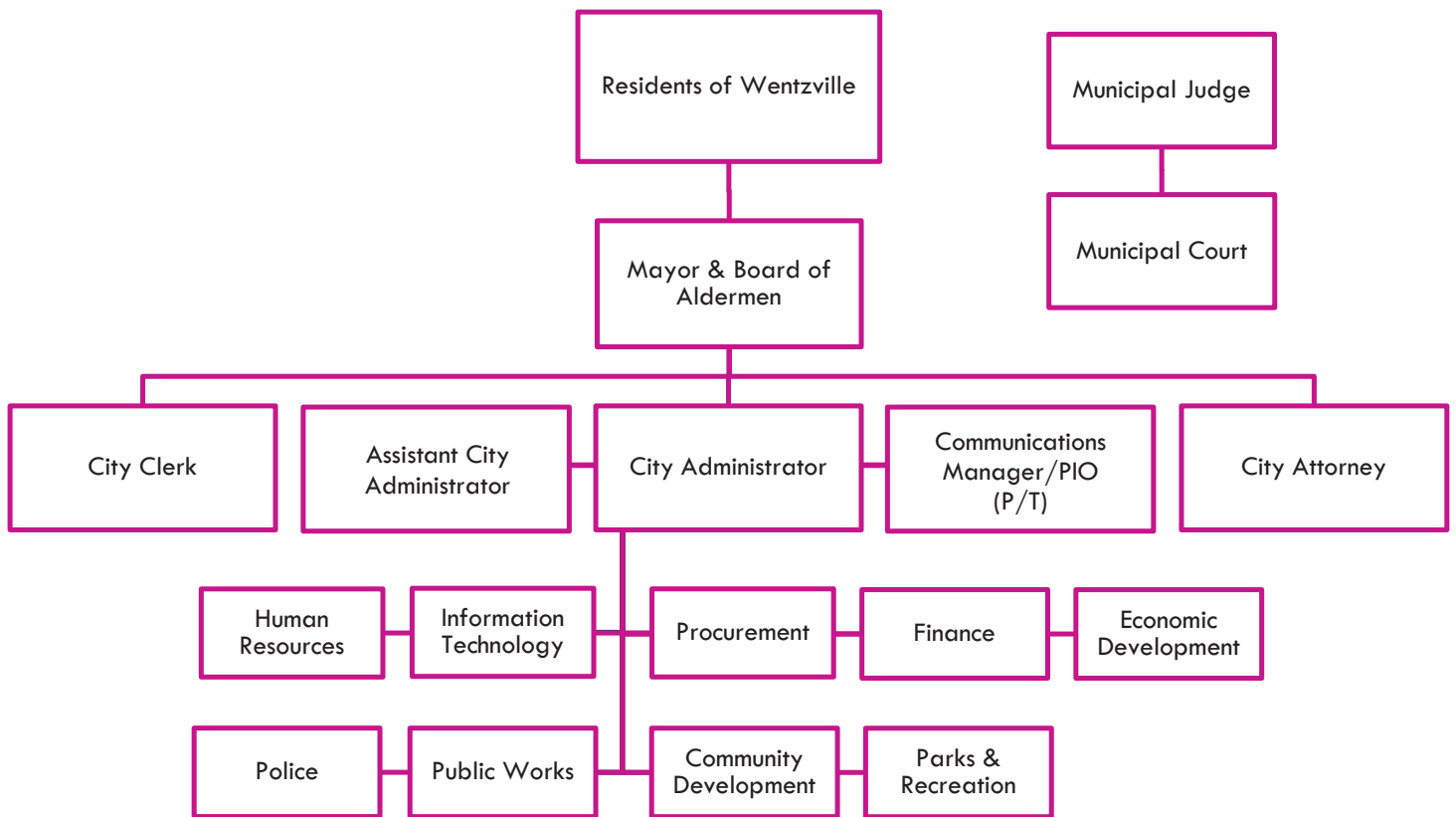
Assess and prepare an ADA compliance plan for municipal buildings, parks, sidewalks, streets, etc., identifying costs; implement utilizing the City's annual budgeting process.

Long-Term Goals

Long-term goals and priorities: These initiatives reflect a sustained, strategic, and long-term review of proposed priorities and actions that will benefit the community as a whole.

- Implement a Strategic Economic Development Plan
- Invest in Downtown Infrastructure and Development
- Construct Wentzville Parkway Extension South
- Implement "Quality of Life" Development Strategies
- Build a Multi-age Community Center
- Implement the Thoroughfare Plan
- Construct David Hoekel Parkway
- Build Phase II of Three Park Improvements and Acquisitions

Organization Chart



Fund Descriptions

The City's annual budget is organized by fund. A fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts and resources which are dedicated for a specific purpose. The revenue and expenditure accounts for each fund are listed within each budget section. The funds and departments within the funds are organized in the following order General Fund, Special Revenue Funds, Enterprise Funds, and Debt Service Funds.

BUDGETED FUNDS INCLUDE:

General Fund – The General Fund is the general operation fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

Special Revenue Funds – Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specified purposes. The City has the following Special Revenue Funds:

- **Parks and Recreation Fund** – Used to account for revenues and expenses for recreation purposes.
- **Capital Fund** – Used to account for capital improvement sales tax revenues to be used for the purchase of equipment, vehicles, land and to construct City buildings.
- **Transportation Trust Fund** – Used to account for transportation sales tax revenues and grants to be used for the construction, reconstruction, repair, and maintenance of streets, roads and bridges.

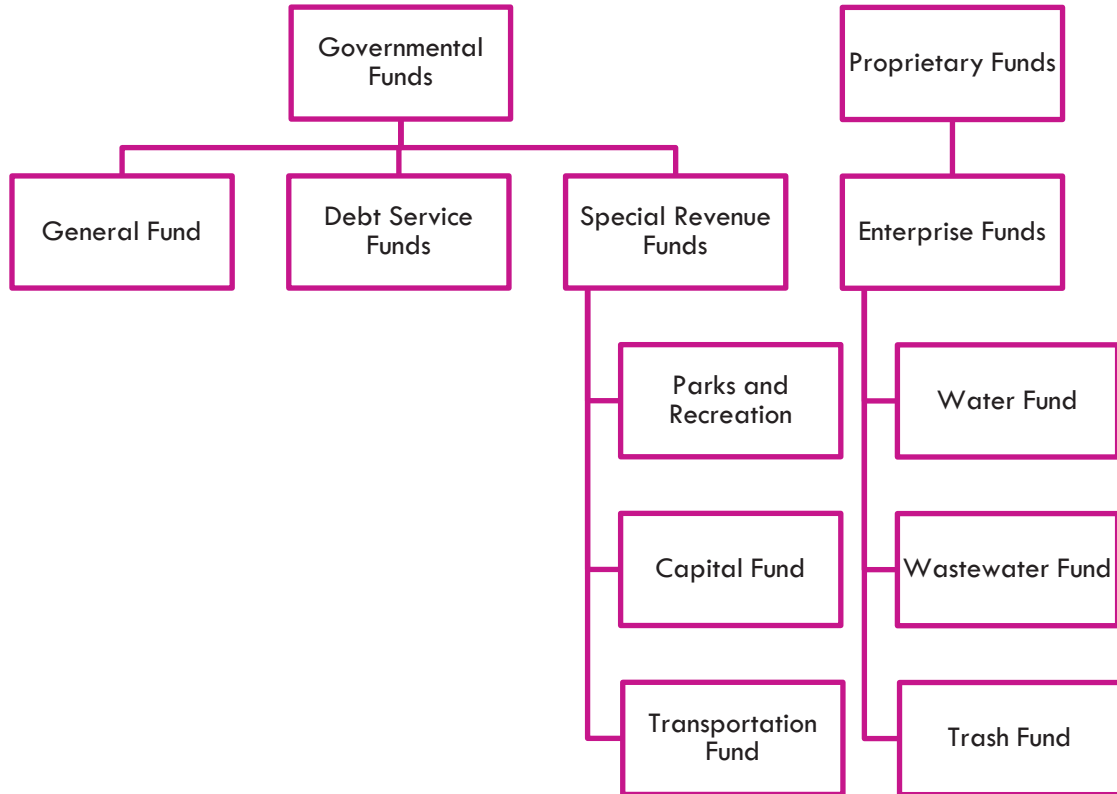
Enterprise Funds – These funds are used to account for activities that are similar to those found in the private sector. The measurement focus is on the determination of net income and capital maintenance. Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the costs (expenses, not including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The City prepares budgets for the following three Enterprise Funds:

- **Water Fund** – Used to account for revenues and expenses for water services.
- **Wastewater Fund** – Used to account for revenues and expenses for the wastewater services.
- **Trash Fund** – Used to account for revenues and expenses for the trash/recycling services.

Debt Service – The Debt Service Fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs.

Fund Structure

Budgeted Funds Organizational Chart



Relationship between City Funds and Functional Units

Functional Units	Funds							
	Major Governmental Funds					Enterprise Funds		
	General	Debt Service	Parks & Recreation	Capital	Transportation	Water	Wastewater	Trash
Governmental Activities:								
Administration								
Human Resources								
Information Technology								
Procurement								
Finance								
Economic Development								
Municipal Court								
Police								
Public Works								
Community Development								
Parks and Recreation								
Business-Type Activities:								
Water								
Wastewater								
Trash								

Shaded box identifies fund use by functional unit.

Financial Policies

Fund Accounting

The accounts of the City are organized on the basis of funds or account groups, each of which is considered a separate accounting entity with self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Governmental Fund Types

Governmental funds are those through which most governmental functions of the City are financed. The acquisition, use and balances of the City's expendable financial resources and the related liabilities (except those accounted for in enterprise funds) are accounted for through governmental funds. The measurement focus is upon determination of and changes in financial position rather than upon net income. The City prepares budgets for the following governmental fund types:

- **General Fund** – The General Fund is the general operation fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.
- **Debt Service** – The Debt Service Fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs.
- **Special Revenue Funds** – Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specified purposes. The City has the following special revenue funds:
 - **Parks and Recreation** – Used to account for revenues and expenses for recreation purposes.
 - **Capital Fund** – Used to account for capital improvement sales tax revenues to be used for the purchase of equipment, vehicles, land and to construct City buildings.
 - **Transportation Fund** – Used to account for transportation sales tax revenues and grants to be used for the construction, reconstruction, repair, and maintenance of streets, roads and bridges.

Enterprise Fund Types

Enterprise Funds are used to account for activities that are similar to those found in the private sector. The measurement focus is on the determination of net income and capital maintenance. Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the costs (expenses, not including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The City prepares budgets for the following three enterprise funds:

- **Water Fund** – Used to account for revenues and expenses for water services.
- **Wastewater** – Used to account for revenues and expenses for wastewater services.
- **Trash Fund** – Used to account for revenues and expenses for trash services.

Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the general-purpose financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

Financial Policies Cont'd

The City records transactions during the year on the modified accrual basis of accounting for governmental fund types and the accrual basis of accounting for the enterprise fund types. The Comprehensive Annual Financial Report (CAFR) shows the status of the City's finances on the basis of generally accepted accounting principles (GAAP).

Budgetary Basis of Accounting

The budgets for the general fund, special revenue funds, and debt service funds are adopted on a basis that is consistent with GAAP, except for the following:

- For GAAP purposes, expenditures are recognized as incurred, whereas the City's budget basis recognizes encumbrances outstanding at year-end as expenditures of the current period. Encumbered appropriations do not lapse at year-end.
- Grant revenue is generally recognized when the qualifying expenditures are incurred. Due to the City's policy of recognizing encumbrances outstanding at year-end as expenditures, certain grant revenues have also been recognized for budget purposes.
- For GAAP purposes, property tax revenue is recognized to the extent it is collected within the current period or expected to be collected within 60 days following the end of the fiscal period. Property tax revenue not received at year-end is recorded as deferred revenue. On a budget basis, property tax revenue is recognized at the point in time that the tax is levied.
- For the enterprise fund types (water, wastewater and trash), depreciation is not recorded on a budget basis. Budget basis accounting for these funds is the same as for the governmental fund types. As such, capital expenditures are shown as expenses on a budget basis. In addition, payment of principal and interest on revenue bonds is shown as an expense when paid. Both budget basis and GAAP basis financial statements are shown in the CAFR. Differences between these financial statements are reconciled and discussed in that report.

Budget and Financial Policies

The City's fund balance policy and definition of a balanced budget shall be in accordance with Missouri Revised Statutes. Where in no event shall the total proposed expenditures from any fund exceed the estimated revenues to be received plus any unencumbered balance or less any deficit estimated for the beginning of the budget year; provided that nothing herein shall be construed as requiring any political subdivision to use any cash balance as current revenue or to change from a cash basis of financing its expenditures. The 2015 budget presented is balanced.

The City will live within its means. All departments supported by the resources of the City must function within the limits of the financial resources identified or available specifically to them.

Current appropriations in all funds are limited to the sum of available, unencumbered fund balances and revenues the City estimates it will receive during the current budget period.

The revenues generated in the City's Special Revenue Funds come from tax levies, fees, grants and intergovernmental revenues. Expenditures in these funds are strictly limited to the mandates of the funding source. Special Revenue Funds are not to be used to subsidize other funds, except as required or permitted by program regulations. Sufficient charges and rate schedules shall be levied to support operations of the Special Revenue Funds. The General Fund may subsidize Special Revenue Funds beyond the rate structure only when needed to perform expected services.

Financial Policies Cont'd

Enterprises should strive to become self-supporting entities through annual reviews of fee structure, charges for services, and other operating revenues. Sufficient user charges and fees shall be pursued and levied to support the full cost (operating, direct, indirect and capital) of operations. Market rates and charges levied by other public and private organizations for similar services should be considered when establishing tax rates, fees and charges.

A five-year Capital Improvements Program shall be prepared and updated each year. The operating impact of each project shall be identified and incorporated into annual operating budgets. Capital assets shall be purchased and maintained on a regular schedule. Within legal limits and the constraints of operating budgets, debt shall be issued for the purchase of capital assets, including major renovations.

The City will consider General Fund requests for new or expanded programs during the course of the regular budget process. Only in extreme circumstances will such requests be considered during the course of the year.

To the extent possible, current revenues will fund current operations.

The various sources of revenue shall be monitored to determine that rates are adequate and each source is maximized.

The City of Wentzville will pursue federal, state and private grants but will strictly limit financial support of these programs to avoid commitments that continue beyond funding availability.

It is the policy of the City to charge fees for services where such an approach is permissible, and where a limited and specific group of beneficiaries who can pay such charges is identifiable.

The City will continuously seek new revenues and pursue diverse support, so as to limit the dependence on one or only a few sources.

Budget Process

The operating budget is based on the Balanced Budget principle of financing current expenditures with current revenues and accumulated reserves. Operating expenditures will not be directly supported by debt. Expenditures shall include adequate funding of retirement benefits and adequate maintenance and replacement of capital and operating assets. The budgeted expenditures reflect the City's perceived needs and desires of the community based on available information and long-range planning.

The Board of Aldermen adopts an annual budget on the modified accrual basis of accounting for all governmental fund types (General Fund, Debt Service Fund, Special Revenue Funds, Capital Project Funds and Enterprise Funds). The budget is based on generally accepted accounting principles as promulgated by the Governmental Accounting Standards Board.

The Board of Aldermen hold budget work sessions with the City Administrator, Finance Director and staff to make final revisions to the proposed budget. No less than a 10-day notice is given by publication announcing a public hearing on the proposed budget in a newspaper with general circulation within the City. After the legal notice is published, the public hearing and introduction of the bill for the adoption of the annual budget are held at the Board of Aldermen meeting in the month of November. The notice also informs the public that a copy of the proposed budget may be inspected at City Hall, during business hours.

The budget is adopted before Dec. 31 of the year prior to enactment.

City staff reviews budget appropriations and actual financial requirements throughout the year.

The Board of Aldermen may amend or adjust the budget, by adoption of an amending budget ordinance, which adjusts the revenue and expenditure authorization during the budget year.

The following is a sample calendar illustrating the timing and responsibility of issues related to the budget process.

July 1	Administer instructions, forms and reports to departments
July 24-25	Board Retreat – discuss budget policies and priorities
July 31	Budget and capital forms returned
July 31	Finance to complete 2016 revenue projections
Aug. 14	Departments to complete 2016 revenue projections for their department
Aug. 20-21	Five Year Capital Improvement Plan review with staff
Aug. 28	Requested budgets entered in Incode Budget Maintenance
Sept. 10	Finance and City Administrator work session/overview of budgets
Sept. 16	Board of Aldermen work session to review Five Year Capital Improvement Plan
Sept. 14-18	Meet with departments to review departmental budgets
Sept. 18-Oct. 14	Finance and City Administrator balancing
Oct. 9	Proposed Fiscal Year 2016 Budget delivered to Mayor and Board of Aldermen
Oct. 20-21	Board of Aldermen work session to review Proposed Fiscal Year 2016 Budget
Nov. 4	Presentation, Public Hearing and First Reading of 2016 Budget
Nov. 18	Second Reading and Adoption of 2016 Budget

Budget Process Cont'd

Financial Monitoring

This section outlines the general financial monitoring responsibilities involved in the management and use of the City's resources.

- **City Administrator** – The City Administrator is ultimately responsible for the implementation and management of the budget and for the proper use, preservation and protection of the City's assets. The City Administrator may delegate authority and responsibility to department heads or other City staff.
- **Finance Department** – The Finance Director's responsibility is to monitor the fiscal and program implementation of the approved budget. The Finance Director reports to the City Administrator and the Board of Aldermen on various aspects of the budget implementation and management. In addition, the Finance Department works closely with other Departments to apprise them of their financial status and of any potential issues that may affect their operations. The Finance Department may review fiscal or operational issues affecting any part of the City organization.
- **Departments** – Each Department is responsible for monitoring and managing their resources, ensuring budgets are not exceeded and all expenditures are in conformity with City, state and federal ordinances, statutes, policies and regulations.

Independent Audits and Financial Reports

Sound business practice and federal and state laws require annual, independent audits of the City's financial statements. The independent accounting firm of Botz Deal & Co. performed the City's 2013 audit and issues an opinion on the City's General Purpose Financial Statements. The City's Finance staff prepares substantial analytical documentation for the annual audit and produces the CAFR in accordance with generally accepted accounting principles and statutory requirements. Historically, the auditor's opinions on the City's financial statements have been unqualified.

Working Capital

Through prudent fiscal management, the City has avoided the need for short-term borrowing. The City estimates revenues realistically for the annual budget. General Fund resources have typically exceeded requirements, as evidenced by the growth in fund balance.

Financial Planning

The Board of Aldermen requires the preparation of a five-year Capital Improvement Plan (CIP) each year. It is a listing of capital projects over a specified period of time. The purpose of the CIP is to systematically plan, schedule and finance capital projects to ensure cost effectiveness as well as conformance with established policies. Future years in the CIP may be revised as necessary as changes occur in economic conditions, public needs changes in priorities, etc.

Controls

In addition to standard financial management controls and internal management and operating policies and procedures, several other financial controls provide additional security of City resources:

- **Purchasing** – The procurement process utilizes a centralized purchase order system, on all purchases exceeding \$999.99 requiring department authorization within approved limits. Controls on both dollar value and individual staff purchasing authorization have been implemented through the use of purchasing cards.
- **Expenditures** – The City's automated expenditure processing system verifies requested expenditures against current budget availability to prevent spending in excess of appropriations.
- **Investment Ratios** – The City's Investment Policy purpose is to establish investment guidelines. The Finance Department prepares a quarterly report that, among other things, reports composition and maturity breakdowns to compare to the suggested guidelines. The primary objective of the City of Wentzville investment activities is the preservation of capital.



Revenues

General Fund Revenue

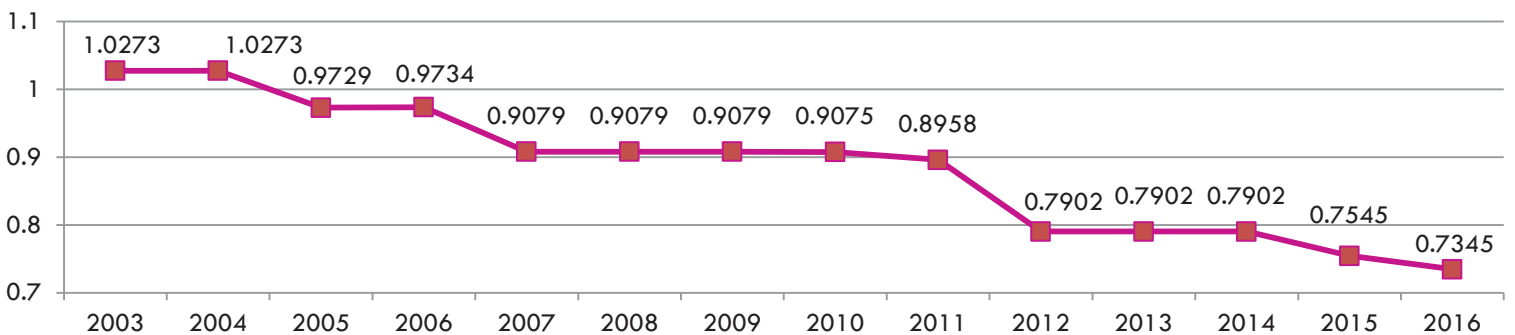
Property Taxes

Property taxes include revenues from current and delinquent tax collections on real property, personal property, and railroad and utility property.

Real property taxes are levied each August based on the assessed valuation of property located in the City, as of the previous January 1. Assessed valuations are established by the St. Charles County Assessor. The City tax rate for Fiscal Year 2016 is expected to be levied at \$0.7345 per \$100 of assessed valuation, a 2.65% decrease from fiscal year 2015. This expected levy would include \$0.6673 for the General Fund and \$0.06072 for the Parks & Recreation Fund. Residents are billed in November. Taxes are due and collectible on December 31, and are delinquent and represent a lien on related property on January 1 of the following year. Taxes are billed, collected and remitted to the City by the St. Charles County Collector for a fee of 2.1% (1.5% to County Collector and 0.6% to Assessor) of the taxes collected, except for railroad and utility.

<u>Tax Year</u>	<u>General Fund</u>	<u>Parks & Recreation</u>	<u>Certified Rate</u>
2016	0.6673	0.0672	0.7345
2015	0.6873	0.0672	0.7545
2014	0.7198	0.0704	0.7902

Certified Tax Rate



Reassessments on real property are performed every two years. In the past, the assessed value was equal to one-third of the property's market value. However, after the state restructured the assessment process in 1984, assessed valuation of residential property equaled 19% of appraised value, agricultural equaled 12%, and commercial and industrial equaled 32%. Personal property continues to be valued at one-third of the property's true value in money.

The Assessor's Office is responsible for establishing the fair market value of all property within St. Charles County as of the tax date, January 1st. This assures the tax burden is distributed fairly among those responsible for payment. The market value of your property is multiplied by the statutory level of assessment to arrive at an assessed value. Personal Property is assessed at 33 1/3% of its true value in money (RSMo. 137.115), with the following exceptions: farm machinery and livestock at 12%; historic vehicles and historic aircraft at 5%; grain (unmanufactured) at 1/2%. The Assessor shall annually assess

Revenues Cont'd

all personal property at thirty-three and one-third percent of its true value in money as of January 1 of each calendar year. Boats and other special vehicles are taxed on one-third of the Modified Accelerated Cost Recovery System life tables (per RSMo. 137.122); in general, however, special situations do exist for non-standard items. Personal property taxes are assessed, billed, collected and distributed at the same rate and in the same manner as real estate taxes.

Railroad and utility taxes are levied on property owned by the railroads and utilities within St. Charles County. The amount attributable to each municipality is based upon the holdings within the city limits of each jurisdiction. The tax rate for 2016 is \$0.7345 per \$100 of assessed valuation. These taxes are billed, collected and remitted to the City by the St. Charles County Collector for a fee of 1% per state statute.

Property Tax Projections for future fiscal years are based on the expected tax rate of \$0.7545 per \$100 of assessed valuation. The projections take into consideration the stability of property values and a continued growth pattern of new construction. The City budget reflects a slight 1% increase in overall property tax revenue. In 2016, the City plans to reduce the property tax rate by 2.65%. The City's tax base has the potential to grow even with the slow housing market due to available land to be developed and possible voluntary annexation adjacent to the City limits. Actual, budgeted and projected amounts are net of collection fees and are estimated at 97% collection rate.

Gross Receipts Tax

The gross receipts tax is applied to any person, partnership, venture, or corporation engaged in the business of supplying electricity, gas, water, telephone, or other utilities to residents of the City. This includes a tax of 5% of the gross receipts from such businesses on the first \$10,000 purchased monthly by a user and a tax of 0.5% on all purchases in excess of \$10,000 per month. Remittance of tax from Ameren UE is at 4.84% of the gross receipts on the first \$10,000 and 0.49% on all purchases in excess of the \$10,000 per month. In 2006 a utilities license fee rebate for exempt customers on electricity, gas and telephone was started. This is for senior citizens and residents on disability that make below a certain income level. The rebate amount is paid from the General Fund.

Gross Receipts Tax Projections are based on historical trend information. The 2016 Budget is set for a 1% increase as the residential and commercial construction continues a steady rebound.

Sales Tax

Sales taxes are collected on retail sales in the City. The tax rate of 8.450% is comprised of the following:

4.000%	State – General
0.125%	State – Conservation
0.100%	State – Parks & Soils
1.450%	County
0.100%	County - Regional Park Tax
0.125%	County – Community Services for Children
0.050%	County – Emergency Management System
1.000%	City – General
0.500%	City – Capital
0.500%	City – Transportation
0.500%	City - Parks
8.450%	Total Sales Tax

Revenues Cont'd

Sales tax collections are a strong source of revenue for the City and remain the largest source of income. Up to an additional 1% Sales Tax may be added for Transportation Development Districts and Community Improvement Districts located throughout the City.

Sales tax projections for future years are based on the change in population and commercial development both within and outside of the City limits. It takes into account businesses that opened or closed in 2015 and retail expected to open during the 2016 budget year. For 2016, the City is expecting approximately a 10% increase in sales tax.

Special Revenue Fund

Parks & Recreation Fund

Sales Tax

The Parks & Recreation sales tax is collected on all retail sales at a rate of 1/2¢. This was approved by the voters in 2010 to fund the construction of three new parks and the operations and maintenance of the local parks for the City.

The Regional Parks sales tax is collected at a rate of 1/10¢ and disbursed by the county to municipalities based upon population.

Sales tax projections for future years are based on the change in population and commercial development both within and outside of the City limits. It takes into account businesses that opened or closed in 2015 and retail expected to open during the 2016 budget year. For 2016, the City is expecting approximately a 12% increase in sales tax.

Charges for Services

These are the revenues for programs provided by the Parks & Recreation Department.

Transportation Fund

Transportation Sales Tax

The tax is collected on all taxable merchandise at a rate of 1/2¢. Sales tax collections are a strong source of revenue for the City and remain the largest source of income.

Sales tax projections for future years are based on the change in population and commercial development both within and outside of the City limits. It takes into account businesses that opened or closed in 2015 and retail expected to open during the 2016 budget year. For 2016, the City is expecting approximately a 16% increase in Sales tax.

State Motor Fuel Sales Tax

The State Motor Fuel Tax is comprised of three components: gasoline tax, motor vehicle sales tax, and motor vehicle fee increases. The tax is remitted to the Missouri Department of Revenue and allocated to municipalities based on census population.

Revenues Cont'd

- Missouri's fuel tax rate is 17 cents a gallon for all motor fuel, including gasoline, diesel, kerosene, gasohol, ethanol, etc. This is a tax on the sale of motor fuel paid by the fuel supplier and passed on to the final consumer.
- Motor vehicle sales tax is collected on all motor vehicles, and trailers, which shall be dedicated for highway and transportation use. Fifteen percent of this tax is allocated to cities.
- Motor Vehicle Fee increases is a tax based on all state license fees and taxes upon motor vehicles, trailers and motor vehicle fuels.

State Motor Fuel Sales Tax Projections increased in 2012 based on the population increase of 21,840 (302.1%) per the 2010 census population of 29,070. The 2011 budget amount was based on the City's 2000 census figure of 7,230. An annual increase of 2% is expected going forward.

Capital Improvement Fund

Capital Improvement Sales Tax

The tax is collected on all taxable merchandise at a rate of 1/2¢. Sales tax collections are a strong source of revenue for the City and remain the largest source of income.

Sales Tax Projections for future years are based on the change in population and commercial development both within and outside of the City limits. It takes into account businesses that opened or closed in 2015 and retail expected to open during the 2016 budget year. For 2016, the City is expecting approximately a 16% increase in sales tax.

CONSOLIDATED REVENUE

	ACTUAL 2014	AMENDED 2015	PROJECTED 2016	% CHANGE
GENERAL GOVERNMENT				
Property Tax	4,843,188	4,665,526	4,801,875	3%
Sales Tax	6,514,956	6,559,000	6,977,113	6%
Other Tax	3,564,137	3,592,607	3,615,000	1%
Licenses & Permits	829,159	710,200	955,000	34%
Charges For Services	890,814	1,062,595	1,136,478	7%
Fines & Forfeitures	1,247,727	1,366,680	913,580	-33%
Miscellaneous	448,499	365,000	314,840	-14%
Interest	16,546	31,600	50,000	58%
Other Financing Sources	769,982	(677,301)	(3,827,486)	469%
	19,125,008	17,703,907	14,936,400	-16%
PARKS				
Property Tax	473,734	463,702	476,565	3%
Sales Tax	3,206,548	3,108,900	3,523,213	12%
Charges For Services	1,433,765	2,226,815	2,063,564	-8%
Miscellaneous	18,147	2,050	-	-
Interest	3,580	6,100	6,000	-2%
Intergovernmental	500,000	101,945	-	-
	5,635,774	5,909,512	6,069,342	3%
TRANSPORTATION				
Sales Tax	3,117,131	2,991,800	3,457,308	16%
Other Tax	1,101,125	993,763	1,160,775	17%
Interest	12,063	25,100	50,000	99%
Intergovernmental	667,105	7,780,806	2,189,000	-72%
Transfer from Capital Fund	-	185,492	(144,514)	-178%
	4,897,424	11,976,961	6,712,569	-44%
CAPITAL				
Sales Tax	3,257,451	3,126,000	3,616,291	16%
Interest	4,102	11,800	30,000	154%
	3,261,553	3,137,800	3,646,291	16%
UTILITIES				
Licenses & Permits	12,615	7,500	9,000	20%
Charges For Services	14,176,334	14,381,685	15,776,958	10%
Miscellaneous	1,320,798	3,500	3,000	-14%
Interest	223,784	43,400	80,500	85%
Transfer In	360,672	679,331	298,145	-56%
	16,094,203	15,115,416	16,167,603	7%
INTERNAL SERVICE				
Self-Insurance	2,373,740	2,845,774	2,863,456	1%
Interest	1,675	3,700	7,000	89%
	2,375,415	2,849,474	2,870,456	1%

CONSOLIDATED REVENUE

	ACTUAL 2014	AMENDED 2015	PROJECTED 2016	% CHANGE
DEBT SERVICE				
Lease Income	3,715,400	3,784,576	3,665,738	-3%
Interest	378,248	25,800	25,800	0%
Other Financing Sources	756,653	799,245	481,708	-4%
Transfer In For Debt Payment	2,194,906	2,183,421	2,209,827	1%
	7,045,207	6,793,042	6,383,073	-6%
TOTAL CITY REVENUE	58,434,584	63,486,112	56,785,734	-11%

CONSOLIDATED OPERATING EXPENSE

	ACTUAL 2014	AMENDED 2015	PROJECTED 2016	% CHANGE
GENERAL GOVERNMENT				
Personnel	1,480,253	2,034,352	2,118,357	4%
Other Charges/Services	878,778	1,107,400	1,223,590	10%
Supplies	128,963	118,324	120,196	2%
Repairs/Maintenance	90,575	151,498	153,733	1%
Contract Services	840,665	912,402	886,561	-3%
	3,419,234	4,323,976	4,502,437	4%
PUBLIC SAFETY				
Personnel	6,508,051	6,885,379	6,895,832	0.2%
Other Charges/Services	504,195	573,373	464,033	-19%
Supplies	431,563	499,644	472,860	-5%
Repairs/Maintenance	116,421	180,038	147,563	-18%
Contract Services	163,664	176,734	127,071	-28%
	7,723,894	8,315,168	8,107,359	-2%
PUBLIC WORKS				
Personnel	2,349,115	2,682,013	2,965,822	11%
Other Charges/Services	765,836	782,726	761,263	-3%
Supplies	326,089	403,447	328,262	-19%
Repairs/Maintenance	131,364	277,186	305,059	10%
Contract Services	172,758	361,636	402,006	6%
	3,745,162	4,507,008	4,762,412	1%
COMMUNITY DEVELOPMENT				
Personnel	935,128	1,100,484	1,125,791	2%
Other Charges/Services	57,007	75,819	66,395	-12%
Supplies	8,960	11,300	21,450	90%
Repairs/Maintenance	1,313	3,000	2,000	-33%
Contract Services	372	19,500	18,500	-5%
	1,002,780	1,210,103	1,234,136	2%
ECONOMIC DEVELOPMENT				
Personnel	70,371	172,297	170,698	-1%
Other Charges/Services	155,605	119,022	73,218	-38%
Supplies	21,485	28,175	63,315	125%
Repairs/Maintenance	-	135	-	-100%
Contract Services	15,635	30,000	22,825	-24%
	263,096	349,629	330,056	-6%
PARKS				
Personnel	1,409,993	2,226,143	2,109,843	-5%
Other Charges/Services	1,124,110	1,213,357	1,404,015	16%
Supplies	257,626	431,751	419,263	-3%
Repairs/Maintenance	59,500	76,992	74,700	-3%
Contract Services	389,833	187,709	98,463	-48%
Debt Service	1,647,788	1,639,007	1,551,897	-5%
	4,888,850	5,774,959	5,658,181	-2%

CONSOLIDATED OPERATING EXPENSE

	ACTUAL 2014	AMENDED 2015	PROJECTED 2016	% CHANGE
TRANSPORTATION				
Personnel	19,032	-	-	-
Other Charges/Services	108,262	101,000	123,400	22%
Supplies	-	800	-	-100%
Repairs/Maintenance	2,039,675	2,257,555	3,240,000	44%
Contract Services	483,894	3,647,971	1,983	-100%
	2,650,863	6,007,326	3,365,383	-44%
CAPITAL				
Other Charges/Services	176,511	194,944	198,367	2%
Professional Fees	-	801	1,062	33%
Transfer Out – Transportation	-	290,000	-	100%
Transfer Out – General Fund	1,178,859	(781,809)	-	-100%
Transfer Out – Park	-	101,945	-	-100%
Transfer Out – Wastewater	362,932	679,331	679,251	0%
Transfer Out – Debt Payment	381,598	381,152	494,670	30%
	2,099,900	866,364	1,373,350	56%
UTILITIES				
Personnel	1,500,150	2,138,490	2,252,309	5%
Other Charges/Services	9,668,078	7,851,751	7,935,053	1%
Supplies	450,220	636,118	706,070	11%
Repairs/Maintenance	423,990	891,953	828,563	-7%
Contract Services	2,106,859	2,619,025	2,820,166	8%
	14,149,297	14,137,337	14,542,161	3%
INTERNAL SERVICE				
Self-Insurance	2,081,859	2,598,665	2,753,314	6%
Professional Fees	-	227	300	32%
	2,081,859	2,598,892	2,753,614	6%
DEBT SERVICE				
Debt Payment – P&I	7,891,920	6,490,623	6,360,939	-2%
Professional Fees	18,980	11,810	11,006	-7%
	7,910,900	6,502,433	6,371,945	-2%
TOTAL CITY EXPENSE	49,935,835	54,593,195	53,001,034	-3%

CONSOLIDATED CAPITAL EXPENSE

	ACTUAL 2014	AMENDED 2015	PROJECTED 2016	% CHANGE
GENERAL GOVERNMENT				
Capital Outlay	267,889	98,135	-	-100%
PUBLIC SAFETY				
Capital Outlay	513,068	494,385	-	-100%
PUBLIC WORKS				
Capital Outlay	488,476	1,607,521	-	-100%
COMMUNITY DEVELOPMENT				
Capital Outlay	36,308	74,600	-	-100%
ECONOMIC DEVELOPMENT				
Capital Outlay	-	-	-	-
PARKS				
Capital Outlay	475,523	1,080,150	407,560	-62%
TRANSPORTATION				
Capital Outlay	1,015,136	11,385,305	3,305,500	-71%
CAPITAL				
Capital Outlay	-	3,000,000	7,837,591	161%
UTILITIES				
Capital Outlay	866,657	4,858,336	6,972,000	44%
DEBT SERVICE				
Capital Outlay	2,285,431	6,418,654	-	-100%
TOTAL CAPITAL	5,948,488	29,017,086	18,522,651	-36%



Fund Balance

FUND BALANCE

2016 Budget																
Fund Balances																
	General 101	Self Insurance 106	General Debt 118	General WEDC 119	Park 205	Park Debt 218	Transp. 302	Capital 303	NID 308	SRF Debt 503	Water 504	WW 505	Trash 507	Water WEDC 549	WW WEDC 559	Total
Estimated Fund Balance 2015	11,034,031	1,473,079	599,243	(447,054)	1,354,941	1,752,840	3,726,571	6,718,940	94,113	1,040,305	7,710,084	4,446,927	195,681	1,591,066	(3,067,150)	38,223,617
2016 Revenue	14,936,400	2,870,456	500,170	95,367	6,069,342	1,676,361	6,712,569	3,646,291	163,561	2,744,829	6,423,728	7,384,228	2,359,647	522,290	680,495	56,785,734
2016 Expense	18,936,400	2,753,614	494,670	95,367	5,658,181	1,656,361	3,365,383	1,373,350	164,402	2,758,360	5,483,844	6,702,661	2,355,656	522,290	680,495	53,001,034
Capital	-	-	-	-	407,560	-	3,305,500	7,837,591	-	-	5,485,000	1,487,000	-	-	-	18,522,651
Total Expense	18,936,400	2,753,614	494,670	95,367	6,065,741	1,656,361	6,670,883	9,210,941	164,402	2,758,360	10,968,844	8,189,661	2,355,656	522,290	680,495	71,523,685
Reserve Draw Down	4,000,000	-	-	-	-	-	-	2,300,000	-	-	3,545,116	805,433	-	-	-	10,650,549
Bond Issue Proceeds	-	-	-	-	-	-	-	-	-	-	1,000,000	-	-	-	-	1,000,000
Revenue Over/(Under) Expense	-	116,842	5,500	-	3,601	20,000	41,686	(3,264,650)	(841)	(13,531)	-	-	3,991	-	-	(3,087,402)
Projected Fund Balance 2016	7,034,031	1,589,921	604,743	(447,054)	1,358,542	1,772,840	3,768,257	1,154,290	93,272	1,026,774	3,164,968	3,641,494	199,672	1,591,066	(3,067,150)	23,485,666

BUDGET

GENERAL FUND

CHANGE IN FUND BALANCE			
	ACTUAL 2014	AMENDED 2015	PROJECTED 2016
BEGINNING FUND BALANCE	12,645,548	14,310,649	11,034,031
REVENUES:			
Property Tax	4,843,188	4,665,526	4,801,875
Sales Tax	6,514,956	6,559,000	6,977,113
Other Tax	3,564,137	3,592,607	3,615,000
Licenses and Permits	829,159	710,200	955,000
Charges for Services	890,814	1,062,595	1,136,478
Fines and Forfeitures	1,247,727	1,366,680	913,580
Miscellaneous	448,499	365,000	314,840
Interest	16,546	31,600	50,000
OPERATING REVENUE	18,355,026	18,353,208	18,763,886
Intergovernmental	105,204	28,000	28,000
Transfer – Capital	664,778	(677,301)	(3,855,486)
TOTAL REVENUE	19,125,008	17,703,907	14,936,400
EXPENSES:			
Personnel	11,342,918	12,874,525	13,276,500
Other Charges/Services	2,361,421	2,658,340	2,588,499
Supplies	917,060	1,060,890	1,006,083
Repairs/Maintenance	339,673	611,857	608,355
Contract Services	1,193,094	1,500,272	1,456,963
Capital Outlay	1,305,741	2,274,641	-
TOTAL EXPENSES	17,459,907	20,980,525	18,936,400
RESERVE DRAW DOWN	-	3,000,000	4,000,000
ENDING FUND BALANCE	14,310,649	11,034,031	7,034,031
INCREASE/(USE OF) FUND BALANCE	1,665,101	(276,618)	-

PARK FUND

CHANGE IN FUND BALANCE			
	ACTUAL 2014	AMENDED 2015	PROJECTED 2016
BEGINNING FUND BALANCE	2,029,131	2,300,537	1,354,941
REVENUES:			
Property Tax	473,734	463,702	476,565
Sales Tax	3,206,548	3,108,900	3,523,213
Charges For Services	1,433,765	2,226,815	2,063,564
Miscellaneous	18,147	2,050	-
Interest	3,580	6,100	6,000
OPERATING REVENUE			
Transfer In	500,000	101,945	-
TOTAL REVENUE	5,635,774	5,909,512	6,069,342
EXPENSES:			
Personnel	1,409,993	2,226,143	2,109,843
Other Charges/Services	1,124,110	1,213,357	1,404,015
Supplies	257,626	431,751	419,263
Repairs/Maintenance	59,500	76,992	74,700
Contract Services	389,833	187,709	98,463
Capital Outlay	475,523	1,080,150	407,560
Transfer	1,647,788	1,639,007	1,551,897
TOTAL EXPENSES	5,364,373	6,855,109	6,065,741
RESERVE DRAW DOWN	-	200,000	200,000
BOND ISSUE PROCEEDS	-	68,300	288,470
ENDING FUND BALANCE	2,300,532	1,354,941	1,358,542
INCREASE/(USE OF) FUND BALANCE	271,406	(945,596)	3,601

TRANSPORTATION FUND

CHANGE IN FUND BALANCE			
	ACTUAL 2014	AMENDED 2015	PROJECTED 2016
BEGINNING FUND BALANCE	7,910,816	9,142,241	3,726,571
REVENUES:			
Sales Tax	3,117,131	2,991,800	3,457,308
Other Tax	1,101,125	993,763	1,160,775
Interest	12,063	25,100	50,000
OPERATING REVENUE	4,230,319	4,010,663	4,668,083
Intergovernmental	667,105	7,780,806	2,189,000
Transfer	-	185,492	(144,514)
TOTAL REVENUE	4,897,424	11,976,961	6,712,569
EXPENSES:			
Personnel	19,032	-	-
Other Charges/Services	108,262	101,000	123,400
Supplies	-	800	-
Repairs/Maintenance	2,039,675	2,257,555	3,240,000
Contract Services	483,894	3,647,971	1,983
Capital Outlay	1,015,136	11,385,305	3,305,500
TOTAL EXPENSES	3,665,999	17,392,631	6,670,883
RESERVE DRAWN DOWN	-	(5,415,670)	-
ENDING FUND BALANCE	9,142,241	3,726,571	3,768,257
INCREASE/(USE OF) FUND BALANCE	1,231,425	-	41,686

CAPITAL FUND

CHANGE IN FUND BALANCE			
	ACTUAL 2014	AMENDED 2015	PROJECTED 2016
BEGINNING FUND BALANCE	4,085,851	5,247,504	6,718,940
REVENUES:			
Sales Tax	3,257,451	3,126,000	3,616,291
Interest	4,102	11,800	30,000
TOTAL REVENUE	3,261,553	3,137,800	3,646,291
EXPENSES:			
Other Charges/Services	176,511	194,944	198,367
Professional Fees	-	801	1,062
Capital Outlay	-	800,000	7,837,591
Transfer Out – Transportation	-	290,000	-
Transfer Out – General Fund	1,178,859	(781,809)	-
Transfer Out – Park	-	101,945	-
Transfer Out – Wastewater	362,932	679,331	679,251
Transfer Out – Debt Payment	381,598	381,152	494,670
TOTAL EXPENSES	2,099,900	1,666,364	9,210,941
RESERVE DRAW DOWN	-	1,443,572	2,300,000
ENDING FUND BALANCE	5,247,504	6,718,940	1,154,290
INCREASE/(USE OF) FUND BALANCE	1,161,653	1,471,436	(3,264,650)

WATER FUND

CHANGE IN FUND BALANCE			
	ACTUAL 2014	AMENDED 2015	PROJECTED 2016
BEGINNING FUND BALANCE	8,603,686	9,723,254	7,710,084
REVENUES:			
Licenses and Permits	12,635	7,500	9,000
Charges For Services	5,967,714	5,971,568	6,371,728
Miscellaneous	606,295	3,500	3,000
Interest	13,381	28,000	40,000
TOTAL REVENUE	6,600,025	6,010,568	6,423,728
EXPENSES:			
Personnel	677,955	1,005,494	1,064,233
Other Charges/Services	4,237,419	3,718,399	3,682,718
Supplies	344,674	483,722	531,373
Repairs/Maintenance	174,014	106,470	119,163
Contract Services	28,223	178,697	86,357
Capital Outlay	18,172	2,530,956	5,485,000
TOTAL EXPENSES	5,480,457	8,023,738	10,968,844
RESERVE DRAW DOWN	-	2,013,170	4,545,116
ENDING FUND BALANCE	9,723,254	7,710,084	3,164,968
INCREASE/(USE OF) FUND BALANCE	1,119,568	-	-

WASTEWATER FUND

CHANGE IN FUND BALANCE			
	ACTUAL 2014	AMENDED 2015	PROJECTED 2016
BEGINNING FUND BALANCE	6,411,812	6,349,711	4,446,927
REVENUES:			
Charges For Services	6,140,722	6,157,039	7,046,083
Miscellaneous	714,503	-	-
Interest	210,175	15,000	40,000
OPERATING REVENUE	7,065,400	6,172,039	7,086,083
Transfer	360,672	679,331	298,145
TOTAL REVENUE	7,426,072	6,851,370	7,384,228
EXPENSES:			
Personnel	800,441	1,050,010	1,106,573
Other Charges/Services	5,397,562	4,097,345	4,211,554
Supplies	100,046	147,396	169,697
Repairs/Maintenance	249,976	785,483	709,400
Contract Services	91,663	346,540	505,437
Capital Outlay	848,485	2,327,380	1,487,000
TOTAL EXPENSES	7,488,173	8,754,154	8,189,661
RESERVE DRAW DOWN	-	1,092,784	805,433
ENDING FUND BALANCE	6,349,711	4,446,927	3,641,494
INCREASE/(USE OF) FUND BALANCE	(62,101)	-	-

TRASH FUND

CHANGE IN FUND BALANCE			
	ACTUAL 2014	AMENDED 2015	PROJECTED 2016
BEGINNING FUND BALANCE	139,202	159,984	195,681
REVENUES:			
Charges For Services	2,067,878	2,253,078	2,359,147
Interest	228	400	500
TOTAL REVENUE	2,068,106	2,253,478	2,359,647
EXPENSES:			
Personnel	21,754	82,986	81,503
Other Charges/Services	33,097	36,007	40,781
Supplies	5,500	5,000	5,000
Contract Services	1,986,973	2,093,788	2,228,372
TOTAL EXPENSES	2,047,324	2,217,781	2,355,656
ENDING FUND BALANCE	159,984	195,681	199,672
INCREASE/(USE OF) FUND BALANCE	20,782	35,697	3,991



Departmental Information

POSITION SUMMARY

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T	#F/T	#P/T
		2014		2015		2016	
General Government - Administration							
Mayor			1		1		1
Aldermen			6		6		6
City Administrator	S	1		1		1	
Assistant City Administrator	R	.5		1 ^A		1	
City Clerk	P	1		1		1	
Communication Manager/PIO	M		1		1		1
Assistant City Clerk	K	1		1		1	
Administrative Assistant	J	1		1		1	
Clerk II	I	1		1		1	
Secretary	G	1		1		0 ^A	2 ^A
General Government - Human Resources							
Director – Human Resources	P	1		1		1	
Admin Assistant – HR	J	1		1		1	
Clerk I (floating) P/T	H		2		0 ^A		0
Clerk I P/T	H		0		1 ^B		1
General Government - Information Technology							
Director – Information Technology	P	1		1		1	
Systems Engineer	N	0		1 ^B		1	
Network Administrator	M	1		1		1	
Intern	D		0		1 ^C		1
General Government – Procurement							
Director – Procurement	P	1		1		1	
Senior Procurement Specialist	M	0		1 ^C		1	
Purchasing Specialist	L	1		1		1	
Purchasing Coordinator	J	1		1		1	
Clerk II	I		1		1		1
General Government - Finance							
Director – Finance	Q	1		1		1	
Assistant Director of Finance	O	1		1		1	
Accountant	L	1		1		1	
Accounting Clerk III (Systems)	L	1		1		1	
Clerk II	I	2		2		2	
General Government - Economic Development							
Director - Economic Development	P	.5		1 ^D		1	
Administrative Assistant	J	1		1		1	

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T	#F/T	#P/T
		2014		2015		2016	
Public Safety - Law Enforcement							
Police Chief	R	1		1		1	
Police Major – Support Services	P-6	1		1		1	
Police Captain	P-5	1		1		1	
Police Lieutenant	P-4	4		4		4	
Police Sergeant	P-3	7		7		8 ^B	
Police Officer	P-2	44		44		44	
Park Ranger/Animal Control Officer (2 @50%)	P-2	1		1		1	
School Resource Officer	P-2	4		4		4	
Office Manager II	L	1		1		1	
Supervisor Dispatch	K	1		1		1	
Lead Corrections Technician	K	1		1		1	
Corrections Technician (Commissioned)	J (P-1)	7		7		7	
Dispatch Officer	J	8	5	8	5	8	5
Clerk I	H	3	1	3	2 ^D	3	2
Public Safety - Municipal Court							
Court Administrator	N	1		1		1	
Clerk II	I	1		1		1	
Clerk I	H	2	1	2	1	2	1
Public Works - Administration							
Director – Public Works	R	1		1		1	
Assistant Director – Public Works	P	1		1		1	
Administrative Assistant	J	1		1		1	
Public Works - Stormwater							
Stormwater Management Coordinator	M	1		1		1	
Stormwater Intern	D		1		1		1
Public Works - Engineering							
Senior Civil Engineer	O	2		2		2	
Civil Engineer	N	1		1		2 ^C	
Project Manager (1@50% Trans/25%Water/25%WW)	M	1		2 ^E		3 ^D	
Engineering Technician	L	2		2		3 ^E	
AutoCad Technician	L	1		1		1	
Administrative Assistant	J	1	0	1	0	1	0
Public Works – Streets & Signals							
Streets, Signals & Fleet Superintendent	O	1		1		1	
Supervisor Streets & Signals	M	1		1		1	
Foreman Street Maintenance	L	2		2		2	
Maintenance Worker III	I	3		3		4 ^F	
Maintenance Worker II (1@50%Street/50%Trash 1@50% Water/50%WW)	H	5		6 ^F		6	
Maintenance Worker I (2@100% Transportation)	G	3	4	4 ^G	5 ^E	4	3 ^B

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T	#F/T	#P/T
		2014		2015		2016	
Public Works - Fleet							
Foreman Fleet Maintenance	L	1		1		1	
Mechanic	K	2		2		2	
Maintenance Worker I	G	0		0		1 ^G	
Public Works – Facility Operations							
Supervisor Facility Operations	M	1		1		1	
Foreman Facility Operations	L	1		1		1	
Service Worker II – Electrical	K	1		1		1	
Service Worker II – HVAC	K	1		1		1	
Service Worker I	H	1	1	1	1	1	1
Community Development - Administration							
Director – Community Development	Q	1		1		1	
Secretary	G	2		2		2	
Community Development - Planning							
Senior Planner	M	1		1		1	
GIS Coordinator	M	1		1		1	
Administrative Assistant	J	1		1		1	
Community Development - Building Inspection							
Building Commissioner	N	1		1		1	
Safety Plans Examiner	M	1		1		1	
Building Safety Inspector	L	3		4 ^H		4	
Code Compliance Inspector	K	1	1	1	1	1	1
Administrative Assistant	J	1		1		1	
Secretary	G	0	2	0	3 ^F	0	3
Parks & Recreation - Administration							
Director – Parks and Recreation	Q	1		1		1	
Park Ranger – Animal Control (2 at 50%)	P-2	1		1		1	
Park Ranger	P-2	1		1		1	
Office Manager I	K	1		1		1	
Clerk I	H		0		1 ^G		1
Inclusion Aid	B		1		1		1
Parks & Recreation – Aquatics							
Front Desk Attendant	A		0		0		6 ^C
Recreation Aide I	B		0		6 ^H		0
Recreation Aide II	D		0		3 ^I		3
Concession Worker	SEAS0		0		13 ^J		13
Lifeguards/Swim Instructor	SEAS1		0		70 ^K		70
Lead Concession Worker	SEAS1		0		2 ^J		2
Head Lifeguard/Head Swim Instructor	SEAS2		0		6 ^K		6
Aquatic Facility Manager	SEAS4		0		5 ^K		5

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T	#F/T	#P/T
		2014		2015		2016	
Parks & Recreation - Recreation							
Superintendent Recreation	N	1		1		1	
Supervisor Recreation	K	2		2		1	
Volunteer & Special Events Manager	K	0		1 ^I		1	
Aquatics/Fitness Coordinator (50%Recreation/25%Splash/25%Progress)	K	0		1 ^J		1	
Recreation Coordinator	I	2		2		3	
Clerk I	H	2		2		2	
Recreation Aid II	D		9		3 ^I		3
Recreation Aid I	B		8		12 ^H		0
Front Desk Attendant	A		0		0		12 ^D
Concession Worker	SEAS0		16		7 ^J		7
Lead Concession Worker	SEAS1		0		3 ^J		3
Day Camp Counselor	SEAS1		18		28 ^L		28
Day Camp Head Counselor	SEAS2		1		3 ^L		3
Assistant Day Camp Director	SEAS3		1		2 ^L		2
Day Camp Director	SEAS4		1		1		1
Parks & Recreation - Maintenance							
Superintendent Park Maintenance	N	1		1		1	
Supervisor Park Maintenance	K	1		1		1	
Landscape Technician	J	1		1		1	
Park Facility Maintenance Tech	J	0		1 ^K		1	
Horticulturist (70% Park Maint/30%PW Facility)	K	0		1 ^L		1	
Athletic Turf/Irrigation Specialist	J	0		1 ^M		2 ^H	
Maintenance Worker III	H	1		1		1	
Maintenance Worker I	G	1	8	1	8	1	8
Custodian	C		0		2 ^M		2
Seasonal Groundskeeper	D		0		2 ^N		2
Utilities - Water							
Superintendent Water Supply & Distribution	O	1		1		1	
Supervisor Water Supply & Distribution	M	2		2		2	
Foreman Water Services	L	2		2		2	
Water Operator III	K	2		2		2	
Water Operator II	J	3		3		5 ^I	
Clerk II (2 @ 33% WW/33%Trash/34% WW)	I	2		2		2	
Water Operator I	H	2	3	2	3	2	2 ^E
Clerk I (50%Water/50%WW)	H		1		1		1
Utilities – Wastewater							
Superintendent Wastewater Systems	O	1		1		1	
Supervisor Wastewater Collection Services	M	1		1		1	
Supervisor Wastewater Plant	M	1		1		1	
Foreman Wastewater Collection Services	L	1		1		1	
Foreman Wastewater Plant Maintenance	L	1		1		1	
Wastewater Plant Operator III	K	2		2		3 ^J	
Wastewater Plant Operator II	J	4		4		4	
Wastewater Plant Operator I	H	2	3	2	3	2	3
Clerk I	H		1		1		1
TOTAL		200	91	212	216	221	215

Variance Explanations 2014 to 2015

Full Time

- A. .5 Increase – Separated Assistant City Administrator/Economic Development Director Positions to Full-Time ACA
- B. 1 Increase – Information Technology Systems Engineer based on department needs
- C. 1 Increase – Senior Procurement Specialist based on department needs
- D. .5 Increase – Separated Assistant CA/Economic Development Director Positions to Full-Time ED Director
- E. 1 Increase – Project Manager Engineering – based on department needs
- F. 1 Increase – Maintenance Worker II – Streets & Signals based on department needs
- G. 1 Increase – Maintenance Worker I – Streets & Signals (formerly frozen)
- H. 1 Increase – Added Building Safety Plans Examiner (formerly frozen)
- I. 1 Increase – Volunteer & Special Events Coordinator based on department needs
- J. 1 Increase – Aquatics/Fitness Coordinator new facilities
- K. 1 Increase – Parks Facility Maintenance Technician to cover new facilities
- L. 1 Increase – Horticulturist Parks facilities
- M. 1 Increase – Athletic Turf/Irrigation Specialist to cover current and new facilities

Part Time

- A. 2 Decrease – Eliminated 2 Floating Clerks
- B. 1 Increase – Clerk I Human Resources based on department needs
- C. 1 Increase – Information Technology Intern based on department needs
- D. 1 Increase – Records Clerk
- E. 1 Increase – Maintenance Worker I – Street (formerly frozen)
- F. 1 Increase – Secretary I CDD
- G. 1 Increase – Recreation Clerk Parks new facilities
- H. 10 Increases – Recreation Aid I Parks new facilities
- I. 3 Decreases – Recreation Aid II Parks new facilities
- J. 9 Increases – Concession Workers for new facilities
- K. 81 Increases – Lifeguard Staff (lifeguard service outsourced 2013&2014)
- L. 13 Increases – Day Camp Staff second camp program added
- M. 2 Increases – Custodian Parks was previously outsourced
- N. 2 Increases – Groundskeeper (seasonal) was previously outsourced

*Please note significant reorganization has taken place from 2013-2015. The titles and grades reflected are based on the 2014 Classification and Compensation Study Results.

Variance Explanations 2015 to 2016

Full Time

- A. 1 Decrease – 1 full-time Secretary replaced with 2 part-time Secretaries – Administration
- B. 1 Increase – Reclassified one Police Officer to Sergeant and added 1 Police Officer - Police
- C. 1 Increase – Added Civil Engineer - Engineering
- D. 1 Increase – Added Project Manager - Engineering
- E. 1 Increase – Added Engineering Technician - Engineering
- F. 1 Increase – Added Maintenance Worker III – Street
- G. 1 Increase – Added Maintenance Worker I – Fleet
- H. 1 Increase – Added Athletic Turf/Irrigation Specialist – Parks Maintenance
- I. 2 Increase – Added 2 Water Operator II's – Water
- J. 1 Increase – Added 1 Wastewater Plant Operator III - WW

Part Time

- A. 2 Increase – 2 part-time Secretaries replaced 1 full-time Secretary
- B. 2 Decrease – Eliminated 2 part-time Maintenance Worker I's – Street
- C. 2 No Change - Transferred hours from Recreation Aid I and II's to lower classified new position
Front Desk Attendant: Progress = 485 hours, Splash = 810
- D. 12 No Change Transferred hours from Recreation Aid I and II's to lower classified new position
Front Desk Attendant: Recreation = 3900 hours
- E. 1 Decrease – Eliminated 1 part-time Water Operator I - Water

Salary Matrix

2016 City of Wentzville Position Classification Plan - Salary Matrix

<u>Grade</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>	<u>Range Spread</u>	<u>Midpoint Differential</u>
SEAS0	\$15,912	\$17,344	\$18,776	18.0%	
SEAS1	\$15,879	\$18,260	\$20,642	30.0%	6.0%
SEAS2	\$16,992	\$19,540	\$22,090	30.0%	7.0%
SEAS3	\$18,352	\$21,104	\$23,858	30.0%	8.0%
SEAS4	\$19,820	\$22,793	\$25,767	30.0%	8.0%
A	\$17,516	\$20,582	\$23,645	35.0%	
B	\$18,918	\$22,229	\$25,538	35.0%	8.0%
C	\$20,432	\$24,007	\$27,583	35.0%	8.0%
D	\$22,067	\$25,927	\$29,790	35.0%	8.0%
E	\$23,831	\$28,001	\$32,171	35.0%	8.0%
F	\$25,201	\$30,241	\$35,281	40.0%	8.0%
G	\$27,217	\$32,660	\$38,104	40.0%	8.0%
H	\$29,937	\$35,926	\$41,912	40.0%	10.0%
I	\$32,933	\$39,518	\$46,105	40.0%	10.0%
J	\$36,225	\$43,470	\$50,715	40.0%	10.0%
K	\$39,849	\$47,817	\$55,788	40.0%	10.0%
L	\$44,830	\$53,795	\$62,762	40.0%	12.5%
M	\$49,623	\$60,788	\$71,953	45.0%	13.0%
N	\$56,073	\$68,690	\$81,305	45.0%	13.0%
O	\$62,645	\$78,306	\$93,968	50.0%	14.0%
P	\$72,041	\$90,052	\$108,062	50.0%	15.0%
Q	\$81,222	\$103,559	\$125,894	55.0%	15.0%
R	\$93,407	\$119,092	\$144,780	55.0%	15.0%
S	\$110,219	\$140,529	\$170,841	55.0%	18.0%
P-1	\$38,969	\$46,763	\$54,556	40.0%	
P-2	\$44,814	\$53,776	\$62,739	40.0%	15.0%
P-3	\$52,880	\$63,457	\$74,031	40.0%	18.0%
P-4	\$62,398	\$74,878	\$87,358	40.0%	18.0%
P-5	\$73,630	\$88,356	\$103,083	40.0%	18.0%
P-6	\$77,898	\$95,424	\$112,952	45.0%	8.0%

**Administration:
City Clerk/City Administrator/
Mayor and Alderman**

Administration: City Clerk/ City Administrator/Mayor and Alderman

CITY CLERK

Department Description: The City Clerk/Business Manager is responsible for preparing and maintaining the minutes of Board of Aldermen proceedings, recording and filing official City records, certifying and issuing official documents, filing official notices and advertisements, and posting public notices as required by law. The City Clerk/Business Manager performs voter registration and notary public services, accepts filing for candidacy in City elections, officially swears in public officials and certain public employees for public office and duty, and maintains the subdivision trustee database. The City Clerk/Business Manager is also responsible for several licenses and permits. The City Clerk/Business Manager supervises the Customer Service Center. The Customer Service Representatives assist residents and clients with inquiries about City operations, initiate work orders, and register individuals for utilities services and process payments. The City Clerk/Business Manager is responsible for the following licenses and permits: business license, home-based business, liquor license, solicitors, mechanical amusement, tattoo and/or body piercing and/or branding establishments, yard sale signs, adult business, pawnbrokers, and pay-day loan and title loan businesses. The City Clerk/Business Manager oversees property, casualty and workers' compensation insurance programs.

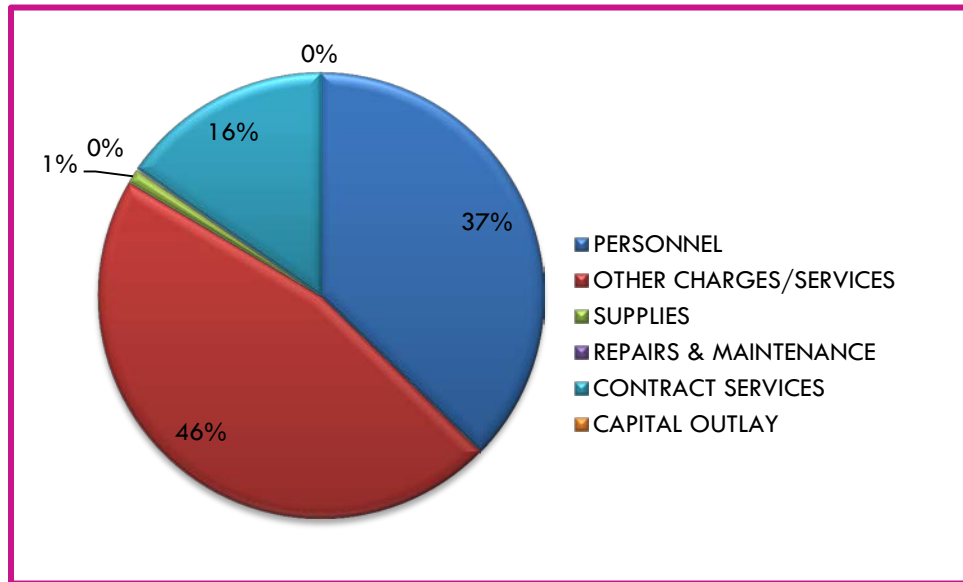
Mission: The mission of the City Clerk's Office for the City of Wentzville is to serve the community as a whole, in an ethical, professional, responsible manner as provided in the Code of Ordinances for the City of Wentzville and the state statutes for the state of Missouri; and to provide assistance to all customers in a courteous and service-oriented manner by providing a welcoming environment to residents and visitors.

Goals and Objectives:

- Risk Management
 - Safety manual review
 - Monthly safety meetings
 - Bid liability, property, and worker's compensation insurance
- Customer Service
 - Greet each customer as they come into City Hall and assist them in a friendly and efficient manner
 - A response to all phone calls and emails within 24 hours
 - Phone calls will be answered within the third ring with a limited number of calls going to voice mail
- Risk Management
 - Safety manual review
 - Monthly safety meetings
 - Works with City's insurance broker regarding premiums, certificates of insurance, coverage, etc.
 - Works with insurance adjusters and claimants
- Records Management
 - Microfilm permanent documents
 - Prepare a Records Program Policy Manual
 - Deed and easement documents to be reviewed, organized and scanned into Laser Fiche
 - Destruction of records – Citywide
 - Eliminate duplicate documents throughout the City
- Training
 - Utilize training offered by Missouri City Clerks and Finance Officers Association
 - Summary of the training is submitted and shared with other in the office
 - Deputy City Clerk to complete the necessary training to fill-in for the City Clerk or Assistant City Clerk when necessary.
- Customer Resource Management
 - Monitor outstanding concerns and follow up with departments for completion and/or respond to the individual that submitted the concern
 - Monitor response time of concerns
 - Provide information to the residents through the website home page, The Vision and Noteworthy, on the use of the Wentzville Concern Center mobile app.

EXPENSE

	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	556,419	748,220	798,759	7%
OTHER CHARGES/SERVICES	674,384	841,780	989,413	18%
SUPPLIES	16,658	20,173	21,450	6%
REPAIRS/MAINTENANCE	12,740	3,500	3,000	-14%
CONTRACT SERVICES	305,007	300,933	328,924	9%
	1,565,208	1,914,606	2,141,546	12%

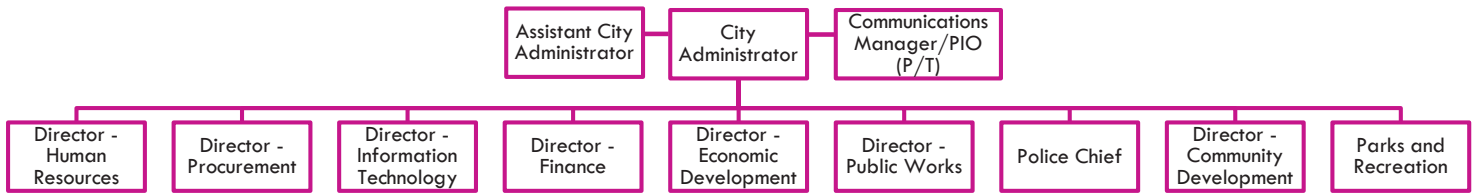


PERSONNEL DETAIL

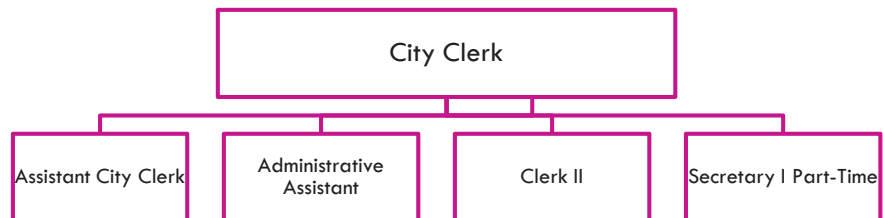
TITLE	GRADE	#F/T	#P/T	#F/T	#P/T
		2015		2016	
Mayor			1		1
Aldermen			6		6
City Administrator	S	1		1	
Assistant City Administrator	R	1		1	
City Clerk	P	1		1	
Communication Manager/PIO	M		1		1
Assistant City Clerk	K	1		1	
Administrative Assistant	J	1		1	
Clerk II	I	1		1	
Secretary	G	1		0	2
TOTAL		7	8	6	10

ORGANIZATIONAL CHART

City Administrator



City Clerk



Human Resources

Human Resources

Department Description: The Human Resource Division is responsible for recruitment and selection activities, benefits administration, budgeting, compensation, interpreting and administering policies and procedures, and managing employee communications.

Mission: Human Resources supports and upholds the City of Wentzville's goals by fostering a positive and engaging work environment, while identifying and responding to the changing needs of our growing City.

Goals & Objectives:

The Human Resources Department will help the City of Wentzville achieve its strategic mission while ensuring employees are engaged and motivated to help the City succeed. Human Resources success will be measured by our ability to align and integrate processes with the strategic mission. We can do this by identifying issues and executing corrective measures.

- Improve the level of advice and support provided to management on human resources issues by promoting open lines of communication.
- Improve employee satisfaction through engagement, resulting in enhanced service levels across the City.
- Improve employee recruitment and retention through process improvement, onboarding, and employee development.
- Assess and implement cost containment measures for benefit programs.

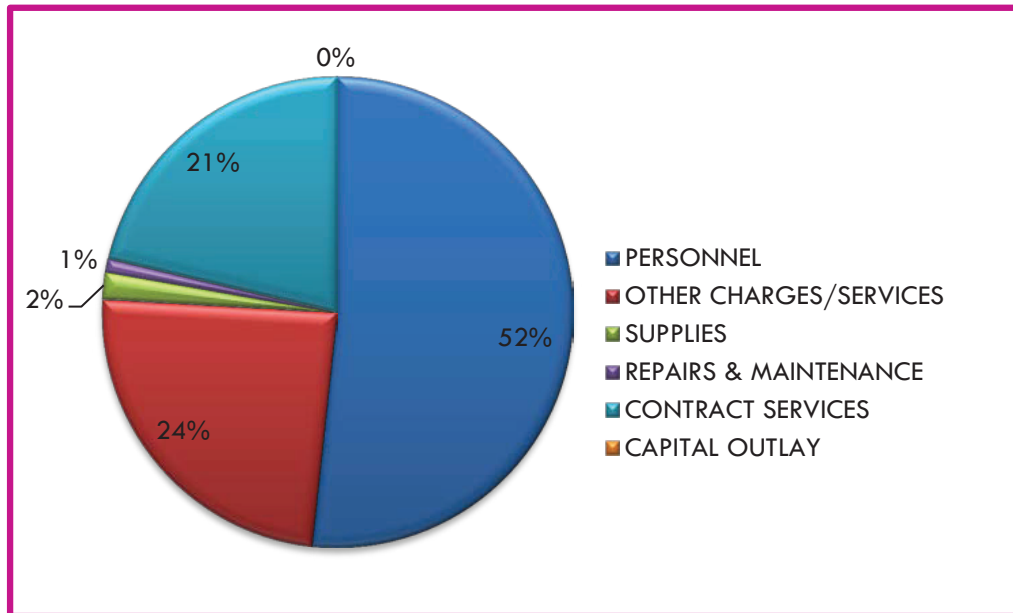
Performance Measures:

- **Advice and support through open communication**
 - o Complete Personnel Policy update and train all City staff.
- **Employee satisfaction**
 - o Introduce Board of Aldermen priorities into the performance management system for 2016.
 - o Conduct employment law training for all new supervisors.
- **Employee recruitment and retention**
 - o Implement onboarding software program prior to seasonal hiring.
 - o Launch electronic employment application.
- **Cost containment measures for benefit programs**
 - o Expand wellness program participation and evaluate a health contingent wellness program.
 - o Increase promotion of consumerism and investigate cost transparency tools.
 - o Complete final insurance renewal and recommendations by Aug. 15, 2016.



EXPENSE

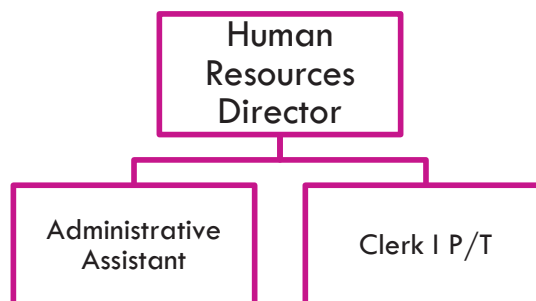
	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	169,671	200,122	196,716	-2%
OTHER CHARGES/SERVICES	67,815	79,178	91,906	16%
SUPPLIES	4,151	9,174	7,050	-23%
REPAIRS/MAINTENANCE	4,729	3,600	3,600	-
CONTRACT SERVICES	101,456	72,048	81,092	13%
	347,822	364,122	380,364	4%



PERSONNEL DETAIL

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T
		2015		2016	
Director – Human Resources	P	1		1	
Admin Assistant – HR	J	1		1	
Clerk I P/T	H		1		1
TOTAL		2	1	2	1

ORGANIZATIONAL CHART



Information Technology

Information Technology

Department Description: The Information Technology (IT) Department is responsible for providing information technology solutions and services that are proactive, timely, efficient, and effective to all City personnel. The Department serves as a critical support function and provides vital technology-related services including application and desktop, infrastructure, network/voice, project management, security and governance. The following outlines the core technology and services provided and supported by the Department:

Mission: To deliver the best proven technology and services available for computer, data, telecommunications, mapping, and critical business systems to employees and the public through excellent customer service, continuous improvement, innovative problem-solving, adherence to standardized information best practices, and collaborative solutions.

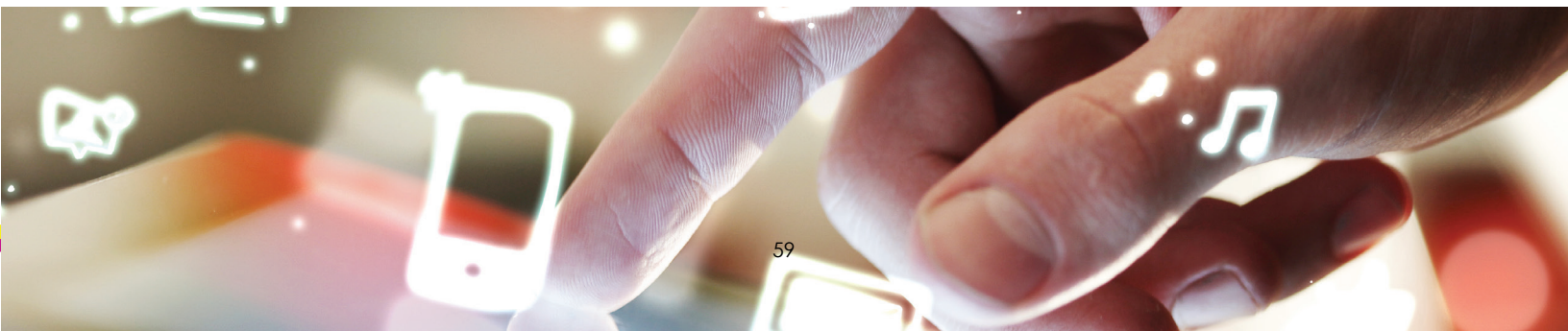
Strategic Focus: To improve efficiency and cost effectiveness, by improving customer service and support, implementing IT governance, and improving reliability upon the City's infrastructure.

Goals & Objectives:

- Continue to transform the IT department into a customer oriented and service driven team
- Improve Wentzville citizen's accessibility to city government entities
- Continue Strategic Departmental Partnership's leveraging technology to improve day to day operations and efficiency
- Effectively manage, maintain, and control information technology assets and resources within the City
- Provide and facilitate a secure computing environment that allows the access and use of IT resources in the city
- Create and manage business continuity through effective disaster preparedness and recovery procedures
- Continue to improve the City network reliability and integrity

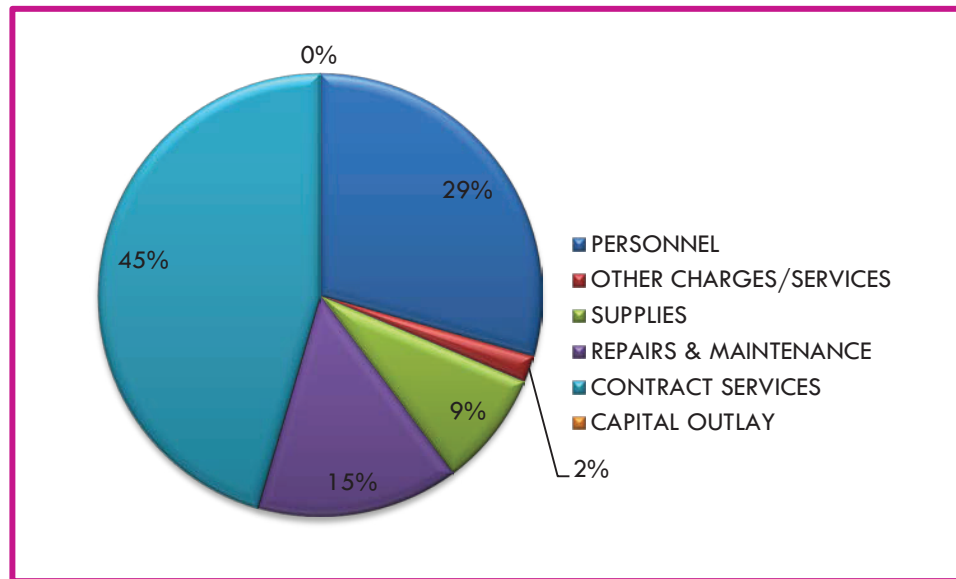
Performance Measures:

- Improve Mean Time To Resolution (MTTR)
- Track and identify ongoing trouble ticket trends
- Reduce the amount of trouble tickets submitted by end users
- Improved user training and development of a knowledge base



EXPENSE

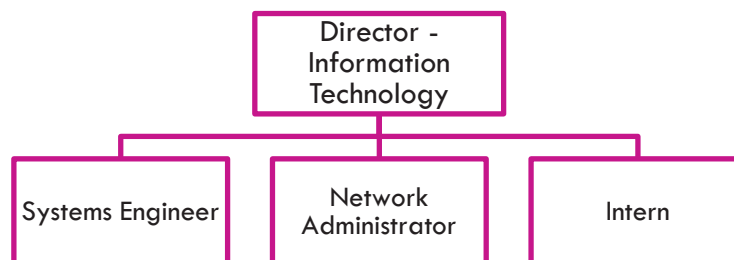
	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	115,086	266,254	287,395	8%
OTHER CHARGES/SERVICES	12,291	41,133	18,966	-54%
SUPPLIES	93,755	68,079	82,746	22%
REPAIRS/MAINTENANCE	67,548	141,798	144,033	2%
CONTRACT SERVICES	401,067	505,733	444,324	-12%
CAPITAL OUTLAY	267,889	91,635	-	-100%
	957,636	1,114,632	977,464	-12%



PERSONNEL DETAIL

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T
		2015		2016	
Director – Information Technology	P	1		1	
Systems Engineer	N	1		1	
Network Administrator	M	1		1	
Intern	D		1		1
TOTAL		3	1	3	1

ORGANIZATIONAL CHART



Procurement

Procurement

Department Description: The Procurement Department coordinates and is responsible for the acquisition of all supplies, equipment, construction and professional services for all departments in a cost-effective manner. This Department supervises the competitive bidding process, helps prepare bid specifications, and authorizes or recommends all purchases.

Mission: To provide the City with the highest quality goods and services in the most cost effective, timely and fiscally responsible manner in compliance with applicable regulations and policies using a fair and transparent process.

Vision: Deliver leadership in procurement and contracting services, creating value by delivery expertise and exceptional service to our internal departments and other stakeholders through a high-performing, managed process.

Goals & Strategies:

The Procurement Department will play an integral part at the City in achieving its strategic initiatives in providing procurement and contract strategies that will provide value added activities, be cost effective, timely and compliant. The Procurement Department's success will be measured by our ability to lead all procurement activities, develop and maintain effective and compliant processes that will enable the acquisitions and contracting strategic goals to be achieved.

- Streamline procurement processes
- Communication to all community stakeholders
- Deliver high level customer service on internal procurements
- Training and adherence to procurement policies and procedures

Performance Measures:

Streamline and Update Procurement Processes

- Update the Procurement procedures by 12/31/16
- Surplus Sale Procedure updates by 06/30/16
- Create a contract administration process program by 12/31/16

Communication to all internal and community stakeholders

- Strategically plan the City's procurements through the Procurement Plan monthly and as needed
- Reach out to all Bidders re: Supplier Manual and How to do Business by 3/31/16
- **Launch the redesign of the Procurement Department website in alignment with City's new website 12/31/16**
- Use social media, The Vision and the employee eBlast

Develop high level customer service on internal procurements

- Conduct annual customer service satisfaction survey by 1/31/15

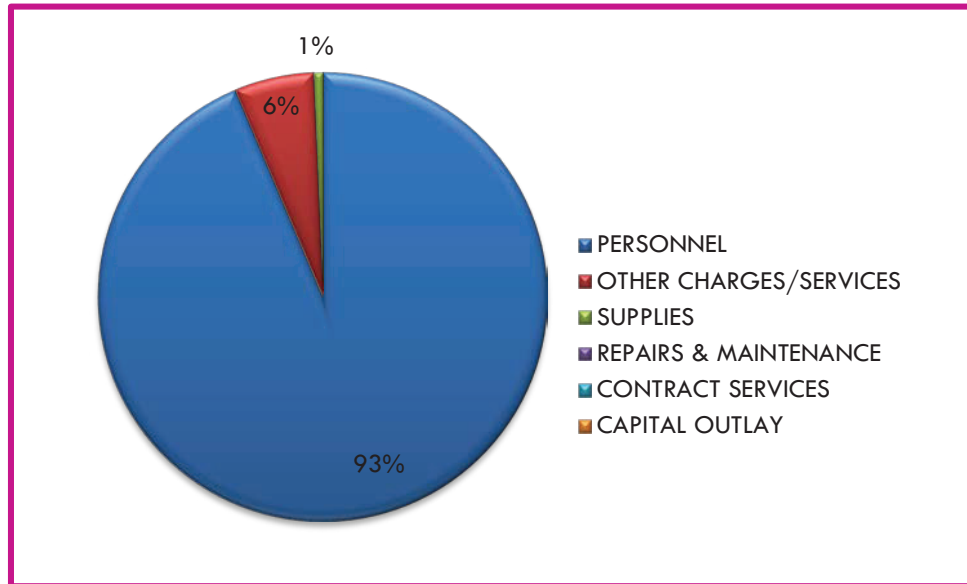
Training and adherence to procurement policies and procedures

- Enhance procurement staff training on new and improved procedures quarterly by various means of training and education
- Train all new employees who require Procurement Training
- Biennially train employees on Procard procedures



EXPENSE

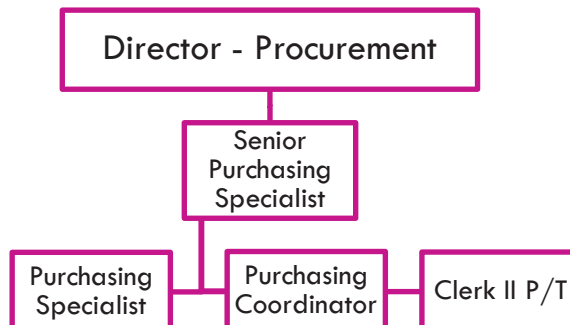
	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	245,509	342,510	348,828	2%
OTHER CHARGES/SERVICES	14,614	27,888	21,156	-24%
SUPPLIES	5,653	12,098	2,500	-79%
	265,776	382,496	372,484	-3%



PERSONNEL DETAIL

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T
		2015		2016	
Director – Procurement	P	1		1	
Senior Procurement Specialist	M	1		1	
Purchasing Specialist	L	1		1	
Purchasing Coordinator	J	1		1	
Clerk II	I		1		1
TOTAL		4	1	4	1

ORGANIZATIONAL CHART



Finance

Finance

Department Description: The Finance Department provides professional support to City Management in order to allow them to make sound fiscal and organizational decisions. The Department helps maintain the City's financial health, and monitors/reports on the financial position of the City. The Finance Department is also responsible for collecting, analyzing, recording, auditing and reporting financial transactions of the City in the accordance with all applicable accounting, City and other governmental requirements and/or guidelines. The Department provides for fiscal management and processing of all accounting transactions for all City funds. This includes processing accounts payable, accounts receivable, centralized payroll, and utility billing. Duties include: Provide financial support services to entire organization; prepare and administer the annual budget; manage the City's investments; processes receivables, payables and payroll; prepare timely and accurate financial, payroll and personnel reports; oversee maintenance of special assessments and TIF districts; process utility billing, administer funds management, banking relations, and the implementation of financial and internal controls; administer grant and intergovernmental revenue; provide debt service analysis and bond payment management.

Mission: The Finance Department coordinates and records the financial affairs of the City and provides various internal services for all City departments.

Goals & Objectives:

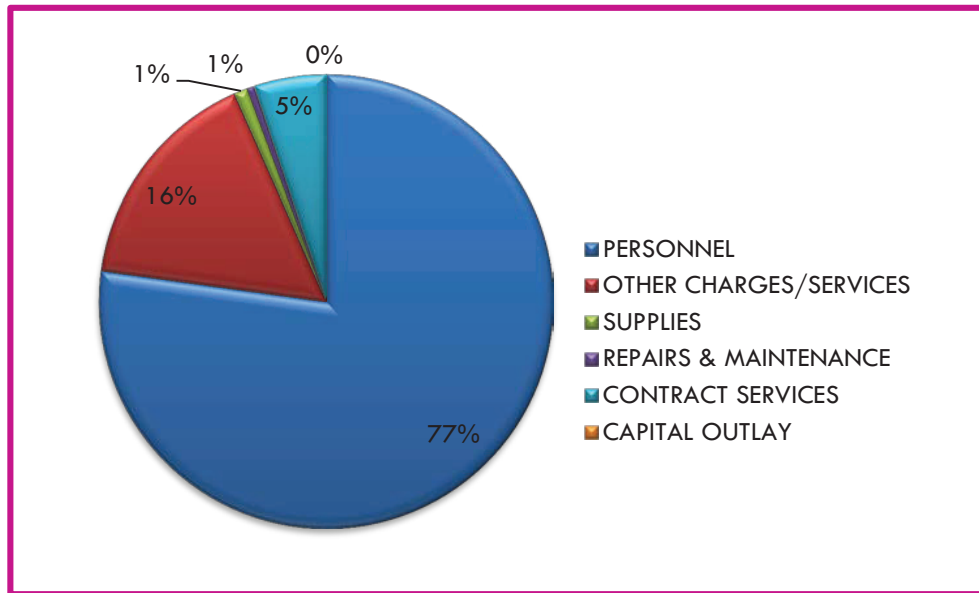
- Earn a Certificate of Achievement for Excellence in Financial Reporting for the 2015 CAFR and a Distinguished Budget Presentation Award for the 2016 Budget. These documents are presented on the City's website and copies are available for review at City Hall for transparency to the community of the City's financial information.
- Produce efficiencies and streamline processes in order to ensure excellent customer service and production of timely and quality end products.
- Existing Strategic Goals and Priorities:
 - Invest in Streets, Highway Repair and Maintenance
 - Monitor the Transportation fund anticipated tax revenues are in line with budgeted expenditures to ensure adequate funding remains in place for the streets and highway repairs and maintenance.
 - Establish Strategic Economic Development Plan
 - In coordination with the Director of Economic Development, provide analysis on economic incentives to determine the economic impact to the City to aid in the establishment of a strategic economic development plan.
- City Hall
 - Ensure funding for construction of new City Hall
 - Observe drawn downs of fund balance in both the General and Capital funds
- Expand Parks and Trails; Update the Parks, Trails and Facilities Master Plan
 - Provide financing options to Parks and Recreation for future park and trail expansions
- Implement Downtown Redevelopment Plan
 - Collaborate with the Economic Development and Public Works departments to determine the correct actions and improvements to make to help revitalize downtown.
- Replace Infrastructure, Water and Sanitary Sewer Lines
 - Provide analysis to Public Works for the best funding options: issue bonds, draw down fund balance or a combination of both.
- New Strategic Goals and Priorities:
- Long-Term Financial Strategy for City
 - Work together with Board of Aldermen to develop a strategy to reduce real estate tax over a long-term period.
 - Review and analyze current fees and assess and consider new "user fees."
- Pursue ADA Compliance in All City Facilities
 - Provide analysis for the best funding options to complete ADA compliance related tasks and projects.
 - Utilize the budget process to prepare for ADA compliance plans.

Performance Measures:

- Ensure no invoices are paid past their due date
- Issuance of an unqualified opinion on audited financial statements
- Continue meeting all our GFOA, GASB and SEC requirements to achieve awards and maintain bond ratings

EXPENSE

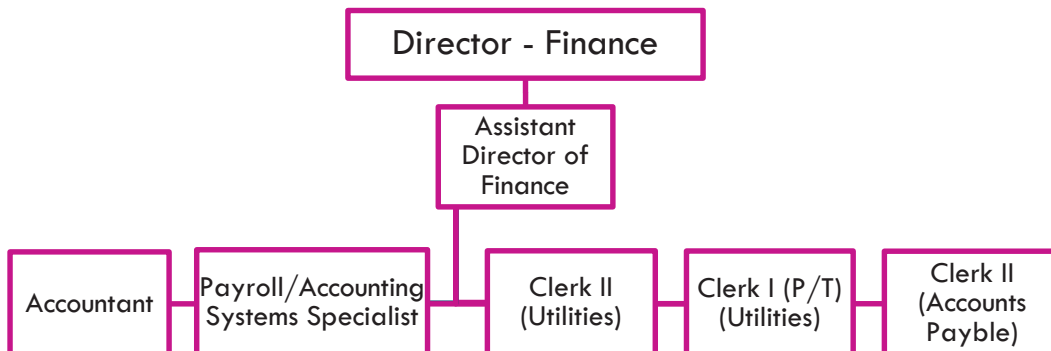
	ACTUAL	ESTIMATED	PROJECTED	%
	2014	2015	2016	CHANGE
PERSONNEL	393,568	477,246	486,662	2%
OTHER CHARGES/SERVICES	109,674	117,421	102,149	-13%
SUPPLIES	8,746	8,800	6,450	-27%
REPAIRS/MAINTENANCE	5,558	2,600	3,100	19%
CONTRACT SERVICES	33,135	33,688	32,221	-4%
CAPITAL OUTLAY	-	6,500	-	-100%
	550,681	646,255	630,582	-2%



PERSONNEL DETAIL

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T
		2015		2016	
Director – Finance	Q	1		1	
Assistant Director of Finance	O	1		1	
Accountant	L	1		1	
Accounting Clerk III (Systems)	L	1		1	
Clerk II	I	2		2	
TOTAL		6		6	

ORGANIZATIONAL CHART



Economic Development

Economic Development

Department Description: The Economic Development Department works to enhance the economic vitality of Wentzville and maintain its outstanding quality-of-life. This is accomplished through the retention and expansion of existing businesses and the attraction of new businesses to the community. The Department also works to actively promote tourism, housing and enhanced infrastructure.

Mission: The City of Wentzville will expand its economic base through the development and retention of employment opportunities as well as through the attraction of inbound investment in all development sectors of residential, retail, commercial and industrial.

Goals & Strategies:

- Complete segments of the Economic Development Strategic Plan in regular intervals with reporting to administration and Board of Aldermen.
- Assist in implementing quality-of-life development strategies.
- Implement the Economic Development Business Retention and Expansion Program.
- Accomplish data gathering and compilation of statistical information.
- Work with other Departments to improve upon customer forms and processes to support economic development efforts.
- Participate in marketing events with the Missouri Department of Economic Development and the Missouri Partnership (the Missouri Partnership is the public-private economic development marketing organization serving the State of Missouri in attracting new business to Missouri from outside the State).
- Continue to pursue successful business growth investment and retention investment.
- Perform site visits and tours of existing businesses to identify those that may qualify and benefit from State programs and/or those that are ready for expansion.
- Work to implement components of the Downtown Revitalization Study and incorporate in the Village Center redevelopment.
- Develop a quarterly newsletter to be sent to all licensed businesses in the City of Wentzville.
- Work closely with the Western St. Charles County Chamber of Commerce to promote business development.
- Maintain membership in the Business Retention and Expansion International organization.
- Continue to pursue designation as a Certified Local Government (CLG).
- Continue to provide an up-to-date listing of buildings and development sites on the Location One system.
- Pursue a targeted approach to attract new businesses to the Wentzville community.

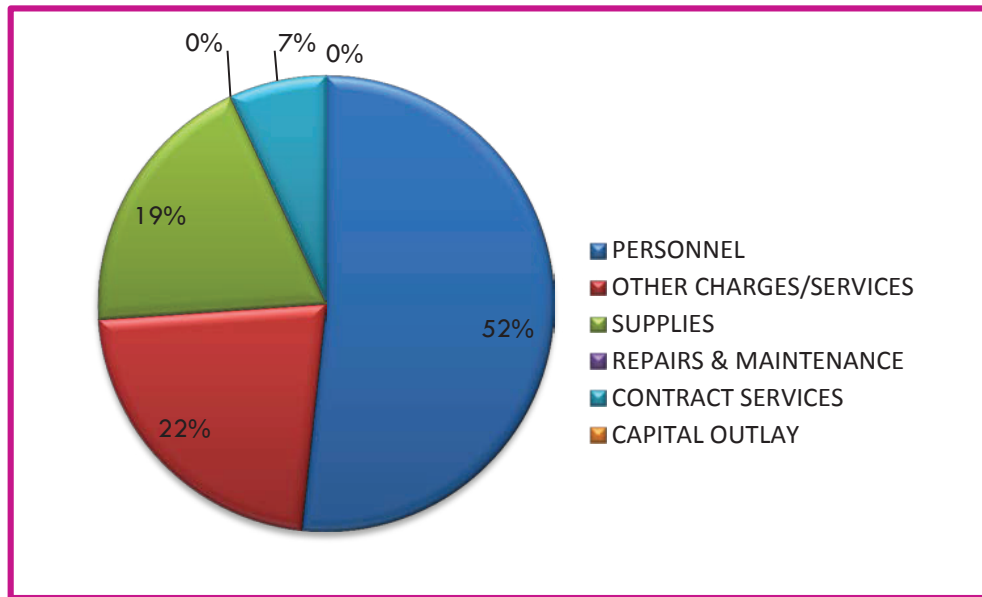
Performance Measures:

- Data completed and maintained and surveys received.
- Actual participation in marketing events.
- Number of businesses contacted and site visits completed.



EXPENSE

	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	70,371	172,297	170,698	-1%
OTHER CHARGES/SERVICES	155,605	119,022	73,218	-38%
SUPPLIES	21,485	28,175	63,315	125%
REPAIRS/MAINTENANCE	-	135	-	-100%
CONTRACT SERVICES	15,635	30,000	22,825	-24%
	263,096	349,629	330,056	-6%



PERSONNEL DETAIL

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T
		2015		2016	
Director – Economic Development	P	1		1	
Administrative Assistant	J	1		1	
TOTAL		2		2	

ORGANIZATIONAL CHART



Police

Police

Department Description: Police Department is comprised of two Divisions: Field Operations and Support Services. The Field Operations Division is made up of all Road Patrol Platoons, the Corrections and Reserve Officers. Road Patrol Officers are the backbone of the Wentzville Police Department and serve the community at large by responding to a variety of calls for service, while combining a proactive approach to crime prevention by actively patrolling neighborhoods and business areas. The Support Services Division consists of all supporting functions of the Police Department. Encompassed in this Division are the Records Section, Communications Center, Special Services Section (traffic bureau, school resource officers, D.A.R.E., and animal control/park rangers), Detective Bureau, as well as all training, recruiting, public information and professional standards functions.

Mission: The Wentzville Police Department is dedicated to delivering constitutionally sound, superior law enforcement services with professionalism, ensuring residents peacefully and safely enjoy their lives, building strong partnerships and relationships with the residents, visitors, and businesses in the City of Wentzville, while demanding the officers who serve and the staff who support do so with the utmost pride, unmatched courage and unwavering integrity.

Goals & Objectives:

- To develop, through the use of community policing practices, a better relationship with our citizens, businesses and other stakeholders in our community.
- To utilize our traffic enforcement efforts to maximize safety in neighborhoods, work zones and new developments where safety is paramount in promoting the need for a safe community.
- Work toward fully integrated problem solving policing methodology, by using community policing, intelligence led policing and community engagement.
- Maintain low crime rates and work toward reductions in all part one crime categories, in order to attract new businesses and residents to Wentzville.
- Maintain and work to reduce officer assaults to keep officers safe.

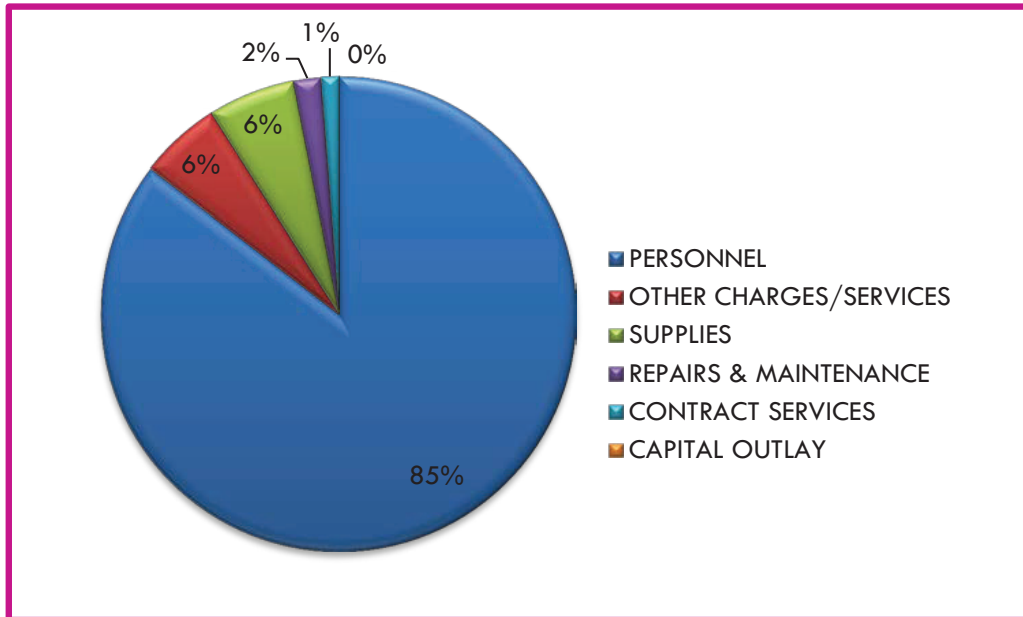
Performance Measures:

- Develop and monitor a number of programs that are functioning within the community.
- Reduce speeding and crashes in work zone areas and increased neighborhood driving safety by comparing percentages and raw numbers to previous years' statistics.
- Maintain low crime rates by comparing percentages and raw numbers to previous years' statistics
- Maintain and work to reduce officer assaults by comparing percentages and raw numbers to previous years' statistics



EXPENSE

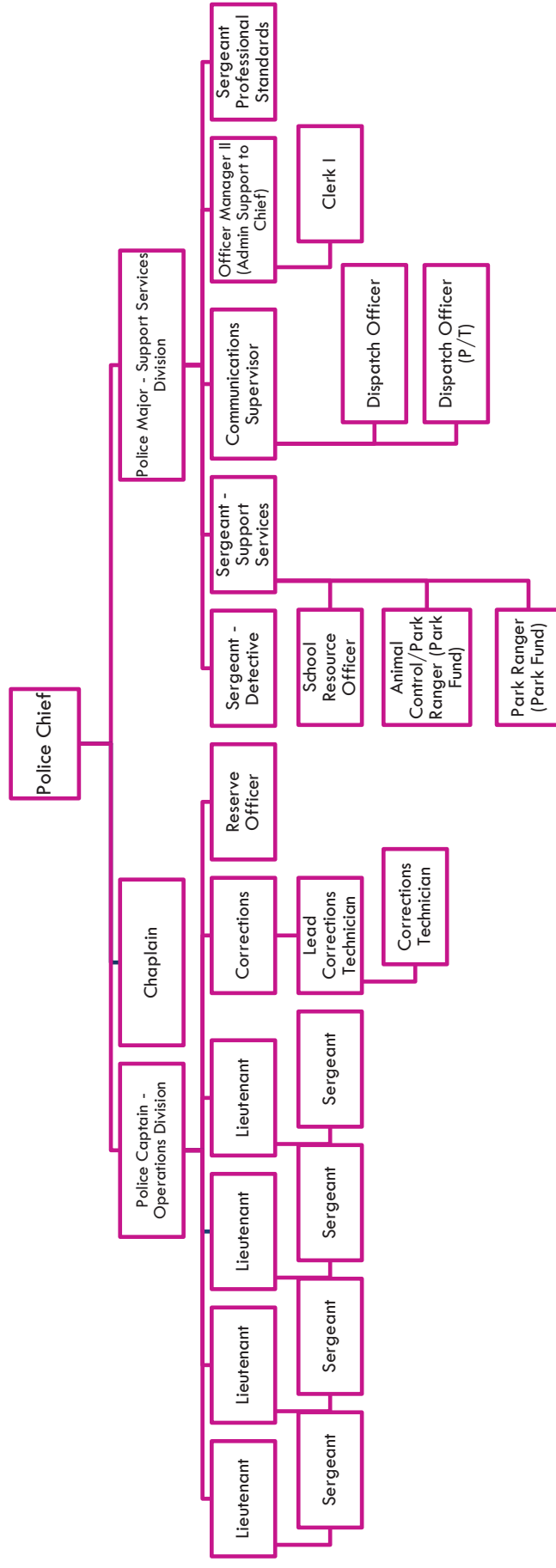
	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	6,263,713	6,623,995	6,641,207	0.3%
OTHER CHARGES/SERVICES	478,122	543,540	432,707	-20%
SUPPLIES	419,620	489,144	461,860	-6%
REPAIRS/MAINTENANCE	115,644	174,938	143,113	-18%
CONTRACT SERVICES	137,277	146,734	94,171	-36%
CAPITAL OUTLAY	513,068	494,385	-	-100%
	7,927,444	8,472,736	7,773,058	-8%



PERSONNEL DETAIL

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T
		2015		2016	
Police Chief	R	1		1	
Police Major – Support Services	P-6	1		1	
Police Captain	P-5	1		1	
Police Lieutenant	P-4	4		4	
Police Sergeant	P-3	7		8	
Police Officer	P-2	44		44	
Park Ranger/Animal Control Officer (2 @50%)	P-2	1		1	
School Resource Officer	P-2	4		4	
Office Manager II	L	1		1	
Supervisor Dispatch	K	1		1	
Lead Corrections Technician	K	1		1	
Corrections Technician (Commissioned)	J (P-1)	7		7	
Dispatch Officer	J	8	5	8	5
Clerk I	H	3	2	3	2
TOTAL		84	7	85	7

ORGANIZATIONAL CHART



POLICE OFFICER

50 Commissioned Police Officers to be deployed between: Field Operation, Detective Bureau, Evidence, Undercover, SRO, DARE, Traffic, Animal Control, Park Ranger, Professional Standards and other special assignments as needed.

Municipal Court

Municipal Court

Department Description: The Wentzville Municipal Court is a Division of the Eleventh Judicial Circuit Court of the State of Missouri. The Municipal Court adjudicates traffic, misdemeanors, and other ordinance violations file by the Wentzville Police Department and Code Enforcement Officers. The mission of the Municipal Court is to treat citizens who appear in a timely, courteous and efficient manner and provide responsible management of court records and funds for fines and forfeiture revenues. Court is generally held three times a month. We have two arraignment hearings on designated Tuesday mornings at 9:30 a.m. and one trial session on a designated Wednesday evening at 6 p.m.

Mission: As the Judiciary arm of the Municipal Government; the Court staff strives to ensure all misdemeanor and traffic violations are brought before the Court in a timely manner for a fair and impartial hearing. If a Defendant is found guilty or has plead guilty; a sentence or fine is imposed and collected by staff.

Goals & Objectives:

- Continue to work alongside Incode and other municipalities changing the Incode system to coincide with the new SB5.
- Continue scanning old citations. Moving towards scanning daily information; allowing the City to establish a paperless environment.
- Continue working alongside Incode with changing the State of Missouri charge codes within the Incode system.

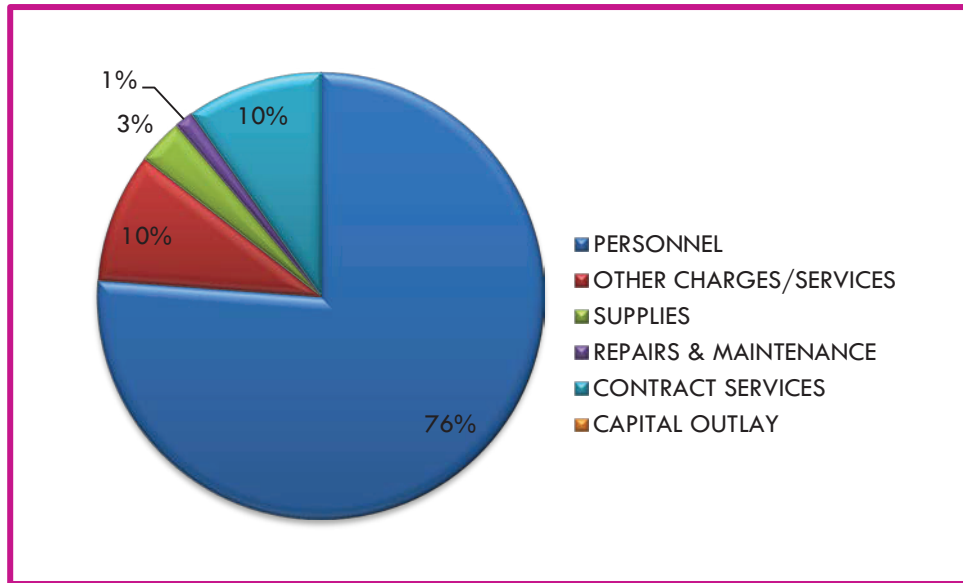
Performance Measures:

- State of Missouri report corrected and ALL past reports amended with the State of Missouri and the 11th Judicial Circuit Court
- ALL conversion information has been corrected
- ALL closed files are scanned up to the year 2013. The year 2014 will be completed by the end of year.
- ALL SB5 new compliances and forms have been completed.



EXPENSE

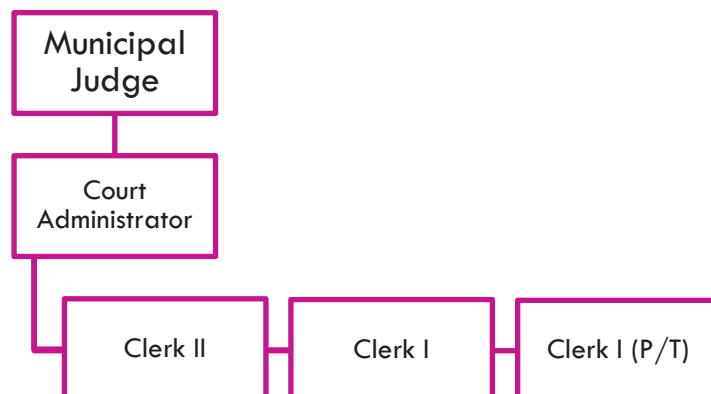
	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	244,338	261,384	254,625	-3%
OTHER CHARGES/SERVICES	26,073	29,833	31,326	5%
SUPPLIES	11,943	10,500	11,000	5%
REPAIRS/MAINTENANCE	777	5,100	4,450	-13%
CONTRACT SERVICES	26,387	30,000	32,900	10%
	309,518	336,817	334,301	-1%



PERSONNEL DETAIL

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T
		2015		2016	
Court Administrator	N	1		1	
Clerk II	I	1		1	
Clerk I	H	2	1	2	1
TOTAL		4	1	4	1

ORGANIZATIONAL CHART



Public Works

Public Works

Department Description: The Public Works Department provides the planning, design, construction, operation, and maintenance of public works and related services within the community in a manner consistent with the City's vision and strategic plan. Public Works is a coordinated team of employees across various divisions devoted to providing a wide-range of municipal services:

- Roadway design, plan review, inspection, construction, and maintenance
- Traffic Control Signals, Signs and Pavement Markings inspection, operation and maintenance
- Water supply planning, design, construction, operation, metering, repair and maintenance
- Wastewater collection and treatment planning, design, construction, operation, repair and maintenance
- Solid Waste, Yard Waste and Recycling collection operations
- Vehicle and equipment maintenance and repair
- Storm Water culverts, curb inlets, yard inlets and piping construction, inspection and maintenance
- Storm Water Pollution Prevention in accordance with state and federal laws

Mission: To insure public health and safety, enhance quality of life, and promote the City as a viable location for continued growth through:

- The safe and reliable delivery of public utilities
- Compliance with recognized standards and regulations to serve and protect the community and environment
- Cost effective and high quality maintenance of public infrastructure
- Effective use of technology for sustainable operations
- Responsible short-term and long-range planning
- Efficient project management that insures timeliness, quality and fiscal responsibility
- A safe, quality working environment for City staff

ADMINISTRATION

Goals & Objectives:

- Offer consistent and positive employee leadership, administrative support and communication
- Maintain dependable office and facility work places, vehicle fleets, and operations equipment
- Improve effectiveness of project management for on budget and on time project completions
- Efficient use of available resources: personnel, buildings, equipment and technology
- Leverage outside funding and partnerships to stretch City taxpayer dollars
- Improve tracking of private development permits for grading and construction projects
- Continue to reduce failed escrow or aged escrow Subdivision backlog
- Strategically promote downtown and smart sustained community growth.
- Update and expand Stormwater engineering design criteria to address yard drainage concerns

Performance Measures:

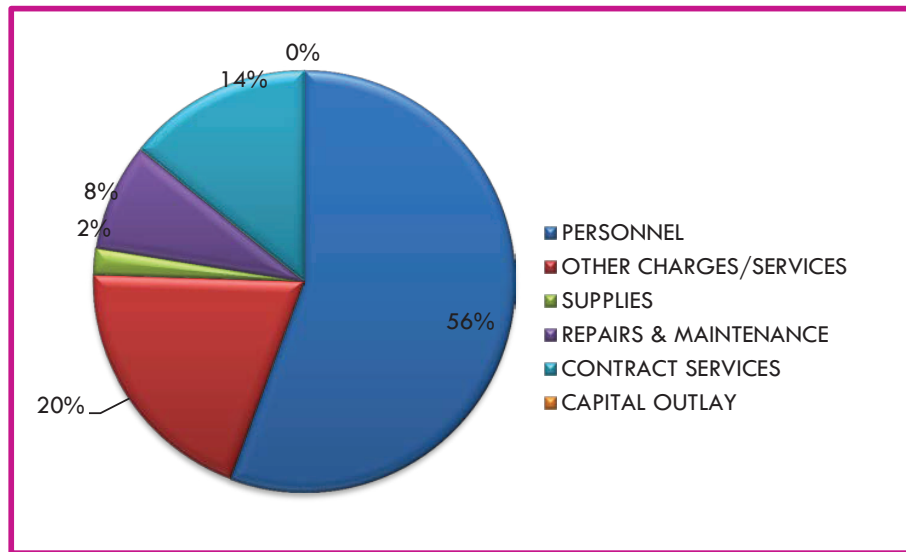
- Success of divisions in reaching 2016 goals
- Administration of capital construction projects
- Oversight of private development projects
- Number of bid solicitations processed
- Number of purchase orders processed

2015 Completed Goals & Performance Measures

- STP funding of Linn Avenue Improvements and Wentzville Parkway Turn Lane Phase II
- SCCRB funding of Wentzville Parkway Turn Lane Phase II and Highway 61 Outer Road projects
- Prepared plans and specifications for 85+ equipment, material and service solicitations for bidding between January and September 2015
- Processed 413 department purchase orders between January through September 2015
- Rebuilt and updated a Citywide Water distribution system model
- Completed 10 year Master Plans for Water and Waste Water infrastructure replacement or expansion
- Oversight of consultant rate study for Water and Waste Water utilities based upon 10 year Master Plan
- Updated Water, Waste Water and Street Chapters of Engineering Design Criteria for compliance with ADA, MUTCD and DNR
- Dedicated infrastructure for two aged and failed escrow subdivision developments

EXPENSE

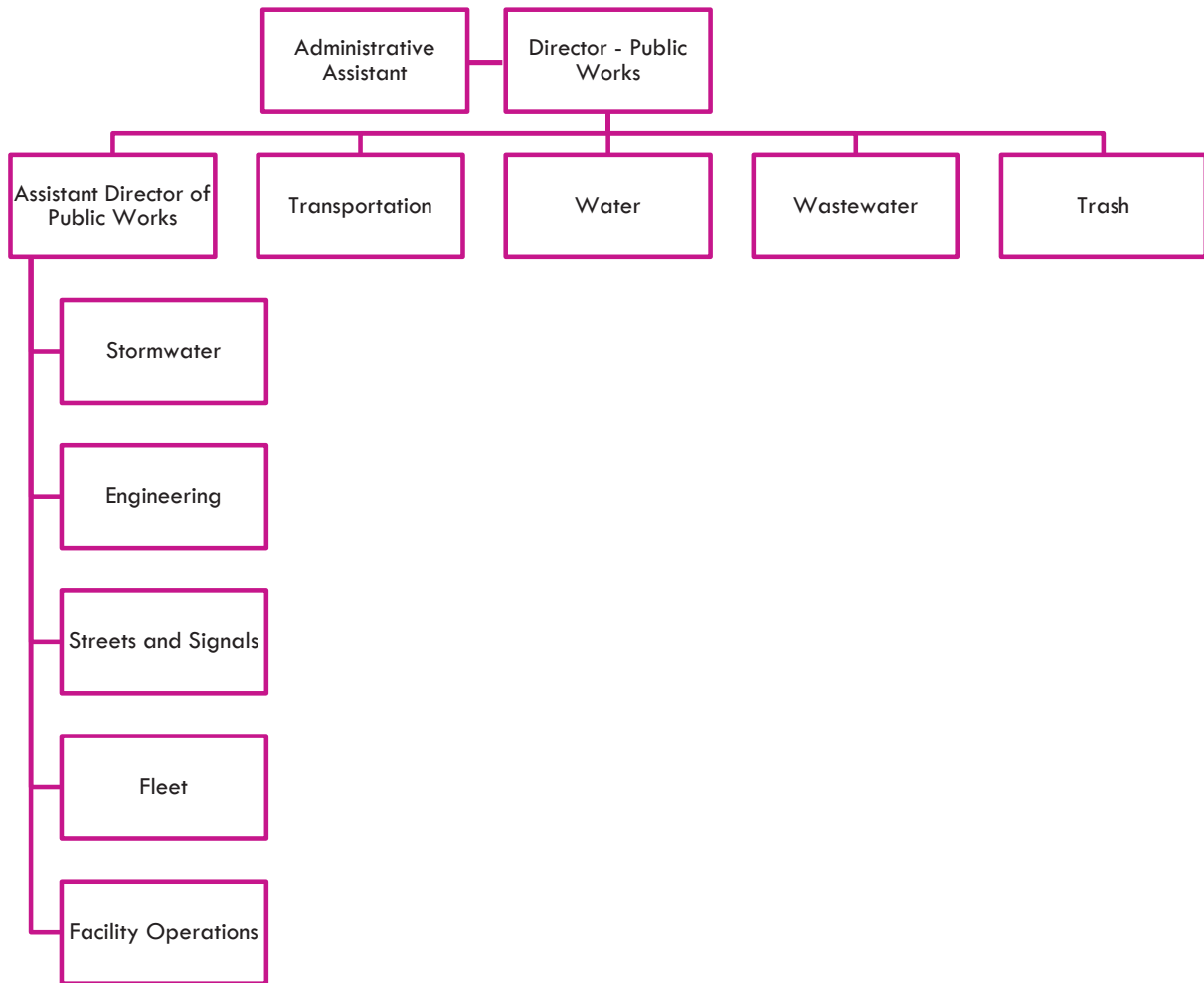
	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	267,152	244,851	257,858	5%
OTHER CHARGES/SERVICES	89,519	102,349	91,604	-10%
SUPPLIES	12,984	16,300	9,500	-42%
REPAIRS/MAINTENANCE	20,889	23,840	38,159	60%
CONTRACT SERVICES	22,039	45,875	65,800	43%
CAPITAL OUTLAY	40,874	1,291,858	-	-100%
	453,457	1,725,073	462,921	-73%



PERSONNEL DETAIL

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T
		2015		2016	
Director – Public Works	R	1		1	
Assistant Director – Public Works	P	1		1	
Administrative Assistant (33%Water/33%WW/34%Trash)	J	1		1	
TOTAL		3		3	

ORGANIZATIONAL CHART



Stormwater

Goals & Strategies:

- Maintain compliance with state/federal water quality standards and the MS4 Permit
 - Implement the five-year Stormwater Management Program
 - Utilize smart technology to inventory and digitize infrastructure
 - Inspect and execute maintenance schedules for City facilities
 - Review, update, and enforce City standards and ordinances for compliance
 - Offer employee pollution prevention training
- Leverage funding and resources through volunteers, grants, outreach and partnerships
 - Complete \$1.2M Dry Branch Watershed 319 Grant
 - Collaborate with schools and nonprofits through the Earth Force/GM Green partnership.
 - Create opportunities to keep the community clean through volunteer projects and the Stormwater Advisory Committee
- Maintain existing public infrastructure and construct capital improvements for sustainable stormwater management
 - Support customers with timely review of issues and concern response
 - Perform repairs to address safety, access, function and stabilization of infrastructure
 - Improve tracking of maintenance activities across departments

Performance Measures:

- Stormwater Management Plan annual report and metrics submitted
- Number of compliance inspections
- Dollars of external funding leveraged
- Number of employees trained
- Number of volunteer hours and pounds of trash removed from waterways

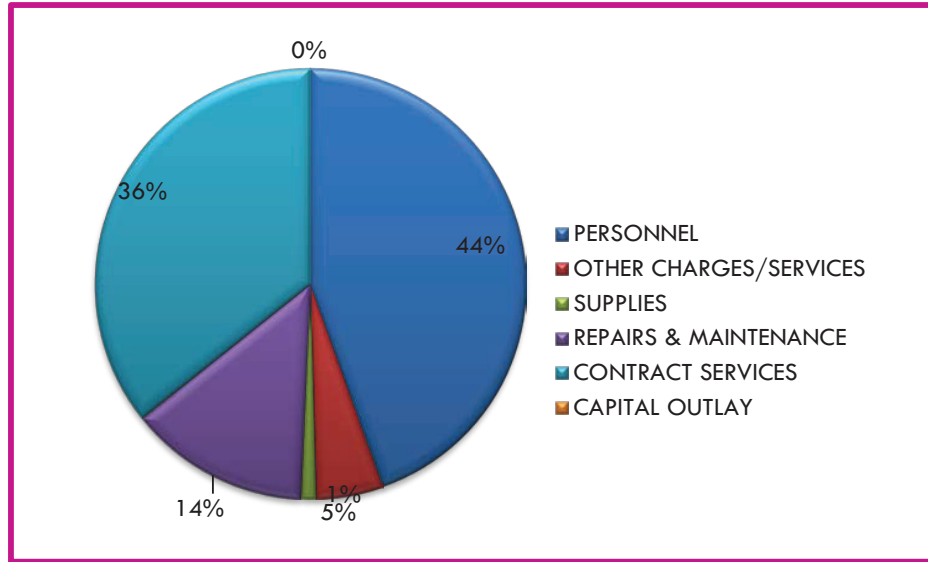
2015 Completed Goals & Performance Measures

- Completed \$1.2M Dry Branch Watershed 319 Grant. Constructed capital improvements at Huntsdale Subdivision, Oasis Kwik Carwash, and Heartland Park for sustainable stormwater management.
- Utilized smart technology to inventory and digitize infrastructure
- Updated City Engineering Design Criteria for to address resident drainage concerns
- Trained 51 employees across 8 departments for Emergency Chemical Spill Response
- Organized over 800 volunteers who planted rain gardens, made PSAs, and removed 3,890 pounds of litter from streams and streets
- Coordinated response to 107 Flood/Storm Water concerns 12 months ending Sept 2015
- Submitted Annual Report for NPDES MS4 Permit with compliance in most metrics



EXPENSE

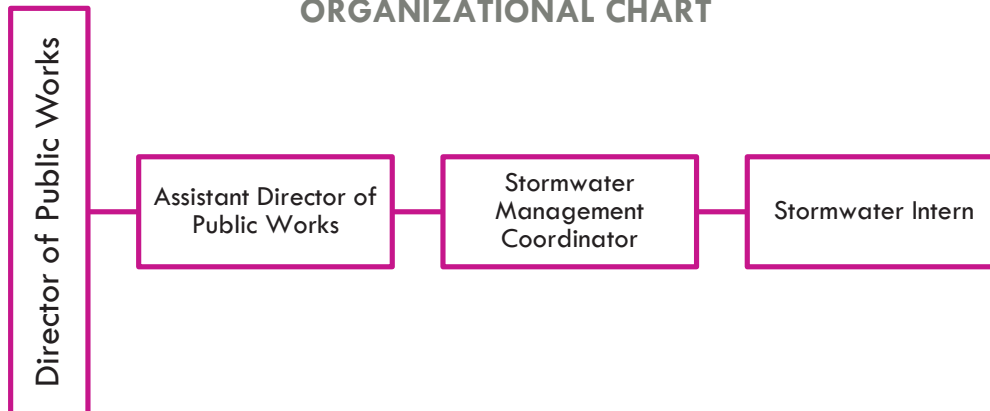
	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	93,049	98,350	157,417	60%
OTHER CHARGES/SERVICES	8,423	16,983	17,822	5%
SUPPLIES	1,633	2,400	3,950	65%
REPAIRS/MAINTENANCE	883	9,900	48,000	385%
CONTRACT SERVICES	21,151	78,820	126,181	60%
CAPITAL OUTLAY	287,964	105,513	-	-100%
	413,103	311,966	353,370	13%



PERSONNEL DETAIL

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T
		2015		2016	
Stormwater Management Coordinator	M	1		1	
Stormwater Intern	D		1		1
TOTAL		1	1	1	1

ORGANIZATIONAL CHART



Engineering

Goals & Strategies:

- Support Board of Aldermen goals for improvements to aging infrastructure systems and downtown Village Center preservation
- Expand in house capability and staffing to administer expanded slab and sidewalk replacement programs
- Introduce use of smart mobile technology and software programs for improved field inspection, data collection and daily work management
- Design, manage, or construct capital improvement projects that support our customers and promote growth at the following locations:
 - Schroeder Creek Blvd Construction
 - Wentzville Parkway Turn Lane Phase II Design and ROW Acquisition
 - Wentzville Parkway South Extension Study
 - Expanded Slab Replacement Contracts
 - Sidewalk and ADA Curb Ramp replacement and expansion program
 - Village Center Street Enhancement – Main Street
 - David Hoekel Parkway Phase I /Peine/and 61 Interchange Construction
 - David Hoekel Parkway Phase IIA Design and Right Of Way Acquisition
 - Pearce and Meyer Roundabout study and design
 - Hwy 61 Outer Road Extension Phase I Design and Construction
 - Ongoing Subdivision Development Infrastructure Construction Inspection
 - GM Lift Station Replacement Construction
 - Langtree Package Plant Demolition and Gravity Sewer Construction
 - South Lift Station 3rd Pump Expansion
 - Stone Meadows Lift Station Storage
 - 2 MG Water Tower site acquisition and design

Performance Measures:

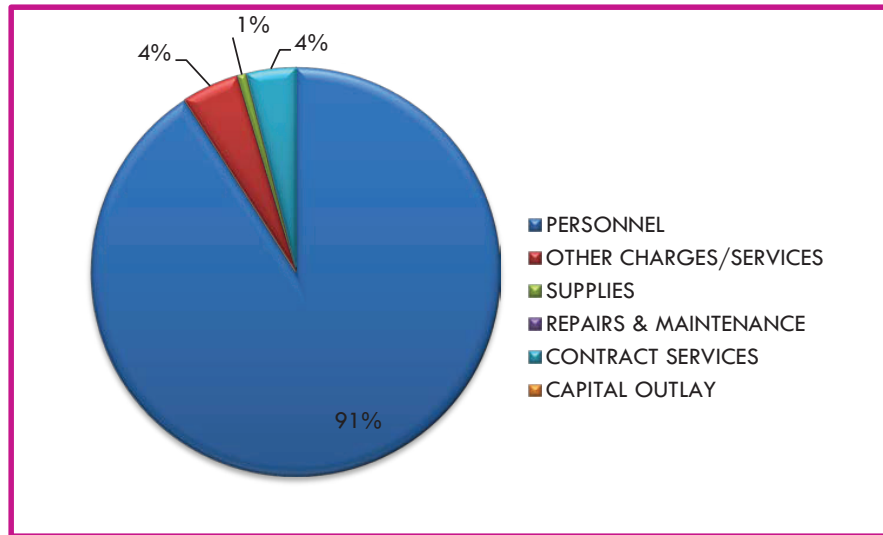
- Quantity of capital projects designed in-house
- Quantity of capital projects construction managed and inspected in-house
- Quantity of professional services contracts managed in house
- Quantity of new development infrastructure inspected, dedicated and accepted
- Dollar value of engineering fees collected to cover in-house plan review

2015 Completed Goals & Performance Measures

- Completed in-house design for Langtree Package Plant demolition and gravity sewer extension
- Completed in-house design of Meyer Road water main replacement.
- Completed design and ROW Acquisition for future Schroeder Creek Boulevard Extension
- Completed construction oversight of sidewalk improvements at Aquatic Center near Heritage Elementary School, along Pittman Avenue and various Downtown curb ramps.
- Initiated consultant contract for Wentzville Parkway South Alignment Study
- Initiated consultant contract for the GM Lift Station design
- Initiated consultant contract for the David Hoekel Parkway Phase 2A Design
- Construction underway and on schedule for Wentzville Parkway Turn Lane Phase I
- Construction underway and on schedule for Corporate Parkway Storm Sewer and Pavement Replacement
- Construction underway and on schedule for two slab replacement contracts
- Dedication of public infrastructure at East Hampton Woods, Twin Oaks at Stone Ridge Canyon, and Villages at Prairie Bluffs
- Collected \$49,935 in engineer review fees January through September 2015 compared to \$24,875 in 2014 and \$19,025 in 2013.
- Revised engineer design standards to incorporate MUTCD requirements and ADA regulations for truncated domes in residential subdivisions.

EXPENSE

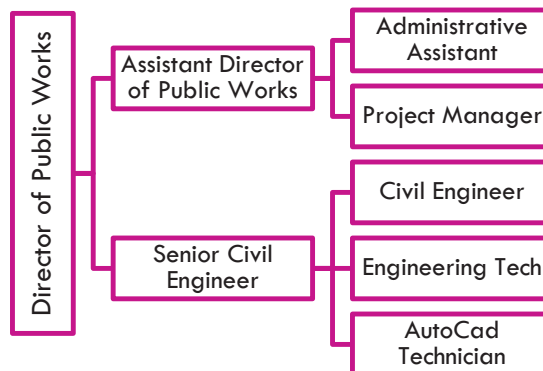
	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	561,219	649,357	818,077	26%
OTHER CHARGES/SERVICES	32,503	36,481	40,918	12%
SUPPLIES	4,187	12,570	6,450	-49%
CONTRACT SERVICES	14,616	63,322	35,000	-45%
CAPITAL OUTLAY	71,921	45,000	-	-100%
	684,446	806,730	900,445	12%



PERSONNEL DETAIL

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T
		2015		2016	
Senior Civil Engineer	O	2		2	
Civil Engineer	N	1		2	
Project Manager (1@50% Trans/25%Water/25%WW)	M	2		3	
Engineering Technician (1@75%Eng/25%Transportation)	L	2		3	
AutoCad Technician	L	1		1	
Administrative Assistant	J	1		1	
TOTAL		9		12	

ORGANIZATIONAL CHART



Streets and Signals

Goals & Strategies:

- Continue to address street movement adjacent to private property
- Improve pavement under drainage systems
- Improve public sidewalk and curb ramps
- Street signs:
- Continue replacing existing signs to cost effectively meet reflectivity standards
- Use GPS to inventory signs and develop interactive mapping layer
- Sidewalks:
- Inspect sidewalks in one ward per year and develop maintenance program to meet ADA requirements
- Complete inspection of all school-area sidewalks for condition and defects

Performance Measures:

- Tons of sweeper debris removed from City streets
- Tons of asphalt material installed
- Square yards of concrete pavement installed
- Linear feet of concrete sidewalk replaced
- Number of pavement expansion joints installed
- Number of street movement inspections and driveway expansion installed
- Number of street sign repairs or upgrades

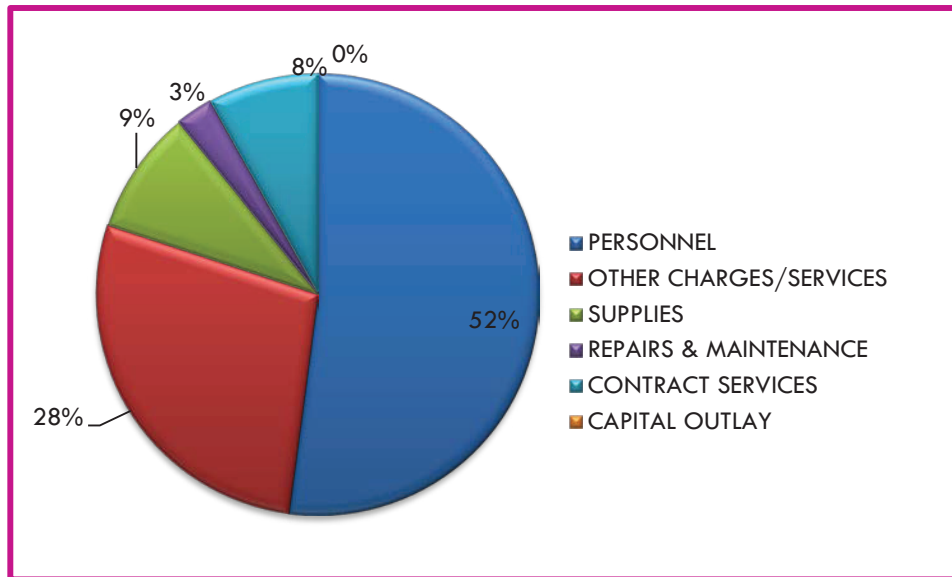
2015 Completed Goals & Performance Measures

- Implemented mobilized application of salt brine for snow and ice control
- Resurfaced Century Link parking lot and added ADA parking facilities
- Acquired asphalt patching truck to increase pothole repair productivity
- Swept 3,604 miles of street and removed 64.4 tons of debris 12 months ending September 2015
- Placed 485 tons of asphalt material 12 months ending September 2015
- Placed 580 square yards of concrete 12 months ending September 2015
- Replaced 1,094 linear feet of sidewalk 12 months ending September 2015
- Installed 141 A3 pavement expansion joints 12 months ending September 2015
- Performed 71 Street Movement Inspections and installed 68 driveway expansion joints last 12 months
- Upgraded or repaired and installed 376 signs last 12 months



EXPENSE

	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	947,548	1,091,232	1,089,707	-0.1%
OTHER CHARGES/SERVICES	608,649	593,097	585,424	-1%
SUPPLIES	170,049	224,395	189,985	-15%
REPAIRS/MAINTENANCE	5,559	51,651	57,250	11%
CONTRACT SERVICES	111,830	169,075	169,000	-
CAPITAL OUTLAY	58,997	37,700	-	-100%
	1,902,632	2,167,150	2,091,366	-3%



PERSONNEL DETAIL

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T
		2015		2016	
Streets, Signals & Fleet Superintendent	O	1		1	
Supervisor Streets & Signals	M	1		1	
Foreman Street Maintenance	L	2		2	
Maintenance Worker III	I	3		4	
Maintenance Worker II (1@50%Street/50%Trash 1 @50%W/50%WW)	H	6		6	
Maintenance Worker I	G	4	5	4	3
TOTAL		17	5	18	3

ORGANIZATIONAL CHART



Fleet

Goals & Strategies:

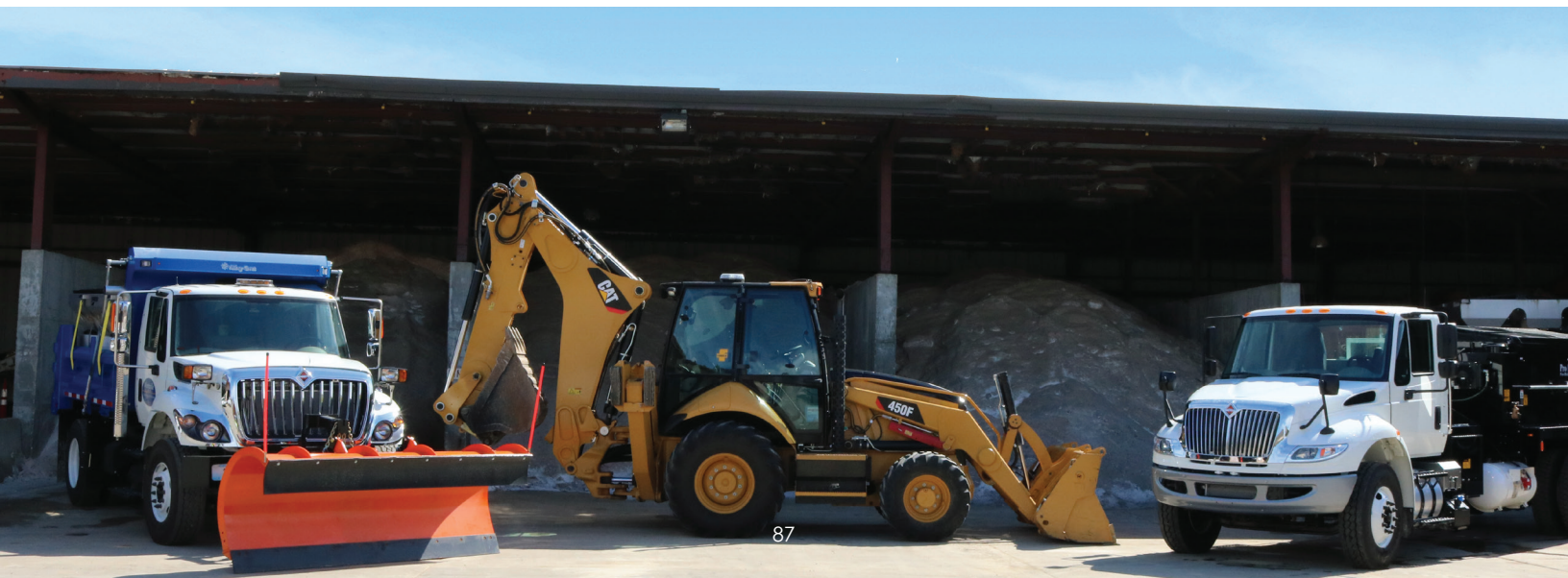
- Add Maintenance Worker I position to perform oil change and tire rotation at reduced labor cost and free up mechanic labor hours to perform more complex service repairs.
- Scan codes in-house to reduce outside labor costs
- Improve asset management through timely scheduling of PM work and tracking repair histories.
- Expand maintenance and repair tracking with RTA licenses to add 133 pieces of wheeled equipment.

Performance Measures:

- Number and rate of services per vehicle tracked in RTA
- Number and rate of oil changes and other services per vehicle tracked in RTA
- 9 month comparison of fuel costs Citywide
- 9 month comparison of repair and maintenance supplies and parts Citywide

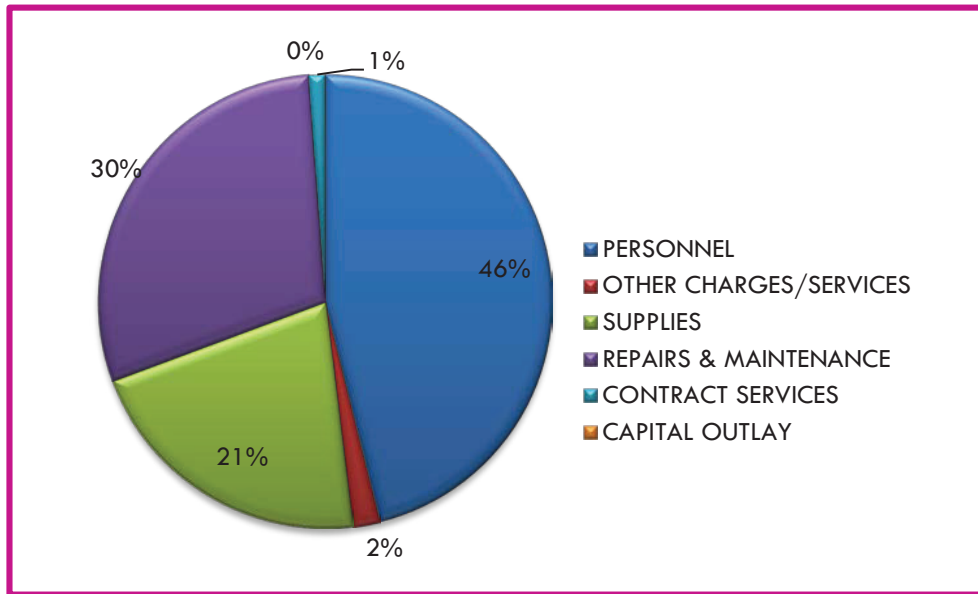
2015 Completed Goals & Performance Measures

- Entered 248 vehicles into the RTA software program
- During the past 12 months, Fleet completed 948 work orders for those 248 vehicles or 3.82 annual services per vehicle tracked by RTA software
- Completed an oil change rate of 1.64 annual changes per vehicle
- Completed tire rotation and other repair rate of 2.17 annual services per vehicle
- January-September of 2015 spent \$52,296 in fuel Citywide, compared to \$80,184 January-September of 2014
- January-September of 2015 spent \$70,943 in repair and maintenance Citywide, compared to \$78,081 January-September of 2014



EXPENSE

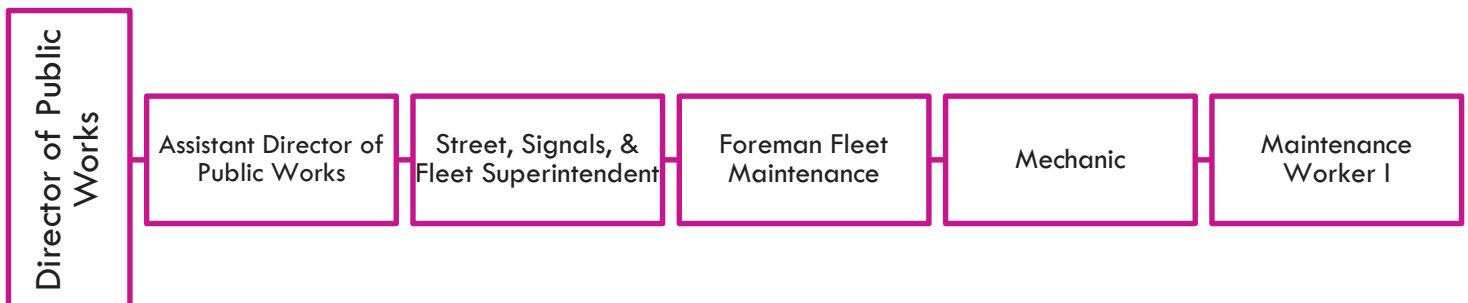
	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	172,248	197,986	240,878	22%
OTHER CHARGES/SERVICES	11,105	12,966	10,245	-21%
SUPPLIES	131,224	140,282	111,127	-21%
REPAIRS/MAINTENANCE	103,999	158,656	154,250	-3%
CONTRACT SERVICES	3,122	4,495	5,975	33%
CAPITAL OUTLAY	-	72,300	-	-100%
	421,698	586,685	522,475	-11%



PERSONNEL DETAIL

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T
		2015		2016	
Foreman Fleet Maintenance	L	1		1	
Mechanic	K	2		2	
Maintenance Worker I	G	0		1	
TOTAL		3		4	

ORGANIZATIONAL CHART



Facility Operations

Goals & Strategies:

- Manage work orders through combinations of outsourced contracts and in-house staff to efficiently and cost effectively maintain City facilities
- Plan and carry out building and grounds maintenance programs to extend the useful life of City facilities and prevent premature capital repairs
- Maintain and troubleshoot building electrical systems
- HVAC system preventive maintenance, operation and air balancing
- Modification of existing City buildings to meet changing space and use needs
- Provide custodial and vegetation management contracted services at City buildings.

Performance Measures:

- Number of completed preventive maintenance work orders
- Number of completed building improvement projects
- Staff satisfaction survey

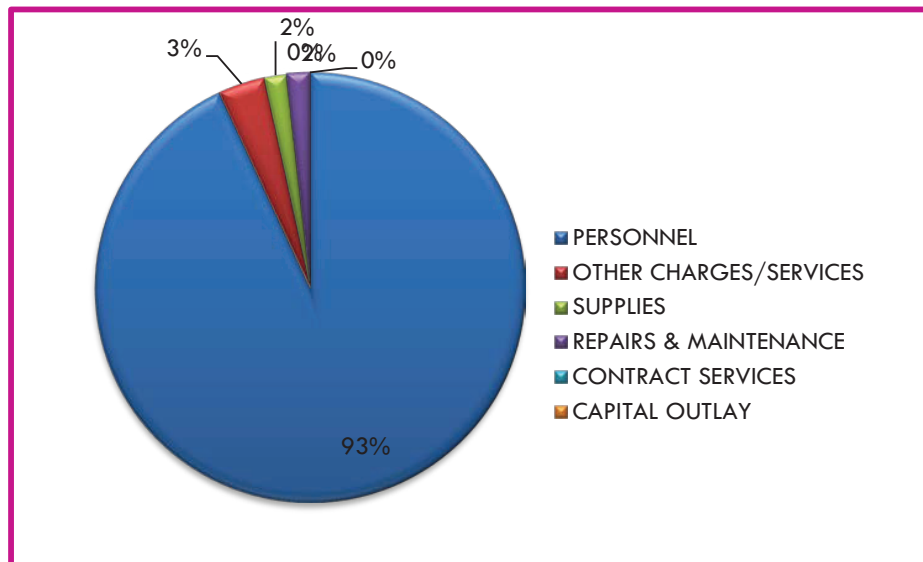
2015 Completed Goals & Performance Measures

- As of September 2015 263 work orders completed
- Constructed Vehicle Maintenance lunch room
- Constructed lower level City Hall conference room and painted all downstairs
- Converted previous lower level City Hall conference room into two offices
- Completed Green Lantern restroom partition project
- Completed preventative HVAC maintenance on City facilities
- Completed resurfacing of LEC pedestrian bridges and replaced adjacent retaining walls
- Oversaw floater bay wall structural repairs
- Oversaw Citywide parking lot and driveway resealing
- Maintained 49 UPS battery backup systems Citywide



EXPENSE

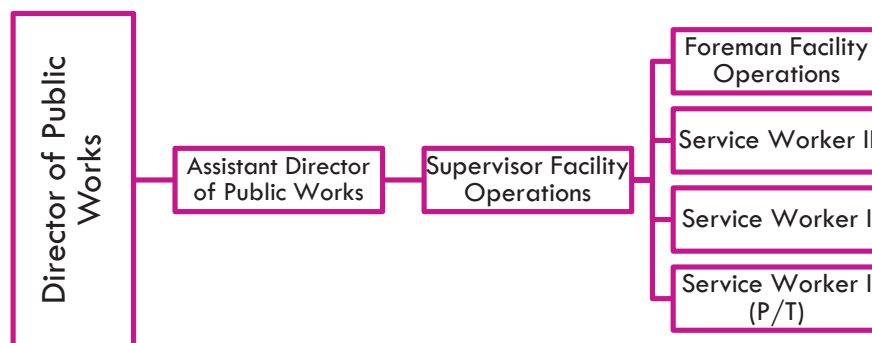
	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	307,899	400,237	401,885	0.4%
OTHER CHARGES/SERVICES	15,637	20,850	15,250	-27%
SUPPLIES	6,012	7,500	7,250	-3%
REPAIRS/MAINTENANCE	34	33,139	7,400	-78%
CONTRACT SERVICES	-	49	50	2%
CAPITAL OUTLAY	28,720	55,150	-	-100%
	358,302	516,925	431,835	-16%



PERSONNEL DETAIL

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T
		2015		2016	
Supervisor Facility Operations	M	1		1	
Foreman Facility Operations	L	1		1	
Service Worker II – Electrical	K	1		1	
Service Worker II – HVAC	K	1		1	
Service Worker I	H	1	1	1	1
TOTAL		5	1	5	1

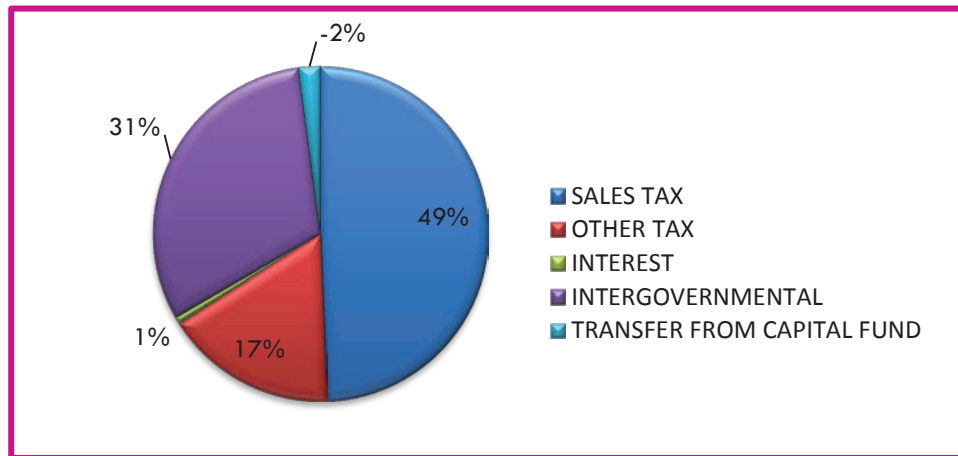
ORGANIZATIONAL CHART



Transportation

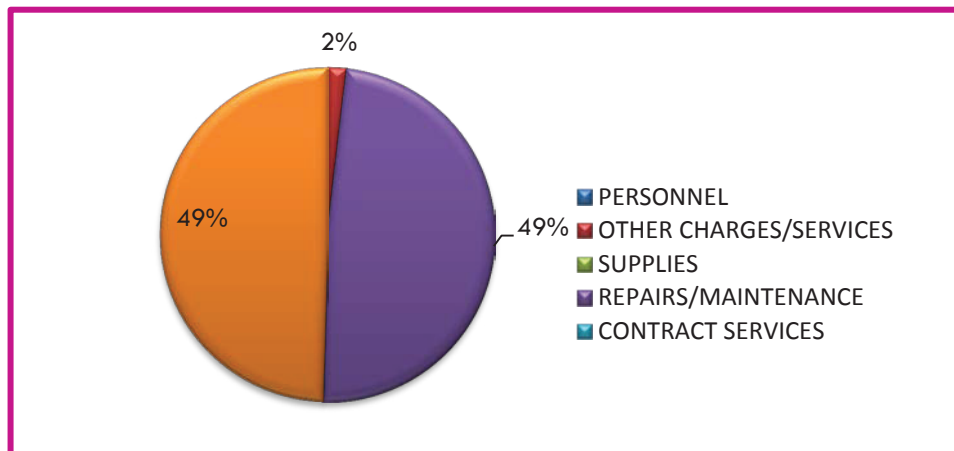
REVENUE

	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
SALES TAX	3,117,131	2,991,800	3,457,308	16%
OTHER TAX	1,101,125	993,763	1,160,775	17%
INTEREST	12,063	25,100	50,000	99%
INTERGOVERNMENTAL	667,105	7,780,806	2,189,000	-72%
TRANSFERS	-	185,492	(144,514)	-178%
	4,897,424	11,976,961	6,712,569	-44%



EXPENSE

	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	19,032	-	-	-
OTHER CHARGES/SERVICES	108,262	101,000	123,400	22%
SUPPLIES	-	800	-	-100%
REPAIRS/MAINTENANCE	2,039,675	2,257,555	3,240,000	44%
CONTRACT SERVICES	483,894	3,647,971	1,983	-100%
CAPITAL OUTLAY	1,015,136	11,385,305	3,305,500	-71%
	3,665,999	17,392,631	6,670,883	-62%



Water

Department Description: The Water Division operates a system of towers, underground storage, water mains and booster stations to store and distribute up to 4.5 million gallons daily of potable water and pressurized fire protection to residents, businesses and industries in the City.

Mission: Our water system consists of more than 227 miles of mains, four storage tanks, three booster stations, 2,600 fire hydrants, 2,700 backflow devices, 4,400 valves and 11,500 water meters. Our mission is to effectively and efficiently manage the water system in a manner that protects all of its water customers in a fiscally responsible manner, while adhering to all requirements mandated by any federal, state, or local government.

Goals & Objectives:

- Add new Water Operator position in Supply to assist with ongoing heavy increase in new meter installations, service tickets and locates work load. Additionally, in 2016 we expect to replace more than 400 failing transponders in meters more than 10 years old.
- Add new Water Operator position in Distribution to assist with painting 900 fire hydrants annually, delayed for past 3 years, increase water valve exercising from once every three years to once every two years, to begin an aged setter replacement program, and expanded in house water main replacement projects saving 25% of contracted project expenses.

Performance Measures:

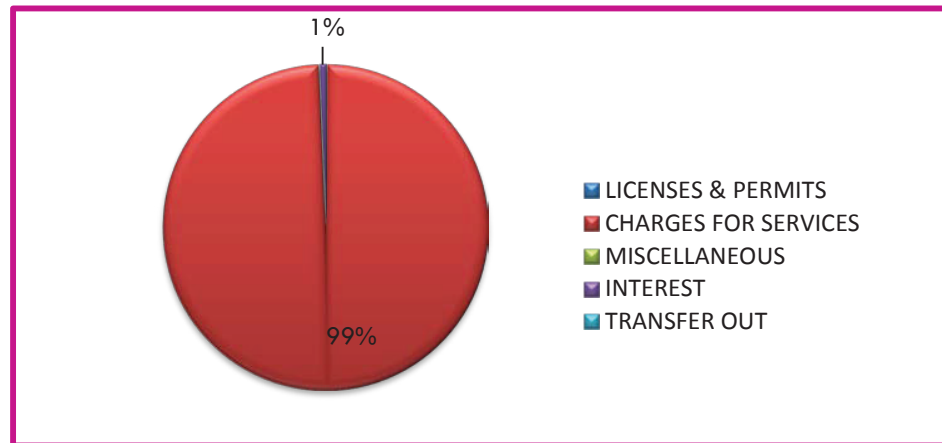
- New meters installed Residential plus Commercial
- Water and waste water utility system locates
- Completed service tickets
- Service disconnects for non-payment
- Backflow test reports
- Water valves exercised
- Fire hydrant PM's
- Aged Transponder replacements
- Aged Setter replacements
- Aged water main replacements

2015 Completed Goals & Performance Measures

- Installed 59 new water meters per month in 2015 versus 47 per month in 2014, 25% increase
- Performed 728 locates per month in 2015 versus 634 per month in 2014, 15% increase
- Completed 444 service tickets per month in 2015 versus 258 service tickets in 2014, 72% increase
- Completed 72 disconnects for non-payment per month in 2015 versus 96 disconnects in 2014, 25% decrease
- Processed 2,920 backflow test reports in 2015 compared to 2733 in 2014, 7% increase
- Exercised 75 valves per month in 2015 versus 11 valves per month in 2014, 7 fold increase
- Performed 113 fire hydrant PM's per month in 2015 versus 49 per month in 2014, 2 fold increase

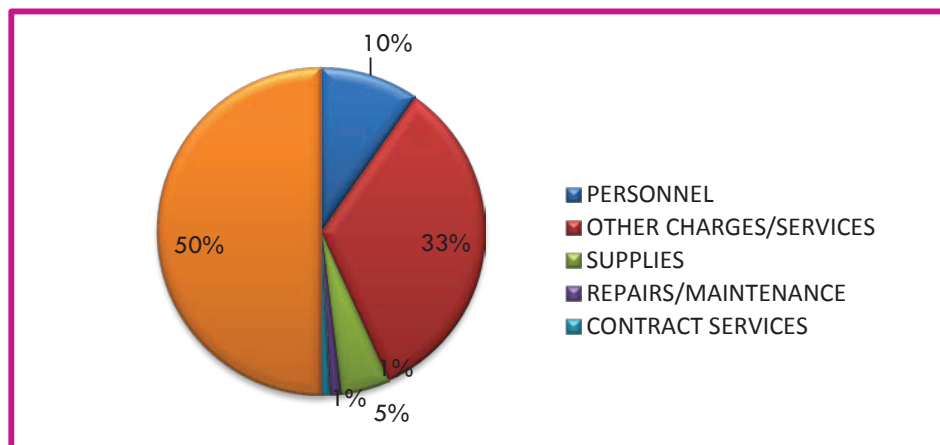
REVENUE

	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
LICENSES & PERMITS	12,635	7,500	9,000	20%
CHARGES FOR SERVICES	5,967,714	5,971,568	6,371,728	7%
MISCELLANEOUS	606,295	3,500	3,000	-14%
INTEREST	13,381	28,000	40,000	43%
	6,600,025	6,010,568	6,423,728	7%



EXPENSE

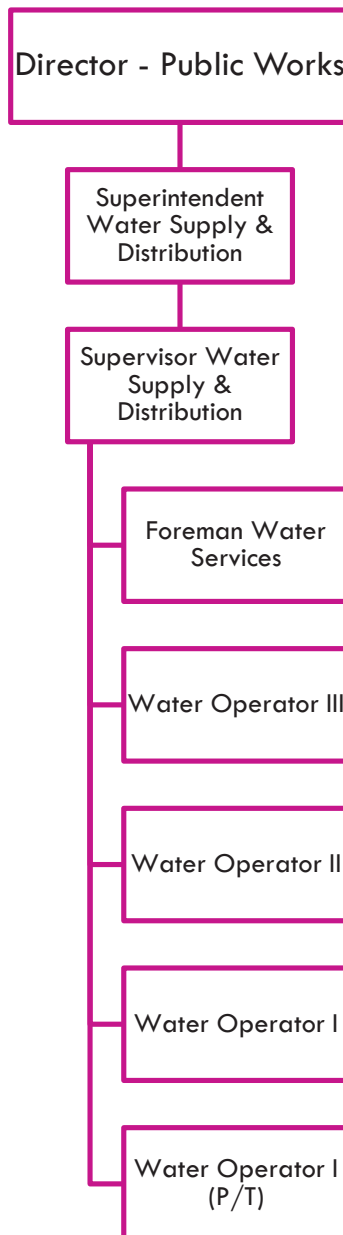
	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	677,955	1,005,494	1,064,233	6%
OTHER CHARGES/SERVICES	4,237,419	3,718,399	3,682,718	-1%
SUPPLIES	344,674	483,722	531,373	10%
REPAIRS/MAINTENANCE	174,014	106,470	119,163	12%
CONTRACT SERVICES	28,223	178,697	86,357	-52%
CAPITAL OUTLAY	18,172	2,530,956	5,485,000	117%
	5,480,457	8,023,738	10,968,844	37%



PERSONNEL DETAIL

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T
		2015		2016	
Superintendent Water Supply & Distribution	O	1		1	
Supervisor Water Supply & Distribution	M	2		2	
Foreman Water Services	L	2		2	
Water Operator III	K	2		2	
Water Operator II	J	3		5	
Clerk II (2 @ 33% WW/33%Trash/34% WW)	I	2		2	
Water Operator I	H	2	3	2	2
Clerk I (50%Water/50%WW)	H		1		1
TOTAL		14	4	16	3

ORGANIZATIONAL CHART



Wastewater

Department Description: The City owns and operates the Wentzville Water Reclamation Center located along McCoy creek just outside of Flint Hill. The WWRC treated 4.55 million gallons of wastewater daily as of September 2015 and has a current plant capacity of 6.4 million gallons per day. As of September 2015 there are 1.47 million gallons per day of approved for future construction but not connected developments equivalent to 4,543 future residential connections approved. The City also owns and operates 38 lift stations to collect and transport flows to the WWRC.

Mission: The City of Wentzville Wastewater Division operates and maintains a 6.1 million gallon per day Wastewater Treatment Plant, one Wastewater Package Plant, 37 Wastewater Lift Stations and 262 miles of gravity and force sewer mains. Our mission is to protect both public health and the environment by collecting and treating the City's wastewater in a safe and cost effective manner.-

Goals & Objectives:

- There are only 800 new residential connections remaining to be approved for construction by Public Works before the committed capacity of the treatment plant is reached. We anticipate it will be necessary for the Board to rescind some of the aged subdivision approvals or approve a Resolution of commitment to build an expansion at the WWRC in order for Public Works to continue to approve commercial, residential and industrial subdivisions at some point during 2016.
- Add new Waste Water Operator position to assist with expanding collections workload for jetting and camera inspection of our piped collection system, increasing Preventive Maintenance needs at 38 Lift Stations due to ongoing rise in collected and transported waste water volumes. This position is critical to be able to perform televised inspection of new infrastructure under construction by developers and to perform daily construction inspection during contracted replacement of existing aged lift stations as identified in the 10-year Master Plan.

Performance Measures:

- New Sewer Service connections
- Maximum Daily Treated Plant Flow
- Sewer Mains jetted, televised, lined
- SCADA Alarm Call Outs
- Lift Station Checks/Repairs
- Manholes inspected and repaired
- Grease Trap Inspections
- Air Relief Valve Inspections
- Creek Crossing Inspections

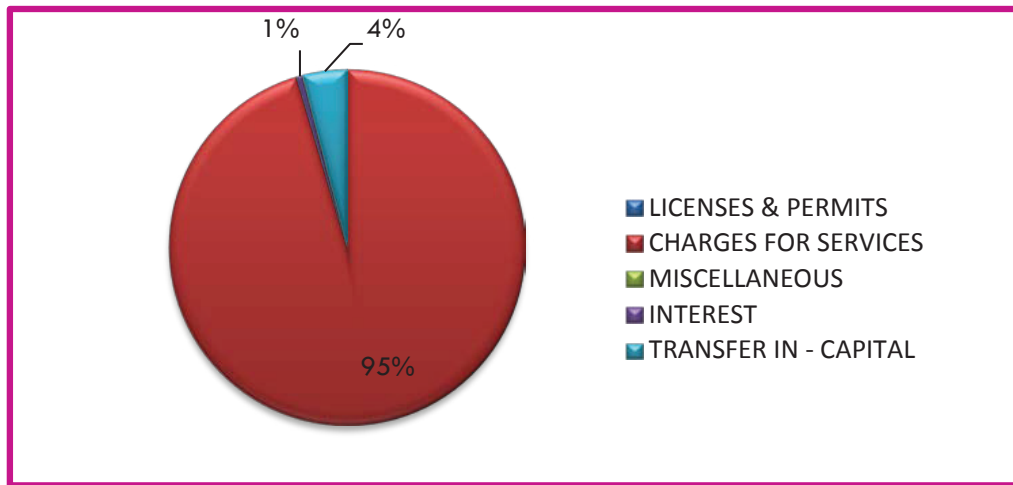
2015 Completed Goals & Performance Measures

- Provided new sewer service to 674 new residents in the past 12 months.
- Treated record plant flows 5.0 MGD+ during the months of June and July, 2015
- 9,450 feet of sewer main lined during 2015
- 205,000 feet of sewer jetting January through August 2015
- 12,000 feet of sewer main televised January through August 2015
- 341 SCADA Alarm call outs January through August
- 834 Generator/Lift Station Checks/4 Major Lift Station Repairs/73 Minor Lift Station Repairs January through August
- 159 Manhole Inspections/16 Manholes Raised/13 Manholes Repaired January through August 139 Grease
- Trap Inspections/8 Grease Trap Inspection Failures January through August
- 106 Air Relief Valve Inspections/11 Force Main Valves Exercised/30 ARV Replaced or Repaired January through August
- 102 Creek Crossing Inspections/2 Creek Crossing Repairs January through August



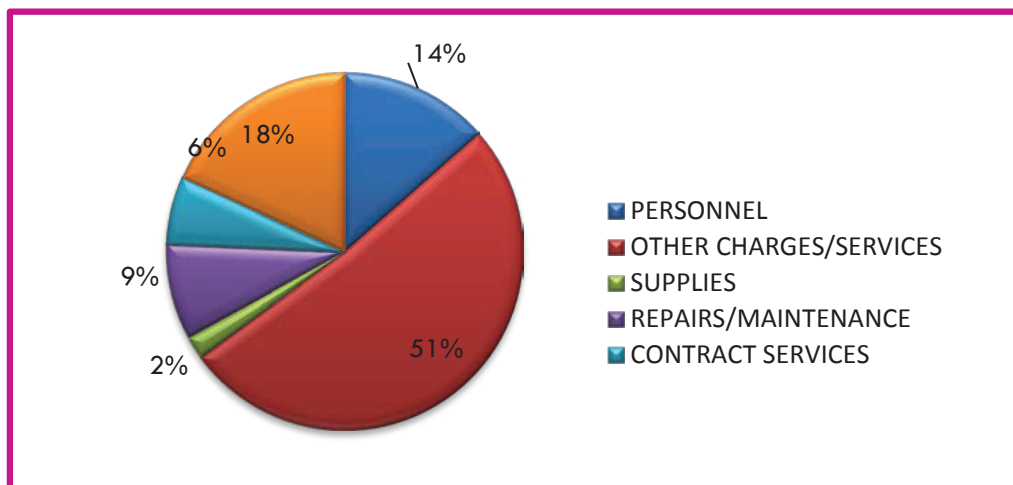
REVENUE

	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
LICENSES & PERMITS	(20)	-	-	-
CHARGES FOR SERVICES	6,140,742	6,157,039	7,046,083	14%
MISCELLANEOUS	714,503	-	-	-
INTEREST	210,175	15,000	40,000	167%
TRANSFER IN – CAPITAL	360,672	679,331	298,145	-56%
	7,426,072	6,851,370	7,384,228	8%



EXPENSE

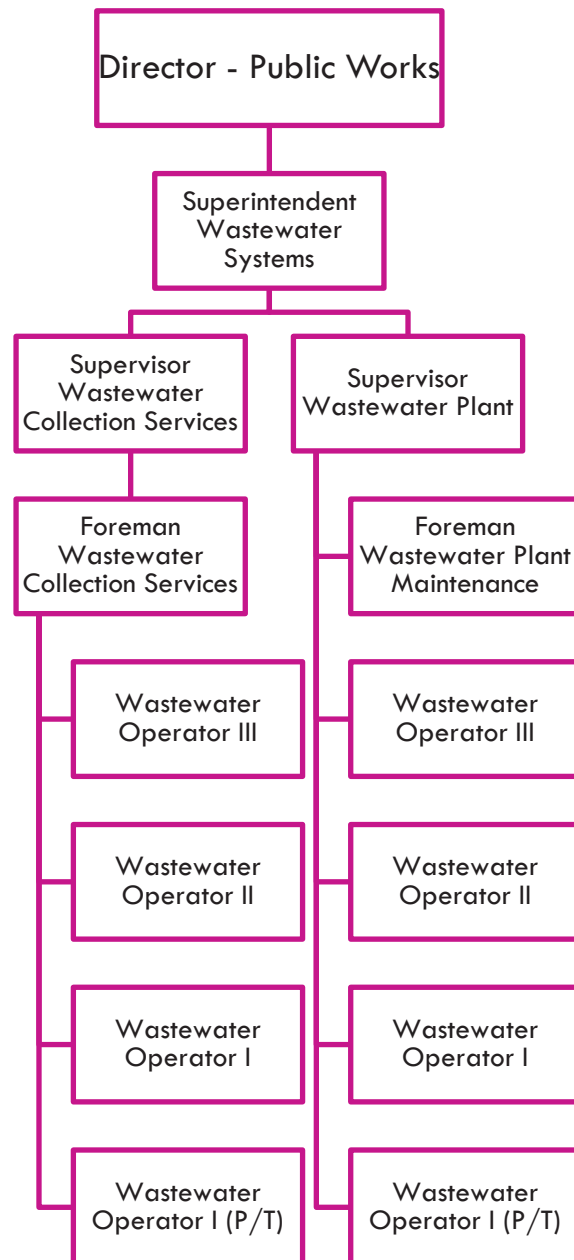
	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	800,441	1,050,010	1,106,573	5%
OTHER CHARGES/SERVICES	5,397,562	4,097,345	4,211,554	3%
SUPPLIES	100,046	147,396	169,697	15%
REPAIRS/MAINTENANCE	249,976	785,483	709,400	-10%
CONTRACT SERVICES	91,663	346,540	505,437	46%
CAPITAL OUTLAY	848,485	2,327,380	1,487,000	-36%
	7,488,173	8,754,154	8,189,661	-6%



PERSONNEL DETAIL

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T
		2015		2016	
Superintendent Wastewater Systems	O	1		1	
Supervisor Wastewater Collection Services	M	1		1	
Supervisor Wastewater Plant	M	1		1	
Foreman Wastewater Collection Services	L	1		1	
Foreman Wastewater Plant Maintenance	L	1		1	
Wastewater Plant Operator III	K	2		3	
Wastewater Plant Operator II	J	4		4	
Wastewater Plant Operator I	H	2	3	2	3
Clerk I	H		1		1
TOTAL		13	4	14	4

ORGANIZATIONAL CHART



Trash

Department Description: Public Works, in coordination with utility administrators in Finance, administers contracted, single-family residential solid waste, yard waste and recycling collection through Wilson Waste Systems. This multi-year contract provides a weekly collection service for all single-family households at competitive rates. Collection costs are consolidated with the water and sewer service monthly utility bill. The services include weekly solid waste, and single stream recycling pick up and optional seasonal weekly yard waste. Service concerns are managed from a business oriented customer service perspective to resolve the matter as often as possible in favor of the resident.

Goals & Objectives:

- Increase contractor supplied trash cart usage to 70% of the community by September 2016.
- Review solid waste collection and recycling rates to work towards a contractor supplied trash cart in the base fee to maximize automated truck collection operations
- Expand use of yard waste collection service by restructuring option for lower cost plans
- Continue to promote recycling and use recycling rebates to enhance the collection of recyclable materials at all City parks and continue to inform and educate residents on the importance and benefit of recycling.

Performance Measures:

- Utilization of trash carts
- Utilization of yard waste service
- Rate of recycling pounds per account
- Quantity of processed service tickets

2015 Completed Goals & Performance Measures

- Increased utilization of contractor supplied trash cart. Rate of use increased from 6,699 (63%) in September 2014 to 7,453 (67%) in September 2015.
- 1% increase in three-month recycling weight July/August/September 2015 was 120.5 lbs. per customer account versus July/August/September 2014 of 119.1 lbs. per customer account.
- 10% increase in processed service tickets: 340 January to September 2015 versus 309 service tickets January to September 2014.
- Very high customer satisfaction Public Works contract administration as measured by an extremely low frequency of solid waste complaints reaching the level of an Elected Official or City Administrator.

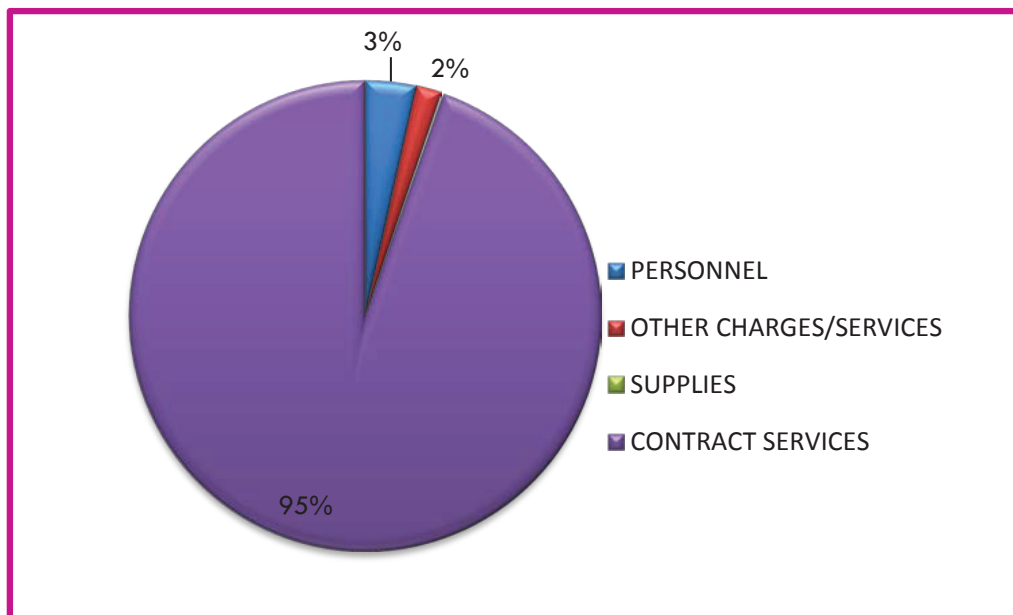


REVENUE

	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
CHARGES FOR SERVICES	2,067,878	2,253,078	2,359,147	5%
INTEREST	228	400	500	25%
	2,068,106	2,253,478	2,359,647	5%

EXPENSE

	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	21,754	82,986	81,503	-2%
OTHER CHARGES/SERVICES	33,097	36,007	40,781	13%
SUPPLIES	5,500	5,000	5,000	-
CONTRACT SERVICES	1,986,973	2,093,788	2,228,372	6%
	2,047,324	2,217,781	2,355,656	6%



Community Development

Community Development

Department Description: The Community Development Department serves its customers through efficient processing of development related permits, and counsels customers through the components of the Municipal Code for the various review and approval processes. The Department strives for success via timely, efficient service to our customers in all of the Divisions remaining dedicated to maintaining and improving the quality of life in the community. The Department is comprised of the Administration Division, Building Division and Planning and Zoning Division with staff members all working toward improving and protecting health, safety and quality of life in the community.

Mission: The Mission of Wentzville's Community Development Department is to provide professional service and expertise to the community and its customers, via administration of the City's code requirements; ensuring healthy neighborhoods, promoting a safe and sanitary built environment in which to live, work and shop, and to promote growth, maintain existing investment, and attract new investment throughout Wentzville.

Goals & Objectives:

- Maintain excellent customer service.
- Assists all Community Development and Public Works Divisions in their records management, scheduling and implementation of duties.
- Continue to manage growth demands via utilization of staff to provide excellent customer service.
- Document imaging maintenance of new information received.
- Utilize the City's concern center software to improve the customer's experience.

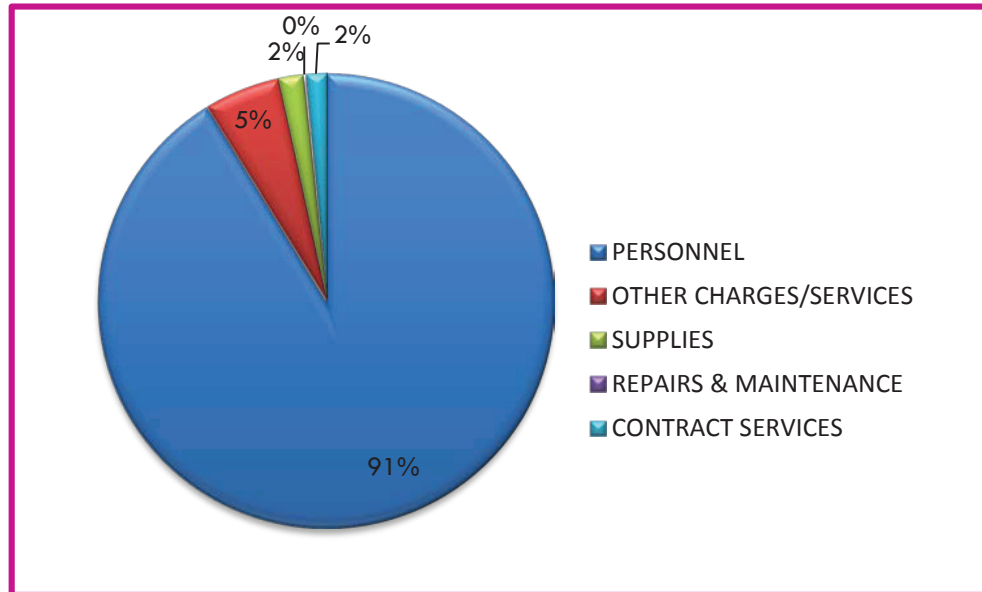
Performance Measures:

- Document Imaging
 - Maintain Building Division file data (residential).
- Customer Service
 - Promptly greet each customer and assist them in a friendly and efficient manner.
 - A response to all phone calls and emails same day or within 24 hours.
 - Phone calls will be answered within the third ring and no more than three percent of the calls will go to voice mail during business hours.
 - Respond to internal staff requests for information/coordination on a same day platform, as applicable.
 - On-going training and report generation.



EXPENSE

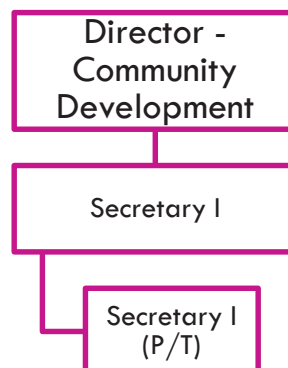
	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	207,316	217,888	215,547	-1%
OTHER CHARGES/SERVICES	9,948	10,431	8,321	-20%
SUPPLIES	-	-	13,550	-
REPAIRS/MAINTENANCE	-	-	-	-
CONTRACT SERVICES	-	-	-	-
CAPITAL OUTLAY	8,672	-	-	-
	225,936	228,319	237,418	4%



PERSONNEL DETAIL

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T
		2015		2016	
Director – Community Development	Q	1		1	
Secretary	G	2		2	
TOTAL		3		3	

ORGANIZATIONAL CHART



Planning

Mission: Faithful to the spirit and intent of zoning regulation enforcement and land use planning, the Planning and Zoning Division is dedicated to improving the quality of life and appearance of the Wentzville Community, while providing consistent quality service to our customers.

Goals & Objectives:

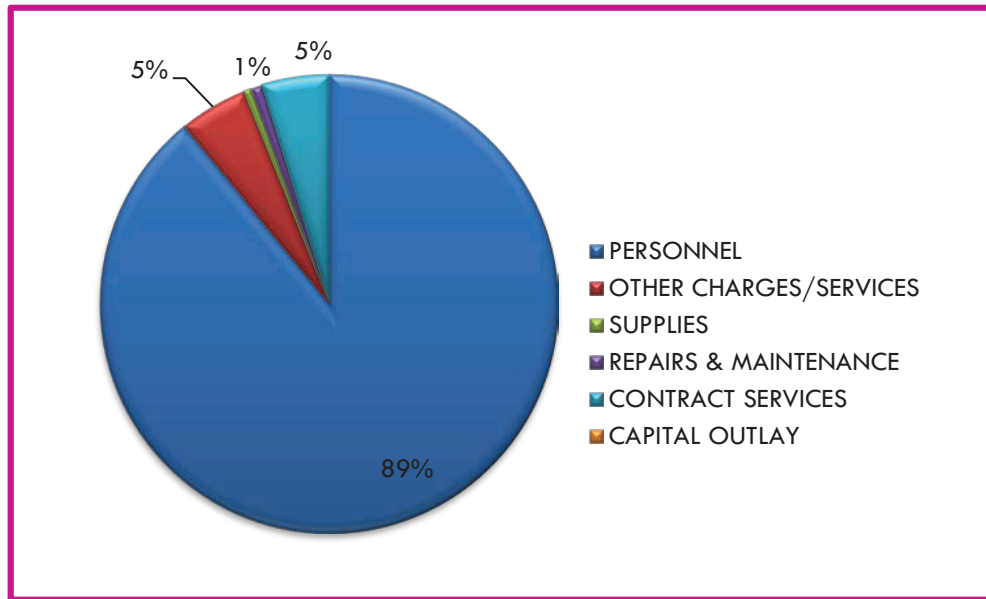
- Downtown Revitalization
 - Complete the Downtown Revitalization Study Supplement Document upon Downtown Committee review to update text, tables and mapping via staff resources.
 - Assist the City departments in implementation of the various component of the Downtown Revitalization Plan for the Village Center area of Wentzville.
 - Coordinate with the Wentzville Chamber and Downtown Business Association in the Village Center area related to property maintenance matters to attract new investment and maintain appropriate exterior appearance of structures/properties in the Village Center.
 - Complete the Village Center Promotional Booklet to assist investment in the area (Users Guide).
- Continue the physical development of the City.
 - Pursue implementation of the Land Use Plan/Thoroughfare Plan and other Comprehensive Plan chapters via applications received for new development.
 - Maintain a progressive zoning regulations document and enact amendments to respond to the ever-changing land use needs and challenges of the community.
 - Deliver timely customer service via permit review and processing division functions.
- Utilize people, materials, equipment and technology.
 - Continue to be aggressive in the update and expansion of the City's Geographic Information System (GIS). Maintain existing mapping and create additional mapping, tracking and routing improvements, software and extension upgrades for department efficiency. Implement new internet/intranet mapping service interface via the established dedicated server with IT staff to improve GIS speed, functionality, efficiency, and user experience.
 - Publicize the use of the electronic packet information and use of the City website as a tool for programs and permit processes.
- Review and update as directed by the Planning Commission and/or Board of Aldermen portions of the City's zoning regulations to maintain the City's zoning as a progressive document responsive to the needs of the Community.

Performance Measures:

- Downtown Revitalization
 - Process the plan update via a plan of action without substantial deviations.
 - Process the plan involving key community organizations input and key agency input.
 - Coordinate actions with Community Organizations/stakeholders in the Village Center.
- City Development via established Policy's/Documents:
 - Staff reports to Planning and Zoning and Board of Aldermen within deadline and complete.
 - Conduct successful and informative pre-application meetings.
 - Realize code improvements to the zoning regulations.
 - Expand/Improve staff recommendation content as directed by the Planning Commission and/or Board of Aldermen.
- Data Maintenance and Public Outreach/Engagement:
 - Updates to Official Zoning Map accomplished yearly.
 - Publicize to all customers use of the Wentzville website as a resource.
 - Maintain/expand and publicize GIS data and other applicable software for resident and customer use.
 - Assist the City in special training and education opportunities such as the new residential workshop and HOA Symposium.
 - Assist the Economic Development Department with the creation of specialized mapping and other documents via the City GIS staff.

EXPENSE

	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	201,533	205,486	225,840	10%
OTHER CHARGES/SERVICES	11,951	14,641	12,235	-16%
SUPPLIES	3,717	2,500	1,400	-44%
REPAIRS/MAINTENANCE	1,313	3,000	2,000	-33%
CONTRACT SERVICES	-	14,000	12,000	-14%
CAPITAL OUTLAY	5,533	-	-	-
	224,047	239,627	253,475	6%



PERSONNEL DETAIL

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T
		2015		2016	
Senior Planner	M	1		1	
GIS Coordinator	M	1		1	
Administrative Assistant	J	1		1	
TOTAL		3		3	

ORGANIZATIONAL CHART



Building Inspection

Mission: The Building Division is dedicated to provide permit issuance through accurate and thorough plan review, along with accurate and timely inspections, effective code enforcement and responsible customer satisfaction. Multiple services within the Division are offered to its residents pertaining to construction, maintenance, occupancy, and grant administration. Public safety and service in the build environment is our number one goal.

Goals & Objectives:

- Manage the increase in permit review, phone comments and inspections associated with increased permit activity, without delays in services provided to our customers.
- Increase the effectiveness of Code Enforcement by utilizing a proactive approach to report violations city wide and utilize our seasonal code enforcement officer to implement and ensure outcomes. Staff will continue to provide a History of code violations to the Municipal Court Staff upon repeat violation tracts as needed to achieve the desired outcomes.
- CDBG grant opportunities/marketing. Promote affordable housing pertaining to grant opportunities through the Home Improvement Loan Program (HILP), Property Maintenance Program, Down Payment Assistance Program and the Emergency Home Repair Program. Promote the Transportation Assistance Program.
- Deliver fast, accurate and efficient field services to the Construction Community (seven day review on Master Home Plans) to builders to manage and a report card to builders to manage permit reviews/permit issues.

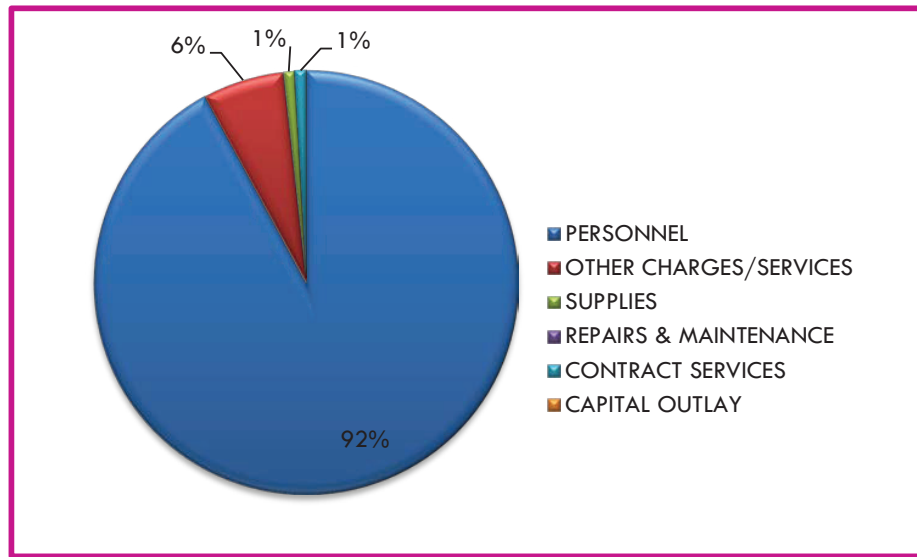
Performance Measures:

- Utilize iPads to assist City customers and improve staff efficiencies in the field.
- Concerns received by residents to be reduced.
- Increased grant participation in the City.
- Improve plan review times with positive report card feedback.



EXPENSE

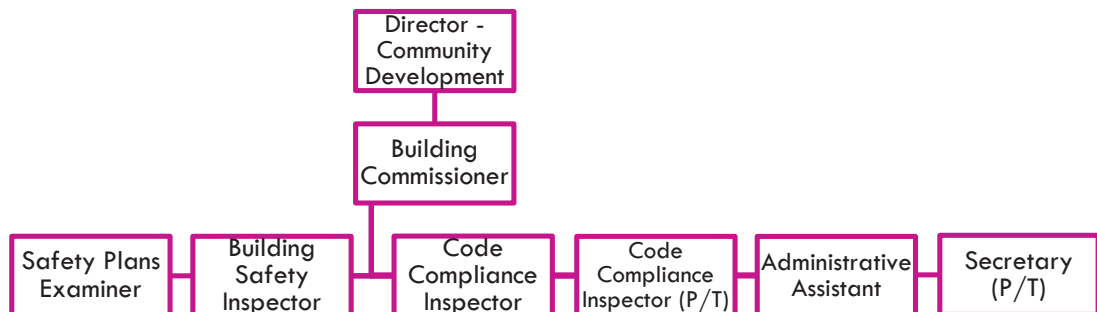
	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	526,279	677,110	684,404	1%
OTHER CHARGES/SERVICES	35,108	50,747	45,839	-10%
SUPPLIES	5,243	8,800	6,500	-26%
REPAIRS/MAINTENANCE	-	-	-	-
CONTRACT SERVICES	372	5,500	6,500	18%
CAPITAL OUTLAY	22,103	74,600	-	-100%
	589,105	816,757	743,243	-9%



PERSONNEL DETAIL

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T
		2015		2016	
Building Commissioner	N	1		1	
Safety Plans Examiner	M	1		1	
Building Safety Inspector	L	4		4	
Code Compliance Inspector	K	1	1	1	1
Administrative Assistant	J	1		1	
Secretary	G		3		3
TOTAL		8	4	8	4

ORGANIZATIONAL CHART



Parks and Recreation

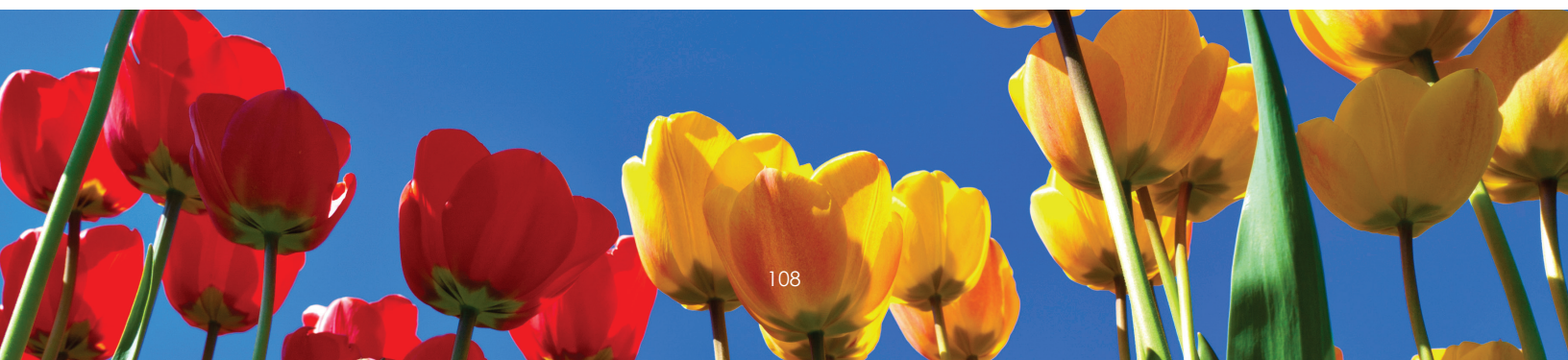
Parks and Recreation

Department Description: The City of Wentzville's Parks and Recreation Department provides many opportunities for people of all ages. Programs offered include fitness, sports leagues, cultural arts and enrichment classes. In addition, the Department offers special events throughout the year including the Hill of Thrills Soapbox Race, an Easter Egg Hunt, Holiday Night Lights and many others. We strive to offer something for everyone in the community. The Parks and Recreation Department also prides itself in keeping each park safe and beautiful for everyone to enjoy. Parks in the community feature playgrounds, picnic shelters, paved trails, ball fields, two fishing lakes, swimming pools, and many other outdoor amenities. Progress Park houses the Department's administrative offices, a gymnasium and fitness center, and Progress Park Recreation Center. The Park also houses a banquet hall facility that can be rented to host wedding receptions, birthday parties, or other indoor festivities.

Mission: To enhance community unity, health and open space preservation through people, parks and programs.

Goals, Objectives, and Performance Measures:

- Our top priority is to always maintain clean, safe parks and recreational facilities while providing enjoyable, informative and healthful experiences for all visitors in the parks and trails system.
- Enhance Community Unit and Improve Resident Feedback
 - Parks: Host a ground breaking ceremony for Peruque Valley Park Baseball Complex;
 - Recreation: Provide Special Events appealing to all ages, i.e. Independence Day Celebration;
 - Administration: Enhance rapport with Wentzville School District, community organizations and other partners;
 - Administration: Engage stakeholders through a variety of avenues to ensure support for quality-of-life initiatives;
 - Administration: Increase public awareness of parks, recreation and conservation issues through newspaper, online and social media;
 - Administration: Promote the endless benefits that Wentzville Parks and Recreation provides to the community;
 - Administration: Continue to promote healthy lifestyles and encourage visitors to enjoy trails, programs and facilities offered by Wentzville Parks and Recreation Department.
- Promote Healthy and Active Lifestyles for City Residents and Employees
- Administration: Continue to offer affordable annual passes to residents and employees of the City;
 - Recreation: Continue to develop new, innovative programming for all ages;
 - Recreation: Monitor and meet the demand for group fitness programs;
 - Administration: Explore creative ways to increase revenue and supplement appropriations with sponsorships;
 - Parks: Continue to maintain, update and replace fitness center equipment;
 - Recreation: Develop a partnership with and implement the Silver Sneaker Program.
- Open Space Preservation and Environmental Education
 - Parks: Create and maintain open, natural areas around the perimeter of Heartland and Peruque Parks;
 - Parks: Create and maintain environmental and educational areas at Heartland Park regional drainage basin;
 - Parks: Develop and begin to implement a comprehensive maintenance program for the City's tree inventory;
 - Administration: Adopt Parks and Recreation Master Plan and develop strategies for implementation;
 - Administration: Actively seek new sites around the City for preserving open space and ensuring environmentally sensitive areas are protected;
 - Administration: Acquire additional park land if grants, partnerships, or funding becomes available;
 - Administration: Continue developing and supporting partnerships that enhance the benefits that the Department provides to the community.





PARKS AND RECREATION CONTINUED

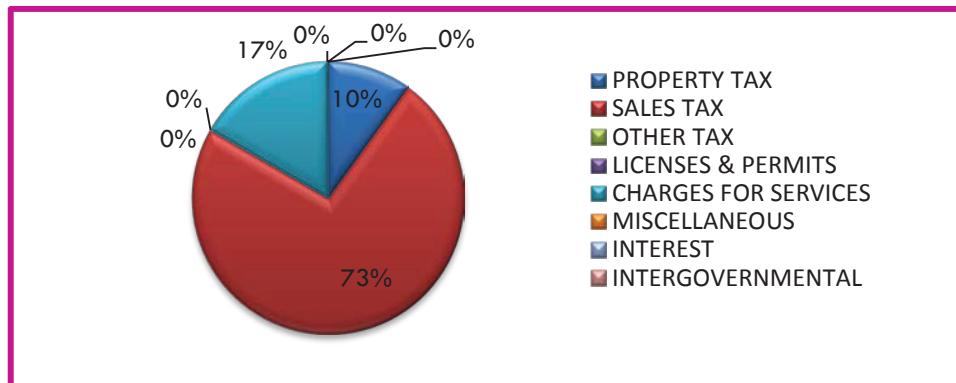
Goals, Objectives, and Performance Measures Continued:

- Expand volunteer base by 10% to assist with special event activities, specifically, as the new parks open.
 - Recreation: Improve communication with coaches, parents and existing volunteers;
 - Administration: Utilize email and social media to convey to residents the benefits of volunteering;
 - Parks: Consider development of a volunteer based Adopt-A-Park program that includes certification and training for qualified volunteers for specific tasks such as “Park Watch,” “Spring Planting Projects,” “Eagle Scout Projects,” and “Clean Stream Projects.” The program should include a Volunteer Handbook identifying the scope of projects available, project specifications and expectations of the volunteers.
- Training and Workforce Development
 - Administration: Train and equip Parks and Recreation staff to provide outstanding customer service;
 - Administration: Provide staff with tools and training to perform their jobs efficiently and effectively;
 - All: Increase opportunities for professional development and team learning for staff and park board members including:
 - Creating a plan for legal, mandatory, professional development and technical skills training;
 - Evaluating current training opportunities and identify employee and Department needs;
 - Increasing opportunities for cross-training divisions when feasible or possible;
 - Administration: Work on continuous improvement of employee relations;
 - Administration: Strive to create a workforce that is representative of the community.
- Efficiencies
 - All: Manage financial resources wisely;
 - All: Continue refining administrative and supervisory responsibilities for recreation staff to work as efficiently as possible with increased workloads;
 - Administration: Review staff job descriptions and anticipate staff levels/positions most likely needed for the next two years;
 - Parks: Examine opportunities to improve maintenance operations including:
 - Development of a process to measure park maintenance success through established performance standards;
 - Establish park maintenance standards and frequency rates;
 - Establish and track the cost per acre costs related to general park maintenance, high-use sports fields and synthetic turf fields;
 - Develop an equipment replacement schedule that includes funded depreciation of equipment to ensure timely replacement;
 - Establish baselines for utility usage at all facilities and identify possible ways to achieve a net reduction in utility usage;
 - Parks: Explore opportunities to contract out on-going maintenance and operational duties when appropriate and when a cost savings can be realized by the City. Analyze in-house cost in comparison to outsourcing;
 - Administration: Seek additional funding to fulfill our mission through grants, appropriations and partnerships.

Parks and Recreation – Administration

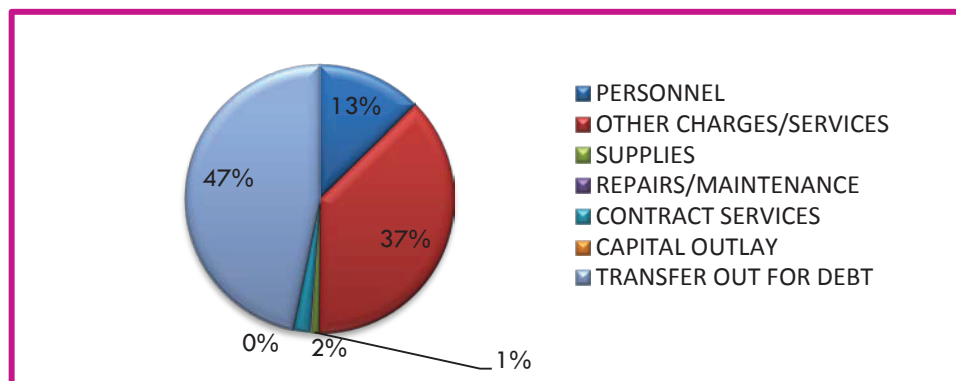
REVENUE

	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PROPERTY TAX	473,734	463,702	476,565	3%
SALES TAX	3,206,548	3,108,900	3,523,213	12%
CHARGES FOR SERVICES	520,342	769,435	795,325	3%
MISCELLANEOUS	16,311	2,050	-	-
INTEREST	3,580	6,100	6,000	-2%
INTERGOVERNMENTAL	500,000	101,945	-	-
	4,720,515	4,452,132	4,801,103	7%



EXPENSE

	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	337,202	368,782	418,665	14%
OTHER CHARGES/SERVICES	1,005,517	1,042,868	1,246,299	20%
SUPPLIES	31,320	30,695	29,917	-3%
REPAIRS/MAINTENANCE	2,493	2,750	4,300	56%
CONTRACT SERVICES	49,812	155,259	69,073	-56%
CAPITAL OUTLAY	200,000	-	-	-
TRANSFER OUT FOR DEBT	1,647,788	1,639,007	1,551,897	-5%
	3,274,132	3,239,361	3,320,151	2%

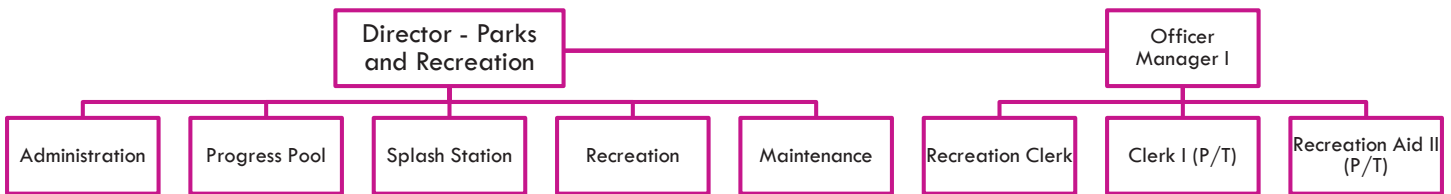


Parks and Recreation – Administration

PERSONNEL DETAIL

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T
		2015		2016	
Director – Parks and Recreation	Q	1		1	
Park Ranger – Animal Control (2 at 50%)	P-2	1		1	
Park Ranger	P-2	1		1	
Office Manager I	K	1		1	
Clerk I	H		1		1
Inclusion Aid	B		1		1
TOTAL		4	2	4	2

ORGANIZATIONAL CHART



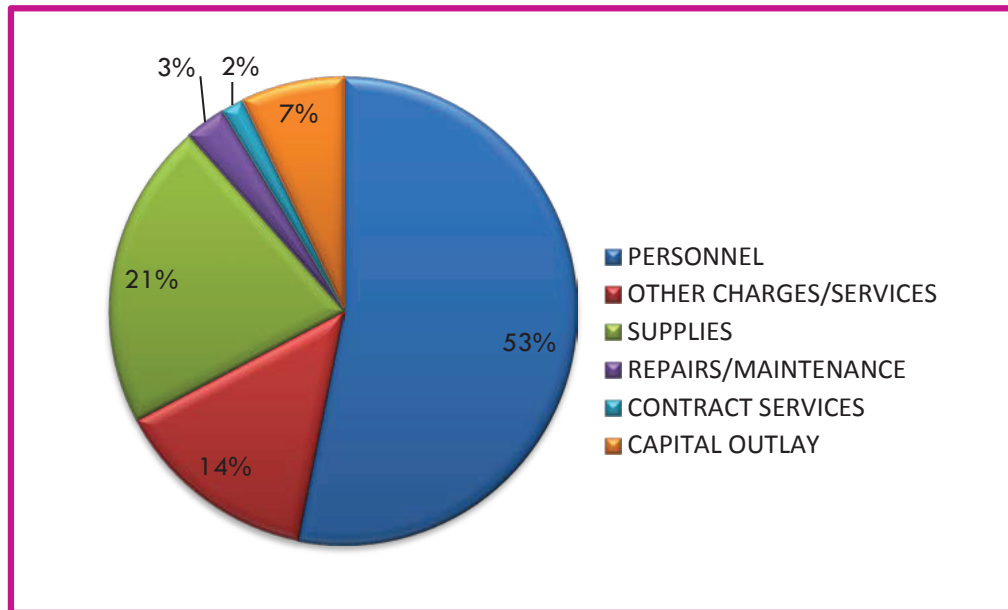
Parks and Recreation – Aquatics

REVENUE

	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
CHARGES FRO SERVICES	483,949	579,000	540,813	-7%
MISCELLANEOUS	432	-	-	-
	484,381	579,000	540,813	-7%

EXPENSE

	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	46,016	372,752	256,197	-31%
OTHER CHARGES/SERVICES	50,525	65,800	68,021	3%
SUPPLIES	65,567	124,800	102,440	-18%
REPAIRS/MAINTENANCE	10,756	27,726	13,650	-51%
CONTRACT SERVICES	311,404	5,500	7,300	33%
CAPITAL OUTLAY	160,089	68,300	34,440	-50%
	644,357	664,878	482,048	-27%

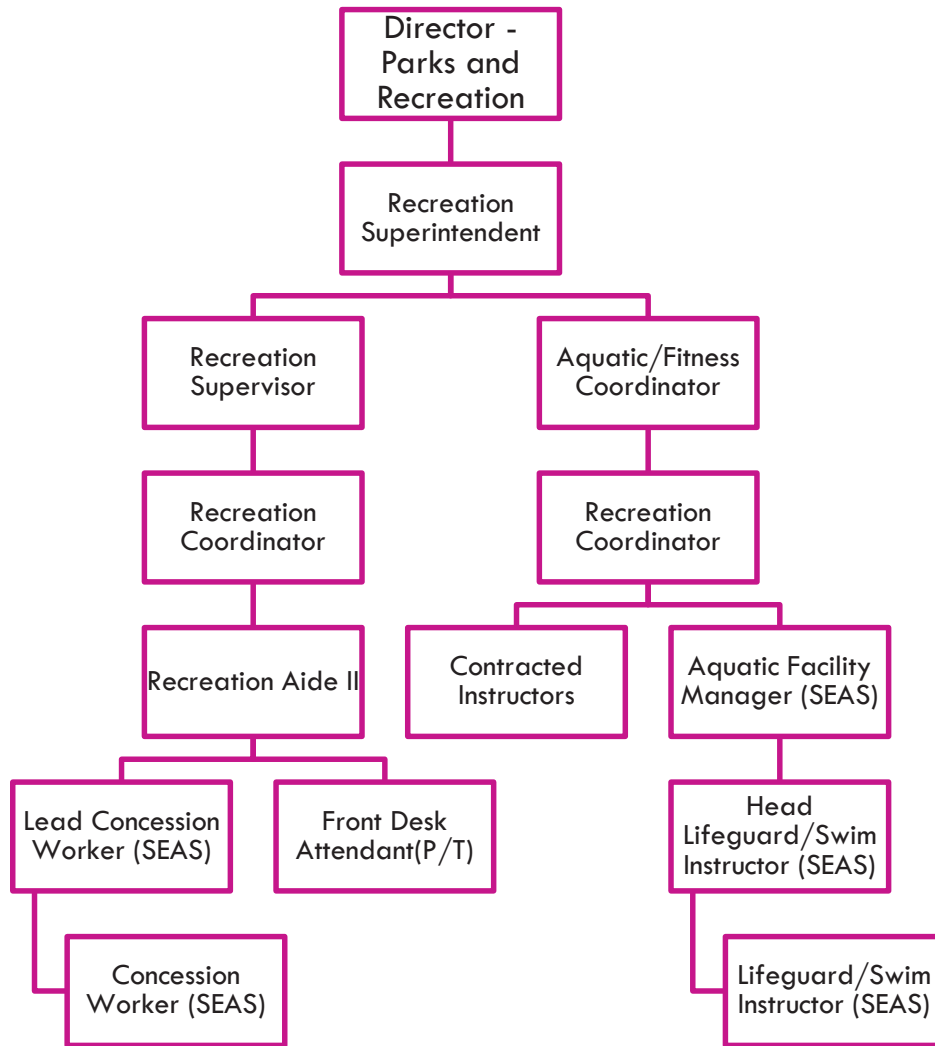


Parks and Recreation – Aquatics

PERSONNEL DETAIL

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T
		2015		2016	
Front Desk Attendant	A		0		6
Recreation Aide I	B		6		0
Recreation Aide II	D		3		3
Concession Worker	SEAS0		13		13
Lifeguards/Swim Instructor	SEAS1		70		70
Lead Concession Worker	SEAS1		2		2
Head Lifeguard/Head Swim Instructor	SEAS2		6		6
Aquatic Facility Manager	SEAS4		5		5
TOTAL			105		105

ORGANIZATIONAL CHART



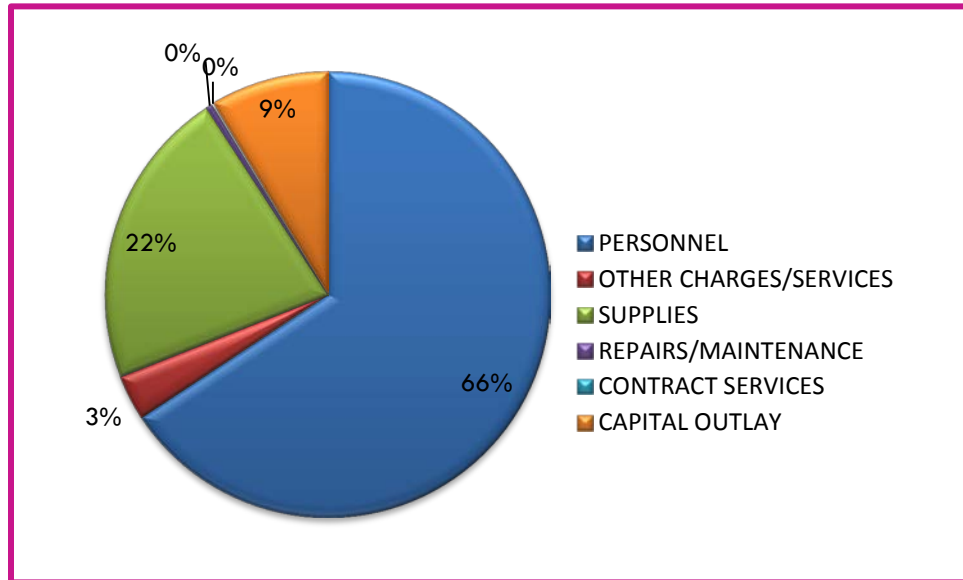
Parks and Recreation – Recreation

REVENUE

	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
CHARGES FRO SERVICES	429,474	878,380	727,426	-21%
MISCELLANEOUS	(839)	-	-	-
	428,635	878,380	727,426	-21%

EXPENSE

	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	548,432	793,373	676,002	-15%
OTHER CHARGES/SERVICES	34,007	55,525	33,737	-39%
SUPPLIES	101,109	228,331	224,358	-2%
REPAIRS/MAINTENANCE	-	7,000	4,850	-31%
CONTRACT SERVICES	-	-	1,140	-
CAPITAL OUTLAY	6,495	9,800	88,000	798%
	690,043	1,094,029	1,028,087	-6%

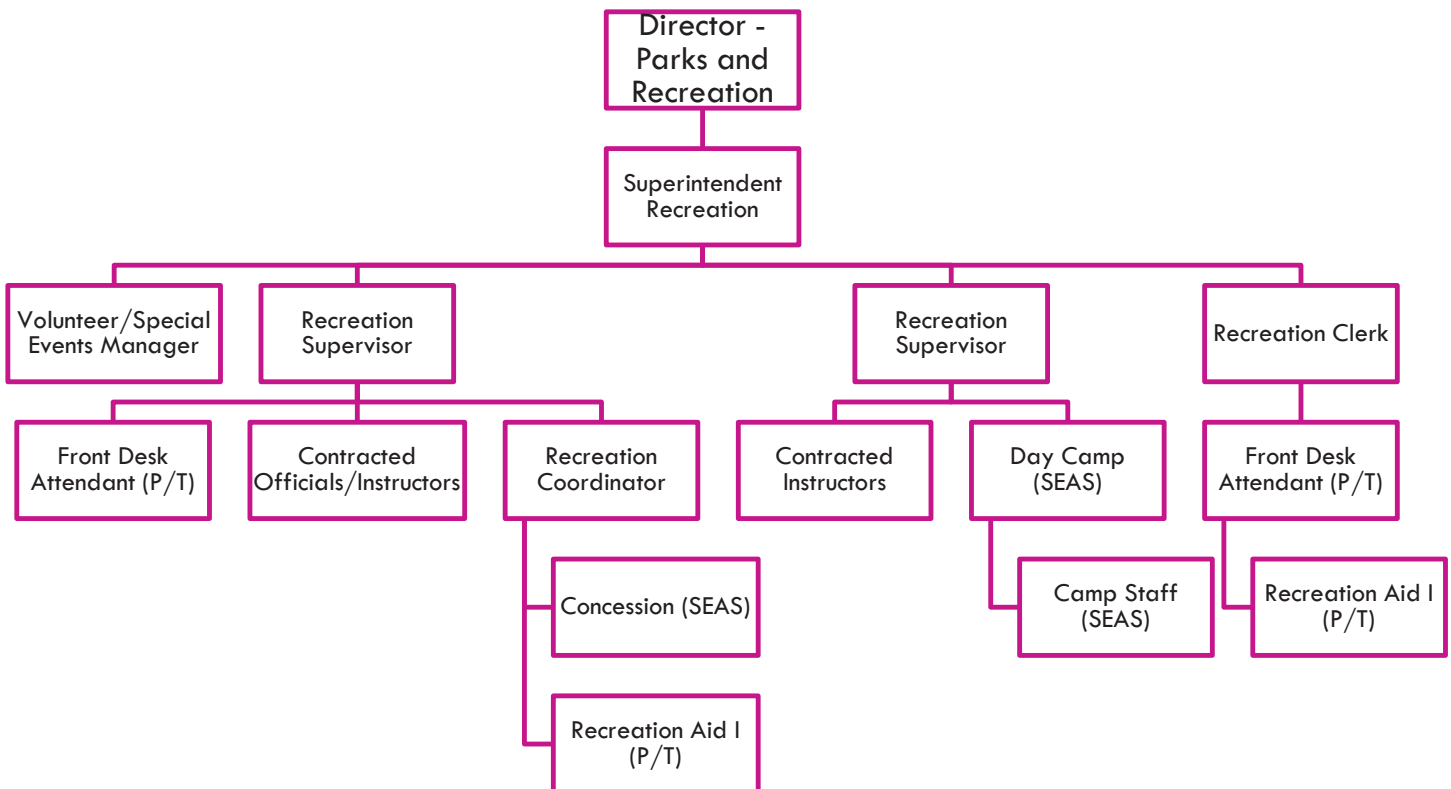


Parks and Recreation – Recreation

PERSONNEL DETAIL

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T
		2015		2016	
Superintendent Recreation	N	1		1	
Supervisor Recreation	K	2		2	
Volunteer & Special Events Manager	K	1		1	
Aquatics/Fitness Coordinator (50%Recreation/25%Splash/25%Progress)	K	1		1	
Recreation Coordinator	I	2		2	
Clerk I	H	2		2	
Recreation Aid II	D		12		0
Front Desk Attendant	A		0		12
Recreation Aid I	B		3		3
Concession Worker	SEAS0		7		7
Lead Concession Worker	SEAS1		3		3
Day Camp Counselor	SEAS1		28		28
Day Camp Head Counselor	SEAS2		3		3
Assistant Day Camp Director	SEAS3		2		2
Day Camp Director	SEAS4		1		1
TOTAL		9	59	9	59

ORGANIZATIONAL CHART



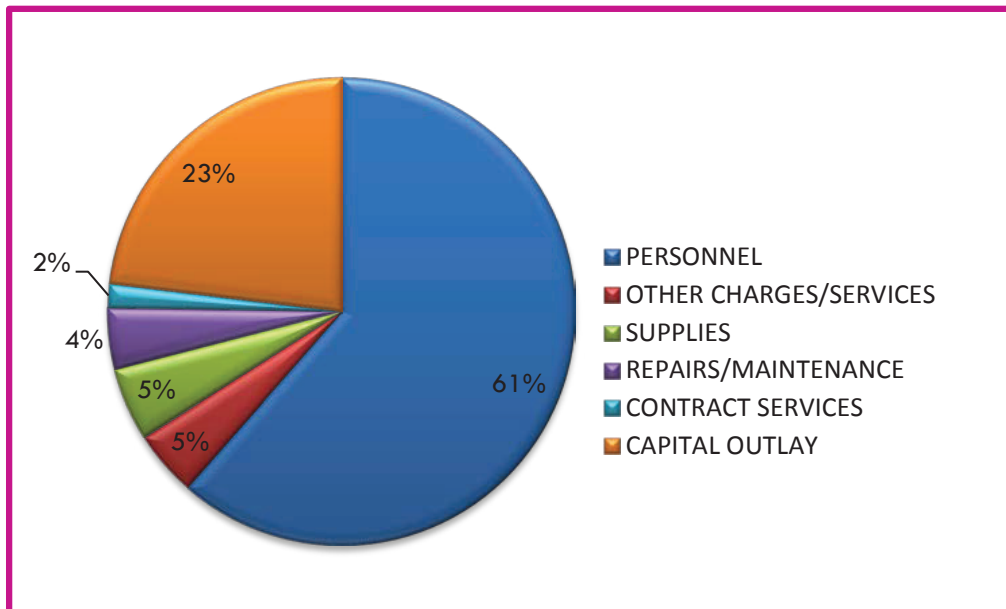
Parks and Recreation – Maintenance

REVENUE

	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
MISCELLANEOUS	2,248	-	-	
	2,248	-	-	

EXPENSE

	ACTUAL 2014	ESTIMATED 2015	PROJECTED 2016	% CHANGE
PERSONNEL	478,344	691,235	758,979	10%
OTHER CHARGES/SERVICES	34,060	49,164	55,958	14%
SUPPLIES	50,630	47,925	62,548	31%
REPAIRS/MAINTENANCE	46,251	39,516	51,900	31%
CONTRACT SERVICES	28,617	26,950	20,950	-22%
CAPITAL OUTLAY	108,939	1,002,050	285,120	-72%
	746,841	1,856,840	1,235,455	-33%

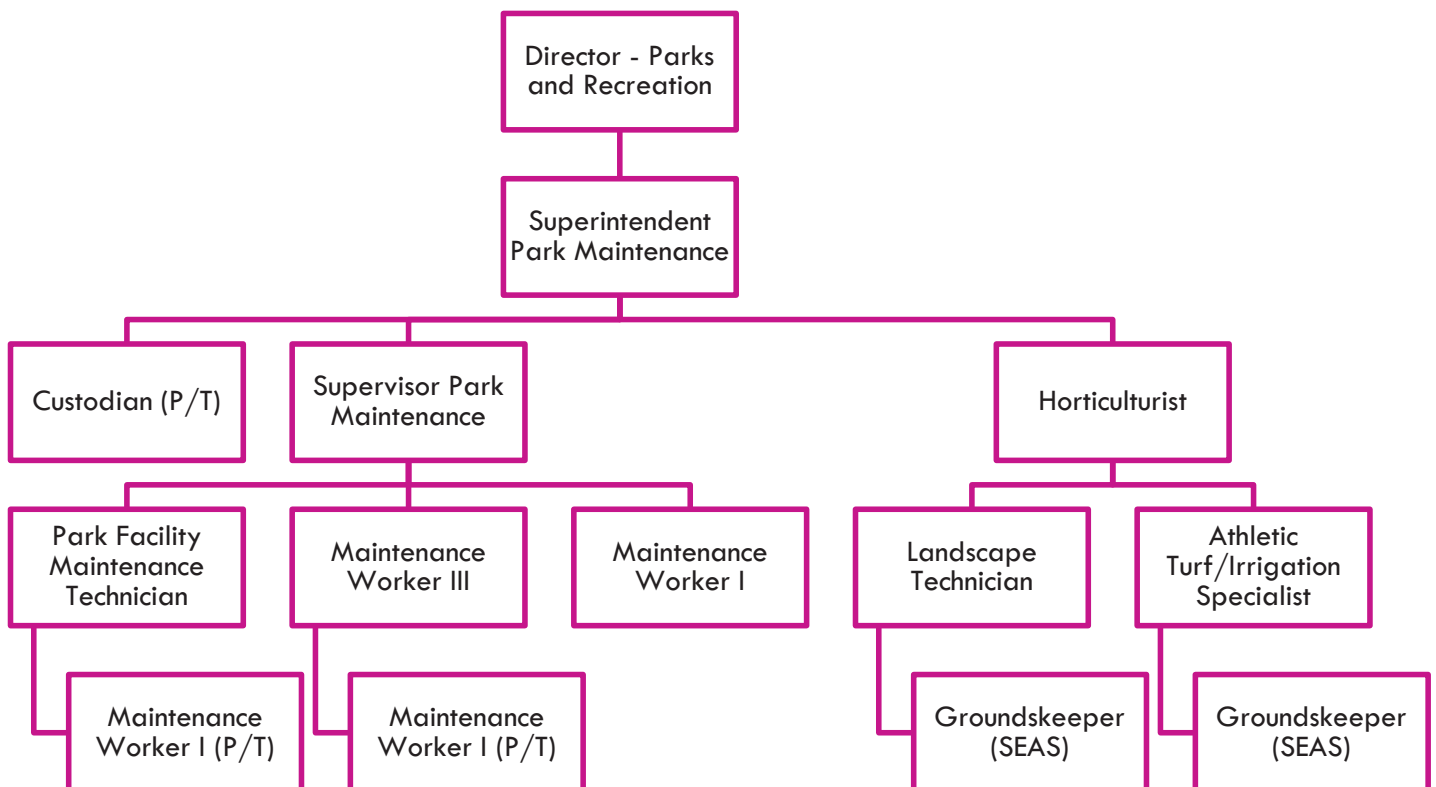


Parks and Recreation – Maintenance

PERSONNEL DETAIL

TITLE	GRADE	#F/T	#P/T	#F/T	#P/T
		2015		2016	
Superintendent Park Maintenance	N	1		1	
Supervisor Park Maintenance	K	1		1	
Landscape Technician	J	1		1	
Park Facility Maintenance Tech	J	1		1	
Horticulturist (70% Park Maint/30%PW Facility Operations)	K	1		1	
Athletic Turf/Irrigation Specialist	J	1		2	
Maintenance Worker III	H	1		1	
Maintenance Worker I	G	1	8	1	8
Custodian	C		2		2
Seasonal Groundskeeper	D		2		2
TOTAL		8	12	9	12

ORGANIZATIONAL CHART



Debt Service

Debt Service

2016 Budget Highlights

- Total principal and interest debt service payments in 2016 - \$6,095,094
- 2016 ending debt service balance - \$59,494,805
- New debt anticipated to be issued in 2016 for two million gallon water tower (\$1 million) and David Hoekel Parkway overpass (\$8 million).
- One time draw down of reserves in General, Capital, Water, and Wastewater Funds for capital projects.
- Approximately \$1.5 million in savings from 2011 COP 2015 refinance – about \$100,000 each year until 2030 maturity
- Dockler note for Peruque Valley Park matures in 2016
- Remaining Parks bond proceeds will be drawn down as Peruque Valley Park is completed.

LONG TERM DEBT

Issue	Original Issue	Beg Bal 12/31/15	Prin Pmt 2016	End Bal 12/31/16	2016 Interest	Total Debt Service
Bear Creek NID	\$1,510,000	\$375,000	\$150,000	\$225,000	\$11,608	\$161,608
Certificates of Participation	\$25,780,000	\$24,130,000	\$1,245,000	\$22,885,000	\$798,677	\$2,043,677
WEDC Leasehold	\$14,345,000	\$8,250,000	\$1,030,000	\$7,220,000	\$261,693	\$1,291,693
SRF	\$40,061,000	\$27,176,861	\$1,673,000	\$25,503,861	\$460,516	\$2,133,516
Total	\$81,696,000	\$59,931,861	\$4,098,000	\$55,833,861	\$1,532,494	\$5,630,494

NOTES PAYABLE

Issue	Original Issue	Beg Bal 12/31/15	Prin & Int Pmt 2016	End Bal 12/31/16	
Dierbergs – Note A	\$1,311,984	\$708,376	\$250,000*~	\$458,376	Reimburse ½ cent sales tax collected in center
Dierbergs – Note B	\$3,402,297	\$3,352,568	\$150,000*^	\$3,202,568	Payoff Note A before payment begins on Note B
Dockler	\$258,400	\$64,600	\$64,600	\$-0-	
Total	\$4,972,681	\$4,125,544	\$464,600	\$3,660,944	

* Principal and interest payments estimated – based on sales tax received.

~ Estimated \$160,000 applied to principal and \$90,000 applied to interest.

^ Interest only payments until Note A is paid off.

Statistics

Statistics

ASSESSED AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY

Fiscal Year	Residential	Commercial	Agriculture	Personal	Total	Estimated Actual Value	Ratio Total Assessed to Total Estimated Value	Total Direct Tax Rate
2014	\$367,594,145	\$148,314,733	\$942,617	\$108,308,066	\$625,159,561	\$2,730,698,907	22.9	0.7902
2013	351,316,323	141,146,083	993,123	112,076,581	605,532,110	2,634,620,557	23.0	0.7902
2012	355,999,506	145,133,381	1,461,358	108,128,115	610,722,360	2,660,785,755	22.9	0.7902
2011	351,117,611	147,554,070	1,471,190	102,899,469	603,042,340	2,630,052,219	22.9	0.8958
2010	367,255,750	157,256,782	1,673,350	95,399,922	621,555,804	2,724,338,899	22.8	0.9075
2009	359,178,280	160,849,246	1,859,270	98,100,035	619,986,831	2,702,859,916	22.9	0.9079
2008	390,727,100	166,579,150	1,249,980	115,071,933	673,628,163	2,932,650,564	23.0	0.9079
2007	363,908,320	150,200,075	1,264,464	98,168,683	613,541,542	2,689,725,431	22.8	0.9079
2006	298,591,812	129,738,016	584,870	93,019,682	521,934,380	2,260,900,116	23.1	0.9734
2005	243,976,610	121,392,751	875,629	86,050,008	452,294,998	1,928,886,701	23.4	0.9729

Reassessments are currently performed every odd-numbered year. Residential property assessed valuation equals 19% of appraised value, agricultural equals 12%, and commercial and industrial equals 32%. Personal property is valued as one-third of the property market value. Tax rates per \$100 of assess valuation

PROPERTY TAX LEVIES AND COLLECTIONS

Fiscal Year	Net Tax Levy	Collections in Year of Levy	Percentage Collected in Year of Levy	Collected in Subsequent Years	Total Collected	Percentage Collected	Outstanding Delinquent Taxes	Outstanding Delinquent Taxes as a Percentage of Net Tax Levy
2014	\$4,791,618	\$4,532,362	94.6%	\$-	\$4,532,362	94.6%	\$259,256	5.4%
2013	4,788,941	4,474,919	93.4	285,248	4,474,919	93.4	28,774	6.6
2012	5,470,851	5,126,809	93.7	337,020	5,427,290	99.2	7,022	0.8
2011	5,402,053	4,745,373	87.8	554,640	5,285,774	97.8	102,040	2.2
2010	5,381,566	4,943,972	91.9	425,528	5,367,663	99.7	12,065	0.3
2009	5,386,874	4,801,856	89.1	571,181	5,370,534	99.7	13,837	0.3
2008	6,039,547	5,515,681	91.3	518,250	6,032,764	99.9	5,616	0.1
2007	5,479,200	4,996,298	91.2	478,497	5,474,022	99.9	4,405	0.1
2006	4,922,274	4,564,593	92.7	354,907	4,918,736	99.9	2,774	0.1
2005	4,263,811	3,960,387	92.9	299,308	4,259,545	99.9	4,116	0.1



Statistics Cont'd

PRINCIPAL TAXPAYERS		
Tax Payer	Taxable Assessed Value	Percentage of Total City Assessed Value
General Motors Corp	\$51,795,666	8.29%
THF Wentzville Development LLC/THF Two/THF Bear Creek (Sam's)	8,209,371	1.31
CenturyTel of Missouri	6,542,603	1.05
Union Electric	6,382,149	1.02
Dierbergs of Wentzville LLD	5,311,208	0.85
THF Wentzville Dev LLC (Walmart)	5,180,418	0.83
Parr Four LLC RK Stratman	3,175,784	0.51
Lineage CC Mo Re LLC (formerly Madison Warehouse)	2,911,980	0.47
Target Corporation	2,849,446	0.46
THF Wentzville Three Dev LLC (Lowes)	2,753,746	0.44
TOTAL	\$95,112,371	15.21%

DEMOGRAPHICS AND ECONOMIC STATISTICS						
Fiscal Year	Population (1)	Median Age (2)	Personal Income	Per Capita Income (2)	School Enrollment (3)	County Unemployment Rate (4)
2014	35,253	34.5	\$1,120,077,423	\$31,773	14,222	4.8%
2013	32,509	36.8	992,096,921	31,782	13,659	5.6
2012	31,216	36.6	1,001,772,634	32,092	13,103	6.0
2011	30,544	35.4	936,60,216	30,664	12,603	7.2
2010	29,070	35.4	825,297,300	28,390	12,121	8.3
2009	27,500	34.7	707,905,000	25,742	11,636	8.6
2008	23,768	34.7	611,835,856	25,742	11,115	5.3
2007	22,478	34.7	571,323,326	25,417	10,508	4.0
2006	20,749	30.8	472,184,993	22,757	9,625	3.9
2005	18,079	30.8	326,127,081	18,039	8,720	4.2

(1) Source: Census Bureau, Official Census for 2010. All other numbers are estimates.

(2) Source: Census Bureau and ESRI except for 2012 and 2013 which reflect the American Community Survey 3-Year Estimates 2010-2012.

(3) Source: Missouri Department of Elementary and Secondary Education.

(4) Source: Missouri Economic Research and Information Center.

PRINCIPAL EMPLOYERS		
Employer	Employees	Percentage of Total City Employment
General Motors	4,300	9.9%
Serco Inc.	1,749	3.3
Crider Health Center	512	2.4
SSM St. Joseph Health Center – Wentzville	267	1.2
City of Wentzville	261	1.0
RK Stratman Company Inc.	230	1.2
Etrailer Corp.	230	0.9
Roberts Marketing Group	200	0.7
Rapid Response	120	0.5
Parklane Care & Rehabilitation	125	0.5
TOTAL	7,067	21.6%

Statistics Cont'd

OPERATING INDICATORS BY FUNCTION/PROGRAM										
Function/Program	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005
Police – Patrol:										
Arrests	2,370	2,453	2,303	2,312	2,222	4,283	3,106	3,433	3,891	3,522
Citations	9,981	9,923	8,012	9,496	9,116	8,889	9,118	8,406	8,349	9,282
Calls for Service	54,160	51,140	48,181	50,785	45,691	41,867	44,062	42,367	36,734	15,075
Accidents	725	644	515	582	596	508	609	774	664	566
Building Inspection:										
Single-family	549	434	318	182	245	309	289	534	741	1,054
Multi-family	77	104	80	36	134	36	14	88	55	111
Commercial	11	6	10	7	6	9	23	20	32	41
Occupancy	1,243	1,066	1,326	1,131	1,360	1,724	1,890	2,293	2,831	3,049
Other Permits	1,196	1,038	596	866	1,026	1,039	1,177	1,595	1,658	1,610
Inspections	22,679	11,687	10,570	10,490	13,224	15,408	13,128	20,612	25,071	22,671
Planning and Zoning:										
Rezoning	8	5	6	5	16	1	9	16	27	35
Site Plans	21	18	20	15	7	15	22	37	35	49
Record Plats	13	11	8	6	10	10	10	29	30	38
Prelim Plans/Plats	8	-	1	2	2	5	2	3	13	29
Planned Developments	8	1	2	-	-	-	-	3	7	6
Conditional Use Permits	21	16	14	22	27	13	18	13	18	10
Parks:										
Program Participation	11,700	11,588	9,854	11,637	8,795	8,147	3,847	4,051	4,104	4,229
Special Event Attendance	27,000	25,152	23,690	30,882	10,535	3,997	5,982	66,429	6,814	5,438
Daily Usage Rec Facility	32,523	21,629	27,663	13,844	9,473	8,371	8,682	9,471	9,626	9,442
Membership Usage	50,134	29,276	32,232	34,658	32,348	32,325	43,861	45,235	47,288	41,905
Pool Usage	53,605	25,137	27,663	29,483	29,233	27,452	32,878	31,994	29,725	26,259
Facility Rentals	556	269	222	157	163	133	179	169	183	184
Green Lantern Senior Meals	20,980	20,116	21,348	22,488	24,271	25,178	24,214	26,863	30,123	28,837
Acres Mowed	154	154	154	154	154	154	154	154	154	148
Administrative and Finance:										
Open Records Requests	70	74	79	108	88	73	57	72	70	65
Business License Issues	666	639	559	566	664	586	620	561	495	402
Accounts Payable Checks	5,625	5,332	5,303	5,113	5,492	5,699	5,789	5,894	6,183	6,250



Statistics Cont'd



CAPITAL ASSETS STATISTICS BY FUNCTION/PROGRAM										
Function/Program	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005
Administration:										
Vehicles	3	1	-	1	3	3	3	3	3	3
Law Enforcement/Courts:										
Courts	1	1	1	1	1	1	1	1	1	1
Stations	1	1	1	1	1	1	1	1	1	1
Vehicles	55	47	38	37	37	37	37	37	36	31
Public Works:										
Vehicles	41	47	37	37	48	48	48	48	41	40
Miles of Streets	191	188	182	180	177	173	167	160	150	120
Traffic Lights and Sign	14	14	14	14	14	11	11	11	8	8
Miles of Storm Sewers	137	134	128	125	122	113	107	98	87	64
Community Development:										
Vehicles	9	10	10	9	-	-	-	-	-	-
Parks:										
Vehicles	11	11	11	11	10	9	10	10	9	11
Parks	14	13	13	13	13	13	13	13	12	12
Acres of Parks	323	307	307	307	293	293	293	293	218	218
Community Centers	1	1	1	1	1	1	1	1	1	1
Swimming Pools	2	1	1	1	1	1	1	1	1	1
Water:										
Vehicles	13	13	13	14	15	15	15	15	10	10
Pumping Stations	3	3	3	2	2	2	2	2	2	1
Miles of Waterlines	245	246	240	235	231	131	155	146	133	107
Sewer:										
Vehicles	14	12	11	10	10	10	9	8	7	5
Lift Stations	38	37	36	34	35	35	35	33	33	33
Miles of Sanitary Sewer	273	275	268	262	258	190	183	173	159	127

Capital

Capital Overview

The Capital Improvement Plan addresses many citywide projects including road construction; the installation of water and wastewater infrastructure, stormwater systems, park facilities, and new governmental facilities; and the renovation of City structures. The Plan allows the City to proactively plan its future capital needs well in advance, yet allow flexibility for changing needs.

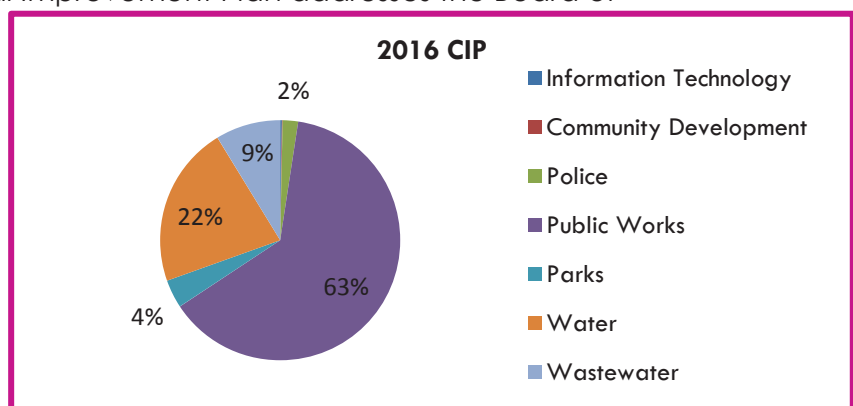
Capital expenditures are expenses involving land, land improvements, buildings, building improvements, furniture, fixtures, machinery, equipment, vehicles, and all other assets costing \$5,000 or more having an initial useful life extending beyond one year.

Capital improvements are physical improvements to public infrastructure in and throughout the City, and include the construction of streets, stormwater systems, bridges, parks, recreational facilities, structural renovations and numerous other projects that involve physical improvements in and throughout the community.

In recent years, the reserves of the major funds have remained untapped. However, this year's budget addresses the drawdown of fund balances of the General Fund, Capital Fund, Water Fund and Wastewater Fund in order to fund specific capital needs based on the staff and Board of Aldermen's goals and priorities. The Capital Fund purchases all the capital equipment used in all the funds: General, Parks and Recreation, Transportation, Water and Wastewater. Furthermore, the Capital Fund revenues are used to make lease payments for bond issues and to fund capital projects and equipment purchases. The Capital Fund is being drawn down to help fund the construction of a new City Hall eliminating a bond issuance.

Over the last year the Board of Aldermen has given staff clear direction on a number of key themes. The 2016-2020 Capital Improvement Plan addresses the Board of Aldermen's strategic priorities and directions. In addition to meeting the capital needs of the city for the next five years the plan does the following:

- Slab replacement program has been upgraded
- Most of new future debt obligations (new bond issues) have been eliminated
- Higher than required fund reserves have been drawn down and earmarked for specific capital needs
- ADA improvements have been enhanced
- Continues the commitment to Downtown
- Leverages funds from other entities
- Funds the continued maintenance and enhancement of aging infrastructure



The proposed plan calls for the expenditure of \$120,624,612 over a five year time frame and includes funding mechanisms for each.

Capital Overview Cont'd

GENERAL FUND

General Fund capital expenditures are all funded from the Capital Fund. In 2016, most notably is the design and construction of a new City Hall. The General Fund reserve was drawn down by \$3,000,000 in 2015 and will be drawn down by \$4,000,000 in 2016 and \$2,000,000 in 2017 to fund the future city hall. In addition to General Fund reserve drawn downs, the Capital Fund was drawn down by \$1,000,000 in 2015 and will be drawn down by \$2,300,000 in 2016 and \$2,700,000 in 2017 to also help fund the future city hall.

Significant Nonrecurring Capital Expenditures

iRecord System Expansion (\$30,587): Some interviews are required by Missouri statute to be recorded. The Police Department has run into situations where they ran out of interview rooms due to the number of people they had to talk to. The Department is requesting to expand the system to include the rest of the interview rooms.

Blade Server Recap (\$30,000): The City's current blade servers (three) were purchased in 2010, the same year IBM ended the life of the model. In order to migrate to Microsoft Server 2012, the City needs to replace the chassis and upgrade the blades. The recap will continue to shift toward the latest IT trends and a virtual environment.

Expansion of Parking Lot (\$110,000): Due to outgrowing the facility, employee/police vehicle parking is full. Due to safety reasons, there is a need for separate parking for employees and the public. The City will need to pave the area to the south and west of the existing parking lot.

Tile/Carpeting – Lieutenant's Office (\$10,500): The Law Enforcement Center is 13 years old and a 24/7 operation. Carpet and flooring upgrades have never been done. Existing carpet is worn and discolored.

Mobile Shelving (\$25,000): Unit will provide greater storage capacity. The need for filing cabinets will be eliminated, which will double the overall evidence and records storage space.

Firearms Training Simulator (\$50,000): Training tool that teaches officers the proper application of deadly force in a training environment. This tool also provides the opportunity of one on one training to help officers work on fundamentals and accuracy. This system has untethered weapons platforms that enhance a realistic training experience and has a hostile fire simulator that simulates officers taking return fire. With enhanced training comes better prepared officers that are more confident in their abilities when dealing with deadly force confrontations. This advanced training will reduce liability for the City. This system could also be used as a public relations tool for things such as the Citizen Police Academy and other events in an effort to educate the public about Police operations and the split-second decision-making requirements of this job.

Radar Trailer (2) (\$20,000): There are many requests for speed enforcement in the community. The radar trailer provides a chance to gather empirical data on reported concerns and allows the Police Department, via large display; to educate the public in that area on their driving habits that may be unlawful.

Capital Overview Cont'd

City Hall (\$15,000,000): Construction of a new City Hall to facilitate the consolidation of numerous public facilities to improve safety, efficiency, customer service and provide a facility to meet the needs of a growing City of more than 30,000. Related costs include \$1,040,000 for planning and engineering, \$13,595,000 for construction and furniture, fixtures, and equipment, and \$365,000 for construction management.

Brian Court Utility Stabilization – Phase II (\$210,000): Sanitary and storm utilities re-grading, composite re-vegetation and bio-stabilization, boulder grade controls, sanitary sewer concrete cap, and property easement restoration. To provide grade and stream bank control; to stabilize storm and sanitary infrastructure; and to prevent damage, which could contaminate the creek with pollutants.

Utility Vehicle – Pavement/Capital Project Inspection (\$14,500): The utility vehicle (UTV) will allow staff to safely and efficiently inspect all streets in the City for pavement condition and specifically map all slabs slated for replacement or repair. The UTV allows staff to work much faster from a protected vehicle while carrying GPS equipment with better visibility than a truck. Motorized inspection has been completed per subdivision with eight man hours as opposed to 80 walking. The UTV can also provide efficient inspection of large capital projects such as David Hoekel Parkway and Schroeder Creek that may be inaccessible by truck.

Significant Recurring Capital Expenditures

911 Maintenance (\$316,295): Annual maintenance for the seven year contract agreement of the Next Generation Enhanced 911 system. The annual cost is \$63,259.

Taser Tap 2 Program (\$62,878): The taser assurance/replacement program continues to replace equipment that is currently out of warranty and replacement parts are available. In 2015, 15 units were purchased at a cost of \$22,903 and in 2016 this will be duplicated, completing the full deployment for the agency.

Emergency Warning Sirens (\$215,000): The City will purchase and install one emergency weather warning siren each year (\$43,000) to serve an expanding geographic population as well as replacing those due to age.

Recurring capital expenditures include replacement machinery and equipment and purchases of vehicles on the rotation replacement program that require replacement due to age, mileage and ongoing maintenance costs. Replacement will improve reliability, safety, and reduce the likelihood of repairs exceeding the vehicle's value.

PARKS AND RECREATION FUND

Parks and Recreation plans to continue to work on Heartland Park and Peruque Valley Park. The fund plans to reserve \$200,000 of fund balance each year for hike and bike trail improvements and land acquisition in accordance with the Park System Master Plan. The Capital Fund will purchase all the capital equipment and the ADA improvement projects in the Parks and Recreation Fund.

Capital Overview Cont'd

Significant Nonrecurring Capital Expenditures

ADA Door Improvements (\$35,000): Funds will be used to replace and install new door hardware and address deficiencies on a number of interior and exterior doors at the Progress Park Recreation Center and Banquet Hall to be in compliance with federal ADA standards.

Maintenance Shed and Office (\$288,470): Funds used to design and construct a secure maintenance shed, yard, and staff facilities at Peruque Valley Park. Currently the Parks staff is based out of the Progress Park facility. That space is severely lacking in space and security features for the number of staff and equipment that currently exists in the department. The funding source is the Parks 2011 Certificate of Participation bond issuance.

Irrigation at Progress Park (\$33,120): Based on feedback from user groups, this project will include installing an automated irrigation system to more efficiently provide quality playing surfaces on the football and baseball fields at Progress Park. This system will also allow chemical applications and ensure a more timely and efficient delivery of those nutrients, while also maintaining the turf in accordance with industry standards and, thereby, improving the overall user experience when playing at the City's facilities. The work will also include adding a small amount of irrigation to the landscaping beds and grass around the buildings at this facility.

Universally Accessible Playground (\$900,000): Heartland Park was established in 2014 and was originally designed to have two smaller age-appropriate playgrounds on either side of the restroom/concession/storage building south of the main parking lot. The City was approached by a group of residents interested pursuing a partnership with the City to install a totally accessible playground in the park. A universally accessible playground exceeds the minimum requirements needed to meet ADA standards and, in fact, allows able bodied children and any physically challenged individual (adult or youth) to be able to get to any and all features of the playground. The group of residents interested in partnering with the City is committed to participating in the funding of that project, perhaps, up to 50% of the project cost (\$450,000). The design is scheduled in 2016 with an estimated cost of \$88,000 with construction planned for 2017 in the amount of \$812,000.

Shade Structure (\$34,440): Funds utilized to design, purchase, install or construct an additional shade structure at Splash Station. Some shade structures were removed from the scope of the original project and this is one of the top two comments that we receive from users of the facility. Staff is suggesting a two-phase approach to adding additional shade structures to the facility. This is Phase I and will include incorporating a shade structure along the south side (nearest the school) of the leisure pool which has the zero-entry beach and lap lanes. This area was prioritized as the top priority because this is an area where mothers tend to gather to watch the small children utilizing this pool. Phase II will incorporate some additional shade structures along the east side of the facilities by the slide.

Concession Trailer (\$32,000): Funds will be used to purchase a new or used 8.4' X 26' concession trailer for use in Heartland Park which will generate additional concession related revenues.

Capital Overview Cont'd

Significant Recurring Capital Expenditures

Hike and Bike Trail Improvements and Land Acquisition (\$1,000,000): This funding would primarily be used to enhance the parks system by acquiring property when such opportunities present themselves. It would also be used to design, plan, phase and implement improvements to the City's Hike and Bike Trail System in accordance with the City's Trails Master Plan. \$200,000 will be reserved each year.

Public Park Facility Improvements (\$272,300): The Park Fund will expend \$272,300 over five years on recurring public park facility improvements to repair and/or replace unscheduled mechanical failures, unanticipated infrastructure deficiencies or structural failures, construction and/or renovation projects, to improve overall efficiency of an operation or facility, and replace equipment that has been lost to theft or unexpected malfunction.

Holiday Light Displays (\$68,013): The Park Fund will expend \$68,013 over five years on recurring purchases of new animated holiday light displays for the holiday lights special event at Rotary Park.

Other recurring capital expenditures include replacement machinery and equipment and purchases of vehicles on the rotation replacement program that require replacement due to age, mileage, and ongoing maintenance costs. Replacement will improve reliability, safety and reduce the likelihood of repairs exceeding the vehicle's value.

TRANSPORTATION FUND

Transportation Fund revenues are largely sales-tax driven. The annual growth rate is consistent with current trends, yet grant funding was added in where appropriate. The variable nature of grant funding renders any visual trend of Transportation Fund revenues difficult to perceive. Of the total \$6.9 million of capital expenditures and improvements for the Transportation Fund, \$1.5 million or 22% will be reimbursed by outside funding. Transportation equipment is funded by the Capital Fund, allowing more Transportation funds to be allocated for major road projects. The road projects will provide enhanced travel, reduced traffic congestion, improved pedestrian access, create opportunity for commercial development and promote economic development. The Transportation Fund will be closely monitored in the out years as construction starts on David Hoekel Parkway in 2017, as this will be the largest road project ever taken on by the City.

Significant Nonrecurring Capital Expenditures

Wentzville Parkway Overpass Bridge Enhancement Protection (\$450,000): Current EFIS panels are beginning to delaminate over the travel lanes of I-70 and could pose a serious safety hazard if they are not stabilized and repaired soon. Project consists of repair of existing I-70 Bridge EFIS and stone veneer with future replacement of EFIS panels with safer more durable material. Major component of project will be traffic control for I-70.

Capital Overview Cont'd

Interstate Drive Trail (\$325,000): This project will consist of constructing a 10-foot wide multi-use asphalt trail along the south side of Interstate Drive from the intersection at Wilmer Road to the intersection with Highway Z to the west. The trail will be located entirely on existing Right of Way for Interstate Drive. The trail will extend the 10-foot wide trail, which already exists from Hepperman Road to Wilmer Road, and connect to the future 10-foot trail extending from Highway Z to Quail Ridge Parkway, which St. Charles County is currently constructing. The project will include ADA accessibility at Wilmer Road and Highway Z, and at the Cimarron Valley Trail and Cimarron Ridge Crossing. Planning and engineering is planned for 2016 in the amount of \$30,000 and construction will commence in 2017 at a cost of \$295,000. This project qualifies for East-West Gateway Transportation Alternatives Program Funding in the amount of \$227,500 reducing the City's cost of \$97,500.

Highway 61 Outer Road Design and Phase I Construction (\$2,310,000): This project will utilize existing MoDOT roadway and right of way to design Highway 61 Outer Road from Peine Road to Wentzville Parkway and to construct a section of outer road from Peine Road to proposed Lexington subdivision with private developer participation while creating safety improvements for residents, as well as improved access back to Wentzville for shopping and recreation. This will also open up additional areas for commercial and residential growth. Funding is split between 2016 and 2017 with total expenditure in 2016 of \$740,000 with \$647,000 funded by the County and \$35,000 from a private developer. In 2017, expenditures of \$1,570,000 are estimated with \$808,500 funded by the County and \$514,500 from a private developer.

Flashing Yellow Arrows (\$270,000): This project consists of installing flashing left turn arrows at 10 intersections along Wentzville Parkway and Luetkenhaus Boulevard while improving traffic signal operation efficiency and safety by expanding the number of phases that permit left-turn movements. This reduction is anticipated to reduce travel delay system-wide by 5 percent or 54,020 travel hours per year. Funding is split between 2016 and 2017 with total expenditure in 2016 of \$45,000 with \$36,000 funded through Congestion Mitigation Air Quality funding administered through East West Gateway. In 2017, expenditures of \$225,000 are estimated with \$180,000 funded by the East West Gateway.

ADA Traffic Signals Project – Pedestrian Enhancement and Battery Backup (\$300,000): This project will upgrade the pedestrian crossings along Wentzville Parkway and Pearce Boulevard. These upgrades include upgrading curb ramps and pedestrian signal heads to include a countdown display to meet ADA requirements. Project will also incorporate battery backup system to keep signals functioning during a power outage. Planning and engineering is planned for 2016 in the amount of \$30,000 and construction is planned for 2017 and 2018 in the amount of \$270,000.

Village Center Renovation – South Linn Avenue Revitalization Project (\$3,312,950): Reconstruction of downtown streets and sidewalks consistent with the Village Center Study to improve both vehicular and pedestrian traffic along with improving the aesthetic streetscape and promoting economic growth. The project will cost \$1,312,950 over 2016 and 2017 with reimbursement of \$442,950 from the Federal Surface Transportation Program. An additional \$1,000,000 is scheduled in both 2018 and 2019 for ongoing renovations.

David Hoekel Parkway (\$46,994,732): Construct an interchange at I-70 and construct David Hoekel Parkway from Interstate Drive to West Meyer Road for access. All available improvements have made to the Wentzville Parkway exit this project will provide a second access point to alleviate congestion at the Parkway and improve commute time and safety by helping to alleviate traffic backups onto I-70. This project will also open up an entirely new corridor for commercial growth and development while

Capital Overview Cont'd

providing new access to residential areas. St. Charles County will contribute \$30,456,620 for this project leaving the City with \$16,538,112 in expenditures.

Significant Recurring Capital Expenditures

Contracted Street Maintenance – Asphalt and Concrete Replacement (\$11,000,000): Ongoing street maintenance based on PCI condition and factors such as ADT and safety is scheduled each year with \$2,900,000 in 2016, \$2,400,000 in 2017, and \$1,900,000 each year after.

ADA Ramps and Contracted Sidewalk Maintenance (\$1,500,000): Ongoing sidewalk maintenance based on PCI condition and factors such as ADT and safety is scheduled each year in the amount of \$300,000.

Other recurring capital expenditures include replacement machinery and equipment and purchases of vehicles on the rotation replacement program that require replacement due to age, mileage, and ongoing maintenance costs. Replacement will improve reliability, safety and reduce the likelihood of repairs exceeding the vehicle's value.

WATER FUND

The Water Fund is an enterprise fund used to account for revenue and expenses for the City's water services. Revenues are generated primarily through charges for water services.

Significant Nonrecurring Capital Expenditures

Village Center Water Main Upgrade (\$280,000): Replacing sections of worn out water main and upsizing them to complete 8" system loops in downtown to dramatically increase pressure and fire flow capability, while reducing maintenance cost and system repair downtime.

2-Million Gallon Spheroid Tower and 1-Million Gallon Well (\$5,870,000): Meet the elevated water storage needs and fire protection requirements for existing and future City growth. Elevated water storage should equal 24-hour supply based upon average daily use in gallons. The new water tower will provide the additional storage required to demo tower #4. In addition, the new tower will allow the City to take all other towers out of service for maintenance while still being able to provide adequate water pressure. The construction of an emergency operation well will provide the City a backup water source in the event we lose our current source. In 2016, the construction of the water tower (\$4,860,000) will commence with the construction of the well (\$750,000) planned for 2018. The City plans to issue \$1,000,000 in debt to fund the construction of the water tower.

High Density Poly Ethylene Pipe Fusion Machine (\$58,000): Purchase a HDPE butt fusion machine will further reduce costs for the anticipated waterline projects completed by in-house staff. A cost analysis comparing the purchase of the machine to renting the machine indicated that the machine will be paid for in savings within the first year or two of service.

Significant Recurring Capital Expenditures

Waterline Extensions and Replacements (\$3,101,000): Projects include replacement and upsizing of deteriorated water main sections and completing transmission main system loops to dramatically increase pressure and fire flow capability while reducing maintenance cost and system repair downtime.

Capital Overview Cont'd

2016 projects include Hepperman Road and Interstate Dr. and South Pointe Prairie with a total cost of \$345,000.

Other recurring capital expenditures include replacement machinery and equipment and purchases of vehicles on the rotation replacement program that require replacement due to age, mileage, and ongoing maintenance costs. Replacement will improve reliability, safety and reduce the likelihood of repairs exceeding the vehicle's value.

WASTEWATER FUND

The Wastewater Fund is an enterprise fund used to account for revenue and expenses for the City's water services. Revenues are generated primarily through charges for sewer services.

Significant Nonrecurring Capital Expenditures

Wastewater Master Plan Phase II, Bio-Solids Removal, and Generator Study (\$340,000): This is the continuation from Phase I of the wastewater master plan in 2015. Services within the scope of the master plan are proposed for the 2016 budget to provide a more comprehensive plan including (1) evaluation of bio-solids treatment options at the Water Reclamation Center (WRC), (2) evaluation of emergency power generation at the WRC, and (3) evaluation of the General Motors five mile force main condition and critical lift stations.

Heppermann Road Force Main Relocation and Retention Chamber Addition (\$300,000): Heppermann Road 12" force main relocation and retention chamber addition project.

GM Lift Force Main Repair (\$300,000): 35-year-old force main to be evaluated and inspected in 2016 as part of the wastewater master plan and repaired and/or upgraded accordingly.

Stone Meadows Retention Chamber (\$585,000): Design wastewater retention chamber structure for the Stone Meadows Lift Station and related equipment for improved efficiency, reliability, redundancy, and to address increased demands of average daily flow of approximately 900,000 gallons per day.

Portable Generator Transfer Switch (\$55,000): Outfitting several lift stations by installing five manual transfer switches for portable emergency generator service to provide additional protection during extended outages.

Significant Recurring Capital Expenditures

Lift Station Spare Pumps, VFDs, and Replacement (\$580,000): Replacement pumps, variable frequency drives and related equipment for several Lift Stations citywide as needed due to age or lack of a spare pump, increased flows, repair and rebuild history, new pump designs that increase electrical and hydraulic efficiency, and the ability of pumps to pump solids and debris commonly removed from the existing pumps. \$100,000 is scheduled in 2016.

Other recurring capital expenditures include replacement machinery and equipment and purchases of vehicles on the rotation replacement program that require replacement due to age, mileage, and ongoing maintenance costs. Replacement will improve reliability, safety and reduce the likelihood of repairs exceeding the vehicle's value.

2016 CAPITAL REQUESTS

GENERAL GOVERNMENT	
INFORMATION TECHNOLOGY	
iRecord System Expansion	30,587
Blade Server Recap	30,000
Total Information Technology	60,587
COMMUNITY DEVELOPMENT	
½ Ton 4x4 Pickup Truck	25,300
Total Community Development	25,300
LAW ENFORCEMENT	
Expansion of Parking Lot	110,000
Tile/Carpeting – Lieutenant's Office	10,500
Mobile Shelving	25,000
Firearms Training Simulator	50,000
Radar Trailer (2)	20,000
911 Maintenance	63,259
Taser Tap 2 Program	25,978
Emergency Warning Siren	43,000
Compact SUV and Equipment/Set-Up	39,000
Caprice (3) and Compact Car (1) and Equipment/Set-Up	142,000
Motorcycle and Equipment/Set-Up (less trade-in)	18,000
Total Law Enforcement	546,737
PUBLIC WORKS	
City Hall	9,500,000
Brian Court Utility Stabilization Phase II	75,000
Laser Line Striper	9,500
Utility Vehicle – Pavement/Capital Project Inspection	14,500
One-Ton Dump Truck with Plow and Spreader	60,000
½-Ton 4x4 Pickup	30,000
New Personnel Trucks (2)	54,000
Total Public Works	9,743,000
TOTAL GENERAL FUND CAPITAL	10,375,624
FUNDING SOURCE	
General Fund Reserves	4,000,000
Capital Fund	4,075,624
Capital Fund Reserves	2,300,000
TOTAL FUNDING	10,375,624

2016 CAPITAL REQUESTS

PARKS AND RECREATION	
ADA Door Improvements	35,000
Maintenance Shed and Office	288,470
Irrigation at Progress Park	33,120
Universally Accessible Playground	88,000
Shade Structure	34,440
Hike and Bike Trail Improvements and Land Acquisition	200,000
Public Park Facility Improvements	52,000
26' Concession Trailer	32,000
Slope Mower	25,000
1/2-Ton 4x4 Extended Cab Pickup Truck	29,000
3/4-Ton 4x4 Truck with Utility Bed and Power Inverter	37,650
Police Ranger SUV 4x4 with Police Package	38,450
New Personnel Trucks	95,000
Holiday Lights Display	12,250
TOTAL PARKS and RECREATION CAPITAL	1,000,380
FUNDING SOURCE	
Park Fund	407,560
Capital Fund	304,350
2011 Bond Issue	288,470
TOTAL FUNDING	1,000,380

TRANSPORTATION	
Wentzville Parkway Overpass Bridge	450,000
Interstate Drive Trail	30,000
Highway 61 Outer Road	740,000
Flashing Yellow Arrows	45,000
ADA Traffic Signals Project – Pedestrian Enhancement and Battery Backup	30,000
Village Center Renovation – South Linn Avenue Revitalization Project	510,500
David Hoekel Parkway Phase II – I-70 Interchange	1,500,000
Contracted Street Maintenance – Asphalt and Concrete Replacement	2,900,000
Contracted Sidewalk Maintenance and ADA Ramps	300,000
Brush Chipper	43,000
Bucket Truck	130,000
Wheel Loader/Rubber Tire	56,000
Single Axle Dump Truck with Plow and Spreader	150,000
TOTAL TRANSPORTATION CAPITAL	6,884,500
FUNDING SOURCE	
Transportation Fund	4,916,500
Capital Fund	479,000
Cost Share with MoDOT and/or County	1,397,000
East-West Gateway TAP Funding	21,000
CMAQ through EWGCOGC	36,000
Private Developer	35,000
TOTAL FUNDING	6,884,500

2016 CAPITAL REQUESTS

WATER	
Village Center Water Relocates and Upgrades	280,000
2 Million Gallon Spheroid Tower and 1 MGD Well	3,600,000
Waterline Extensions and Replacement	345,000
Mini Bobcat Track Hoe	62,000
16 ft. Heavy-Duty Equipment Trailer	15,000
4" – 12" HDPE Pipe Fusion Machine	58,000
New Personnel Truck	26,350
1/2-Ton 4x4 Pickup Truck	26,350
3/4-Ton 4x4 Pickup Truck	33,430
Metrotech vLoc/9800 Locator	5,000
TOTAL WATER CAPITAL	4,451,130
FUNDING SOURCE	
Capital Fund	226,130
Water Fund	3,225,000
Water Fund Debt Financing	1,000,000
TOTAL FUNDING	4,451,130

WASTEWATER	
Brian Court Utility Stabilization Phase II	155,000
WW Master Plan Phase II, Bio-Solids Removal, Generator Study	340,000
Collections Building Roof	22,000
Heppermann Road Force Main Relocation and Retention	300,000
GM Lift Force Main	300,000
Stone Meadows Retention Chamber	585,000
Lift Station Spare Pumps and Replacement	100,000
Wheel Loader/Rubber Tire	84,000
5-Ton HVAC Unit	10,074
Sewer Jet Truck	335,000
Portable Generator Transfer Switch	55,000
Lift Flow Meters	9,000
TOTAL WASTEWATER CAPITAL	2,295,074
FUNDING SOURCE	
Capital Fund	493,074
Wastewater Fund	1,802,000
TOTAL FUNDING	2,295,074

CITYWIDE CAPITAL IMPROVEMENT PLAN SUMMARY

PROJECTS						
Department	2016	2017	2018	2019	2020	Five Year Total
Information Technology	-	-	-	-	-	-
Community Development	-	-	-	-	-	-
Law Enforcement	120,500	50,000	-	30,000	15,353	215,853
Public Works	16,080,500	27,455,147	17,428,627	9,134,718	21,243,208	91,342,200
Parks	731,030	1,134,300	295,050	411,888	373,325	2,945,593
Water	4,225,000	945,000	1,560,000	3,230,000	811,000	10,771,000
Wastewater	1,802,000	662,000	1,115,000	1,407,000	940,000	5,926,000
TOTAL	22,939,030	30,246,447	20,398,677	14,213,606	23,382,886	111,200,646

EQUIPMENT						
Department	2016	2017	2018	2019	2020	Five Year Total
Information Technology	60,587	30,000	-	-	100,000	190,587
Community Development	25,300	23,200	29,800	24,800	26,000	129,100
Law Enforcement	426,237	365,484	820,834	424,484	501,484	2,538,523
Public Works	547,000	440,000	401,000	863,000	480,000	2,731,000
Parks	269,350	94,525	53,788	112,400	288,300	818,363
Water	226,130	37,430	56,780	212,060	126,920	659,320
Wastewater	493,074	378,000	46,000	-	180,000	1,097,074
TOTAL	2,047,678	1,368,639	1,408,202	1,636,744	1,702,704	8,163,967

TOTAL PROJECTS AND EQUIPMENT						
	2016	2017	2018	2019	2020	Five Year Total
TOTAL	25,006,708	31,615,086	21,806,879	15,850,350	25,085,590	119,364,612



CITYWIDE CAPITAL IMPROVEMENT PLAN SUMMARY

FUNDING SUMMARY						
Source	2016	2017	2018	2019	2020	Five Year Total
General Fund Reserves	4,000,000	2,000,000	-	-	-	6,000,000
Capital Fund	5,578,178	1,578,639	1,908,202	1,854,994	1,939,732	12,859,744
General Fund Debt Financing	2,300,000	2,700,000	-	-	-	5,000,000
Transportation Fund	4,916,500	1,004,800	7,599,830	4,200,175	7,271,575	24,992,880
Cost Share with MoDOT and/or County	1,397,000	12,088,397	8,941,797	2,841,293	12,899,633	38,168,120
Federal STP Funding	-	545,950	187,000	1,130,000	952,000	2,814,950
East-West Gateway TAP Funding	21,000	286,500	200,000	800,000	-	1,307,500
CMAQ through EWGCOGC	36,000	180,000	-	-	-	216,000
Private Developer	35,000	514,500	-	-	-	549,500
Bond Issue/TDD (to be established in conjunction with bond issuance)	-	8,000,000	-	-	-	8,000,000
Park Fund	387,560	659,300	295,050	386,888	271,650	2,000,448
Park 2011 Bond Issue	288,470	-	-	-	-	288,470
Park Fundraising	-	450,000	-	-	-	450,000
Water Fund	3,225,000	945,000	1,560,000	3,230,000	811,000	9,771,000
Water Fund Debt Financing	1,000,000	-	-	-	-	1,000,000
Wastewater Fund	1,802,000	662,000	1,115,000	1,407,000	940,000	5,926,000
TOTAL	25,006,708	31,615,086	21,806,879	15,850,350	25,085,590	119,364,612



Glossary



Glossary

Accrual Basis of Accounting – Under this method of accounting, revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the period incurred. Used to account for activity in the City's Enterprise Funds.

Adopted Budget – Refers to the budget amount as originally approved by the City for the fiscal year.

Ameren – Missouri's largest electric utility.

Anticipated Expenditures and Revenues – The expenditures or revenues that are expected by the close of the budget year.

Assessed Valuation – This is the value of real and other property set for tax purposes. The County Assessor determines the assessed value.

Balanced Budget – In accordance with Missouri Revised Statutes; in no event shall the total proposed expenditures from any fund exceed the estimated revenues to be received plus any unencumbered balance or less any deficit estimated for the beginning of the budget year; provided, that nothing herein shall be construed as requiring any political subdivision to use any cash balance as current revenue or to change from a cash basis of financing its expenditures.

Budget – The financial plan for the operation of the City for the year.

Capital Expenditures – Expenses involving land, improvements to land, easements, building, building improvements, furniture, fixtures, machinery, equipment, vehicles and all other tangible or intangible assets that are used in operations and that have an initial useful life extending beyond a single reporting year.

CIP – Capital Improvement Plan.

Debt Service Fund – Governmental type fund used to account for the accumulation of resources and payment of general long-term debt principal and interest.

Department – Primary unit in City operations. Each is managed by a Director.

Depreciation – The decrease in value of physical assets due to use and the passage of time. In accounting for depreciation, the cost of a fixed asset is prorated over the estimated service life of such an asset, and each year is charged with a portion of such cost. Through this process, the entire cost of the asset is ultimately charged off as an expense.

Encumbrance – Commitment for unperformed contracts for goods or services. An amount of money committed and set aside, but not yet expended, for the purpose of a specific good or service.

Enterprise Funds – These funds are used to account for resources committed to self-supporting activities of governmental units that render services to the general public on a user-charged basis. Budgeted enterprise funds include: Water Fund, Wastewater Fund and the Trash Fund.

Expenditure – An actual obligation incurred for goods or services received whether or not yet paid by City.

Fiscal Year – The period used for the accounting year. The City of Wentzville has a fiscal year of Jan. 1 through Dec. 31.

Fund – A self-balancing set of accounts designed to track specific revenues and the uses of those revenues.

Fund Balance – An accumulated excess of revenues over expenditures in a fund. An amount left over after expenditures are subtracted from resources is added to a beginning fund balance each year.

Fund Classifications – One of the three categories (governmental, proprietary and fiduciary) used to classify fund types.

Glossary Cont'd

Fund Type – In governmental accounting, all funds are classified into eleven generic fund types: General, Special Revenues, Debt Service, Capital Projects, Permanent, Enterprise, Internal Service, Pension (and other employee benefit) Trust, Investment Trust, Private-Purpose Trust, and Agency.

GAAP – Generally Accepted Accounting Principles.

General Fund – The governmental fund type that serves as the chief operating fund of the City. The fund used to account for all City activities not required to be accounted for elsewhere.

General Obligation Bonds – Bonds backed by the full faith and credit of the City.

Governmental/Trust Funds – Includes the General Fund, Expendable Trust Funds, Non-Expendable Trust Funds, Special Revenue Funds, and Capital Project Fund.

Legal Debt Margin – The limit of bonded indebtedness allowed by the Statutes of Missouri. It is currently 10% of the assessed value less general obligation debt currently outstanding. This does not include an additional debt limit of 10% of the assessed valuation available for street improvements or waterworks and electric plants as provided under the Statutes of Missouri.

Intergovernmental Revenues – Revenues from other governments in the form of grants, entitlement, shared revenues or payments in lieu of taxes.

Modified Accrual Basis – General Fund, Special Revenue, and Debt Service Funds are recognized on the modified accrual basis of accounting. Under this method, revenues are recognized in the accounting period in which they become both available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred, except for long-term debt and certain accrued obligations, which are recognized when due. This basis measures resources available to the City.

Non-operating Expenses – Expenses incurred by Enterprise Funds that are not directly related to the fund's primary service activities. Examples of non-operating expenses include Interest Expense and Miscellaneous Expenses.

Non-operating Revenues – Enterprise Fund revenues that are not directly related to the fund's primary service activities. Examples of non-operating revenues include Interest Revenue and Miscellaneous Revenue.

Property Tax – This refers to the property tax placed on property. The tax income is determined by multiplying the tax rate by each \$100 of assessed valuation.

Revenue Bonds – Bonds whose principal and interest are payable exclusively from earnings of an Enterprise Fund.

Revenues – Money generated through taxes, charges, licenses and other sources to fund City operations.

Special Obligation Bonds – Special obligations of the City. The payment of the principal of and the interest on the Bonds is subject to an annual appropriation by the City. The City is not required or obligated to make any such annual appropriation.

Special Revenue Funds – These funds are used to account for specific revenues that are legally restricted to expenditure for particular purposes.

User Charges or Fees – The payment of a charge or fee for direct receipt of a service by the party benefiting from the service.

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