

City of Clayton
Missouri



FY2012 Budget Presentation

August 23, 2011
Public Hearing



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City of Clayton

Vision:

To be a leading community that thrives on innovative thinking, adaptive approaches to new challenges and 21st Century sustainable practices.

Mission:

To foster a vital, balanced community composed of outstanding neighborhoods, quality businesses, commercial and government centers, premier educational institutions, and a healthy natural environment through an open, accessible and fiscally responsible government.

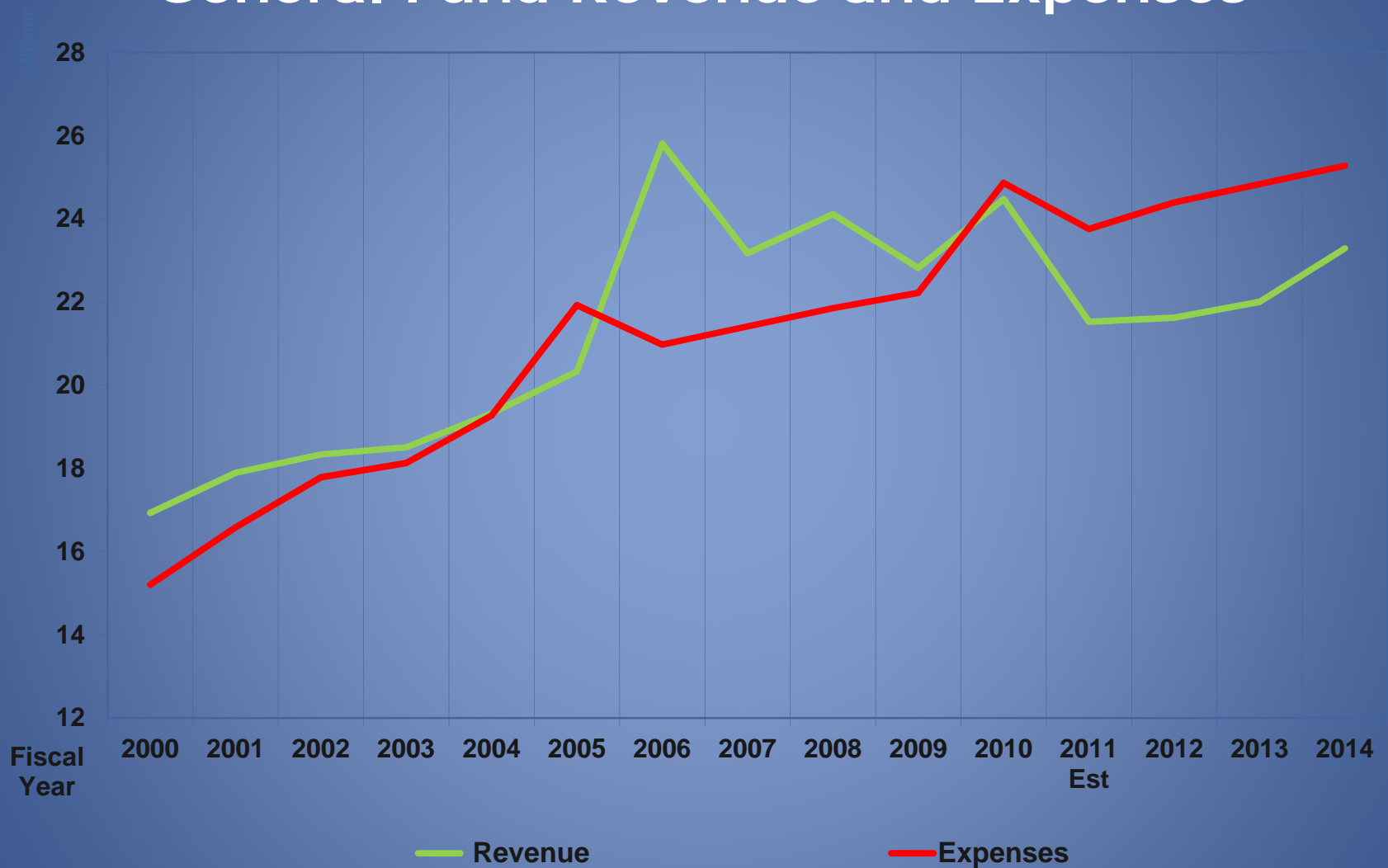


City of Clayton

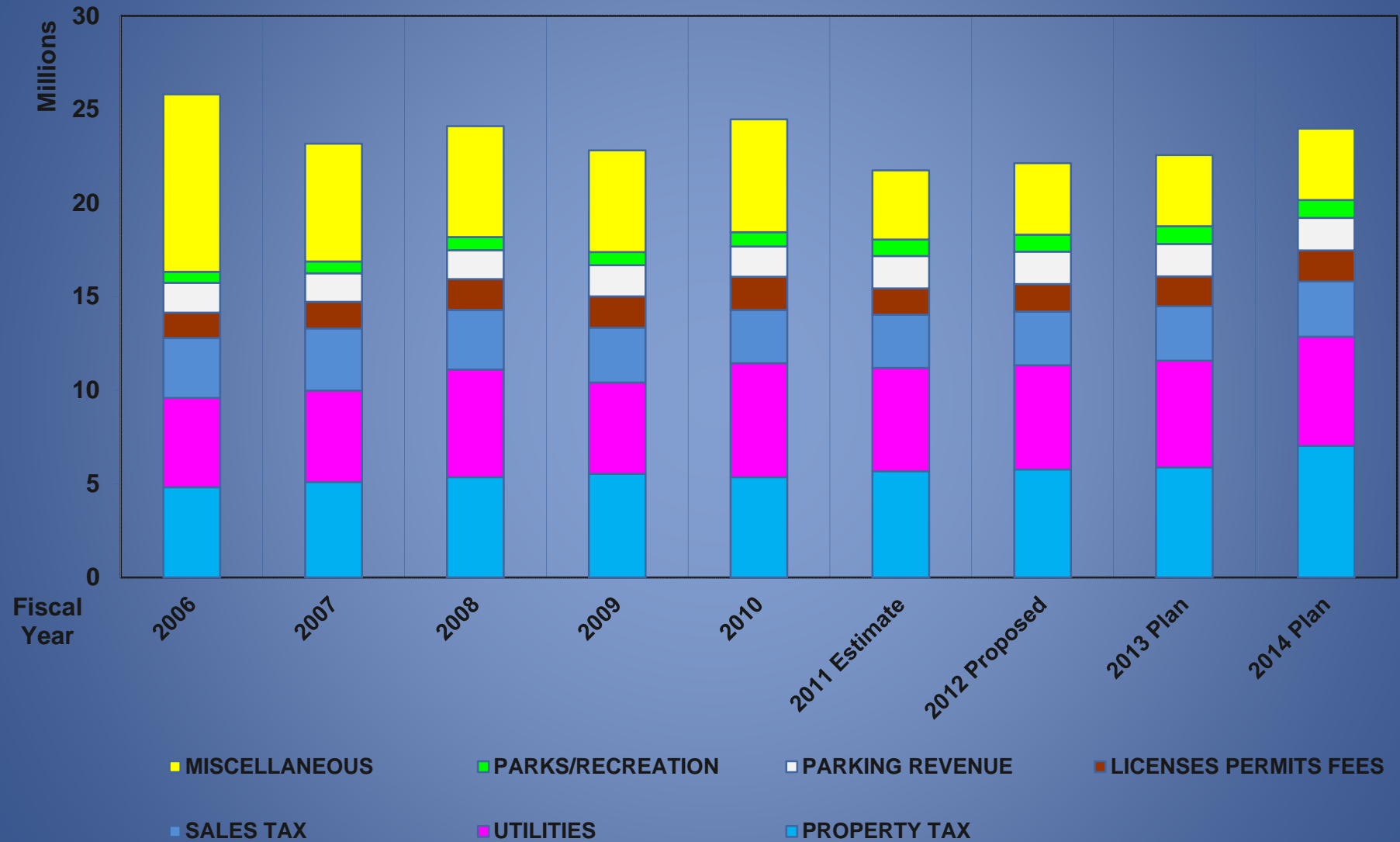
- I. Ensure the public's safety and respond effectively and efficiently to all emergencies throughout the community.
- II. Maintain and grow a strong, diversified economic base that enriches the City's quality of life, preserves the integrity of our residential neighborhoods, and is consistent with the Comprehensive Plan.
- III. Create and maintain a beautiful, clean and healthy community where resources are used responsibly.
- IV. Encourage widespread participation in a variety of recreational and cultural activities, which are accessible to all community members.
- V. Foster all safe and accessible modes of travel including walking and biking.
- VI. Efficiently and transparently align organizational resources to achieve the Vision, Mission and Goals of the City of Clayton.



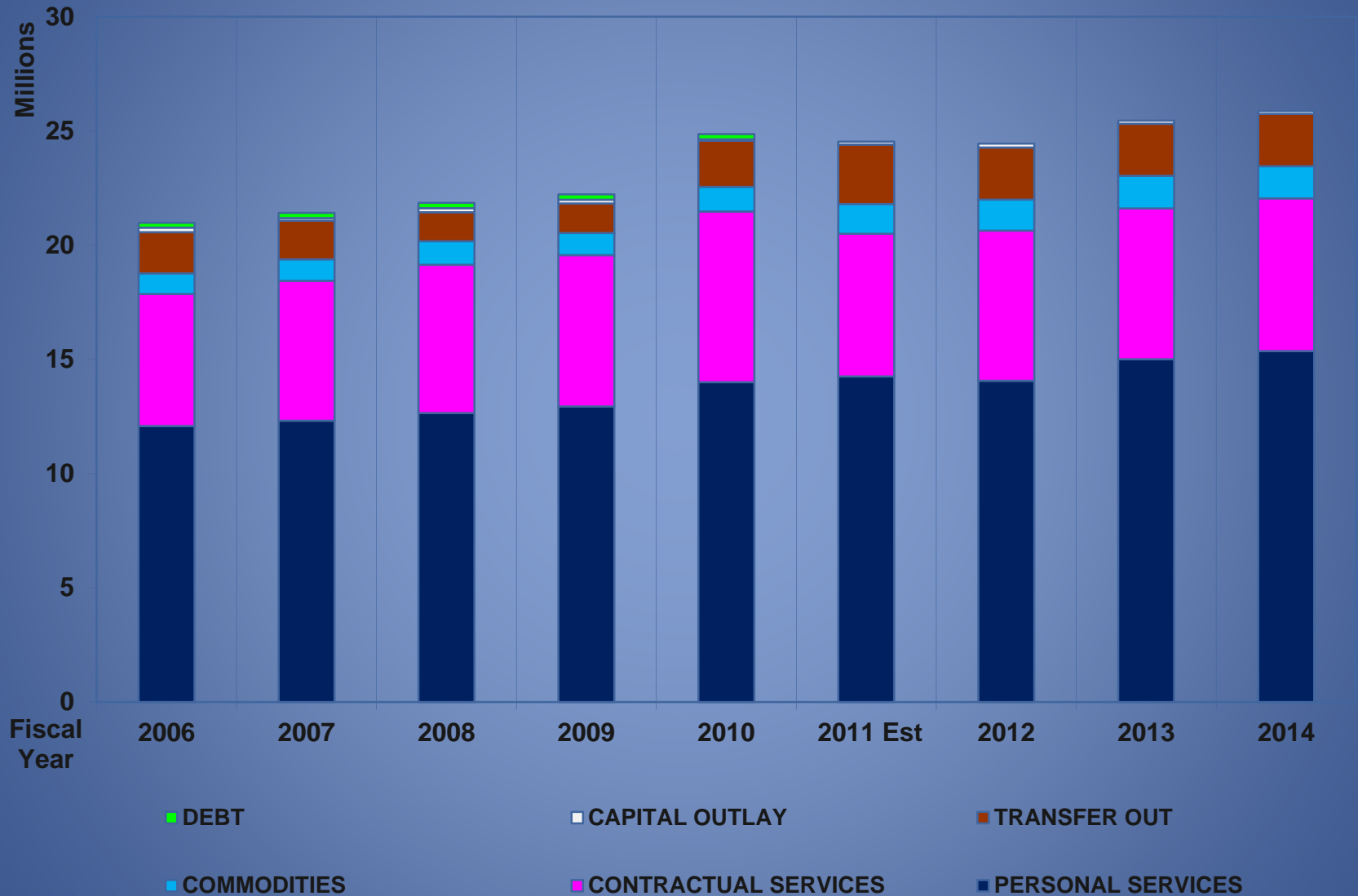
General Fund Revenue and Expenses



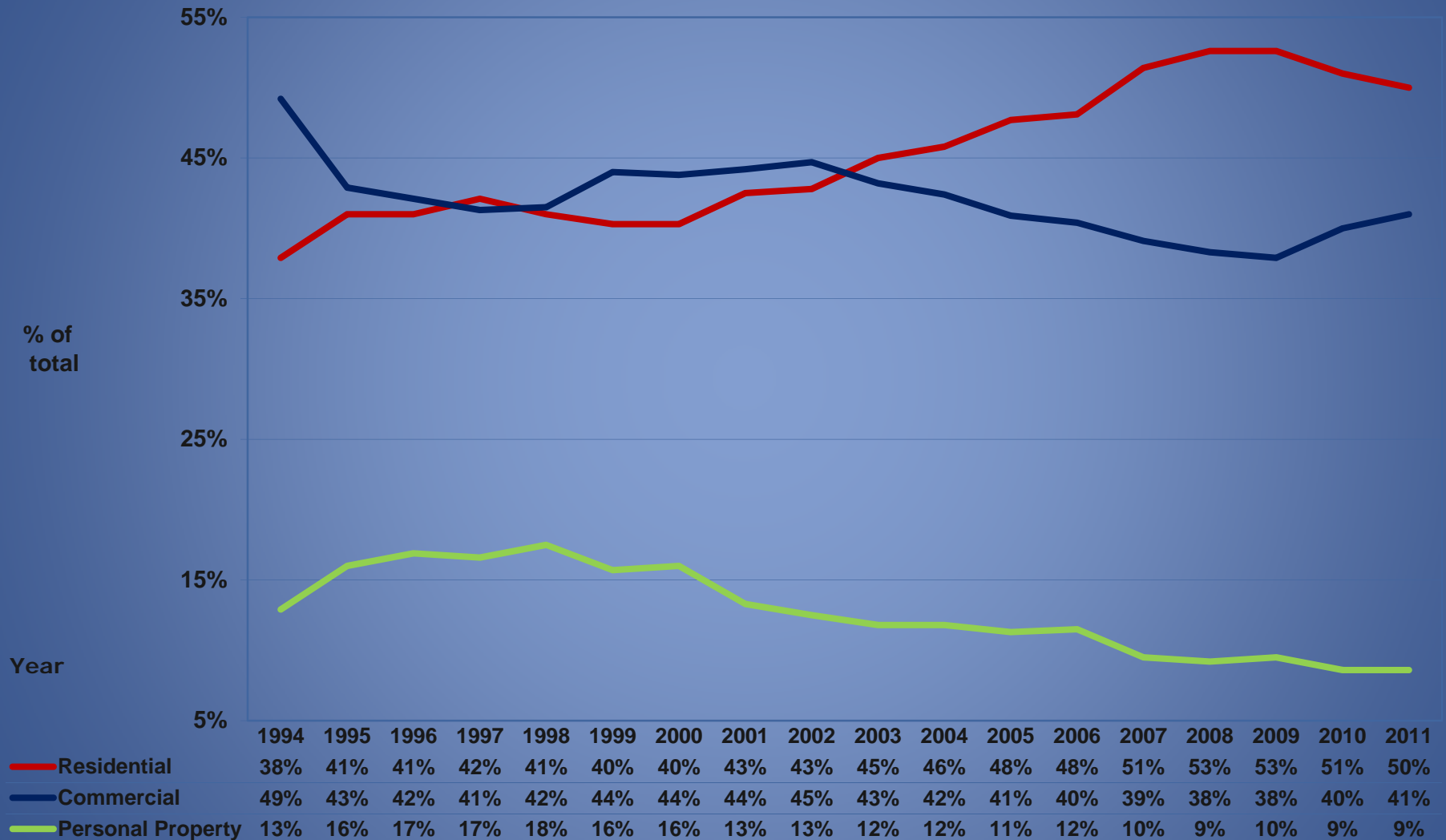
General Fund Revenue



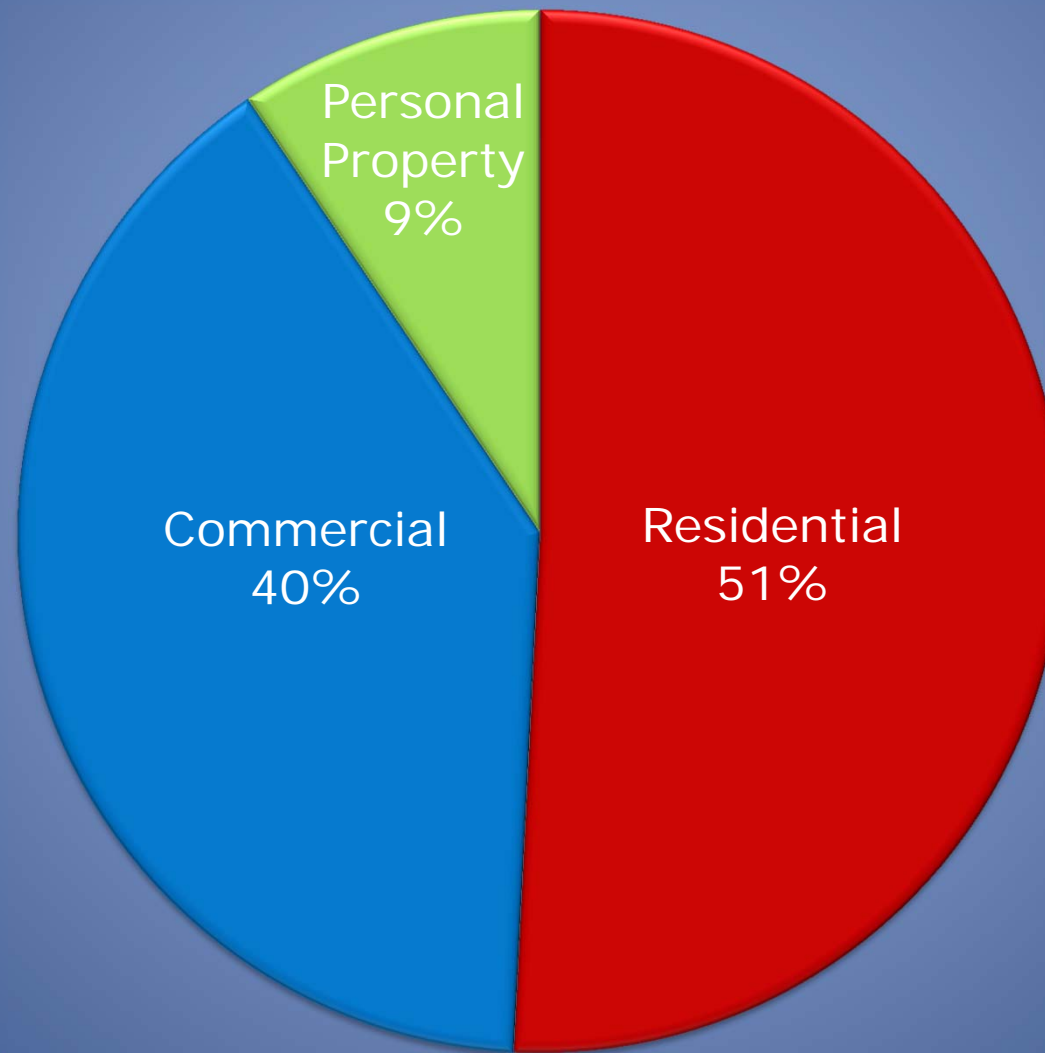
General Fund Expenditures



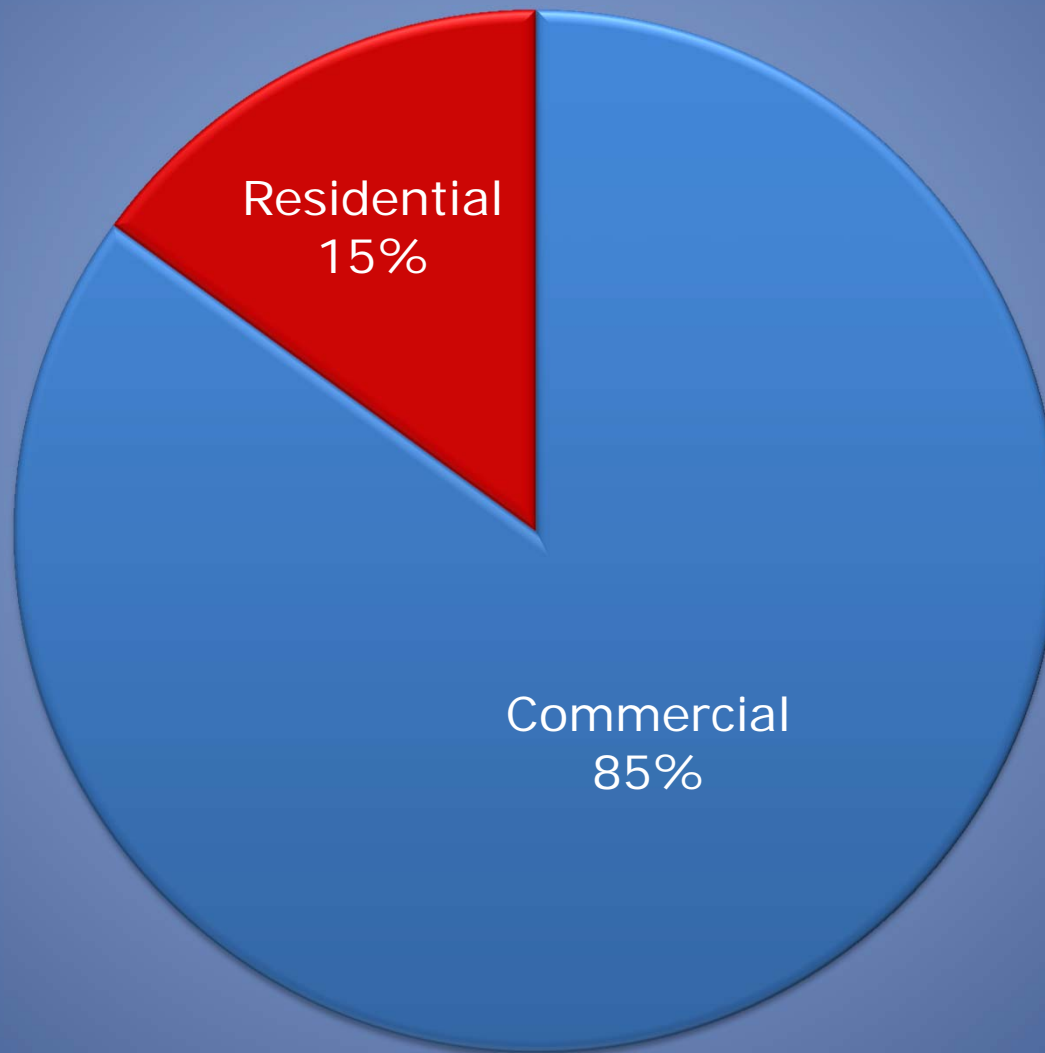
Property Tax % by Category



FY 2011 Property Tax Dollars by Category



FY2010 Electric Consumption by Category



Capital Improvement Funding

- Funded primarily from sales tax
- Projected expenditure level requirement is approximately \$4M annually for current assets
- Project approximately \$2.5M available
- Grants
- Debt funding for largest projects and to bridge gaps



Capital Improvement Funding

- Funded primarily from sales tax and bond issuance
- Projected expenditure level requirement is approximately \$4M annually for current assets (excluding Police Building and Haddington Court buyout)
- Significant grant funding in coming years
- Future year fund balances will be addressed prior to adoption for those years (requesting adoption of FY2012 only)
- Revolving Public Improvement and Recreation and Storm Water Funds were combined into one Capital Improvement Fund in FY2011
- All operating expenses and any one project less than \$25,000 are included in the General Fund beginning FY2011



Capital Improvements

Public Works Projects

- Proposed 2012 (Public Works) Capital
 - Police Facility - \$16,076,505
 - Washington University Pedestrian Underpass - \$2,109,600
 - Traffic Signal Improvements - \$350,000
 - CBD Streetscape Improvements - \$2,324,700
 - Street Resurfacing - \$230,000
 - Municipal Garage Roof Replacement - \$338,000

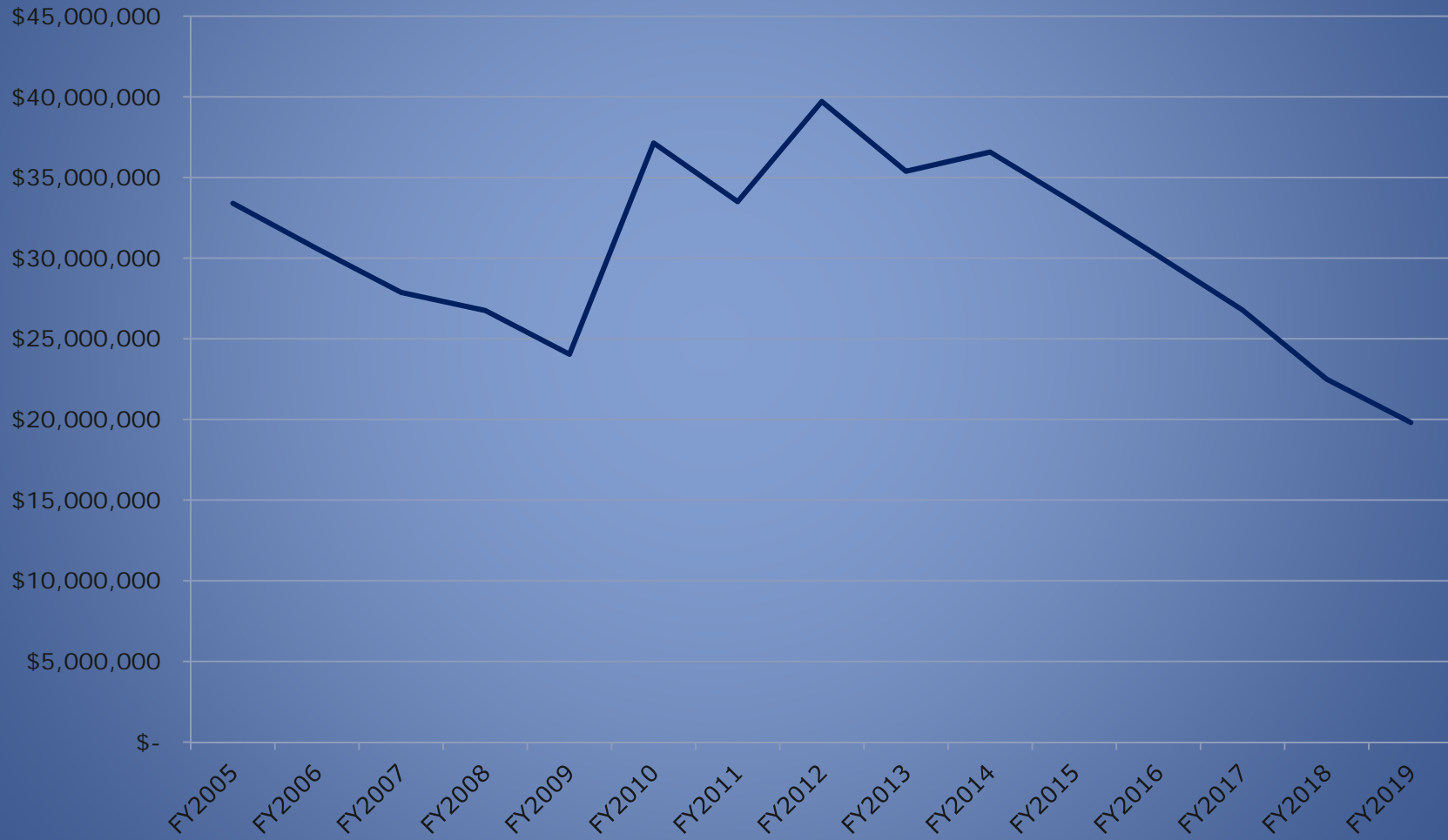


Capital Improvements

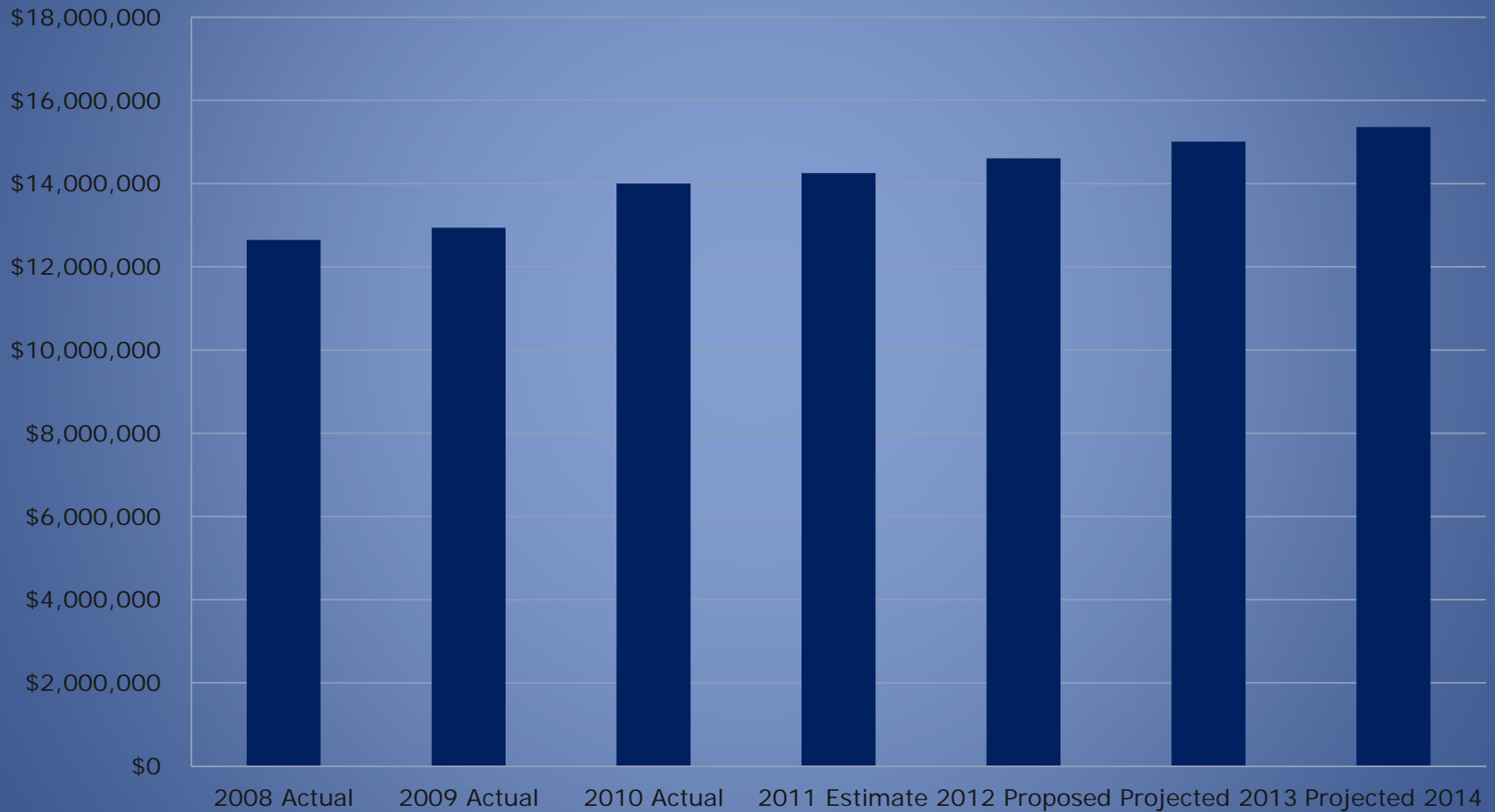
Parks and Recreation Projects

- Proposed 2012 (Parks and Recreation) Capital
 - Shaw Park Tennis Center - \$750,000
 - Shaw Park Walk Trail - \$360,000
 - Hanley House Improvement - \$445,000
 - Hanley Park Educational Pavilion - \$201,955
 - Shaw Park Ice Rink Wall Replacement - \$30,000

Total City Debt



Personnel Costs



Personnel Costs By Category



Public Works Department

- General Fund (10)
 - Engineering
 - Street Maintenance
 - Building Maintenance
 - Fleet/Equipment Services
 - Parking Operations and Maintenance
 - Street Lighting

- Sewer Lateral Repair Fund (12)

- Equipment Replacement Fund (50)

- Capital Improvement Projects Fund (60)



Public Works Department

General Fund – Engineering

- Proposed FY2012 Budget - \$2,667,785
- PW management, engineering and city services
- FY2012 budget highlights:
 - Personnel services - \$529,322
 - Contractual services - \$2,073,221
 - Refuse collection (\$1.9M)
 - Traffic signal maintenance / timing changes
 - Engineering studies
 - Material testing for projects
 - Commodities – \$8,502
 - Capital project - \$50,000 (crack sealing)

Public Works Department

General Fund - Street Maintenance

- Proposed FY2011 Budget - \$1,491,323
 - Personnel services - \$965,070
 - Contractual services - \$91,798
 - Commodities - \$220,600
 - Capital projects – \$21,000
- Responsibilities include:
 - Streets, sidewalks and parking lots
 - Snow and ice control
 - Leaf collection, leaf mulch and wood chip processing and distribution
 - Regulatory signage and pavement striping
 - Urban forestry management
 - Landscape, streetscape and irrigation systems
 - Support of major events and block parties

Public Works Department

General Fund – Building Maintenance

- Proposed FY2012 Budget - \$573,179
- FY2012 Budget highlights:
 - Personnel services - \$107,451
 - Contractual services - \$440,825
 - Includes gas, electric, water and sewer - \$307,210.
 - Contractual repairs, building inspections, janitorial service and plant rentals
 - Commodities - \$20,500
 - Parts for the maintenance and repair of facilities
 - Paper products, cleaning supplies and coffee purchase
- Supported buildings include City Hall, Police Station and garage buildings

Public Works Department Equipment Services and ERF

- Current fleet - 122 items
- Fleet/Equipment services (General Fund)
 - Maintenance and repair of the City's vehicles and equipment
 - Proposed 2012 Budget - \$771,214
 - Personnel services - \$293,793
 - Contractual services – \$44,575 (includes contractual repairs; work beyond our capability)
 - Commodities - \$ 424,900
 - Gas, oil and lubricants for the City's fleet - \$325,000
 - Parts and supplies to repair the City's fleet - \$83,000
- Equipment Replacement Fund (ERF) – rolling stock
 - Vehicle/equipment replacement factors include: vehicle type, purpose, age, miles/hours, cost per mile/hour
 - Replacing 19 vehicles/equipment in 2012

Public Works Department

General Fund - Parking Operations and Maintenance

- Proposed FY2011 Budget - \$680,670
 - Personnel services - \$84,647
 - Contractual services - \$464,325
 - Commodities - \$68,912
 - Capital - \$60,000

- Responsibilities include:
 - Parking garages
 - St. Louis County Shaw Park Drive
 - Bonhomme
 - 1,700 parking meters
 - 8 surface lots

Public Works Department

General Fund – Street Lighting

- Proposed FY2012 Budget - \$314,415
 - Personnel services - \$138,726
 - Contractual services - \$119,428 (includes electricity for street lights and traffic signals - \$113,328)
 - Commodities - \$46,100

- Responsibilities include:
 - City-owned street lighting and traffic signals
 - 2,720 commercial and residential street lights
 - 24 signalized traffic intersections
 - Residential street lighting supplied by Ameren UE on wooden overhead electrical distribution poles:
 - 50 on-street street lights
 - 75 alley-way lights

IT Department

IT Department provides centralized network, desktop and technical support for all nine City departments.

Major Projects:

- Infrastructure Upgrades
 - Desktop virtualization
- Enterprise Applications
 - Data backup and archival system
 - Windows 7 desktop upgrades
- Department Applications
 - Online parking ticket payments
 - Business licensing
 - Fire Department permits and inspections



IT Department

Expenditures include:

- Personnel services
- Maintaining and upgrading IT infrastructure
- Master Plan initiatives
- Technical and departmental application training for all City staff
- Contractual Expenditures:
 - Utilities – including City internet access
 - Hosted “Cloud” application fees
 - CRM and city website systems
 - Budget prep and business licensing applications
 - Fuel system
 - On-line parking ticket application

Police Department

Personnel Costs - 88.7% of the total FY2012 budget

- 2.8% increase in salaries
 - School Resource Officer (SRO) reimbursement - 75%

- 1% reduction in retirement contribution
 - \$606,000 - \$601,000

- 8% increase in medical contribution
 - \$382,000 - \$416,000

- Overall 3% increase in personnel costs

Police Department

Budget Highlights

- Contractual Services - 9.5% of the total FY2012 budget
 - ECDC \$395,000
 - 10% increase in contribution
 - .11% increase in participation (22.72% - 22.84%)
 - REJIS \$44,000
 - 5% increase in cost
 - CARE \$22,860
 - 20% reduction - based on usage

Police Department

Budget Highlights

- Commodities - 1.3% of the total FY2012 budget
 - Office Supplies
 - \$10,000 in regular supplies
 - \$4,600 for toner cartridges
 - \$3,000 for miscellaneous
 - Uniforms
 - \$14,000 for uniform and leather replacement
 - \$5,600 additional in FY2012 for body armor replacement
 - Badges
 - \$4,000 for commemorative 2013 badges (centennial)

Police Department

Parking Control

- Total Budget - \$265,260
 - Personnel costs - 87%
 - Four employees
 - Eliminated one position in 2006

- Cooperative agreement with Richmond Heights
 - Cancelled in 2010

- Tickets written September 1 through August 31
 - 2007 43,400
 - 2008 43,500
 - 2009 41,800
 - 2010 35,000 (as of August 1st)

Clayton Fire Department

Revenues

- Ambulance cost recovery fee increase passed February 8, 2011
 - FY2010: \$ 543,886
 - FY2011: \$ 543,061 (projected)
 - Fees received as of August 17, 1011 - \$516,846
 - Fire Service Fees - \$59,783
 - Contractual Agreement Fees - \$192,383
 - EMS Service Fees - \$264,680
 - FY2012: \$ 554,635 (projected)

Clayton Fire Department

Expenses

- Personnel Services - 87% of the budget
- Contractual Services – 2.7% of the budget
 - Slight increase in training funding to accommodate Officer Development Programs and EMS training requirements
- Commodities Expenses - 2.7% of the budget
 - No significant changes proposed



Special Business District

- Currently funds 1.75 FTE ($\frac{1}{4}$ of Event Specialist; $\frac{3}{4}$ of Communications Coordinator; and $\frac{3}{4}$ of Economic Developer).
- Budget includes \$50,000 for half of a citywide strategic plan with the other half being funded by the General Fund.
- Budget includes \$45,000 for a branding study.
- Budget reviewed by the Economic Development Advisory Committee. The committee did not recommend either the strategic plan or branding study.

Finance Department

- Overall change – 4.8% increase (reclassification of 1 position)
- Reduced staffing from 9 to 8 FTE; added 2 part time
- Provide services for:
 - Court
 - Accounts receivable including ambulance billing
 - Banking / Investments
 - Pension administration
 - Annual budget and audit
 - Parking ticket invoicing
 - Cash receipting/customer service
 - Business licensing

Non-Departmental

Provides funding for costs not specifically allocated to individual departments.

- Postage, equipment maintenance and supplies
- Provides funding for:
 - Insurance for liability, auto, property and workers compensation - \$772,078 (more than \$30,000 less than FY2011)
 - Transfer to debt for 2005 B, 2009 Build America Bonds and Capital Improvements - \$1.475 M
 - HRA deductible - \$55,000
 - Education benefits – increased to \$24,500
 - Employee relations - \$28,000

Planning and Development Services

Overview

- Department costs are primarily recovered by application, permit and inspection fees.
- Sustainability Coordinator/Planner position removed from budget. No additional positions are anticipated in the next three years.
- FY 2012 proposed budget includes \$105,000 for planning consultant services to formulate a new downtown zoning code consistent with the downtown master plan as recommended by Sasaki Associates.
- Minor fee changes are proposed to recoup for staff time associated with processing permit applications and performing additional inspections.



Planning and Development Services

Estimated Revenues

- \$782,233 from construction permit, inspection and zoning fees (cross section of sources):
 - Building Permits
 - Tenancy Permits
 - Prior to Sale Inspections
 - Elevator Inspections
 - Rezoning Applications
 - Site Plan Applications
 - Conditional Use Applications
 - Variance Applications
 - Sign Permits
 - Mechanical Permits
 - Plumbing Permits

Planning and Development Services

Estimated Expenditures

- \$1,011,502 which includes \$105,000 +/- carryover for contractual services to hire consultant to draft zoning codes to implement Sasaki's Downtown Master Plan.
- Revenues could increase if larger projects are submitted during the fiscal year.



Parks and Recreation Department

Facility Management

- With a total budget of \$1,196,519 in FY2012 (2.75% less than FY2011), the Recreation staff oversees the management of Shaw Park Aquatic Center, Ice Rink and Tennis Center, the Martin Franklin Hanley House, the Center of Clayton and handles the scheduling of ball fields, sand volleyball courts and pavilions in the park.
- Revenue generated from outdoor facilities is projected to be \$912,500, a 2.8% increase over FY2011 year end estimate.
- As a result of strong sales of pool passes, the department surpassed its FY2011 goal of 30.01% of Clayton households with a pass to one or more of the recreation facilities. In FY2012, the department will strive to maintain this level of participation.



Parks and Recreation Department

Programming

- Total programming budget of \$231,910 in FY2012.
- Projecting 6,750 program participants in 2012 at an average cost of \$35 per participant (does not include Center programs of which there are an additional 14,750 participants).
- Ongoing discussion with Clayton School District regarding format for 2012 camp program.
- Reduced production of activities brochure to three per year for a savings of over \$6,000. Work on plan for reductions will continue and will include an opt-out system.



Parks and Recreation Department

Parks

- With a total budget of \$976,520 in FY2012 (a 1.74% increase over FY2011), the Parks Division oversees:
 - 84.41 acres of parkland in ten parks
 - Maintenance of rink, pool, tennis center and Hanley House
 - Maintenance of park structures, playgrounds and ball fields
 - Maintenance of 58,600 square feet of landscaped beds
 - Serves as event staff for park events and Parties in the Park

- The goal in FY2012 is to reduce the per acre maintenance cost to \$9,000 (FY2010 actual was \$9,239; FY2011 is estimated to be \$9,080), while continuing to provide the level of satisfaction for our residents that is reflected in the community survey. (Score in the 2011 survey was 92%; goal in 2012 of 93%).

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