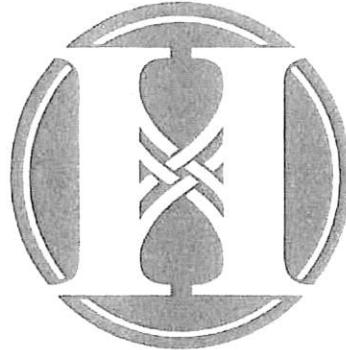


much more  
than you imagine

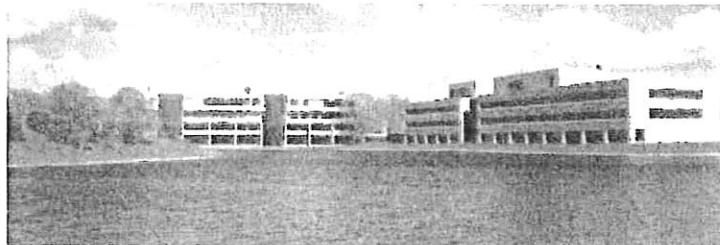
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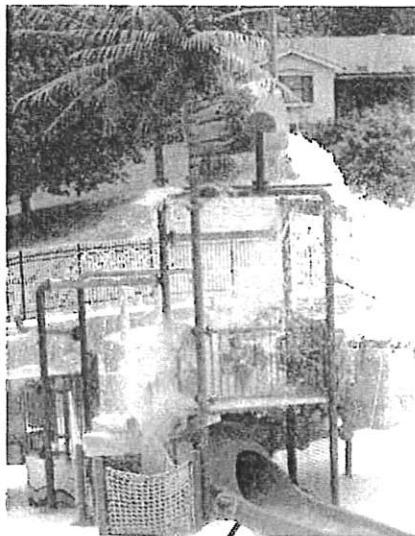
The City of Hazelwood



Lindbergh Distribution Center



Covidien Healthcare



White Birch Bay



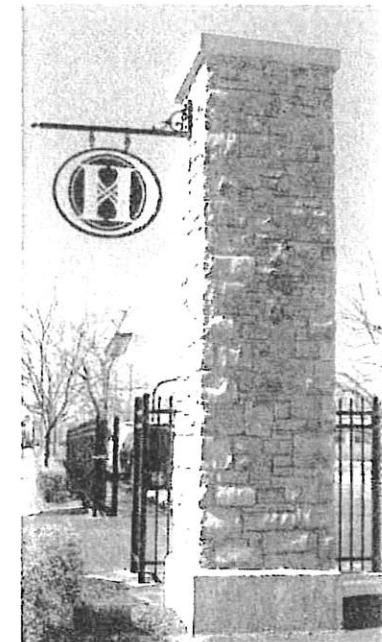
Hazelwood Logistics Center



Aviator Business Park



St. Louis Mills



Commerce Center at Park 370



Hazelwood Community

Budget 2009-2010



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## The City of Hazelwood

June 30, 2009

Dear Mayor and Council,

I am pleased to present the 2010 Budget, allocating resources to support Hazelwood's exceptional quality of life.

As you might imagine in today's economic environment, the Budget is conservative. However, it is also optimistic.

We are able to maintain, and even enhance, our excellent level of service. Many factors contribute to this position, including work to shape a diverse revenue base, prior commitment to fortify the General Fund reserve balance, and vigorous economic development. Also, in 2002 the City reacted to Ford's unwelcome announcement as an opportunity to hone our efficiency, a reaction that is still paying off today.

In addition, we are optimistic that auto sales will increase by 15% next year, that a sizable new printing company will locate in Hazelwood, and that economic development efforts will produce steady development in Park 370, the Hazelwood Logistics Center, and Aviator Business Park.

Naturally, the economy is a great unknown. If this optimism turns out to be too ambitious or premature, adjustments will be recommended.

### Budget summary

This budget proposes \$24.9 million for operations, \$3.8 million for economic development, and \$4.1 million in the Capital Improvements Fund. Compared to the 2009 Estimate, this represents a 6% increase in operations, a 92% increase in economic development, and an 86% increase in general capital outlay – quite a vigorous program.

The budget includes **no cuts in service, employee compensation or jobs**. Rather, it includes service enhancements.

The General Fund expenditures (operations) exceed revenue by \$221,690, ending fiscal 2010 with an **unreserved fund balance** of \$4 million, or 17% (two months+) of revenue. I am comfortable with this recommendation in such a difficult economic climate. A primary reason we have accumulated a fund balance is to provide cash flow in such times. This \$221,690 reduction is not a significant amount in a \$25 million budget, and

#### City Hall & Public Works

t: 314.839.3700  
f: 314.839.0249  
415 Elm Grove Lane

#### City Maintenance

t: 731.8701  
f: 731.4240  
115 Ford Lane

#### Fire Department

t: 731.3424  
f: 731.1976  
6800 Howdershell Road

#### Municipal Court

t: 839.2212  
f: 838.5169  
415 Elm Grove Lane

#### Parks & Recreation

t: 731.0980  
f: 731.0989  
1186 Teson Road

#### Police Department

t: 839.3700  
f: 838.5169  
415 Elm Grove Lane



normal budget variations could easily reverse the net effect. Certainly, the relatively small negative balance is preferable by far to the possible reduction of any on-going or new service.

The proposed budget includes a new **Violent Crime Reduction Unit** consisting of four new police officers. The officers' salary and benefits are fully funded by Federal COPS Grant (\$302,000) for three years, with the possibility of continued funding, decreasing incrementally over the following three years. These positions will not be filled if the grant is not funded.

**Fire District taxes** are expected to increase more than \$400,000, or 10%, following the issuance of the first \$4 million of an approved \$10 million Robertson Fire Protection District bond issue. Efforts are underway to work with the fire districts to a mutually beneficial resolution to the detrimental nature of the taxes.

The **Capital Improvement Fund** has a different focus from the General Fund, which should maintain an operating reserve. The City expects to complete purchases and projects costing \$4.1 million in 2010, spending down \$1.4 million from the reserves. This reduces the fund balance to \$148,076 or 5% of revenue, which is acceptable for capital funds. Again, these funds can only provide maximum benefit when conscientiously allocated for projects in the community.

Similarly, the City intends to appropriate **Economic Development funds of \$4.15 million in the community**. This will leave a fund reserve balance of \$1.2 million, or 32% of revenue.

Although the City reduced **Sewer Lateral fees** from \$28 to \$18 per homeowner in 2007, and from \$18 to \$10 in 2009, funds continue to accumulate at a rate of approximately \$20,000 per year. We project the current spending rate to produce a reserve of \$721,000 by June 2010. **We are cutting the assessment again in fiscal 2010 (2009 tax bill), from \$10 to \$5 per homeowner**, which would reduce the assessments to approximately \$35,750 total per year. I suspect any tax reduction will be refreshing to our residents, and at a \$5 rate, we would only spend down \$17,000 from the \$700,000+ in accumulated funds annually.

#### Detailed Budget Review

##### **Revenue**

In fiscal 2010, the \$24.3 million in General Fund (operating) revenue is \$759,000, 3%, greater than estimated for 2009. The increase is mainly found in sales tax (auto), COPS grant funding, and manufacturers' licenses (printing and financial services company).



|                       | <u>Budgeted Revenue</u> |      |
|-----------------------|-------------------------|------|
|                       | 2009                    | 2010 |
| Sales Tax             | 39%                     | 38%  |
| Recreation            | 1%                      | 2%   |
| Utility Tax           | 8%                      | 9%   |
| Intergovernmental     | 7%                      | 8%   |
| Property Tax          | 15%                     | 15%  |
| Licenses & Permits    | 11%                     | 10%  |
| Fines And Forfeitures | 12%                     | 8%   |
| Misc.                 | 7%                      | 10%  |

The table to the left presents changes in City revenue distribution in the Proposed Budget. The most impactful changes include the following. Due to tax on cell phones, **utility tax** has increased from 8% to 9% of the budget. The lag in **sales tax** has evidenced a drop from 39% to 38% of City revenue. The single largest change is the drop in **fines** from 12% to 8%, mostly due to the success of red light camera enforcement.

#1) **Sales and use tax** comprises the largest revenue source at \$11.8 million citywide and \$7.9 million in the General Fund. We

estimate that non-residents provide approximately 85% of Hazelwood sales tax. In deference to the sluggish retail market, sales tax is projected with no increase except for a 15% increase in auto sales in 2010 and a new sales tax producing manufacturer.

I am pleased to note that sales at **The Mills and Cabelas**, have proven to be resilient to the national downward trends, with sales in the area having increased .6% since last July 1. However, the location is in the *pool area*. Therefore, the 1% local tax is distributed county-wide by population. The City only receives the Parks & Stormwater half-cent, the Economic Development half-cent, and the Use Tax one and one half cent directly, based on point of sale.

Due to steady development in Park 370 and the Hazelwood Logistics Center, and future development at Aviator Business Park, a 2% increase is projected for the 2010 Budget over the 2009 Estimate for **Use Tax** on goods bought out of State.

#2) **Property tax** is projected at 0% increase, in keeping with the preliminary January 1, 2009 reassessment. However, the final assessed valuations will not be available until the summer after Board of Equalization hearings. The zero percent increase in A.V. translates to a slight decrease in revenue since 2009 had recoupment rates included for "late-assessed" 2008 property.

Hazelwood's **preliminary assessed valuation**, which is currently \$656 million, is ranked 9<sup>th</sup> in St. Louis County. As is typical for cities with a high commercial tax base, we usually see a decrease in rank after BOE adjustments, while cities that are more residential may see an increase in rank. Hazelwood ranked 11<sup>th</sup> after BOE adjustments in 2008.

#3) **Business license and permit revenue** of \$2.8m is projected with no increase except for a **new printing and financial services company**.



#4) **Fines and forfeitures** are estimated to fall short of Budget by over \$900,000 in fiscal 2009, and no increase is anticipated in the 2010 Proposed Budget. This change is largely due to the effectiveness of the red light enforcement cameras.

#5) **Utility tax** is expected to increase by 2% due to increased utility rates.

Overall, City revenue is vigorous and growing as a result of Hazelwood's continuing economic development. We have realized the fruit of many economic development efforts, and we may anticipate additional benefits in the future. The beautiful Hazelwood Logistics Center is being leased, Aviator Business Park is being developed, and there are numerous interests in Park 370. Naturally, all are subject to the toll taken by the general economy.

See graphically displayed **historical revenue information** in the following Summary Pages.

**Services and expenditures**

The proposed **operating budget of \$24.9 million** represents a 6% increase over the estimated 2009 cost.

**Cost of Fire District Services**

This 6% increase is largely due to a \$405,000, 10%, increase in fire district taxes. This follows issuance of \$4 million of the \$10 million approved Robertson Fire Protection District bonds. Total fire district tax charges in the **2010 Proposed Budget are \$4.58 million, up \$1 million, or 29% from taxes paid in 2008**, just two years prior.

Since the 1995/96 annexation, fire district costs (primarily Robertson Fire Protection District with the third highest fire district rate in St. Louis County in 2008) have increased at a much faster rate than City revenue. I am very pleased to state that **plans are underway to work with the Districts to a mutually beneficial resolution**.

**Operations enhancement**

A new Violent Crime Reduction Unit consisting of **four new police officers** also contributes to the increase in cost. However, a Federal COPS grant will fund the salary and benefits for three years at 100%, and discussion is currently underway to extend the funding. Also, \$23,400 is funded through the Federal Edward Byrne Justice Assistance Grant (JAG) for a vehicle for the new Unit, and \$39,000 is funded for an At Risk Youth Leadership Program.

An in-house program for **monitoring Federal stimulus grants** is in operation.

We have high expectations for the **White Birch Bay Aquatic Center**, as this will be our first full season of operation. Last year, in less than 60 days nearly 19,000 patrons took advantage of the fun in the sun at White Birch Bay. This was nearly three times the number of patrons from the previous year. We anticipate pool receipts of \$133,000 in 2010, compared to \$17,000 in 2007, which was the last full year with the former pool.



Hazelwood enhanced its **communication tools**, with an updated website and cable TV presence, and continued use of community-placed kiosks.

*Employee compensation*

Personnel expenses of \$16.2 million require fifty percent (50%) of total City resources. No cost of living increase is recommended this year as the Consumer Price Index, **CPI**, **declined** <.7%> in the last year for Midwest urban wage earners and clerical workers. Currently, the Pay Plan as adjusted for the cost of living only slightly lags the CPI by six tenths of one percent, but as shown last year by the 4.6% Increase in the CPI, the Index is only one factor, and the City is well-advised to moderate reaction to CPI variations. Job preservation is a primary consideration in this economic environment.

Pay plan merit increases and related benefits amount to a 1.1%, or \$157,000, increase in 2010.

Funding of \$10,000 is included in the City Manager's proposed budget to update the market comparables in the **Pay Plan**. We plan to have updates should be ready for implementation effective July 1, 2010, three years since the implementation of the Plan.

*Personnel*

2010 staffing totals 186 full time positions and 38.70 part time positions with a **Full Time Equivalency (FTE)** of **225.06**. We have increased the full time equivalency in staffing by 12.22 FTE this year, with 4 full time positions being added.

These positions include **4 new Police Officers**, which will not be filled without 100% Federal COPS funding.

Part time FTE additions include **.36 Code Enforcement Officers, .31 Rec Leaders, 8.05 Pool Staff, and .03 Recreation Cashiers**. Recreation reduced Skatepark Attendants by **.53**.

*Economic Development program*

Economic Development is the hallmark of this proposed budget, and it will be for years to come. As stated in the February 2009 *Mo. Municipal Review*, Hazelwood is one of only five Missouri cities utilizing the new economic development sales tax; and utilize it, we do - and will.

Among other projects, we will:

- Advertise the city as a business, industry and tourism destination
- Support development of existing and new industrial and office parks
- Participate in business and industry retention programs
- Provide GIS capabilities and data for all city departments.
- Improve city traffic corridors through enhancement programs
- Provide creative local incentives to attract business and industry
- Maintain information on commercial real estate in the city
- Develop tools to analyze and measure business trends
- Provide an electronic interface for economic development



Assist businesses

Provide information about the city's economy

Cooperate in local and regional economic development programs

Plan infrastructure improvements in conjunction with Public Works

Seek and recruit new businesses and industries to the city

Assist in development of Brookes Park

Assist small businesses

Provide information about the city's economy to citizens and other city agencies

Street bond improvement program

By the end of June 2009, the City will have spent over \$15 million from the street bond issue. The \$1,340,000 spent in fiscal 2009, **completes the program**, which has transformed City streets. Congratulations to our residents who put their tax dollars behind this successful project! Additional improvements are planned, as evidenced by the \$1,100,000 for street improvements in the Capital Improvements Budget.

Capital Improvements

Capital Improvement projects include:

|                                  |           |
|----------------------------------|-----------|
| Street Maintenance               | 1,100,000 |
| Vehicles                         | 545,893   |
| Aquatic Center payment           | 429,320   |
| Utz-Tesson House - LP            | 367,456   |
| Museum-Bond redemption           | 347,217   |
| Teson Road culvert               | 294,000   |
| Equipment                        | 292,880   |
| Truman Park/St. Stanislaus Trail | 275,000   |
| Pavilions-Howdershell & Truman   | 210,000   |
| Other Park Improvements          | 159,500   |
| Other buildings                  | 84,900    |
| Sidewalk replacement             | 35,000    |

I am very pleased to note that grant funds in the amount of \$528,500 will be utilized for these projects.

Conclusion

The 2010 Proposed Budget is a conservative, but full-service plan for the provision of first class community services. As always, I want to express my appreciation and admiration for the staff that helped create this well-designed plan.

Respectfully submitted,



Edwin G. Carlstrom  
City Manager  
EGC:DLB





## CITY OF HAZELWOOD, MISSOURI Community Profile

|                                    |                 |
|------------------------------------|-----------------|
| Date of incorporation as a Village | September 1949  |
| Date of incorporation as a City    | April, 1970     |
| Form of government                 | Council/Manager |
| Number of full-time employees      | 181             |
| Area in square miles               | 16.72           |
| Miles of streets                   | 158             |
| Population                         | 26,206          |
| Number of households               | 10,954          |

**Location:** Hazelwood is located on the eastern border of the State of Missouri, in North St. Louis County, immediately north of the airport, at the intersection of Highways 270 and 170, and 370 and 270.

### City of Hazelwood facilities and services:

#### Culture and recreation:

|                  |     |
|------------------|-----|
| Community center | 2   |
| Parks            | 16  |
| Park acreage     | 179 |
| Swimming pools   | 1   |
| Tennis courts    | 13  |
| Athletic Complex | 1   |

#### Police protection:

|  |        |
|--|--------|
| Number of stations                     | 1      |
| Number of commissioned police officers | 70     |
| Number of patrol units                 | 33     |
| Number of law violations:              |        |
| Physical arrests                       | 2,503  |
| Traffic violations                     | 16,260 |

#### Fire protection (in City limits prior to 1995 annexation):

|   |       |
|---|-------|
| Number of stations                              | 2     |
| Number of full-time fire personnel and officers | 37    |
| Number of fire calls answered                   | 973   |
| Number of ambulance calls answered              | 1,587 |
| Number of inspections conducted                 | 1,124 |
| Number of fire hydrants                         | 573   |

State law mandates that the City contract with Florissant Valley Fire Protection District and Robertson Fire Protection District to provide fire protection service in areas annexed in 1995.

#### Educational institutions:

|   |                       |
|---|-----------------------|
| Number of elementary schools            | 19                    |
| Number of elementary school instructors | 729                   |
| Number of secondary schools             | 3                     |
| Number of secondary school instructors  | 521                   |
| Number of high schools                  | 3                     |
| Number of high school instructors       | Included in Secondary |



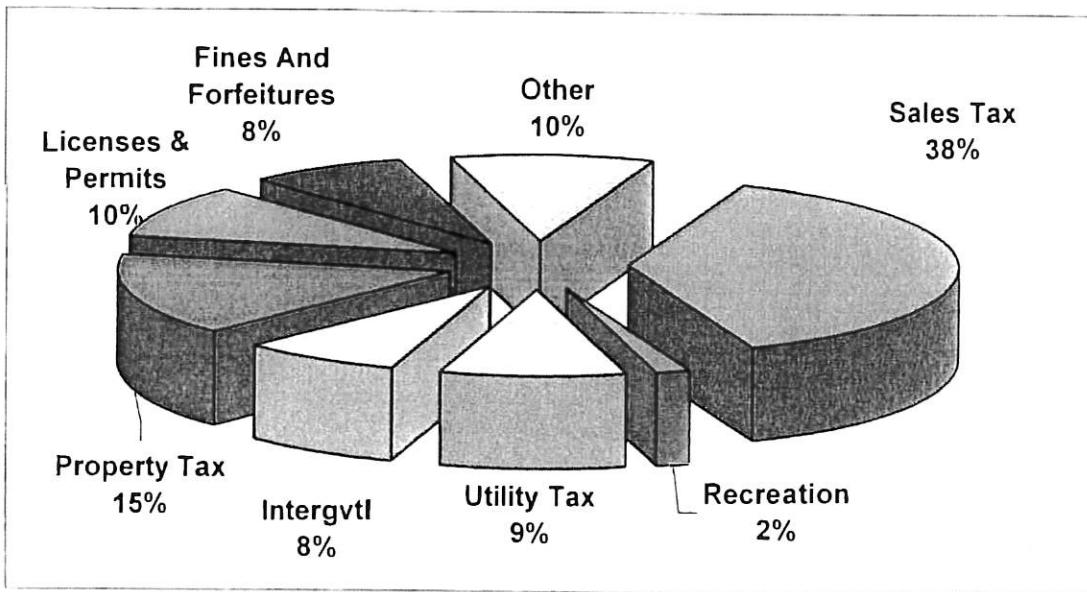
## City of Hazelwood Major Employers

| NAME                                 | ACTIVITY                             | #EMPLOYEES |
|--------------------------------------|--------------------------------------|------------|
| McDonnell Douglas Corporation *      | Administrative                       | 5610       |
| Convergys Corp.                      | Telemarketing                        | 1215       |
| IBM Corp.                            | Information Handling Equipment       | 968        |
| Mallinckrodt, Inc.                   | Research Labs                        | 645        |
| bioMerieux, Inc.                     | Diagnostic Testing                   | 609        |
| GKN Aerospace North America, Inc.    | Aerospace Components                 | 600        |
| First Bank                           | Bank Operations/Processing           | 369        |
| Supervalu St. Louis Div.             | Warehouse                            | 355        |
| Home Decorators Collection           | Catalog Center                       | 308        |
| Aclara Power-Line Systems            | Admin. & Engineering Dev.            | 291        |
| Printpack, Inc.                      | Packaging                            | 290        |
| Mallinckrodt, Inc.                   | Office                               | 285        |
| Florissant Valley Sheltered Workshop | Sheltered Workshop                   | 230        |
| Cabela's                             | Outdoor Outfitters - Retail          | 207        |
| Emerson Process Management           | Engineering/Project Mgt./Light Mfg.  | 169        |
| Potter Electric Signal               | Sprinkler, Fire & Security Equipment | 160        |
| Mid States Dairy Company             | Dairy Products                       | 150        |
| St. Louis Mills Stadium 18           | Movie Theatre                        | 145        |
| Leonard Masonry, Inc.                | Masonry Contractor                   | 140        |
| GFI Digital                          | Sales and Service of Copiers         | 140        |

\* Note: This facility is named McDonnell Douglas Corporation rather than Boeing.

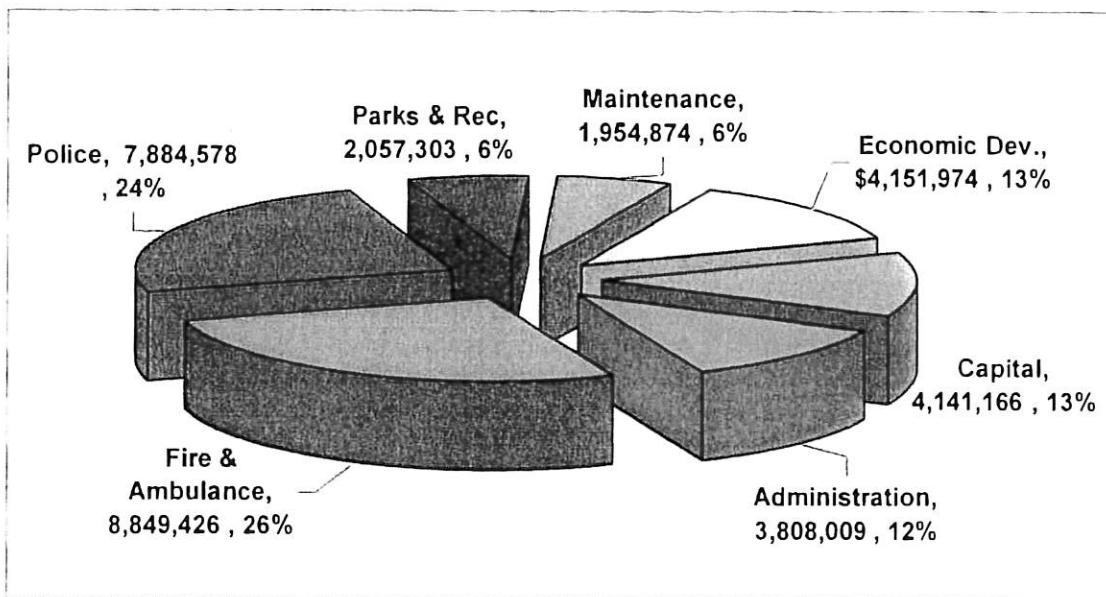


## Revenue Sources

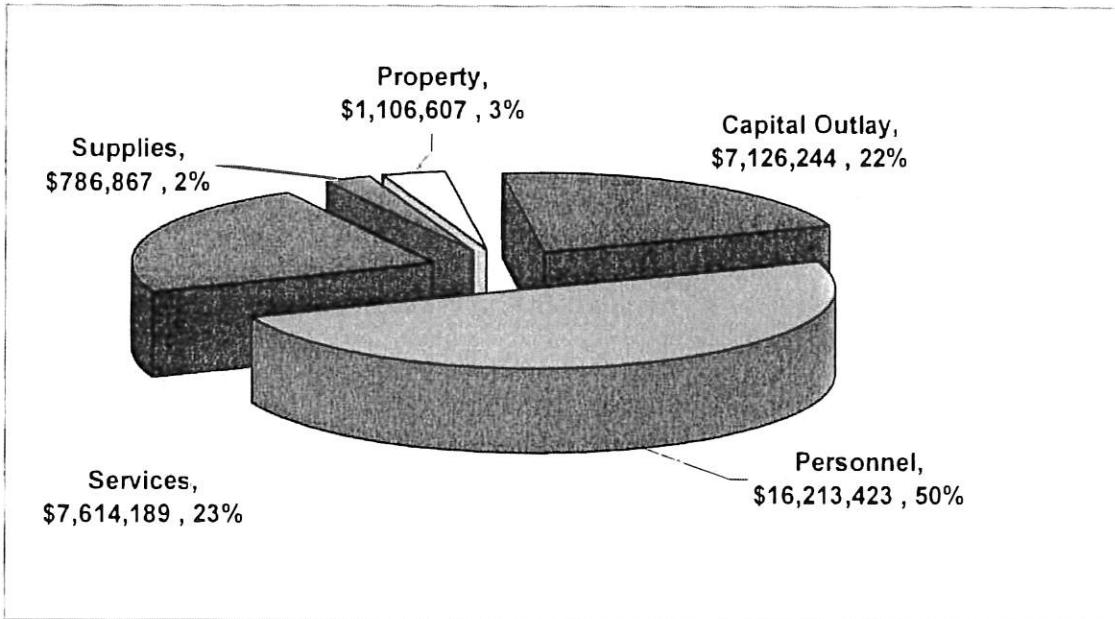




## Total City Expenditures by Dept./Fund



## Total City Expenditures by Type



## Primary Revenue Sources

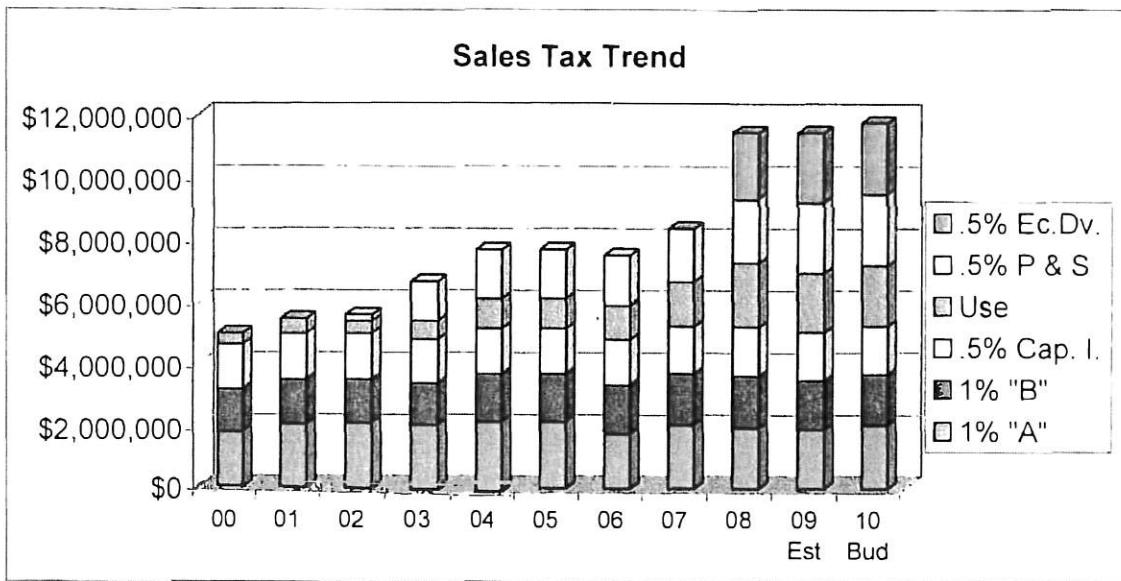
### Sales and Use Tax



Taxing Authority - RSMO 66.600 - 66.630, 94.890, 644.032, 144.757

#### Trend

| Tax             | <u>1% "A"</u> | <u>1% "B"</u> | <u>.5% P&amp;S</u> | <u>Use</u> | <u>.5% Cap.I.</u> | <u>.5% E.D.</u> |
|-----------------|---------------|---------------|--------------------|------------|-------------------|-----------------|
| Est. 09 to 2010 | 7%            | 4%            | 2%                 | 2%         | 0%                | 2%              |
| 5 year trend:   | -5%           | 6%            | 43%                | 107%       | 6%                |                 |



#### General

Sales tax is the City's primary revenue source, providing 38 percent of total revenue, falling from 39% in 2009. The City receives sales tax according to several distribution formulas, which diversifies and strengthens this important revenue source

Firstly, a 1 percent local sales tax is collected from the vendors actually located within the city limits of the area known as the original city. This is a "point of sale" distribution, or an "A" area in St. Louis County. The local 1 percent tax for the annexed area, which is part of the "B" or "pool" area, is collected throughout unincorporated St. Louis County and participating pool cities, and is distributed according to population.

Additionally, Hazelwood receives a 1/2 percent Capital Improvement Tax, a 1/2 percent Parks and Stormwater sales tax, and a 1/2 percent Economic Development Tax, and 1 percent Use Tax. The Economic Development and Parks & Stormwater taxes are based on tax actually collected within the City limits. The Capital Improvement Tax collected within the City is added to a county-wide pool and is distributed according to population. Use Tax is charged to Hazelwood buyers ordering greater than \$2000 from outside the State (primarily businesses).



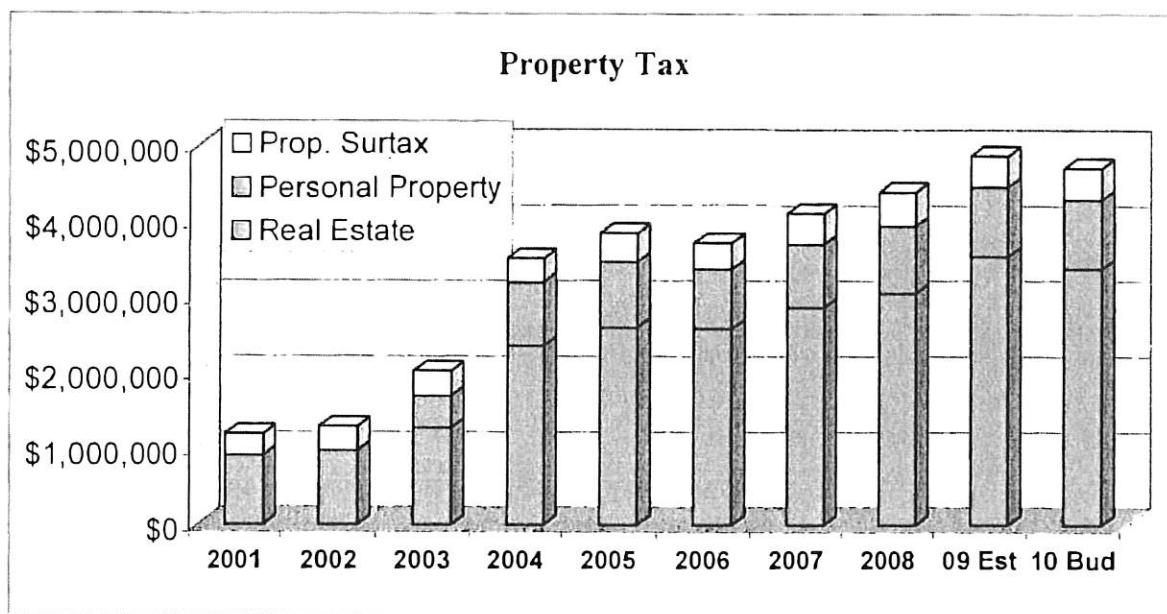
## Primary Revenue Sources

### Property Tax

*Taxing Authority - Missouri Constitution Article X, Section 11(b), RSMO chapter 137*

#### *Trend*

While assessed valuation growth has been relatively flat, property tax revenue has increased due to the reimposition of personal property tax in 2003 and a voter approved rate increase in 2003. Even with these increases, Hazelwood residents still pay one of the lowest municipal plus fire tax rates in St. Louis County. A slight decrease in revenue is projected for fiscal 10 since no recoupment rate will be applied.



#### *General*

In 2009, Property tax provided 15% of total City revenue. It also provides 15% in 2010.

**Preliminary 2009 assessed valuation** at March 15, 2009 is \$656,353,000, of which, \$579,100,000 is taxable.



## Primary Revenue Sources

### Business Licenses

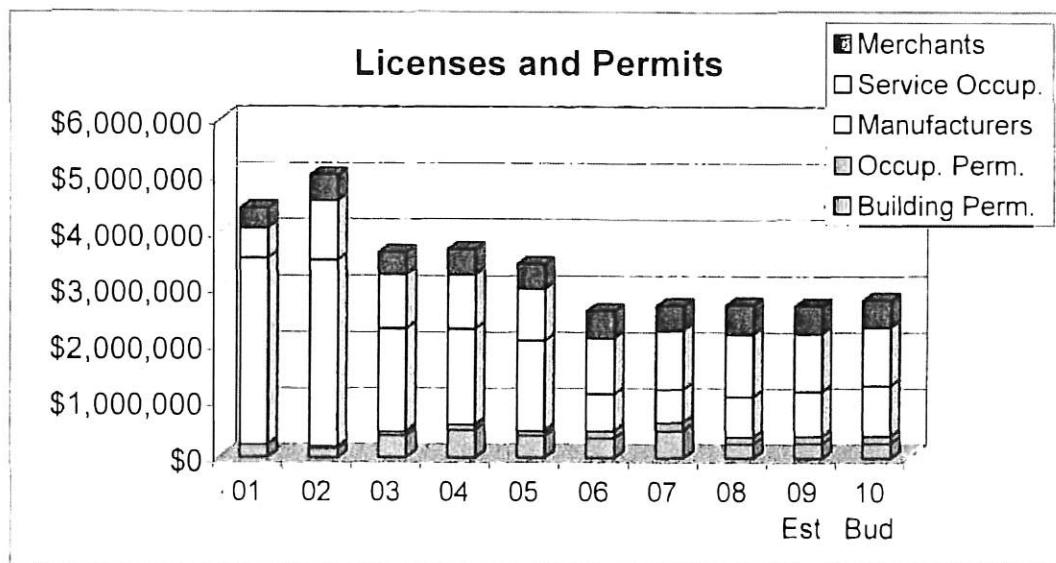
*Taxing Authority - City of Hazelwood Code, Section 605.000*

#### *Trend*

The driving influences on this revenue source are the Mills, Ford Motor Company, Cabela's and the general economy. Permits and Merchant Licenses increased in 03 due to the Mills.

Manufacturer Licenses dropped \$1.5 million in 2003 due to voluntary reductions made in the license fee basis to ameliorate reliance on Ford Motor Company. Manufacturer's Licenses declined by another \$1.0 million in 2006 when the plant was idled.

License and permit revenue is projected as flat for fiscal 10, except for manufacturers, in which a sizable new business is anticipated.



#### *General*

Licenses and permits provided 11% of total City revenue in 2009, decreasing to 10% in 2010.



**REVENUE and EXPENDITURE SUMMARY**  
**GENERAL, CAPITAL IMPROVEMENT, and ECONOMIC DEVELOPMENT FUNDS**

|  | 2005<br>ACTUAL      | 2006<br>ACTUAL      | 2007<br>ACTUAL      | 2008<br>ACTUAL      | 2009<br>ESTIMATE    | 2010<br>BUDGET      |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>REVENUE</b>                           |                     |                     |                     |                     |                     |                     |
| SALES TAX                                | \$7,409,113         | \$7,511,307         | \$8,361,557         | \$11,445,167        | \$11,441,000        | \$11,764,000        |
| UTILITY TAX                              | 2,208,677           | 2,245,305           | 2,061,308           | 3,572,200           | 2,789,000           | 2,836,000           |
| PROPERTY TAX                             | 3,857,274           | 3,728,773           | 4,121,486           | 4,402,404           | 4,880,000           | 4,722,000           |
| LICENSES AND PERMITS                     | 3,697,115           | 2,875,685           | 2,964,607           | 2,970,960           | 2,986,500           | 3,092,500           |
| INTERGOVERNMENTAL                        | 1,756,241           | 1,616,942           | 1,979,368           | 1,869,909           | 1,927,000           | 2,356,000           |
| RECREATION                               | 279,008             | 308,855             | 325,065             | 313,150             | 457,000             | 479,000             |
| FINES AND FORFEITURES                    | 822,955             | 1,227,257           | 1,362,834           | 2,503,292           | 2,345,000           | 2,345,000           |
| MISCELLANEOUS                            | 1,562,574           | 1,263,758           | 1,466,593           | 1,188,808           | 1,192,878           | 3,088,493           |
| OTHER FINANCING SOURCES                  | <u>22,579</u>       | <u>5</u>            | <u>23,015</u>       | <u>5,597,809</u>    | <u>15,181</u>       | <u>15,446</u>       |
| <b>TOTAL REVENUE</b>                     | <b>\$21,615,536</b> | <b>\$20,777,885</b> | <b>\$22,665,833</b> | <b>\$33,863,699</b> | <b>\$28,033,558</b> | <b>\$30,698,439</b> |
| Annual change in revenue                 | 0%                  | -4%                 | 9%                  | 49%                 | -17%                | 10%                 |
|  |                     |                     |                     |                     | (102,725)           | 0                   |
| <b>EXPENDITURES</b>                      |                     |                     |                     |                     |                     |                     |
| <i>OPERATING COST</i>                    |                     |                     |                     |                     |                     |                     |
| GENERAL FUND                             | \$18,389,283        | \$19,363,793        | \$20,369,256        | \$21,557,995        | \$23,141,762        | \$24,554,190        |
| ECONOMIC DEV. FUND                       | 0                   | 0                   | 0                   | <u>223,548</u>      | <u>245,162</u>      | <u>328,123</u>      |
| <b>OPERATING COST</b>                    | <b>\$18,389,283</b> | <b>\$19,363,793</b> | <b>\$20,369,256</b> | <b>\$21,781,544</b> | <b>\$23,386,925</b> | <b>\$24,882,313</b> |
| % of change                              | 8%                  | 5%                  | 5%                  | 7%                  | 7%                  | 6%                  |
|  |                     |                     | 0                   | 0                   | (6)                 | 0                   |
| <i>CAPITAL OUTLAY &amp; IMPROVEMENTS</i> |                     |                     |                     |                     |                     |                     |
| ECONOMIC DEVELOPMENT FUND                | 0                   | 0                   | 0                   | 602,790             | 1,988,141           | 3,823,851           |
| % of change                              |                     |                     |                     |                     | 230%                | 92%                 |
| CAPITAL IMPROVEMENT FUND                 | <u>2,817,208</u>    | <u>1,379,514</u>    | <u>2,286,069</u>    | <u>7,861,962</u>    | <u>2,231,243</u>    | <u>4,141,166</u>    |
| % of change                              | -17%                | -51%                | 66%                 | 244%                | -72%                | 86%                 |
| <b>TOTAL CAPITAL EXPENDITURES</b>        | <b>\$2,817,208</b>  | <b>\$1,379,514</b>  | <b>\$2,286,069</b>  | <b>\$8,464,751</b>  | <b>\$4,219,386</b>  | <b>\$7,965,018</b>  |
| % of change                              | -17%                | -51%                | 66%                 | 270%                | -50%                | 89%                 |
|  |                     |                     | 0                   | 0                   | 0                   | 0                   |
| <b>TOTAL EXPENDITURES</b>                | <b>\$21,206,491</b> | <b>\$20,743,307</b> | <b>\$22,655,325</b> | <b>\$30,246,295</b> | <b>\$27,606,310</b> | <b>\$32,847,331</b> |
| % of change                              | 4%                  | -2%                 | 9%                  | 34%                 | -9%                 | 19%                 |



## General Fund Revenue Detail

| REVENUE                          | 2006<br>ACTUAL      | 2007<br>ACTUAL      | 2008<br>ACTUAL      | 2009<br>BUDGET      | 2009<br>ESTIMATE    | 2010<br>BUDGET      |
|----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>TAXES</b>                     |                     |                     |                     |                     |                     |                     |
| Real Estate                      | \$2,587,707         | \$2,872,197         | \$3,058,098         | \$2,817,200         | \$3,544,000         | \$3,381,000         |
| Personal Property                | 785,948             | 833,303             | 888,460             | 895,800             | 919,000             | 922,000             |
| Prop. Surtax                     | 355,118             | 415,986             | 455,846             | 390,000             | 417,000             | 419,000             |
| 1% Sales Tax A                   |                     | 2,034,285           | 1,939,279           | 1,972,000           | 1,891,000           | 2,030,000           |
| 1% Sales Tax B                   | 3,312,949           | 1,645,145           | 1,670,794           | 1,697,000           | 1,576,000           | 1,643,000           |
| Parks & Stormwater sale          | 1,622,859           | 1,730,325           | 2,048,676           | 1,786,000           | 2,254,000           | 2,291,000           |
| Use Tax                          | 1,090,871           | 1,403,684           | 2,041,330           | 1,778,000           | 1,892,000           | 1,935,000           |
| Hotel/motel tax                  | 124,652             | 231,671             | 240,992             | 252,700             | 234,000             | 239,000             |
| Utility-Gross Rec.               | 2,245,305           | 2,061,308           | 3,572,200           | 2,329,879           | 2,789,000           | 2,836,000           |
| <b>INTERGOVERNMENTAL REVENUE</b> |                     |                     |                     |                     |                     |                     |
| Cigarette Tax                    | 93,331              | 89,475              | 85,921              | 84,600              | 85,000              | 85,000              |
| Gasoline Tax                     | 744,784             | 762,689             | 754,164             | 760,000             | 723,000             | 723,000             |
| Road & Bridge Refund             | 532,058             | 578,055             | 624,652             | 519,586             | 600,000             | 603,000             |
| Vehicle Fee Increases            | 165,552             | 162,291             | 115,910             | 113,000             | 109,000             | 109,000             |
| Miscellaneous                    | 29,079              | 851                 | 135,453             | 50,000              | 10,000              | 10,000              |
| Grants                           | 52,138              | 386,008             | 153,810             | 469,000             | 400,000             | 826,000             |
| <b>LICENSES AND PERMITS</b>      |                     |                     |                     |                     |                     |                     |
| Building                         | 344,639             | 469,756             | 245,533             | 350,000             | 257,000             | 257,000             |
| Occupancy                        | 120,690             | 138,497             | 118,375             | 180,880             | 124,000             | 124,000             |
| Manufacturers                    | 653,015             | 591,476             | 709,724             | 660,000             | 787,000             | 896,000             |
| Service Occup.                   | 1,002,902           | 1,053,837           | 1,121,703           | 1,098,000           | 1,035,000           | 1,034,000           |
| Merchants                        | 472,369             | 434,060             | 504,767             | 487,000             | 484,000             | 482,000             |
| Liquor                           | 20,308              | 17,921              | 13,613              | 18,000              | 15,000              | 15,000              |
| Coin Device                      | 4,745               | 4,090               | 4,488               | 4,100               | 4,500               | 4,500               |
| Franchises                       | 257,017             | 254,970             | 252,759             | 255,816             | 280,000             | 280,000             |
| <b>FINES AND FORFEITURES</b>     |                     |                     |                     |                     |                     |                     |
| Court Fines                      | 1,171,322           | 1,301,905           | 2,446,211           | 3,232,000           | 2,304,000           | 2,304,000           |
| Fines-Training                   | 33,688              | 37,234              | 39,858              | 38,400              | 21,000              | 21,000              |
| Penalties                        | 22,247              | 23,696              | 17,224              | 20,000              | 20,000              | 20,000              |
| INVESTMENT INCC                  | 92,810              | 151,765             | 86,312              | 191,000             | 51,000              | 60,000              |
| <b>RECREATION</b>                |                     |                     |                     |                     |                     |                     |
| Swimming Pools                   | 17,155              | 16,704              | 5,880               | 50,000              | 130,000             | 133,000             |
| Rentals & admissions             | 80,638              | 90,872              | 88,043              | 87,000              | 74,000              | 81,000              |
| Classes                          | 103,986             | 105,706             | 109,551             | 104,000             | 101,000             | 107,500             |
| Disc Golf & Skate Park           | 5,436               | 4,955               | 3,685               | 5,000               | 3,000               | 4,500               |
| Programs & Trips                 | 20,541              | 24,382              | 23,104              | 24,000              | 24,000              | 24,000              |
| Concessions                      | 14,734              | 10,918              | 30,695              | 34,000              | 70,000              | 72,500              |
| Resident Cards                   | 52,237              | 51,122              | 48,658              | 50,000              | 50,000              | 51,000              |
| Sports Complex                   | 16,928              | 20,405              | 3,535               | 5,000               | 5,000               | 5,500               |
| <b>MISCELLANEOUS</b>             |                     |                     |                     |                     |                     |                     |
| Misc. Other                      | 417,912             | 258,594             | 144,088             | 259,400             | 150,000             | 150,000             |
| Ambulance fees                   | 268,031             | 307,944             | 296,331             | 324,000             | 275,000             | 300,000             |
| Fire service fees                | 126,898             | 118,712             | 108,675             | 108,700             | 89,000              | 85,000              |
| Guaranty Assessment              |                     |                     |                     | 0                   | 16,000              | 10,000              |
| <b>OTHER FINANCING SOURCES</b>   |                     |                     |                     |                     |                     |                     |
| Sale of Assets                   | 5                   | 23,015              |                     | 20,000              | 15,000              | 15,000              |
| Transfer out - debt serv         | 0                   | (145,928)           | (309,458)           | (249,644)           | (254,000)           | (256,000)           |
| Lease/p, debt proceeds           | 0                   | 0                   | 168,750             | 0                   | 0                   | 0                   |
| <b>TOTAL GENERAL</b>             | <b>\$19,062,603</b> | <b>\$20,573,881</b> | <b>\$24,067,685</b> | <b>\$23,271,418</b> | <b>\$23,573,500</b> | <b>\$24,332,500</b> |



## Revenue Detail

### Capital Improvement Fund

| REVENUE                        | 2006<br>ACTUAL     | 2007<br>ACTUAL     | 2008<br>ACTUAL     | 2009<br>BUDGET     | 2009<br>ESTIMATE   | 2010<br>BUDGET     |
|--------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| 1/2% Capital Impv. Sales Tax   | \$1,484,628        | \$1,548,118        | \$1,605,980        | \$1,568,000        | \$1,570,000        | \$1,570,000        |
| Investment income              |                    | \$19,490           | \$48,534           | \$19,000           | \$4,000            | \$4,000            |
| Other, msc.                    | 70,378             | 14,096             | \$10,615           | \$51,000           | \$200,000          | \$50,000           |
| Grant income                   | 0                  | 364,320            | \$55,581           | \$322,500          | \$16,178           | \$528,593          |
| Tax Increment Financing        |                    | 0                  |                    |                    |                    |                    |
| Proceeds of debt issue         | 163,076            | 0                  | \$5,429,059        | \$0                | \$0                | \$0                |
| Inter-fund transfer in/(out)   | 0                  | 145,928            | \$309,458          | \$0                | \$254,181          | \$256,446          |
| Lease/purchase/other           | 0                  | 0                  | \$0                | \$0                | \$0                | \$315,000          |
| <b>TOTAL CAPITAL IMPV FUND</b> | <b>\$1,718,082</b> | <b>\$2,091,952</b> | <b>\$7,459,227</b> | <b>\$1,960,500</b> | <b>\$2,044,358</b> | <b>\$2,724,039</b> |

### Economic Development Fund

| REVENUE                         | 2006<br>ACTUAL | 2007<br>ACTUAL | 2008<br>ACTUAL     | 2009<br>BUDGET     | 2009<br>ESTIMATE   | 2010<br>BUDGET     |
|---------------------------------|----------------|----------------|--------------------|--------------------|--------------------|--------------------|
| 1/2% Eco. Development sales tax |                |                | \$2,139,107        | \$2,109,000        | \$2,258,000        | \$2,295,000        |
| Interest Income                 |                |                | \$13,160           | \$30,000           | \$10,500           | \$10,500           |
| Other, Misc.                    |                |                | \$15,770           | \$88,000           | \$147,200          | \$1,336,400        |
| Proceeds from capital lease     |                |                | \$168,750          | \$0                | \$0                | \$0                |
| <b>TOTAL ECO. DEV. FUND</b>     | <b>\$0</b>     | <b>\$0</b>     | <b>\$2,336,782</b> | <b>\$2,227,000</b> | <b>\$2,415,700</b> | <b>\$3,641,900</b> |



### FUND BALANCE DETAIL

|                                   | 2007<br>ACTUAL     | 2008<br>ACTUAL     | 2009<br>BUDGET     | 2009<br>ESTIMATE   | 2010<br>BUDGET     |
|-----------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| <b>General Fund</b>               |                    |                    |                    |                    |                    |
| Revenue over/(under) expenditures |                    |                    |                    |                    |                    |
|                                   | 204,257            | 2,509,962          | (286,879)          | 431,738            | (221,690)          |
| <i>TOTAL FUND BALANCE</i>         | <i>\$3,520,953</i> | <i>\$6,030,915</i> | <i>\$5,744,036</i> | <i>\$6,462,653</i> | <i>\$6,240,962</i> |
| <i>UNRESTRICTED F.B.</i>          | <i>\$1,763,241</i> | <i>\$3,842,018</i> | <i>\$3,555,139</i> | <i>\$4,273,756</i> | <i>\$4,052,065</i> |
| <i>As percent of revenue:</i>     | <i>9%</i>          | <i>16%</i>         | <i>15%</i>         | <i>18%</i>         | <i>17%</i>         |
| <b>Capital Improvements Fund</b>  |                    |                    |                    |                    |                    |
| Revenue over/(under) expenditures | (194,115)          | (402,734)          | (1,040,118)        | (186,884)          | (1,417,127)        |
| <i>ENDING FUND BALANCE</i>        | <i>\$2,154,822</i> | <i>\$1,752,088</i> | <i>\$711,970</i>   | <i>\$1,565,204</i> | <i>\$148,077</i>   |
| <i>As percent of revenue:</i>     | <i>146%</i>        | <i>23%</i>         | <i>36%</i>         | <i>77%</i>         | <i>5%</i>          |
| <b>Economic Development Fund</b>  |                    |                    |                    |                    |                    |
| Revenue over/(under) expenditures | 1,510,449          | (491,663)          | 182,397            | (510,074)          |                    |
| <i>ENDING FUND BALANCE</i>        | <i>\$0</i>         | <i>\$1,510,449</i> | <i>\$1,018,786</i> | <i>\$1,692,846</i> | <i>\$1,182,772</i> |
| <i>As percent of revenue:</i>     |                    |                    | <i>46%</i>         | <i>70%</i>         | <i>32%</i>         |



**CITY OF HAZELWOOD**  
**GENERAL FUND EXPENDITURE SUMMARY**

|                                 | ACTUAL<br>2008      | BUDGET<br>2009      | ESTIMATE<br>2009    | BUDGET<br>2010      | Estimate to<br>Budget + / - |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|-----------------------------|
| <b><u>BY CLASSIFICATION</u></b> |                     |                     |                     |                     |                             |
| PERSONNEL                       | \$14,046,798        | \$15,392,931        | \$14,823,922        | \$15,885,300        | 7.2%                        |
| PROFESSIONAL SERVICES           | 4,653,222           | 5,049,231           | 5,250,647           | 5,750,292           | 9.5%                        |
| PROPERTY SERVICES               | 983,929             | 1,014,827           | 1,152,205           | 1,080,691           | -6.2%                       |
| OTHER SERVICES                  | 681,715             | 775,680             | 677,444             | 783,207             | 15.6%                       |
| SUPPLIES                        | 865,440             | 1,027,242           | 944,909             | 786,867             | -16.7%                      |
| PROPERTY                        | 326,892             | 298,387             | 292,634             | 267,834             | -8.5%                       |
| <b>GRAND TOTAL</b>              | <b>\$21,557,995</b> | <b>\$23,558,297</b> | <b>\$23,141,762</b> | <b>\$24,554,190</b> | <b>6.1%</b>                 |
| <b><u>BY DEPARTMENT</u></b>     |                     |                     |                     |                     |                             |
| MAYOR/ COUNCIL                  | \$87,212            | \$146,273           | \$85,610            | \$122,993           | 43.7%                       |
| CITY MANAGER                    | \$1,041,657         | \$925,613           | \$783,651           | \$823,826           | 5.1%                        |
| INFORMATION SYS.                | \$327,468           | \$421,109           | \$449,195           | \$459,583           | 0.0%                        |
| FINANCE                         | \$356,208           | \$391,957           | \$382,991           | \$413,922           | 8.1%                        |
| LEGAL                           | \$405,690           | \$487,792           | \$491,816           | \$511,761           | 4.1%                        |
| CITY CLERK                      | \$216,236           | \$250,468           | \$235,182           | \$259,753           | 10.4%                       |
| POLICE                          | \$6,981,647         | \$7,612,093         | \$7,192,925         | \$7,884,578         | 9.6%                        |
| FIRE                            | \$3,610,620         | \$3,787,004         | \$3,752,239         | \$3,868,463         | 3.1%                        |
| FIRE - AMBULANCE                | \$344,021           | \$405,994           | \$382,505           | \$401,663           | 5.0%                        |
| FIRE DISTRICT FEES              | \$3,561,192         | \$3,973,366         | \$4,173,332         | \$4,579,301         | 9.7%                        |
| PUBLIC WORKS ADM.               | \$1,058,475         | \$1,199,714         | \$1,263,292         | \$1,216,170         | -3.7%                       |
| STREET                          | \$1,022,882         | \$1,146,136         | \$1,107,887         | \$991,825           | -10.5%                      |
| PARK MAINTENANCE                | \$904,192           | \$949,142           | \$935,716           | \$963,049           | 2.9%                        |
| RECREATION                      | \$1,640,493         | \$1,861,635         | \$1,905,421         | \$2,057,303         | 8.0%                        |



Hazelwood

CITY OF HAZELWOOD

GENERAL FUND EXPENDITURE SUMMARY

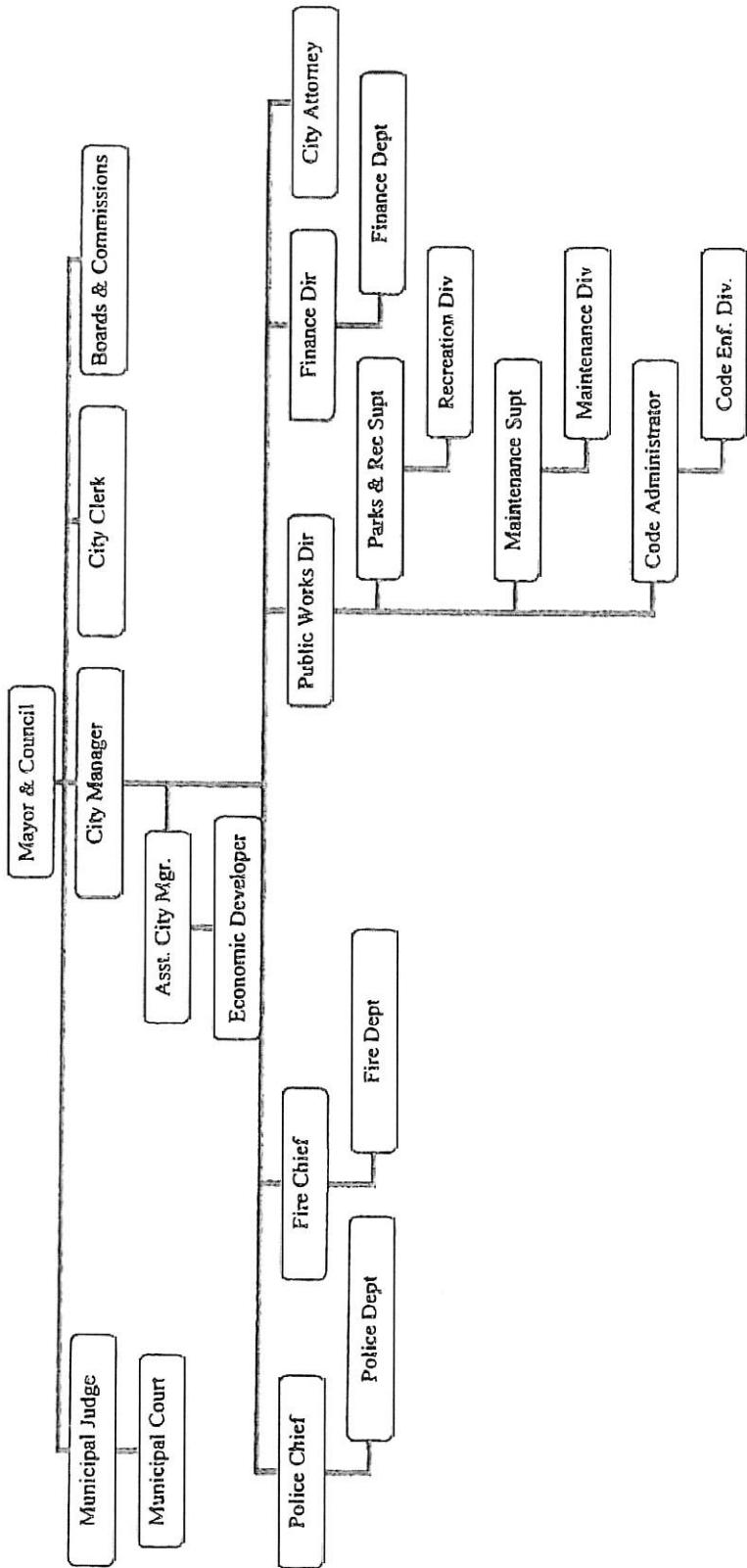
| CLASSIFICATION                    | ACCOUNT NO. | ACTUAL 2008         | BUDGET 2009         | ESTIMATE 2009       | BUDGET 2010         |
|-----------------------------------|-------------|---------------------|---------------------|---------------------|---------------------|
| Full Time Salary                  | 101         | 9,515,207           | 10,184,197          | 9,950,230           | 10,330,821          |
| Part Time Salary                  | 103         | 566,425             | 664,455             | 718,771             | 779,627             |
| Overtime pay                      | 105         | 414,304             | 583,556             | 469,733             | 453,101             |
| Holiday pay                       | 107         | 0                   | 0                   | 0                   | 0                   |
| Accrued Leave                     | 120         | 0                   | 0                   | 0                   | 0                   |
| Unemployment Comp.                | 122         | 13,686              | 36,000              | 0                   | 0                   |
| Social Security                   | 124         | 782,103             | 875,039             | 852,828             | 885,326             |
| Retirement Fund                   | 126         | 1,075,723           | 1,186,984           | 1,097,558           | 1,453,637           |
| Worker's Compensation             | 128         | 486,987             | 533,167             | 465,970             | 521,500             |
| Health Insurance                  | 130         | 1,013,706           | 1,102,820           | 1,053,627           | 1,222,840           |
| Life/Disability Insurance         | 132         | 70,061              | 79,471              | 83,572              | 82,665              |
| Other Personnel Costs             | 150         | 108,595             | 147,242             | 131,633             | 155,783             |
| <b>Total Personnel</b>            |             | <b>\$14,046,798</b> | <b>\$15,392,931</b> | <b>\$14,823,922</b> | <b>\$15,885,300</b> |
| Professional Service              | 200         | \$4,653,222         | \$5,049,231         | \$5,250,647         | \$5,750,292         |
| <b>Total Professional Service</b> |             | <b>\$4,653,222</b>  | <b>\$5,049,231</b>  | <b>\$5,250,647</b>  | <b>\$5,750,292</b>  |
| Rental Equipment                  | 320         | 7,436               | 12,528              | 16,398              | 12,846              |
| Utilities                         | 330         | 603,012             | 653,860             | 653,377             | 688,683             |
| Vehicle Maintenance               | 350         | 50,755              | 70,400              | 69,588              | 69,100              |
| Equipment Maintenance             | 360         | 243,120             | 238,463             | 324,335             | 265,551             |
| Building Maintenance              | 370         | 79,051              | 38,626              | 88,207              | 43,061              |
| Other Property Services           | 380         | 554                 | 950                 | 300                 | 1,450               |
| <b>Total Property Services</b>    |             | <b>\$983,929</b>    | <b>\$1,014,827</b>  | <b>\$1,152,205</b>  | <b>\$1,080,691</b>  |
| Special Programs                  | 400         | 197,547             | 218,484             | 220,309             | 261,709             |
| Liability/Property/Auto Ins.      | 420         | 172,456             | 168,450             | 159,518             | 166,300             |
| Communications                    | 430         | 133,444             | 158,211             | 122,226             | 152,385             |
| Travel/Training/Mileage           | 440         | 141,143             | 224,035             | 147,123             | 196,313             |
| Contingencies                     | 495         | 37,125              | 6,500               | 28,268              | 6,500               |
| <b>Total Other Services</b>       |             | <b>\$681,715</b>    | <b>\$775,680</b>    | <b>\$677,444</b>    | <b>\$783,207</b>    |
| General Supplies                  | 500         | 382,833             | 435,827             | 415,071             | 431,566             |
| Vehicle Supplies                  | 530         | 105,082             | 87,700              | 103,264             | 94,700              |
| Motor Fuel/Lube                   | 560         | 294,404             | 298,215             | 238,190             | 212,601             |
| Street Maintenance Supplies       | 580         | 83,122              | 205,500             | 188,384             | 48,000              |
| <b>Total Supplies</b>             |             | <b>\$865,440</b>    | <b>\$1,027,242</b>  | <b>\$944,909</b>    | <b>\$786,867</b>    |
| Furniture and Fixtures            | 600         | 103,798             | 0                   | 0                   | 0                   |
| Improvements                      | 605         | 4,929               | 70,002              | 66,619              | 65,722              |
| Machinery/Equipment               | 620         | 79,231              | 102,079             | 82,109              | 66,162              |
| Computers/IS                      | 650         | 95,629              | 73,988              | 82,628              | 66,909              |
| Vehicle Equipment                 | 670         | 19,239              | 17,368              | 14,802              | 17,591              |
| Items for Resale                  | 695         | 24,067              | 34,950              | 46,476              | 51,450              |
| <b>Total Property</b>             |             | <b>\$326,892</b>    | <b>\$298,387</b>    | <b>\$292,634</b>    | <b>\$267,834</b>    |
| <b>GRAND TOTAL</b>                |             | <b>\$21,657,995</b> | <b>\$23,556,287</b> | <b>\$23,141,762</b> | <b>\$24,554,190</b> |



| DEPARTMENTAL SUMMARY - 2010 BUDGET |                  |                 |                  |                     |                  |                    |                    |                  |                  |                    |                  |                   |
|------------------------------------|------------------|-----------------|------------------|---------------------|------------------|--------------------|--------------------|------------------|------------------|--------------------|------------------|-------------------|
| CLASSIFICATION                     | Mayor & Council  |                 |                  | Information Systems |                  |                    | Finance            |                  |                  | Fire               |                  |                   |
|                                    | City Manager     | Council         | Finance          | City Clerk          | Legal            | Police             | Fire               | Ambulance        | Fire             | Distanc            | P.W. Admin       | Street            |
| Full Time Salary                   | \$0              | \$386,325       | \$0              | \$210,082           | \$131,622        | \$5,006,997        | \$2,317,345        | \$164,924        | \$0              | \$537,101          | \$47,696         | \$462,028         |
| Part Time Salary                   | 22,200           | 0               | 0                | 0                   | 0                | 22,169             | 17,348             | 0                | 0                | 15,000             | 0                | 7,560             |
| Overtime pay                       | 0                | 0               | 0                | 1,923               | 5,500            | 115                | 131,018            | 230,000          | 21,000           | 0                  | 14,500           | 18,500            |
| Holiday pay                        | 0                | 0               | 0                | 0                   | 0                | 0                  | 0                  | 0                | 0                | 0                  | 0                | 1,345             |
| Accident Leave                     | 0                | 0               | 0                | 0                   | 0                | 0                  | 0                  | 0                | 0                | 0                  | 0                | 0                 |
| Unemployment Comp.                 | 0                | 0               | 0                | 0                   | 0                | 0                  | 0                  | 0                | 0                | 0                  | 0                | 0                 |
| Social Security                    | 1,658            | 29,804          | 0                | 16,218              | 10,730           | 10,418             | 196,284            | 14,529           | 0                | 42,718             | 14,593           | 44,865            |
| Retirement Fund                    | 0                | 58,209          | 0                | 30,080              | 18,839           | 19,573             | 673,351            | 225,396          | 23,604           | 0                  | 73,397           | 91,153            |
| Worker's Compensation              | 90               | 1,620           | 0                | 750                 | 480              | 470                | 228,700            | 165,890          | 14,740           | 0                  | 1,990            | 26,500            |
| Health Insurance                   | 0                | 45,510          | 0                | 26,460              | 26,460           | 19,340             | 224,880            | 19,840           | 0                | 72,760             | 62,840           | 82,680            |
| Life/Disability Insurance          | 0                | 3,260           | 0                | 1,714               | 1,780            | 1,163              | 39,466             | 17,204           | 1,328            | 0                  | 4,448            | 3,831             |
| Other Personnel Costs              | 1,065            | 18,300          | 0                | 1,145               | 960              | 270                | 77,242             | 23,800           | 2,050            | 0                  | 11,200           | 8,750             |
| <b>Total Personnel</b>             | <b>\$543,028</b> | <b>\$0</b>      | <b>\$288,372</b> | <b>\$196,371</b>    | <b>\$187,923</b> | <b>\$7,103,887</b> | <b>\$3,517,610</b> | <b>\$266,015</b> | <b>\$0</b>       | <b>\$76,360</b>    | <b>\$662,107</b> | <b>\$41,874</b>   |
| Professional Services              | 1,210            | \$85,656        | 276,110          | 100,250             | 295,144          | 21,010             | 78,028             | 120,650          | 91,250           | 4,579,101          | 33,080           | 77,553            |
| <b>Total Professional Services</b> | <b>\$1,210</b>   | <b>\$85,656</b> | <b>\$276,110</b> | <b>\$100,250</b>    | <b>\$295,144</b> | <b>\$21,010</b>    | <b>\$78,028</b>    | <b>\$130,650</b> | <b>\$391,250</b> | <b>\$4,579,101</b> | <b>\$33,080</b>  | <b>\$77,553</b>   |
| Rental Equipment                   | 0                | 0               | 0                | 0                   | 0                | 0                  | 2,496              | 200              | 0                | 0                  | 100              | 5,030             |
| Utilities                          | 0                | 1,600           | 53,200           | 530                 | 0                | 410                | 20,882             | 46,800           | 2,700            | 0                  | 307,500          | 11,175            |
| Vehicle Maintenance                | 0                | 200             | 0                | 0                   | 0                | 0                  | 39,300             | 17,000           | 1,000            | 0                  | 2,000            | 7,000             |
| Equipment Maintenance              | 0                | 1,200           | 80,111           | 400                 | 0                | 210                | 90,898             | 9,000            | 500              | 0                  | 45,945           | 1,150             |
| Building Maintenance               | 0                | 0               | 0                | 0                   | 0                | 0                  | 4,120              | 6,500            | 0                | 0                  | 4,300            | 9,630             |
| Other Property Services            | 0                | 0               | 0                | 0                   | 0                | 0                  | 0                  | 1,100            | 0                | 0                  | 50               | 200               |
| <b>Total Property Services</b>     | <b>\$0</b>       | <b>\$13,000</b> | <b>\$131,311</b> | <b>\$910</b>        | <b>\$0</b>       | <b>\$640</b>       | <b>\$157,696</b>   | <b>\$80,600</b>  | <b>\$4,200</b>   | <b>\$0</b>         | <b>\$359,895</b> | <b>\$57,425</b>   |
| Special Programs                   | 16,620           | 0               | 0                | 0                   | 0                | 0                  | 51,125             | 6,000            | 0                | 0                  | 0                | 0                 |
| Liability/Property/Auto Ins        | 11,900           | 0               | 0                | 11,900              | 11,000           | 11,900             | 12,600             | 18,400           | 1,700            | 0                  | 10,200           | 24,300            |
| Communications                     | 15,300           | 44,210          | 0                | 4,505               | 2,860            | 21,665             | 19,582             | 3,580            | 0                | 0                  | 3,910            | 4,200             |
| Travel/Training/Mileage            | \$1,115          | 19,880          | 0                | 4,325               | 2,920            | 12,740             | 58,965             | 22,000           | 0                | 0                  | 16,250           | 3,268             |
| Contingencies                      | 0                | 0               | 0                | 0                   | 0                | 0                  | 400                | 1,000            | 0                | 0                  | 100              | 1,000             |
| <b>Total Other Services</b>        | <b>\$54,925</b>  | <b>\$64,090</b> | <b>\$0</b>       | <b>\$20,730</b>     | <b>\$16,780</b>  | <b>\$46,305</b>    | <b>\$164,772</b>   | <b>\$52,980</b>  | <b>\$1,700</b>   | <b>\$0</b>         | <b>\$30,460</b>  | <b>\$32,768</b>   |
| General Supplies                   | 875              | 53,400          | 29,100           | 2,900               | 3,466            | 1,875              | 110,040            | 29,600           | 25,000           | 0                  | 8,825            | 69,100            |
| Vehicle Supplies                   | 0                | 200             | 0                | 0                   | 0                | 0                  | 21,060             | 6,500            | 1,500            | 0                  | 2,000            | 50,000            |
| Motor Fuel/Lube                    | 0                | 4,860           | 0                | 0                   | 0                | 0                  | 114,475            | 12,398           | 6,478            | 0                  | 11,000           | 22,875            |
| Street Maintenance Supplies        | 0                | 0               | 0                | 0                   | 0                | 0                  | 0                  | 0                | 0                | 0                  | 47,500           | 500               |
| <b>Total Supplies</b>              | <b>\$875</b>     | <b>\$58,400</b> | <b>\$29,100</b>  | <b>\$17,900</b>     | <b>\$3,466</b>   | <b>\$1,875</b>     | <b>\$250,515</b>   | <b>\$48,498</b>  | <b>\$12,978</b>  | <b>\$0</b>         | <b>\$11,825</b>  | <b>\$189,475</b>  |
| Furniture and Fixtures             | 920              | 0               | 0                | 0                   | 0                | 0                  | 1,650              | 3,000            | 0                | 0                  | 500              | 0                 |
| Capital Improvements               | 0                | \$9,652         | 0                | 0                   | 0                | 0                  | 0                  | 0                | 0                | 0                  | 0                | 0                 |
| Machinery/Equipment                | 0                | 0               | 0                | 740                 | 0                | 0                  | 11,615             | 20,500           | 500              | 0                  | 850              | 9,600             |
| Computers/IS                       | 0                | 0               | 21,000           | 0                   | 0                | 0                  | 28,224             | 10,625           | 4,800            | 0                  | 3,000            | 0                 |
| Vehicle Equipment                  | 0                | 0               | 0                | 0                   | 0                | 0                  | 8,191              | 4,000            | 1,000            | 0                  | 2,900            | 0                 |
| Items for Resale                   | 0                | 0               | 0                | 0                   | 0                | 0                  | 0                  | 0                | 0                | 0                  | 0                | 0                 |
| <b>Total Property</b>              | <b>\$920</b>     | <b>\$57,652</b> | <b>\$271,000</b> | <b>\$740</b>        | <b>\$0</b>       | <b>\$0</b>         | <b>\$49,680</b>    | <b>\$18,125</b>  | <b>\$5,500</b>   | <b>\$0</b>         | <b>\$4,350</b>   | <b>\$12,500</b>   |
| <b>GRAND TOTAL</b>                 | <b>122,883</b>   | <b>823,826</b>  | <b>459,583</b>   | <b>113,922</b>      | <b>611,761</b>   | <b>259,763</b>     | <b>7,886,578</b>   | <b>3,669,463</b> | <b>401,863</b>   | <b>4,679,304</b>   | <b>891,028</b>   | <b>2,057,303</b>  |
|                                    |                  |                 |                  |                     |                  |                    |                    |                  |                  |                    | <b>\$10,807</b>  | <b>\$267,314</b>  |
|                                    |                  |                 |                  |                     |                  |                    |                    |                  |                  |                    |                  | <b>24,654,190</b> |



**City of Hazelwood**  
**Organizational Chart**



| DEPARTMENT                              | PERSONNEL SCHEDULE<br>FULL TIME EQUIVALENCY |      |      |      |      |      |      |      |      | Hawthorne |
|---|---|------|------|------|------|------|------|------|------|-----------|
|   | 2002  | 2003 | 2004 | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 |           |
| <b>MAYOR &amp; COUNCIL</b>              |   |      |      |      |      |      |      |      |      |           |
| Mayor ***                               | 1.00  | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | -         |
| Council ***                             | 8.00  | 8.00 | 8.00 | 8.00 | 8.00 | 8.00 | 8.00 | 8.00 | 8.00 | -         |
| Total                                   | 9.00  | 9.00 | 9.00 | 9.00 | 9.00 | 9.00 | 9.00 | 9.00 | 9.00 | -         |
| <b>CITY MANAGER</b>                     |   |      |      |      |      |      |      |      |      |           |
| City Manager                            | 1.00  | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | -         |
| Assistant to C.M.                       | 1.00  | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | -         |
| Transfer to Eco.Dev.                    |   |      |      |      |      |      |      |      |      | (0.33)    |
| Admin. Asst.                            | -   | -    | -    | -    | -    | -    | -    | -    | -    | -         |
| Economic Dev. Coord.                    | 1.00  | -    | -    | -    | -    | -    | -    | -    | -    | -         |
| Planner                                 | Transferred from PW                         |      | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | -         |
| Human Resource Asst                     | 1.00  | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | -         |
| Admin. Secretary                        | 1.00  | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | -         |
| Cable Manager                           | -   | -    | -    | -    | -    | -    | -    | -    | -    | -         |
| Public Information Officer              | 1.00  | 1.00 | 0.50 | 1.00 | 1.00 | 1.00 | 1.00 | 0.88 | 0.88 | -         |
| Receptionist                            |   |      |      |      |      |      |      | 1.00 | 1.00 | -         |
| Court Secretary/Receptionist            |   |      |      |      |      |      | 0.50 | -    | -    | -         |
| Secretary I *                           | -   | -    | -    | -    | -    | -    | -    | -    | -    | -         |
| Historic Tourist Facilities Coordinator |   |      |      | 0.40 | -    | -    | -    | -    | -    | -         |
| Receptionist *                          | 1.05  | 1.05 | 1.05 | 1.05 | 1.05 | 1.05 | 0.55 | -    | -    | -         |
| Full Time                               | 6.00  | 5.00 | 5.00 | 6.00 | 6.00 | 6.00 | 6.50 | 6.88 | 6.55 | (0.33)    |
| Part Time                               | 1.05  | 1.05 | 1.55 | 1.45 | 1.05 | 1.05 | 0.55 | -    | -    | -         |
| Total F.T.E.                            | 7.05  | 6.05 | 6.55 | 7.45 | 7.05 | 7.05 | 7.05 | 6.88 | 6.55 | (0.33)    |
| <b>INFORMATION SYSTEMS</b>              |   |      |      |      |      |      |      |      |      |           |
| Coordinator                             | -   | -    | -    | -    | -    | -    | -    | -    | -    | -         |
| <b>FINANCE</b>                          |   |      |      |      |      |      |      |      |      |           |
| Director                                | 1.00  | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | -         |
| Payables/License Clerk                  |   |      |      |      |      |      |      |      |      | -         |
| Payroll Clerk                           | 1.00  | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | -         |
| Accounting Manager                      | 1.00  | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | -         |
| Gen. Ledger Clerk                       | -   | -    | -    | -    | -    | -    | -    | -    | -    | -         |
| Accounting Clerk                        | 1.00  | 1.00 | -    | -    | -    | -    | -    | -    | -    | -         |
| Acctg. & Administrative Assis           | 1.00  | -    | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | -         |
| Accts. Payable Clerk *                  | -   | -    | -    | -    | -    | -    | -    | -    | -    | -         |
| Administrative Assistant                |   |      |      |      |      |      |      |      |      | -         |
| Gen. Ledger Clerk *                     | -   | -    | -    | -    | -    | -    | -    | -    | -    | -         |
| Full Time                               | 5.00  | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | -         |
| Part Time                               | -   | -    | -    | -    | -    | -    | -    | -    | -    | -         |
| Total F.T.E.                            | 5.00  | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | -         |
| <b>LEGAL</b>                            |   |      |      |      |      |      |      |      |      |           |
| Court Clerk                             | 1.00  | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | -         |
| Deputy Court Clerk                      | 1.00  | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | -         |
| Secretary I                             | 1.00  | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 2.00 | 2.00 | 2.00 | -         |
| Secretary I/Receptionist                | -   | -    | -    | -    | -    | -    | 0.50 | -    | -    | -         |
| Secretary I *                           | -   | -    | -    | -    | -    | -    | -    | -    | -    | -         |
| Full Time                               | 3.00  | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 4.50 | 4.00 | 4.00 | -         |
| Part Time                               | -   | -    | -    | -    | -    | -    | -    | -    | -    | -         |
| Total F.T.E.                            | 3.00  | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 4.50 | 4.00 | 4.00 | -         |
| <b>CITY CLERK</b>                       |   |      |      |      |      |      |      |      |      |           |
| City Clerk                              | 1.00  | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | -         |
| Secretary II                            | 1.00  | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | -         |
| Asst. City Clerk                        | 1.00  | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | -         |
| Secretary *                             | 0.80  | -    | -    | -    | -    | -    | -    | -    | -    | -         |
| Asst. City Clerk *                      | -   | -    | -    | -    | -    | -    | -    | -    | -    | -         |
| Full Time                               | 3.00  | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | -         |
| Part Time                               | 0.80  | -    | -    | -    | -    | -    | -    | -    | -    | -         |
| Total F.T.E.                            | 3.80  | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | -         |

| DEPARTMENT                  | PERSONNEL SCHEDULE<br>FULL TIME EQUIVALENCY |             |             |             |             |             |             |             |             |   | Hawthwood<br>Change |
|-----------------------------|---|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|---|---------------------|
|                             | 2002  | 2003        | 2004        | 2005        | 2006        | 2007        | 2008        | 2009        | 2010        |   |                     |
| <b>POLICE</b>               |   |             |             |             |             |             |             |             |             |   |                     |
| Chief                       | 1.00  | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | - |                     |
| Director                    | 1.00  | 1.00        | 1.00        | 1.00        | 1.00        | -           | -           | -           | -           | - |                     |
| Manager                     | 2.00  | 2.00        | 2.00        | 2.00        | 2.00        | 2.00        | 2.00        | 2.00        | 2.00        | - |                     |
| Asst. Manager (LT)          | 6.00  | 4.00        | 4.00        | 2.00        | 2.00        | 2.00        | 6.00        | 7.00        | 7.00        | - |                     |
| Supervisor (SGT)            | 8.00  | 8.00        | 8.00        | 11.00       | 12.00       | 12.00       | 8.00        | 8.00        | 8.00        | - |                     |
| Patrol-Detective            | 6.00  | 6.00        | 7.00        | 7.00        | 7.00        | 8.00        | 10.00       | 10.00       | 10.00       | - |                     |
| Probationary Police Officer | 7.00  | 2.00        | -           | -           | -           | -           | -           | -           | -           | - |                     |
| Police Officer              | 27.00                                       | 30.00       | 39.00       | 38.00       | 41.00       | 41.00       | 41.00       | 42.00       | 46.00       | 4 |                     |
| Administrative Supervisor   | 1.00  | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | - |                     |
| Telecommunicator            | 8.00  | 8.00        | 8.00        | 8.00        | 8.00        | 8.00        | 8.00        | 8.00        | 8.00        | - |                     |
| Admin. Secretary            | 1.00  | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | - |                     |
| Police Clerk                | 2.00  | 2.00        | 2.00        | 2.00        | 2.00        | 2.00        | 2.00        | 2.00        | 2.00        | - |                     |
| Code Enforce. Officer       | -   | -           | -           | -           | -           | -           | -           | -           | -           | - |                     |
| Info. Systems Coord.        | To Info Sys                                 | To Info Sys | To Info Sys | To Info Sys | To Info Sys | To Info Sys | To Info Sys | To Info Sys | To Info Sys | - |                     |
| Neighborhood Watch Facilita | -   | -           | -           | -           | -           | -           | -           | -           | -           | - |                     |
| Assistant Crime Analyst     | -   | -           | -           | -           | -           | -           | -           | -           | -           | - |                     |
| Law Enf. Info. Specialist   | 1.00  | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | - |                     |
| Evidence Custodian          | 1.00  | 1.00        | 1.00        | 1.00        | 1.00        | -           | -           | -           | -           | - |                     |
| Domestic abuse coordin.     | 1.00  | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | - |                     |
| Custodian                   | 1.00  | 1.00        | 1.00        | 1.00        | -           | -           | -           | -           | -           | - |                     |
| Telecommunicator *          | 0.40  | -           | -           | -           | -           | 0.40        | 0.40        | 0.40        | 0.40        | - |                     |
| Jailer*                     | 4.25  | -           | -           | -           | -           | -           | -           | -           | -           | - |                     |
| Crossing Guard **           | 0.25  | 0.25        | 0.25        | 0.25        | 0.25        | 0.25        | 0.25        | 0.25        | 0.25        | - |                     |
| Full Time                   | 74.00                                       | 70.00       | 78.00       | 78.00       | 81.00       | 80.00       | 82.00       | 84.00       | 88.00       | 4 |                     |
| Part Time                   | 4.90  | 0.25        | 0.25        | 0.25        | 0.25        | 0.65        | 0.65        | 0.65        | 0.65        | - |                     |
| Total F.T.E.                | 78.90                                       | 70.25       | 78.25       | 78.25       | 81.25       | 80.65       | 82.65       | 84.65       | 88.65       | 4 |                     |
| <b>FIRE</b>                 |   |             |             |             |             |             |             |             |             |   |                     |
|                             | 1 tele-comm<br>previously in Fire           |             |             |             |             |             |             |             |             |   |                     |
| Chief                       | 1.00  | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | - |                     |
| Deputy Chief                | 1.00  | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | - |                     |
| Fire Marshall               | 1.00  | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | - |                     |
| FF Supervisor               | 6.00  | 6.00        | 6.00        | 6.00        | 6.00        | 6.00        | 6.00        | 6.00        | 6.00        | - |                     |
| FF/Inspector                | 3.00  | 3.00        | 3.00        | 3.00        | 3.00        | 3.00        | 3.00        | 3.00        | 3.00        | - |                     |
| FF Paramedics               |   |             |             |             |             |             | 13.00       | 13.00       | 13.00       | - |                     |
| Fire Fighter                | 22.00                                       | 22.00       | 21.00       | 21.00       | 21.00       | 21.00       | 8.00        | 8.00        | 8.00        | - |                     |
| FF Medics                   | -   | -           | -           | 3.00        | -           | -           | -           | -           | -           | - |                     |
| Telecommunicator            | -   | -           | -           | -           | -           | -           | -           | -           | -           | - |                     |
| Secretary II                | 1.00  | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | - |                     |
| Secretary I *               | 0.40  | 0.40        | 0.40        | 0.40        | 0.40        | 0.40        | 0.40        | 0.40        | 0.40        | - |                     |
| Full Time                   | 35.00                                       | 35.00       | 34.00       | 37.00       | 34.00       | 34.00       | 34.00       | 34.00       | 34.00       | - |                     |
| Part Time                   | 0.40  | 0.40        | 0.40        | 0.40        | 0.40        | 0.40        | 0.40        | 0.40        | 0.40        | - |                     |
| Total F.T.E.                | 35.40                                       | 35.40       | 34.40       | 37.40       | 34.40       | 34.40       | 34.40       | 34.40       | 34.40       | - |                     |
| <b>FIRE - AMBULANCE</b>     |   |             |             |             |             |             |             |             |             |   |                     |
| FF Medics                   |   |             |             |             | 3.00        | 3.00        | 3.00        | 3.00        | 3.00        | - |                     |
|                             | -   | -           | -           | -           | -           | -           | -           | -           | -           | - |                     |
| Full Time                   | -   | -           | -           | -           | 3.00        | 3.00        | 3.00        | 3.00        | 3.00        | - |                     |
| Part Time                   | -   | -           | -           | -           | -           | -           | -           | -           | -           | - |                     |
| Total F.T.E.                | -   | -           | -           | -           | 3.00        | 3.00        | 3.00        | 3.00        | 3.00        | - |                     |

| DEPARTMENT                    | PERSONNEL SCHEDULE<br>FULL TIME EQUIVALENCY |       |       |       |       |       |       |       |       | Hawthorne |  |
|-------------------------------|---|-------|-------|-------|-------|-------|-------|-------|-------|-----------|--|
|                               | 2002  | 2003  | 2004  | 2005  | 2006  | 2007  | 2008  | 2009  | 2010  |           |  |
| <b>PUBLIC WORKS</b>           |   |       |       |       |       |       |       |       |       |           |  |
| <b>ADMINISTRATION</b>         |   |       |       |       |       |       |       |       |       |           |  |
| Director                      | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | -         |  |
| Code Administrator            | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | -         |  |
| Planner                       | 1.00  | 1.00  | -     | -     | -     | -     | -     | -     | -     | -         |  |
| Building Insp./Code Enf. Off. | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | -         |  |
| Housing Insp.                 | -   | -     | -     | -     | -     | -     | -     | -     | -     | -         |  |
| Secretary II                  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | -         |  |
| Secretary I                   |   |       |       |       |       | 2.00  | 2.00  | 2.00  | 2.00  | 2.00      |  |
| Code Enforcement Officer      | 3.00  | 3.00  | 3.00  | 3.00  | 5.00  | 5.00  | 5.00  | 5.00  | 5.00  | -         |  |
| Building Insp.                |   |       |       |       |       | -     | -     | -     | 0.36  | 0.360     |  |
| Code Enforcement Officer      | 0.48  | 0.50  | 1.00  | 1.00  | -     | -     | -     | 0.60  | 0.60  | -         |  |
| Secretary I *                 | 1.70  | 1.75  | 1.50  | 1.50  | 1.50  | -     | -     | -     | -     | -         |  |
| Full Time                     | 8.00  | 8.00  | 7.00  | 7.00  | 9.00  | 11.00 | 11.00 | 11.00 | 11.00 | -         |  |
| Part Time                     | 2.18  | 2.25  | 2.50  | 2.50  | 1.50  | -     | -     | 0.60  | 0.96  | 0.360     |  |
| Total F.T.E.                  | 10.18                                       | 10.25 | 9.50  | 9.50  | 10.50 | 11.00 | 11.00 | 11.60 | 11.96 | 0.360     |  |
| <b>GENERAL MAINTENANCE</b>    |   |       |       |       |       |       |       |       |       |           |  |
| Superintendent                | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | -         |  |
| Crew Leader                   | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | -         |  |
| Mechanic                      | 2.00  | 2.00  | 2.00  | 2.00  | 2.00  | 2.00  | 1.00  | 1.00  | 1.00  | -         |  |
| Maint. Worker I               | 4.00  | 1.00  | 2.00  | 2.00  | 1.00  | 1.00  | -     | -     | -     | -         |  |
| Maint. Worker II              | 3.00  | 6.00  | 5.00  | 5.00  | 6.00  | 6.00  | 5.00  | 5.00  | 5.00  | -         |  |
| Mechanic Asst./Maint. Worker  | -   | -     | -     | -     | -     | -     | 1.00  | 1.00  | 1.00  | -         |  |
| Stock Clerk                   | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | -         |  |
| Secretary I                   | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | -         |  |
| Seasonal Chipping *           |   | 1.15  | 1.15  | 1.15  | 1.15  | 1.15  | 1.15  | 1.15  | 1.15  | -         |  |
| Full Time                     | 11.50                                       | 11.50 | 11.50 | 11.50 | 11.50 | 11.50 | 9.50  | 9.50  | 9.50  | -         |  |
| Part Time                     | -   | -     | 1.15  | 1.15  | 1.15  | 1.15  | 1.15  | 1.15  | 1.15  | -         |  |
| Total F.T.E.                  | 11.50                                       | 11.50 | 12.65 | 12.65 | 12.65 | 12.65 | 10.65 | 10.65 | 10.65 | -         |  |
| <b>PARK MAINTENANCE</b>       |   |       |       |       |       |       |       |       |       |           |  |
| Superintendent                | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | -         |  |
| Crew Leader                   | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | -         |  |
| Mechanic                      | -   | -     | -     | -     | -     | -     | 1.00  | 1.00  | 1.00  | -         |  |
| Maint. Worker I               | 1.00  | 1.00  | 1.00  | 3.00  | 2.00  | 2.00  | -     | -     | -     | -         |  |
| Maint. Worker II              | 7.00  | 7.00  | 7.00  | 5.00  | 5.00  | 5.00  | 9.00  | 9.00  | 9.00  | -         |  |
| Mechanic Asst./Maint. Worker  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | 1.00  | -     | -     | -     | -         |  |
| Park Resource Mgr.            | 1.00  | -     | -     | -     | -     | -     | -     | -     | -     | -         |  |
| Stock Clerk                   | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | -         |  |
| Secretary I                   | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | 0.50  | -         |  |
| Seasonal grass cutter:        | 1.68  | -     | -     | -     | -     | -     | -     | -     | -     | -         |  |
| Seasonal workers **           | 1.68  | 0.48  | -     | -     | 0.26  | 0.26  | 0.26  | 0.26  | 0.26  | -         |  |
| Full Time                     | 12.50                                       | 11.50 | 11.50 | 11.50 | 10.50 | 10.50 | 12.50 | 12.50 | 12.50 | -         |  |
| Part Time                     | 3.37  | 0.48  | -     | -     | 0.26  | 0.26  | 0.26  | 0.26  | 0.26  | -         |  |
| Total F.T.E.                  | 15.87                                       | 11.98 | 11.50 | 11.50 | 10.76 | 10.76 | 12.76 | 12.76 | 12.76 | -         |  |

**PERSONNEL SCHEDULE  
FULL TIME EQUIVALENCY**



| DEPARTMENT                    | 2002           | 2003           | 2004          | 2005          | 2006          | 2007          | 2008          | 2009          | 2010          | Change        |
|-------------------------------|----------------|----------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| <b>RECREATION</b>             |                |                |               |               |               |               |               |               |               |               |
| Superintendent                | 1.00           | 1.00           | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | -             |
| Facility Mgr.                 | 2.00           | 2.00           | 2.00          | 2.00          | 2.00          | 2.00          | 2.00          | 2.00          | 2.00          | -             |
| Supervisor                    | 3.00           | 3.00           | 3.00          | 3.00          | 3.00          | 3.00          | 3.00          | 3.00          | 3.00          | -             |
| Program Special.              | 1.00           | 1.00           | 1.00          | 1.00          | 1.00          | 1.00          | -             | -             | -             | -             |
| Custodian                     | 1.00           | 1.00           | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | -             |
| Secretary I                   | 1.00           | 1.00           | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | 1.00          | -             |
| Rec Leader *                  | 4.47           | 3.87           | 4.40          | 4.65          | 4.50          | 4.53          | 4.53          | 4.93          | 5.24          | 0.31          |
| Secretary I *                 | 0.44           | 0.42           | 0.41          | 0.37          | 0.37          | 0.37          | 0.37          | 0.47          | 0.47          | -             |
| Custodian *                   | 3.80           | 3.80           | 3.37          | 3.38          | 5.38          | 4.60          | 4.60          | 4.83          | 4.83          | -             |
| Ranger *                      | 1.88           | 2.07           | 1.58          | 1.50          | 1.51          | 1.72          | 1.72          | 2.10          | 2.10          | -             |
| Bus Driver *                  | 0.82           | 0.91           | 0.98          | 0.83          | 0.83          | 1.29          | 1.29          | 0.95          | 0.95          | -             |
| Pool staff **                 | 4.83           | 4.18           | 4.43          | 3.80          | 3.79          | 3.79          | 3.79          | 8.89          | 16.94         | 8.05          |
| Cashier **                    | 0.88           | 0.46           | 0.56          | 0.57          | 0.47          | 0.47          | 0.47          | 0.47          | 0.50          | 0.03          |
| Instructor **                 | 1.10           | 1.03           | 1.03          | 0.75          | 0.65          | 0.65          | 0.65          | 0.65          | 0.65          | -             |
| Skatepark Att.**              | -              | -              | -             | 1.15          | 1.15          | 1.15          | 1.15          | 1.15          | 0.62          | (0.53)        |
| Child care **                 | 0.14           | 0.13           | -             | -             | -             | -             | -             | -             | -             | -             |
| Sport official **             | 0.23           | 0.05           | 0.05          | -             | -             | -             | -             | -             | -             | -             |
| Playground leaders **         | 1.07           | 1.07           | 1.07          | 0.98          | 0.98          | 0.98          | 0.98          | -             | -             | -             |
| Camp Stand **                 | -              | -              | -             | -             | -             | -             | -             | 0.89          | 0.89          | -             |
| Field Maint. S.C              | -              | -              | -             | -             | 0.69          | 0.69          | 0.69          | 1.20          | 1.20          | -             |
| Park Maint.                   | -              | -              | -             | -             | 0.75          | 0.75          | 0.75          | 0.75          | 0.75          | -             |
| SYETP Superv. **              | -              | -              | -             | -             | -             | -             | -             | -             | -             | -             |
| Full Time                     | 9.00           | 9.00           | 9.00          | 9.00          | 9.00          | 9.00          | 8.00          | 8.00          | 8.00          | -             |
| Part Time                     | 19.66          | 17.99          | 17.88         | 17.98         | 21.07         | 20.99         | 20.99         | 27.28         | 35.14         | 7.86          |
| Total F.T.E.                  | 28.66          | 26.99          | 26.88         | 26.98         | 30.07         | 29.99         | 28.99         | 35.28         | 43.14         | 7.86          |
| <b>ECONOMIC DEVELOPMENT</b>   |                |                |               |               |               |               |               |               |               |               |
| Economic Developer            | -              | -              | -             | -             | -             | -             | 1.00          | 1.00          | 1.00          | -             |
| GIS Analyst                   | -              | -              | -             | -             | -             | -             | 1.00          | 1.00          | 1.00          | -             |
| Asst. City Manager            | -              | -              | -             | -             | -             | -             | -             | -             | 0.33          | -             |
| Communications Coor.          | -              | -              | -             | -             | -             | -             | 0.12          | 0.12          | 0.12          | -             |
| Receptionist *                | -              | -              | -             | -             | -             | -             | 0.50          | 0.50          | 0.50          | -             |
| Full Time                     | -              | -              | -             | -             | -             | -             | 2.12          | 2.12          | 2.45          | 0             |
| Part Time                     | -              | -              | -             | -             | -             | -             | -             | 0.50          | 0.50          | -             |
| Total F.T.E.                  | -              | -              | -             | -             | -             | -             | 2.12          | 2.62          | 2.95          | 0.33          |
| <b>TOTAL FULL TIME F.T.E.</b> | <b>167</b>     | <b>160</b>     | <b>166</b>    | <b>170</b>    | <b>174</b>    | <b>175.00</b> | <b>180.12</b> | <b>182.00</b> | <b>186.00</b> | <b>4.000</b>  |
| <b>TOTAL PART TIME F.T.E.</b> | <b>32.3532</b> | <b>22.421</b>  | <b>23.73</b>  | <b>23.73</b>  | <b>25.68</b>  | <b>24.50</b>  | <b>24.00</b>  | <b>30.84</b>  | <b>39.06</b>  | <b>8.220</b>  |
| <b>TOTAL F.T.E.</b>           | <b>199.353</b> | <b>182.421</b> | <b>189.73</b> | <b>193.73</b> | <b>199.68</b> | <b>199.50</b> | <b>204.12</b> | <b>212.84</b> | <b>225.06</b> | <b>12.220</b> |

\* Part Time regular

\*\* Part Time temporary

\*\*\* Not in totals



# City of Hazelwood Capital Improvement Fund Budget



**Fund #200**  
**Description**

**Fund Summary**

Major improvements, projects, and purchases are recorded in this fund. These items generally cost in excess of \$5,000 and have value extending beyond one fiscal period. Routine replacement and maintenance items of significant cost and life beyond 5 years are also included. (Policy 7/1/2005)

| <b>Project expenses</b>                            | Actual             | Budget             | Estimate           | Budget             |
|--|--------------------|--------------------|--------------------|--------------------|
|  | <u>2008</u>        | <u>2009</u>        | <u>2009</u>        | <u>2010</u>        |
| Buildings and grounds                              | \$6,294,567        | \$579,164          | \$886,451          | \$1,228,893        |
| Street improvements                                | 396,595            | 762,000            | 606,422            | 1,394,000          |
| Park improvements                                  | 57,972             | 535,000            | 120,800            | 644,500            |
| Stormwater and sidewalk                            | 0                  | 250,000            | 0                  | 35,000             |
| Vehicles   | 439,950            | 482,179            | 408,471            | 545,893            |
| Development areas of study                         | 0                  | 0                  | 0                  | 0                  |
| Equipment  | 364,576            | 392,275            | 209,099            | 292,880            |
| Other  | 0                  | 0                  | 0                  | 0                  |
| <b>Total project expenses</b>                      | <b>\$7,553,660</b> | <b>\$3,000,618</b> | <b>\$2,231,243</b> | <b>\$4,141,166</b> |
| <b>Revenue</b>                                     |                    |                    |                    |                    |
| <i>Capital improvement sales tax (1/2%)</i>        | 1,605,980          | 1,568,000          | 1,570,000          | 1,570,000          |
| <i>Investment income</i>                           | 48,534             | 19,000             | 4,000              | 4,000              |
| <i>Grants</i>                                      | 55,581             | 322,500            | 16,178             | 528,593            |
| <i>Tax increment financing</i>                     |                    | 0                  | 0                  | 0                  |
| <i>Other, Misc.</i>                                | 10,615             | 51,000             | 200,000            | 50,000             |
| <i>Debt Proceeds</i>                               | 5,429,059          |                    | 0                  | 0                  |
| <i>Inter-fund transfer in/out to Debt Service)</i> | \$309,458          | \$0                | \$254,181          | 256,446            |
| <i>Lease/purchase funding</i>                      | 0                  | 0                  | 0                  | 315,000            |
| <b>Total funding</b>                               | <b>\$7,459,227</b> | <b>\$1,960,500</b> | <b>\$2,044,358</b> | <b>\$2,724,039</b> |
| <b>Capital improvement fund balance:</b>           |                    |                    |                    |                    |
| <b>Contribution to reserve:</b>                    | (94,433)           | (1,040,118)        | (186,884)          | (1,417,127)        |
| <b>Beginning year balance</b>                      | <u>\$2,154,822</u> | <u>\$1,752,088</u> | <u>\$1,752,088</u> | <u>\$1,565,204</u> |
| <b>Ending fund balance</b>                         | <u>\$1,752,088</u> | <u>\$711,970</u>   | <u>\$1,565,204</u> | <u>\$148,076</u>   |
| <b>% of revenue:</b>                               | <u>23%</u>         | <u>36%</u>         | <u>77%</u>         | <u>5%</u>          |



| City of Hazelwood Capital Improvement Fund Budget<br>Buildings and grounds |  |                  |                  |                    |                          |                                |
|--|--|------------------|------------------|--------------------|--------------------------|--------------------------------|
| Fund #200  | Acct # 800   |                  |                  |                    |                          |                                |
| Description  | <br>Hazelwood |                  |                  |                    |                          |                                |
| Project detail   | Actual<br>2008   | Budget<br>2009   | Estimate<br>2009 | Budget<br>2010     | Spent<br>through<br>2009 | Expected<br>Cost of<br>Project |
| Non-Departmental   |  |                  |                  |                    |                          |                                |
| Bond redemptions-Museum  |  |                  | 346,670          | 347,217            |                          |                                |
| Total Non-Departmental   | 231,664  | 10,000           | 348,679          | 349,227            |                          |                                |
| City Manager   |  |                  |                  |                    |                          |                                |
| City Hall/Police Study   |  | 10,000           | 11,550           | 0                  |                          | 3,500,000                      |
| Utz-Tesson House - LP, 5 years   |  | 0                | 0                | 367,456 *          |                          | 350,000                        |
| Total City Manager   | 231,664  | 10,000           | 11,550           | 367,456            |                          |                                |
| Police   |  |                  |                  |                    |                          |                                |
| Total Police   | 0  | 0                | 0                | 0                  |                          |                                |
| Fire   |  |                  |                  |                    |                          |                                |
| Crew storage lockers (7)   |  | 0                | 0                | 0                  |                          |                                |
| Sewer repair, door 6, house 2  |  | 0                | 0                | 0                  |                          |                                |
| Fire House #2 addition-Lease/P. in 2005                                    | 54,400   | 54,400           | 54,400           | 54,400             | Last pmt. 6/2010         |                                |
| Concrete front ramp, fire house #2   | 0  | 0                | 0                | 0                  |                          |                                |
| Drain repair, door 6, house #2   | 0  | 0                | 0                | 9,500              |                          |                                |
| Replace concrete fire house #1 front ramp                                  | 35,000   | 24,609           | 0                | 0                  |                          |                                |
| Replace countertops fire house #2  | 4,200  | 4,200            | 0                | 0                  |                          |                                |
| Replace original lockers fire house #2                                     | 13,000   | 7,755            | 0                | 0                  |                          |                                |
| Roof & Windows house #1  |  |                  | 0                | 0                  |                          |                                |
| Total Fire   | 54,397   | 106,600          | 90,964           | 63,900             |                          |                                |
| Public Works Administration  |  |                  |                  |                    |                          |                                |
| CITY HALL / POLICE COMPLEX   |  |                  |                  |                    |                          |                                |
| Parking lot sealing  |  | 0                | 0                | 0                  |                          |                                |
| Carbon monoxide mech rm  |  |                  | 0                | 0                  |                          |                                |
| McQuay rooftop units (2)   |  |                  | 0                | 0                  |                          |                                |
| Up Grade Fire Alarm  |  |                  | 0                | 0                  |                          |                                |
| Total Public Works Administration  | 7,670  | 0                | 0                | 0                  |                          |                                |
| P.W. Garage  |  |                  |                  |                    |                          |                                |
| Trench Drains  |  | 0                | 0                | 0                  |                          |                                |
| Total P.W. Garage  | 14,571   | 0                | 0                | 0                  |                          |                                |
| RECREATION - COMMUNITY / CIVIC CENTERS                                     |  |                  |                  |                    |                          |                                |
| VGB main drain covers-White Birch Bay                                      | 5,967,799  | 0                | 0                | 0                  |                          |                                |
| Aquatic Center down pmt (debt service \$360,000/year, \$0 first yr)        | 0  | 0                | 0                | 15,000             |                          |                                |
| Aquatic Center Construction & bond issuance (offset by bond proceeds)      | 427,314  | 407,067          | 429,320          | 5,829,850          |                          |                                |
| Aquatic Center Rock Finish   | 0  | 0                | 0                | 0                  |                          |                                |
| HCC Arts & Crafts Room Flooring  | 6,000  | 6,200            | 0                | 0                  |                          |                                |
| HCC Foyer Clean & Seal   | 5,750  | 0                | 0                | 6,000              |                          |                                |
| CCE Lobby Furniture w/Display Unit   | 12,000   | 12,000           | 0                | 0                  |                          |                                |
| CCE Multi-Purpose Room Kitchen units                                       | 5,000  | 5,500            | 0                | 0                  |                          |                                |
| HCC Door Replacements(6)   | 6,500  | 6,500            | 0                | 0                  |                          |                                |
| Total Recreation   | 5,967,799  | 462,564          | 437,267          | 450,320            |                          |                                |
| Project Information:   |  |                  |                  |                    |                          |                                |
| Aquatic Center Budget 5,300,000 est on 5mil @ 5.05%                        |  |                  |                  |                    |                          |                                |
| Total Non-Departmental   | 326,768  | 0                | 0                | 0                  |                          |                                |
| <b>Total project expenses</b>  | <b>\$6,294,567</b>   | <b>\$579,164</b> | <b>\$886,451</b> | <b>\$1,228,893</b> |                          |                                |
| <b>Special Funding Sources</b>   |  |                  |                  |                    |                          |                                |
| Proceeds of Debt Issuance  | \$5,429,059  | \$0              | 0                |                    |                          |                                |
| Transfers In - Hotel/P&S sales tax-Museu                                   | \$309,458  | \$0              | 254,181          | 256,446            |                          |                                |
| Lease/purchase   |  |                  |                  | \$315,000 *        |                          |                                |
| Tax increment  |  |                  |                  |                    |                          |                                |
| Other  |  | 0                | 0                |                    |                          |                                |
| Total funding  | \$5,738,517  | \$0              | \$254,181        | \$571,446          |                          |                                |



Cap-2

**City of Hazelwood Capital Improvement Fund Budget  
Street Improvements**

Fund #200

Acct # 820



| <b>Project detail</b>  | Actual           | Budget                   | Estimate         | Budget             | Spent       | Expected                               |
|--|------------------|--------------------------|------------------|--------------------|-------------|--|
|  | <u>2008</u>      | <u>2009</u>              | <u>2009</u>      | <u>2010</u>        | <u>2009</u> | <u>Cost of Total</u><br><u>Project</u> |
| P.W. Administration  | 203,899          |                          |                  |                    |             |  |
| <b>P.W. Garage</b>   |                  |                          |                  |                    |             |  |
| General street maintenance   |                  |                          |                  |                    |             |  |
| Concrete Replacement   | 500,000          | 507,000                  | 1,000,000        |                    |             | NA                                     |
| Crack Sealing/filling  | 50,000           | 0                        | 50,000           |                    |             | NA                                     |
| Street Sealing   | 75,000           | 79,200                   | 50,000           |                    |             | NA                                     |
| Teson Road culvert ***   | 24,500           | 20,222                   | 294,000          |                    |             | 324,500                                |
| MO Bottom Rd Reconst   | 112,500          | transferred to Eco. Dev. |                  |                    |             | 750,000                                |
| <b>Total P.W.Garage</b>  | <b>192,696</b>   | <b>762,000</b>           | <b>606,422</b>   | <b>1,394,000</b>   |             |  |
| *** Teson Rd. - 80% grant, Design in FY09; Construction scheduled for summer 09                  |                  |                          |                  |                    |             |  |
| ***Mo. Bottom Rd. Reconstruction - 80% grant; Design scheduled FY10; Construction scheduled FY11 |                  |                          |                  |                    |             |  |
| <b>Total Park Maintenance</b>  | <b>0</b>         |                          |                  |                    |             |  |
| <b>Total Non-Departmental</b>  | <b>0</b>         |                          |                  |                    |             |  |
| <b>Total project expenses</b>  | <b>\$396,595</b> | <b>\$762,000</b>         | <b>\$606,422</b> | <b>\$1,394,000</b> |             |  |

**Special Funding Sources**

|                            |            |                  |                 |                  |
|----------------------------|------------|------------------|-----------------|------------------|
| General Fund - Transfer in |            | \$0              | \$0             | \$0              |
| Grant                      | 0          | 109,600          | 16,178          | 235,200 ***      |
| Other                      |            |                  |                 |                  |
| Other                      |            |                  |                 |                  |
| <b>Total funding</b>       | <b>\$0</b> | <b>\$109,600</b> | <b>\$16,178</b> | <b>\$235,200</b> |



Cap-3

**City of Hazelwood Capital Improvement Fund Budget  
Park Improvements**



*Hazelwood*

**Fund #200**

**Acct # 840**

**Description**

Park improvements are funded to provide for new developments in 138 acres of parks, including equipment, construction, and land acquisition. Ongoing maintenance is funded in the General Fund.

| <b>Project detail</b>                                      | <b>Actual</b> | <b>Budget</b> | <b>Estimate</b> | <b>Budget</b> | <b>Spent</b>           | <b>Project<br/>Total</b> |
|--|---------------|---------------|-----------------|---------------|------------------------|--------------------------|
|  | <u>2008</u>   | <u>2009</u>   | <u>2009</u>     | <u>2010</u>   | through<br><u>2009</u> |                          |
| P.W. Garage  |               |               |                 |               |                        |                          |
| Total P.W.Garage   | 0             | 0             | 0               | 0             |                        |                          |
| Park Maintenance   |               |               |                 |               |                        |                          |
| Canine Training Facility (fencing) - Police and Public use | 12,000        | \$0           | \$12,000        |               |                        | \$17,000                 |
| Field Restorations   | 15,500        | 15,500        | 65,000          |               |                        |                          |
| Play Area Surface Materials                                | 7,500         | 7,500         | 7,500           |               |                        |                          |
| Picnic Tables  | 10,000        | 9,800         | 10,000          |               |                        |                          |
| Park Fitness Equipment                                     | \$20,000      | 20,000        | 20,000          |               |                        |                          |
| Stormwater & Erosion Control Disc Golf Course              | 40,000        | 38,000        | 45,000          | 40,000        | \$1,000,000            |                          |
| Recreational Trails - Grant (80% reimbursable)             | 50,000        | 0             | 0               | 45,000        | \$250,000              |                          |
|  | 0             | 0             | 0               | 520,000       | \$520,000              |                          |
| Truman Park/St. Stanislaus Trail Ph.#2-Pks.Grant (100%)    | 200,000       | 0             | 200,000         | 0             |                        | \$600,000                |
| Park Pavilions - Howdershell 2010, Truman 2009             | 180,000       | 30,000        | 210,000         |               |                        |                          |
| Truman Park/St. Stanislaus Trail Phase 3 Surveying         |               | 0             | 75,000          |               |                        | 750,000                  |
| Total Park Maintenance                                     | 2,214         | 535,000       | 120,800         | 644,500       |                        |                          |
| Project information:                                       |               |               |                 |               |                        |                          |
| Total Recreation   |               | 55,757        |                 |               |                        |                          |
| Total Non-Departmental                                     |               | 0             |                 |               |                        |                          |
| Total project expenses                                     | \$57,972      | \$535,000     | \$120,800       | \$644,500     |                        |                          |

**Special Funding Sources**

|                                |          |     |         |
|--------------------------------|----------|-----|---------|
| Recreational Trails Grant 2007 | \$40,000 | \$0 | \$0     |
| Municipal Park Grant           | 200,000  | 0   | 200,000 |

*Other-State*

|               |     |           |     |           |
|---------------|-----|-----------|-----|-----------|
| Total funding | \$0 | \$240,000 | \$0 | \$200,000 |
|---------------|-----|-----------|-----|-----------|



# City of Hazelwood Capital Improvement Fund Budget

## Vehicles

| Fund #200  |   |                  |                |                  | Acct #           | 860              |
|--|---|------------------|----------------|------------------|------------------|------------------|
|  | <br><i>Hazelwood</i> |                  | Actual<br>2008 | Budget<br>2009   | Estimate<br>2009 | Budget<br>2010   |
| <u>Project detail</u>  |   |                  |                |                  |                  |                  |
| Department of the City Manager   |   |                  |                |                  |                  |                  |
| City Manager vehicle   |   | 18,000           |                | 18,520           |                  | 0                |
| <b>Total City Manager</b>  |   | <b>18,000</b>    |                | <b>18,520</b>    |                  | <b>0</b>         |
| Police   |   |                  |                |                  |                  |                  |
| Replacement Police Vehicles (6-2009) (0-2010)                              |   | 134,344          |                | 133,717          |                  | 0                |
| Prisoner Transport Van   |   | 28,402           |                | 32,265           |                  | 0                |
| Traffic Vehicle with equipment   |   | 24,810           |                | 18,694           |                  | 0                |
| Supervisor Vehicle SUV 4WD   |   | 26,983           |                | 30,635           |                  | 0                |
| Vehicle for VCRU (Grant)   |   |                  |                |                  | 22,393           | *                |
| <b>Total Police</b>  | 115,577   | <b>214,539</b>   |                | <b>215,311</b>   |                  | <b>22,393</b>    |
| Fire   |   |                  |                | 0                | 0                | 0                |
| Rescue boat-emergency management   |   | 0                |                | 0                | 20,000           |                  |
| Replace 1994 fire truck - order in September 2009 for August 2010 delivery |   |                  |                |                  | 0                | 750,000          |
| Replace Reserve Ambulance  |   | 0                |                | 0                | 150,000          | 150,000          |
| <u>Lease/Purchase 2005</u>   |   |                  |                |                  |                  |                  |
| Fire truck, 2 ambulances, equip. (5 year)                                  |   | 124,640          |                | 124,640          | 93,500           | <i>Last pmt.</i> |
| <b>Total Fire</b>  | 180,194   | <b>124,640</b>   |                | <b>124,640</b>   |                  | <b>263,500</b>   |
| Public Works Administration  |   |                  |                |                  |                  |                  |
| Code Enforcement 2 midsize sedans  |   | 0                |                | 0                | 0                | 0                |
| <b>Total Public Works Administration</b>                                   | 2,966   | <b>0</b>         |                | <b>0</b>         |                  | <b>0</b>         |
| P.W. Garage  |   |                  |                |                  |                  |                  |
| 1 Dump truck/Spreader/Plows - replace 1996                                 |   | 75,000           |                | 0                | 80,000           |                  |
| 1 Street sweeper - replace 1988  |   | 0                |                | 0                | 180,000          |                  |
| 1 Small dump truck/spreader/plow-replace 1995                              |   | 50,000           |                | 50,000           | 0                |                  |
| Lift Truck (replace 93)  |   | 0                |                | 0                | 0                | 70,000           |
| <b>Total P.W. Garage</b>   | 141,213   | <b>125,000</b>   |                | <b>50,000</b>    |                  | <b>260,000</b>   |
| Park Maintenance   |   |                  |                |                  |                  |                  |
| <b>Total Park Maintenance</b>  |   | <b>0</b>         |                | <b>0</b>         |                  | <b>0</b>         |
| Recreation   |   |                  |                |                  |                  |                  |
| <b>Total Recreation</b>  | 0   | <b>0</b>         |                | <b>0</b>         |                  | <b>0</b>         |
| Total Non-Departmental   | 0   |                  |                |                  |                  |                  |
| <b>Total project expenses</b>  | <b>\$439,950</b>  | <b>\$482,179</b> |                | <b>\$408,471</b> |                  | <b>\$545,893</b> |
| <b>Special Funding Sources</b>   |   |                  |                |                  |                  |                  |
| <i>Tax increment</i>   |   |                  |                |                  | 0                |                  |
| <i>Lease/purchase</i>  |   |                  |                |                  | 0                |                  |
| <i>Other - sale of vehicle</i>   |   |                  |                |                  | 0                |                  |
| <i>Grants</i>  | 0   | 0                |                | 0                | 23,393           | *                |
| <b>Total funding</b>   | <b>\$0</b>  | <b>\$0</b>       |                | <b>\$0</b>       | <b>\$23,393</b>  | <b>\$0</b>       |



## City of Hazelwood Capital Improvement Fund Budget Equipment

Fund #200

Acct # 880

### Description



| <u>Project detail</u>                                 | <u>Actual<br/>2008</u> | <u>Budget<br/>2009</u> | <u>Estimate<br/>2009</u> | <u>Budget<br/>2010</u> | <u>Spent<br/>through<br/>2009</u> | <u>Expected<br/>Cost of Total<br/>Project</u> |
|---|------------------------|------------------------|--------------------------|------------------------|-----------------------------------|---|
| <b>City Council</b>                                   |                        |                        |                          |                        |                                   |   |
| Workflow management system                            |                        | 0                      | 0                        | 0                      | 20,000                            | 50,000  |
| Sound system for Chambers                             |                        | 30,000                 | 19,000                   | 0                      |                                   |   |
| Dais & Audience Chairs for Chambers                   |                        | 0                      | 0                        | 0                      |                                   |   |
| <b>Total City Council</b>                             | <b>26,323</b>          | <b>30,000</b>          | <b>19,000</b>            | <b>0</b>               |                                   |   |
| <b>Department of the City Manager</b>                 |                        |                        |                          |                        |                                   |   |
|   |                        | 0                      | 0                        | 0                      |                                   |   |
| <b>Total City Manager</b>                             | <b>10,744</b>          | <b>0</b>               | <b>0</b>                 | <b>0</b>               |                                   |   |
| <b>Information Systems</b>                            |                        |                        |                          |                        |                                   |   |
| GIS ESRI Software Extensions                          |                        | 35,000                 | 0                        | 0                      |                                   |   |
| DVR Ststem(3 Intel NAS - 4 card access doors)         |                        | 13,900                 | 11,133                   | 0                      |                                   |   |
| Server Replacement (2)                                |                        | 18,400                 | 17,218                   | 18,400                 |                                   |   |
| Replace Cisco Switches (4)                            |                        | 16,800                 | 15,610                   | 0                      |                                   |   |
| Tape Library (1)                                      |                        | 6,500                  | 6,978                    | 0                      |                                   |   |
| Cisco 5505(10)  |                        |                        |                          | 6,840                  |                                   |   |
| Liebert UPS   |                        |                        |                          | 20,667                 |                                   |   |
| Digital phone handsets                                |                        |                        |                          | 28,249                 |                                   |   |
|   |                        | 0                      |                          |                        |                                   |   |
| <b>Total Information Systems</b>                      | <b>22,685</b>          | <b>90,600</b>          | <b>50,939</b>            | <b>74,156</b>          |                                   |   |
| <b>Finance</b>  |                        |                        |                          |                        |                                   |   |
| Finance-Server & software (5 year) LP 2005            |                        | 36,360                 | 36,360                   | 36,360                 | 109,080                           | 181,200                                       |
| ADP-Time & Attendance System-Installation & Dell Serv |                        | 21,500                 | 21,000                   | 0                      |                                   | 21,500  |
|   |                        |                        |                          |                        |                                   |   |
| <b>Total Finance</b>                                  | <b>36,357</b>          | <b>57,860</b>          | <b>57,360</b>            | <b>36,360</b>          |                                   |   |
| <b>City Clerk</b>                                     |                        |                        |                          |                        |                                   |   |
| <b>Total City Clerk</b>                               | <b>1,772</b>           | <b>0</b>               | <b>0</b>                 | <b>0</b>               |                                   |   |
| <b>Police</b>   |                        |                        |                          |                        |                                   |   |
| PD-Digital In-Car Video System (08-6)(09-9)           |                        | 38,655                 | 28,160                   | 0                      |                                   | 119,880                                       |
| Ballistic Protective Equipment(10 sets)               |                        | 16,280                 | 7,940                    | 0                      |                                   |   |
| .223 Cal. Patrol Rifles (14) (6 new in 2010)          |                        | 16,030                 | 19,100                   | 8,604                  |                                   |   |
| Elliptical Trainer                                    |                        | 6,200                  | 0                        | 6,200                  |                                   |   |
| Treadmill   |                        | 0                      | 3,600                    | 0                      |                                   |   |
| Replacement Weapons (70)                              |                        | 17,250                 | 0                        | 17,500                 |                                   |   |
| Traffic Counter Replacement                           |                        |                        |                          | 9,000                  |                                   |   |
| Portable Radar Display System                         |                        |                        |                          | 12,000                 |                                   |   |
| Portable Target System                                |                        |                        |                          | 8,440                  |                                   |   |
| In-care printers (10)                                 |                        |                        |                          | 12,020                 |                                   |   |
|   |                        |                        |                          |                        |                                   |   |
| <b>Total Police</b>                                   | <b>154,823</b>         | <b>94,415</b>          | <b>58,800</b>            | <b>73,764</b>          |                                   |   |
| <b>Fire</b>   |                        |                        |                          |                        |                                   |   |
|   |                        | 0                      | 0                        | 0                      |                                   |   |
| 14 Mattresses Station No. 1                           |                        | 0                      | 0                        | 5,600                  |                                   |   |
| Replace furniture                                     |                        | 7,400                  | 0                        | 5,500                  |                                   |   |

**City of Hazelwood Capital Improvement Fund Budget  
Equipment**

Fund #200

Acct # 880

Description



| <b>Project detail</b>                                    | Actual           | Budget           | Estimate         | Budget           | Spent               | Expected               |
|--|------------------|------------------|------------------|------------------|---------------------|------------------------|
|  | <u>2008</u>      | <u>2009</u>      | <u>2009</u>      | <u>2010</u>      | <u>through 2009</u> | <u>Cost of Project</u> |
| Total Fire Ambulance                                     | 79,772           | 7,400            | 0                | 11,100           |                     |                        |
|  |                  | 0                | 0                | 0                |                     |                        |
|  |                  | 0                | 0                | 0                |                     |                        |
|  |                  | 0                | 0                | 0                |                     |                        |
|  |                  | 0                | 0                | 0                |                     |                        |
| Total Ambulance P.W. Administration                      | 25,385           | 0                | 0                | 0                |                     |                        |
|  |                  | 0                | 0                | 0                |                     |                        |
|  |                  | 0                | 0                | 0                |                     |                        |
|  |                  | 0                | 0                | 0                |                     |                        |
|  |                  | 0                | 0                | 0                |                     |                        |
| Total P.W. Administration                                | 1,520            | 0                | 0                | 0                |                     |                        |
| P.W. Garage  |                  |                  |                  |                  |                     |                        |
| 1 Chipper - 100% Solid Waste District Grant              |                  | 40,000           | 0                | 40,000           |                     |                        |
| 1 Leaf Vac for streets - 100% Solid Waste District Grant |                  | 30,000           | 0                | 30,000           |                     |                        |
| 2 Zero-Turn Mowers                                       |                  | 22,000           | 23,000           | 0                |                     |                        |
|  |                  | 0                | 0                | 0                |                     |                        |
| Total P.W. Garage  | 0                | 92,000           | 23,000           | 70,000           |                     |                        |
| Recreation   |                  |                  |                  |                  |                     |                        |
| CCE Weight Room Equipment Replacement                    |                  | 0                | 0                | 7,500            |                     |                        |
|  |                  | 0                | 0                | 0                |                     |                        |
| move   |                  | 0                | 0                | 0                |                     |                        |
| HCC/CCE Fitness/Video Equipment                          |                  | 20,000           | 0                | 20,000           |                     |                        |
|  |                  | 0                | 0                | 0                |                     |                        |
| Total Recreation   | 5,196            | 20,000           | 0                | 27,500           |                     |                        |
| Total Non-Departmental                                   | 0                |                  |                  |                  |                     |                        |
| <b>Total project expenses</b>                            | <b>\$364,576</b> | <b>\$392,275</b> | <b>\$209,099</b> | <b>\$292,880</b> |                     |                        |

**Special Funding Sources**

|                                    |            |                 |            |
|------------------------------------|------------|-----------------|------------|
| Grants - Solid Wast District Grant | 70,000     | 0               | 70,000     |
| Tax increment                      |            |                 |            |
| Other - special assessments        |            |                 |            |
| <b>Total funding</b>               | <b>\$0</b> | <b>\$70,000</b> | <b>\$0</b> |

Cap-6

**City of Hazelwood Capital Improvement Fund Budget**  
**Stormwater and Sidewalk Improvement**



Fund #200

Hazelwood

Acct #

890

**Description**

Sidewalk replacement program to eliminate tripping hazards.

| <b><u>Project detail</u></b>                | Actual      | Budget      | Estimate    | Budget      | Expected                     |
|---|-------------|-------------|-------------|-------------|------------------------------|
|   | <u>2008</u> | <u>2009</u> | <u>2009</u> | <u>2010</u> | <u>Cost of Total Project</u> |
| Sidewalk replacement (materials)            | \$0         | \$0         | 0           | \$35,000    | NA                           |
| *Hz. Middle School-E/W Gateway MO DOT Grant |             | 250,000     |             | 0           | NA                           |
| No grant awarded                            |             |             |             |             |                              |
| <br>  |             |             |             |             |                              |
| Total project expenses                      | \$0         | \$250,000   | \$0         | \$35,000    |                              |

**Special Funding Sources**

|                       |     |           |     |
|-----------------------|-----|-----------|-----|
| Grants - MO DOT Grant | 0   | 250,000   | 0   |
| Tax increment         |     |           |     |
| Other                 |     |           |     |
| Total funding         | \$0 | \$250,000 | \$0 |



**City of Hazelwood Capital Improvement Fund Budget**  
**Development Areas of Study**

|   |   |                       |                         |                       |   |
|---|---|-----------------------|-------------------------|-----------------------|---|
| <u>Fund #200</u>  |   | <u>Acct #</u>         | 895                     |                       |   |
| <u>Description</u>  | <br><i>Hazelwood</i> |                       |                         |                       |   |
| <u>Project detail</u>                                     | Actual<br><u>2008</u>   | Budget<br><u>2009</u> | Estimate<br><u>2009</u> | Budget<br><u>2010</u> | <u>Expected<br/>Cost of Total<br/>Project</u> |
|   | \$0   | \$0                   |                         |                       |   |
| Total project expenses                                    | \$0   | \$0                   | \$0                     | \$0                   | \$0   |
| <b>Special Funding Sources</b>                            |   |                       |                         |                       |   |
| <i>Tax increment financing</i>                            |   |                       |                         |                       |   |
| <i>Other - Robertson Redevelopment Area reimbursement</i> |   | 200,000               |                         |                       |   |
| Total funding   | \$0   | \$200,000             | \$0                     |                       |   |





## City of Hazelwood Economic Development Fund



**Fund #180  
Description**

**Goals and Objectives**

### GENERAL

The economic development division of the city manager's department supervises the daily and long-term economic development activities of the City of Hazelwood.

### ANALYSIS

The budget provides a mechanism for planning economic development activities while allowing the flexibility to meet unplanned needs. This includes operations, management, project funding, infrastructure development, geographic information system operations (GIS) and coordination with other City of Hazelwood Departments and liaison with county, regional, state and federal agencies.

### GOALS & OBJECTIVES

In Fiscal Year 2009-2010 the Economic Development Department will pursue the following goals:

Advertise the city as a business, industry and tourism destination

Participate in business and industry retention programs

Provide GIS capabilities and data for all city departments

Improve city corridors through enhancement programs

Provide creative local incentives to attract business and industry

Maintain information on commercial real estate in the city

Develop tools to analyze and measure business trends

Work with developers on projects in the city

Develop tools to analyze and measure business trends

Provide an electronic interface for economic development

Assist businesses

Provide information about the city's economy

Cooperate in local and regional economic development programs

Plan infrastructure improvements in conjunction with Public Works

Provide information about various incentive programs available

Support development of existing and new industrial and office parks

Assist in development of Brookes Park

## City of Hazelwood Economic Development Fund



**Fund #180**  
**Description**

**Fund Summary**

The cost of economic development plans, projects, and purchases are recorded in this fund.  
Expenditures are funded by 1/2 cent Economic Development Sales Tax.

|                                       | Actual<br><u>2008</u> | Budget<br><u>2009</u> | Estimate<br><u>2009</u> | Budget<br><u>2010</u> |
|---------------------------------------|-----------------------|-----------------------|-------------------------|-----------------------|
| <b>Project expenses</b>               |                       |                       |                         |                       |
| General Economic Development          | \$13,987              | \$410,000             | \$28,250                | \$543,700             |
| Long Term Infrastructure              | 588,803               | 2,046,651             | 1,959,891               | 3,280,151             |
| Administration                        | 223,548               | 262,012               | 245,162                 | 328,123               |
|                                       |                       |                       |                         |                       |
| <b>Total expenses</b>                 | <b>\$826,338</b>      | <b>\$2,718,663</b>    | <b>\$2,233,303</b>      | <b>\$4,151,974</b>    |
| <b>Revenue</b>                        |                       |                       |                         |                       |
| <i>Economic Development sales tax</i> | 2,139,107             | 2,109,000             | 2,258,000               | 2,295,000             |
| <i>Interest Income</i>                | 13,160                | 30,000                | 10,500                  | 10,500                |
| <i>Other, Misc., Grant income</i>     | 15,770                | 88,000                | 147,200                 | 1,336,400             |
| <i>Proceeds from capital lease</i>    | 168,750               | 0                     |                         |                       |
|                                       |                       |                       |                         |                       |
| <b>Total funding</b>                  | <b>\$2,336,787</b>    | <b>\$2,227,000</b>    | <b>\$2,415,700</b>      | <b>\$3,641,900</b>    |
| <b>Fund balance:</b>                  |                       |                       |                         |                       |
| <b>Contribution to reserve:</b>       | 1,510,449             | (491,663)             | 182,397                 | (510,074)             |
| <b>Beginning year balance</b>         | <u>\$0</u>            | <u>\$1,510,449</u>    | <u>\$1,510,449</u>      | <u>\$1,692,846</u>    |
| <b>Ending fund balance</b>            | <u>\$1,510,449</u>    | <u>\$1,018,786</u>    | <u>\$1,692,846</u>      | <u>\$1,182,772</u>    |
| <b>% of revenue:</b>                  |                       |                       |                         | <u>32%</u>            |



# City of Hazelwood Economic Development Fund

## General Economic Development

Fund #180

Project # 181

Description



### Project detail

|  | Actual<br><u>2008</u> | Budget<br><u>2009</u> | Estimate<br><u>2009</u> | Budget<br><u>2010</u> |
|--|-----------------------|-----------------------|-------------------------|-----------------------|
|--|-----------------------|-----------------------|-------------------------|-----------------------|

|   |         |        |        |         |
|---|---------|--------|--------|---------|
| Corridor enhancement - Lighted Street Signs   | 65,000  | 0      | 50,000 |         |
| Business Technology                           | 95,000  | 0      | 60,000 |         |
| Kmart Area                                    | 0       | 0      | 0      |         |
| WIFI  | 65,000  | 0      | 0      |         |
| Transportation Inventory                      | 0       | 0      | 0      |         |
| Comprehensive Plan Carry over                 | 0       | 0      | 9,450  |         |
| Business Meetings                             | 10,000  | 0      | 5,000  |         |
| Surveys                                       | 0       | 0      | 5,000  |         |
| Participate in funding regional ED activities | 0       | 0      | 5,000  |         |
| Related professional services                 | 125,000 | 2,000  | 10,000 |         |
| Advertising & Marketing                       | 50,000  | 26,250 | 24,250 |         |
| Special Project(s)                            |         |        | 75,000 |         |
| Reserve                                       |         |        |        | 300,000 |

**Total project expenses** **\$13,987** **\$410,000** **\$28,250** **\$543,700**

### Special Funding Sources

|               |     |     |     |     |
|---------------|-----|-----|-----|-----|
| Total funding | 0   | 0   | 0   | 0   |
|               | \$0 | \$0 | \$0 | \$0 |



# City of Hazelwood Economic Development Fund

## Long Term Infrastructure

Fund #180

Project # 183

Description

Required minimum 20% allocation of available funds



Project detail

|   | Actual<br><u>2008</u> | Budget<br><u>2009</u> | Estimate<br><u>2009</u> | Budget<br><u>2010</u> | Project<br>Estimate |
|---|-----------------------|-----------------------|-------------------------|-----------------------|---------------------|
| Interchange enhancement                               | 107,000               | 0                     | 0                       | 0                     |                     |
| Redevelopment Study                                   | 100,000               | 0                     | 0                       | 0                     |                     |
| Corridor Beautification/Landscaping                   | 200,000               | 0                     | 700,000                 |                       |                     |
| Byasse - Frost Bridge Design                          | 0                     | 0                     | 0                       | *                     | 1,600,000           |
| Byasse - Frost Bridge Const.                          | 0                     | 0                     | 0                       |                       |                     |
| Two grant applications denied - will pursue in future |                       |                       |                         |                       |                     |
| Knobbe House Lease/Purchase                           | 59,651                | 59,651                | 59,651                  | 2nd of 3 yrs          |                     |
| Landscape Maintenance                                 | 75,000                | 0                     | 0                       |                       |                     |
| Lindbergh - 270 Interchange Improvements - SPUI       | 210,000               | 0                     | 50,000                  |                       |                     |
| Local Incentive Program(s)                            | 600,000               | 1,190,000             | 750,000                 |                       |                     |
| Phantom Curbs & Islands                               |                       | 0                     |                         |                       |                     |
| Phantom Landscaping                                   |                       | 0                     |                         |                       |                     |
| Hornet & Campus Ct                                    |                       | 0                     |                         |                       |                     |
| PCCP Byasse Ave. Improvements                         |                       | 0                     |                         |                       |                     |
| PCCP Lambert Point Improvements                       |                       | 0                     |                         |                       |                     |
| Anglum Rd - Eagle Industrial Park                     | 30,000                | 30,000                | 0                       |                       |                     |
| Fee Fee Rd (McDonnell-Lambert Pt) Design              | 10,000                | 10,000                | 0                       |                       |                     |
| Fee Fee Rd (McDonnell-Lambert Pt) Const.              | 400,000               | 6,240                 | 150,000                 | **                    | 1,200,000           |
| Fee Fee Rd (ROW Acquisition)                          | 20,000                | 0                     | 20,000                  | **                    |                     |
| MO Bottom Rd Reconst Design (transferred from C.I.)   | 0                     | 52,000                | 60,500                  | ****                  | 750,000             |
| MO Bottom Rd Construction                             |                       | 0                     | 440,000                 | ****                  | combined            |
| Hazelwood Avenue White Topping (TIP)                  | 110,000               | 132,000               | 1,000,000               | ***                   |                     |
| Related professional services                         | 125,000               |                       | 50,000                  |                       |                     |
| Parks   | 0                     | 480,000               | 0                       |                       |                     |

Total project expenses \$588,803 \$2,046,651 \$1,959,891 \$3,280,151

Special Funding Sources

|   |            |                 |                  |                    |
|---|------------|-----------------|------------------|--------------------|
| 80% Reimbursement Hazelwood White Topping | \$88,000   | \$105,600       | \$800,000        | ***                |
| Byasse - Frost Bridge - TIP Grant         |            | 0               | *                |                    |
| Fee Fee Road - 80% Grant                  |            |                 | 136,000          | **                 |
| MO Bottom Rd Reconst                      | 0          | 41,600          | 400,400          | ****               |
| <b>Total funding</b>                      | <b>\$0</b> | <b>\$88,000</b> | <b>\$147,200</b> | <b>\$1,336,400</b> |



# City of Hazelwood Economic Development Fund

## Administration

Fund #180

Project # 185

Description

Maximum allocation of 25% of available funds



| <u>Detail</u>                  | Actual<br><u>2008</u> | Budget<br><u>2009</u> | Estimate<br><u>2009</u> | Budget<br><u>2010</u> | Acct#      |
|--------------------------------|-----------------------|-----------------------|-------------------------|-----------------------|------------|
| Full Time Salary               | 92,172                | 106,825               | 94,078                  | 133,691               | 101        |
| Part Time Salary               |                       | 12,061                | 6,030                   | 12,843                | 103        |
| Overtime pay                   |                       | 0                     |                         | 0                     | 105        |
| Holiday pay                    |                       | 0                     |                         | 0                     | 107        |
| Accrued Leave                  |                       | 0                     |                         | 0                     | 120        |
| Unemployment Comp.             |                       | 0                     |                         | 0                     | 122        |
| Social Security                | 6,991                 | 9,095                 | 7,658                   | 11,210                | 124        |
| Retirement Fund                | 10,512                | 11,996                | 13,698                  | 15,587                | 126        |
| Worker's Compensation          |                       | 3,090                 | 4,002                   | 6,233                 | 128        |
| Health Insurance               | 13,897                | 12,250                | 5,330                   | 12,987                | 130        |
| Life/Disability Insurance      | 580                   | 834                   | 666                     | 922                   | 132        |
| Other Personnel Costs          |                       | 0                     |                         | 0                     | 150        |
| <b>Total Personnel</b>         | <b>124,153</b>        | <b>156,152</b>        | <b>131,462</b>          | <b>193,473</b>        |            |
| Professional Services          | 37,011                | \$15,000              | 34,000                  | \$50,000              | 200        |
| Rental Equipment               |                       | 0                     |                         | 0                     | 320        |
| Utilities                      |                       | 19,350                | 19,350                  | 20,400                | 330        |
| Vehicle Maintenance            |                       | 400                   | 400                     | 400                   | 350        |
| Equipment Maintenance          | 1,140                 | 500                   | 0                       | 500                   | 360        |
| Building Maintenance           | 131                   | 2,000                 | 1,000                   | 2,000                 | 370        |
| Other Property Services        |                       | 0                     | 0                       | 0                     | 380        |
| <b>Total Property Services</b> | <b>1,271</b>          | <b>22,250</b>         | <b>20,750</b>           | <b>23,300</b>         |            |
| Special Programs               |                       | 0                     |                         | 5,000                 | 400        |
| Liability/Property/Auto Ins.   |                       | 0                     | 22,450                  | 23,500                | 420        |
| Communications                 | 34,545                | 16,975                | 6,500                   | 2,500                 | 430        |
| Travel/Training/Mileage        | 121                   | 20,505                | 17,000                  | 23,000                | 440        |
| <b>Total Other Services</b>    | <b>34,667</b>         | <b>37,480</b>         | <b>45,950</b>           | <b>54,000</b>         |            |
| General Supplies               | 6,563                 | 1,000                 | 11,500                  | 1,000                 | 500        |
| Vehicle Supplies               |                       | 100                   | 100                     | 100                   | 530        |
| Motor Fuel/Lube                |                       | 500                   | 0                       | 500                   | 560        |
| <b>Total Supplies</b>          | <b>6,563</b>          | <b>1,600</b>          | <b>11,600</b>           | <b>1,600</b>          | <b>600</b> |
| Furniture and Fixtures         | 14,706                | 0                     | 800                     | 500                   | 620        |
| Machinery/Equipment            |                       | 500                   | 0                       | 250                   | 650        |
| Computers/IS                   | 5,177                 | 300                   | 600                     | 5,000                 | 670        |
| Vehicle Equipment              |                       | 0                     | 0                       | 0                     | 695        |
| <b>Total Property</b>          | <b>19,883</b>         | <b>800</b>            | <b>1,400</b>            | <b>5,750</b>          |            |
| <b>Total project expenses</b>  | <b>\$223,548</b>      | <b>\$262,012</b>      | <b>\$245,162</b>        | <b>\$328,123</b>      |            |

| PERSONNEL SCHEDULE           |              |             |                |                  |
|------------------------------|--------------|-------------|----------------|------------------|
| POSITION/GRADE               | REQUIREMENTS |             | BUDGET         | BUDGET           |
|                              | 2009         | 2010        | 2009           | 2010             |
| Economic Developer/Gr. 12    | 1.00         | 1.00        | 55,124         | \$56,724         |
| GIS Analyst/Grade 11         | 1.00         | 1.00        | 45,317         | \$39,987         |
| Asst. City Manager - 33%     | 0.00         | 0.33        | 0              | \$26,603         |
| Communications Coordinator I | 0.12         | 0.12        | 6,384          | 10,377           |
| Part-Time Receptionist       | 0.50         | 0.50        | 12,061         | 12,843           |
| <b>Total</b>                 | <b>2.62</b>  | <b>2.95</b> | <b>118,886</b> | <b>\$146,534</b> |



FUND  
*General*

DEPT #  
*550*



DEPARTMENT  
*Street Bond Issue*

GENERAL

The Bond Issue is a program to make major improvements to all the City's streets and sidewalks. In November 2004 the residents passed a 15 million dollar bond issue for street and sidewalk improvements. This program is to be completed within six years.

The first bonds were issued in the amount of \$8,415,000 on April 19, 2005 with an excellent true interest cost of 4.111982%. This rate is considerably below the average comparable rate of 4.66% during the prior year. The City is able to command such a rate due to its excellent fiscal management and timing of the sale.

The second set of bonds were issued in the amount of \$6,630,000 on July 3, 2007 with an excellent true interest cost of 4.215%. This rate is considerably below the average competitive rate for the year. The City is able to command such a rate due to its excellent fiscal management and timing of the sale.

The City expects the funds to be fully expended by June 30, 2009.

**FUND**  
*Street Improvement Bonds*



**Fund #**  
**550**

| CLASSIFICATION        | DEPARTMENT SUMMARY |                    |                    |                |                         |
|-----------------------|--------------------|--------------------|--------------------|----------------|-------------------------|
|                       | ACTUAL<br>2008     | BUDGET<br>2009     | ESTIMATE<br>2009   | BUDGET<br>2010 | INCREASE/<br>(DECREASE) |
| Personnel             | \$203,802          | \$156,050          | \$80,219           | \$0            | -100.0%                 |
| Professional Services | \$43,718           | \$5,000            | \$3,670            | \$0            | -100.0%                 |
| Property Services     | \$2,534            | \$2,900            | \$1,345            | \$0            | -100.0%                 |
| Other Services        | \$14,820           | \$10,800           | \$6,204            | \$0            | -100.0%                 |
| Supplies              | \$6,211            | \$10,984           | \$769              | \$0            | -100.0%                 |
| Property              | \$2,394,604        | \$1,386,950        | \$1,247,392        | \$0            | -100.0%                 |
| <b>GRAND TOTAL</b>    | <b>\$2,665,689</b> | <b>\$1,572,684</b> | <b>\$1,339,599</b> | <b>\$0</b>     | <b>-100.0%</b>          |

| POSITION<br>TITLE          | PERSONNEL SCHEDULE   |                    | BUDGET<br>2009   | BUDGET<br>2010 |
|----------------------------|----------------------|--------------------|------------------|----------------|
|                            | REQUIREMENTS<br>2009 | 2010               |                  |                |
| PROJECT MGR                | 1.00                 | Contract Employees | \$92,033         |                |
| SEC/REP                    | 0.80                 |                    | \$32,095         |                |
| CONSTRUCTION<br>INSPECTORS | 1.00                 |                    | \$18,683         |                |
| <b>TOTAL</b>               | <b>2.80</b>          | <b>0.00</b>        | <b>\$142,811</b> | <b>\$0</b>     |



**FUND**  
*Street Improvement Bonds*



Fund #  
**550**

| CLASSIFICATION                    | ACCOUNT NO. | ACTUAL 2008        | BUDGET 2009        | ESTIMATE 2009      | BUDGET 2010 |
|-----------------------------------|-------------|--------------------|--------------------|--------------------|-------------|
| Full Time Salary                  | 101         | \$0                | \$0                | \$0                | \$0         |
| Part Time Salary                  | 103         | 185,185            | 142,811            | 72,489             | 0           |
| Overtime pay                      | 105         | 1,947              | 0                  | 0                  | 0           |
| Holiday pay                       | 107         | 0                  | 0                  | 0                  | 0           |
| Accrued Leave                     | 120         | 0                  | 0                  | 0                  | 0           |
| Unemployment Comp.                | 122         | 0                  | 0                  | 0                  | 0           |
| Social Security                   | 124         | 14,301             | 10,925             | 6,284              | 0           |
| Retirement Fund                   | 126         | 0                  | 0                  | 0                  | 0           |
| Worker's Compensation             | 128         | 1,380              | 1,514              | 1,320              | 0           |
| Health Insurance                  | 130         | 0                  | 0                  | 0                  | 0           |
| Life/Disability Insurance         | 132         | 0                  | 0                  | 0                  | 0           |
| Other Personnel Costs             | 150         | 989                | 800                | 126                | 0           |
| <b>Total Personnel</b>            |             | <b>\$203,802</b>   | <b>\$156,050</b>   | <b>\$80,219</b>    | <b>\$0</b>  |
| Professional Service              | 200         | \$43,718           | \$5,000            | \$3,670            | \$0         |
| <b>Total Professional Service</b> |             | <b>\$43,718</b>    | <b>\$5,000</b>     | <b>\$3,670</b>     | <b>\$0</b>  |
| Rental Equipment                  | 320         | 0                  | 100                | 0                  | 0           |
| Utilities                         | 330         | 2,193              | 1,250              | 1,345              | 0           |
| Vehicle Maintenance               | 350         | 342                | 500                | 0                  | 0           |
| Equipment Maintenance             | 360         | 0                  | 500                | 0                  | 0           |
| Building Maintenance              | 370         | 0                  | 500                | 0                  | 0           |
| Other Property Services           | 380         | 0                  | 50                 | 0                  | 0           |
| <b>Total Property Services</b>    |             | <b>\$2,534</b>     | <b>\$2,900</b>     | <b>\$1,345</b>     | <b>\$0</b>  |
| Special Programs                  | 400         | 0                  | 0                  | 0                  | 0           |
| Liability/Property/Auto Ins.      | 420         | 2,680              | 2,800              | 2,458              | 0           |
| Communications                    | 430         | 10,332             | 7,000              | 3,459              | 0           |
| Travel/Training/Mileage           | 440         | 1,720              | 500                | 287                | 0           |
| Contingencies                     | 495         | \$87               | \$500              | \$0                | \$0         |
| <b>Total Other Services</b>       |             | <b>\$14,820</b>    | <b>\$10,800</b>    | <b>\$6,204</b>     | <b>\$0</b>  |
| General Supplies                  | 500         | 2,529              | 7,600              | 204                | 0           |
| Vehicle Supplies                  | 530         | 446                | 500                | 153                | 0           |
| Motor Fuel/Lube                   | 560         | 3,065              | 2,384              | 380                | 0           |
| Street Maintenance Supplies       | 580         | 170                | 500                | 33                 | 0           |
| <b>Total Supplies</b>             |             | <b>\$6,211</b>     | <b>\$10,984</b>    | <b>\$769</b>       | <b>\$0</b>  |
| Furniture and Fixtures            | 600         | 0                  | 250                | 0                  | 0           |
| Machinery/Equipment               | 620         | 0                  | 1,000              | 0                  | 0           |
| Computers/IS                      | 650         | 0                  | 500                | 0                  | 0           |
| Vehicle Equipment                 | 670         | 0                  | 200                | 0                  | 0           |
| Items for Resale                  | 695         | 0                  | 0                  | 0                  | 0           |
| Street Improvements               | 820         | 2,394,604          | 1,385,000          | 1,247,392          | 0           |
| <b>Total Property</b>             |             | <b>\$2,394,604</b> | <b>\$1,386,950</b> | <b>\$1,247,392</b> | <b>\$0</b>  |
| <b>GRAND TOTAL.</b>               |             | <b>\$2,665,689</b> | <b>\$1,572,684</b> | <b>\$1,339,599</b> | <b>\$0</b>  |



## City of Hazelwood Sewer Lateral



Fund # 400

### Description

Hazelwood's sewer lateral program was approved at the election of 4/3/2001, effective with the 2001 tax billing. A special assessment of \$28 per residential unit (buildings with 6 or fewer dwellings) was billed with property taxes. Effective July 1, 2006, the assessment was decreased from \$28 to \$18. 1% is paid to St. Louis Co. for collection. Effective July 1, 2006, the sewer lateral repair reimbursement rate was increased from 75% to 90% up to \$7500. Condominium buildings with greater than 6 dwellings per building and properties with a septic tank are not included in the program.

A decrease in assessment from \$18 to \$10 was adopted in 2009.

**Further reduction from \$10 to \$5 is adopted in 2010.**

|  | Actual<br>2008   | Budget<br>2009   | Estimate<br>2009 | Budget<br>2010   |
|--|------------------|------------------|------------------|------------------|
| <b><u>Project expenses</u></b>                       |                  |                  |                  |                  |
| Sewer lateral repair reimbursements & administration | \$55,742         | \$80,000         | \$50,700         | \$53,000         |
| Septic refunds, other                                | 698              | 1,000            | 1,300            | 1,300            |
| <b>Total project expenses</b>                        | <b>\$56,440</b>  | <b>\$81,000</b>  | <b>\$52,000</b>  | <b>\$54,300</b>  |
| <b><u>Revenue</u></b>                                |                  |                  |                  |                  |
| Sewer lateral assessments                            | 117,893          | \$67,500         | 71,500           | \$35,750         |
| Interest earned                                      | 17,087           | 21,000           | 1,300            | 1,500            |
| <b>Total revenue</b>                                 | <b>\$134,980</b> | <b>\$88,500</b>  | <b>\$72,800</b>  | <b>\$37,250</b>  |
| <b><u>Fund balance</u></b>                           |                  |                  |                  |                  |
| Revenue over expenditures                            | \$78,540         | \$7,500          | \$20,800         | (\$17,050)       |
| <b>Ending unreserved balance</b>                     | <b>\$680,968</b> | <b>\$688,468</b> | <b>\$701,768</b> | <b>\$684,718</b> |

## City of Hazelwood Debt Service Fund



## City of Hazelwood Debt Service Fund



|                        |                      |   |   |
|------------------------|----------------------|---|---|
| FUND<br><i>General</i> | DEPT #<br><b>110</b> |  | DEPARTMENT<br><b><i>Mayor &amp; Council</i></b> |
|------------------------|----------------------|---|---|

The Mayor and City Council account provides for the direct activities of these elected officials. The ward Council members and the Mayor, who is elected as a Councilman-At-Large, constitute the governing body of the City of Hazelwood.

#### ANALYSIS

The major function of the Hazelwood City Council is to establish and adopt the policies, legislation and fiscal authorization necessary for the continued progressive operation and development of the City.

#### GOALS 2009-2010

- 1 - Adoption of Ordinances, Resolutions and Proclamations in keeping with the philosophy of the City.
- 2 - Active participation in various regional, state and national organizations such as the Chambers of Commerce, North County, Inc., St. Louis County Municipal League, Missouri Municipal League and National League of Cities, accepting positions on committees.
- 3 - Working closely with all area legislators in vigorous pursuit of legislation on the county, state and federal levels which would benefit citizens and businesses of Hazelwood.
- 4 - Continuation of effective and appropriate working conditions, fringe benefits and compensation for all City employees.
- 5 - Authorization and development of innovative programs for the safety, protection, welfare, convenience and pleasure of the citizens of Hazelwood.
- 6 - Appointment of citizens to various advisory boards, commissions, and committees for the betterment of the community.
- 7 - Fully informing Hazelwood citizens and businesses of Council proposals and actions, City schedules, programs, activities and projects.
- 8 - Authorization and development of economic development programs and projects that provide for the betterment of the City of Hazelwood.

|                        |                      |   |  |
|------------------------|----------------------|---|--|
| FUND<br><i>General</i> | DEPT #<br><i>110</i> | <br><i>Hazelwood</i> | DEPARTMENT<br><i>Mayor &amp; Council</i> |
|------------------------|----------------------|---|--|

| CLASSIFICATION        | DEPARTMENT SUMMARY |                  |                  |                  |                         |
|-----------------------|--------------------|------------------|------------------|------------------|-------------------------|
|                       | ACTUAL<br>2008     | BUDGET<br>2009   | ESTIMATE<br>2009 | BUDGET<br>2010   | INCREASE/<br>(DECREASE) |
| Personnel             | \$23,851           | \$25,488         | \$25,439         | \$25,053         | -1.7%                   |
| Professional Services | \$225              | \$1,160          | \$1,120          | \$1,210          | 4.3%                    |
| Property Services     | \$724              | \$0              | \$0              | \$0              |                         |
| Other Services        | \$60,369           | \$117,150        | \$58,271         | \$94,935         | -19.0%                  |
| Supplies              | \$2,043            | \$1,275          | \$520            | \$875            | -31.4%                  |
| Property              | \$0                | \$1,200          | \$260            | \$920            | -23.3%                  |
| <b>GRAND TOTAL</b>    | <b>\$87,212</b>    | <b>\$146,273</b> | <b>\$85,610</b>  | <b>\$122,993</b> | <b>-15.9%</b>           |

| POSITION<br>TITLE  | PERSONNEL SCHEDULE   |             |       |           | BUDGET<br>2009  | BUDGET<br>2010  |
|--------------------|----------------------|-------------|-------|-----------|-----------------|-----------------|
|                    | REQUIREMENTS<br>2009 | 2010        |       |           |                 |                 |
| MAYOR              | 1.00                 | 1.00        | \$250 | PER MONTH | \$3,000         | \$3,000         |
| COUNCIL<br>MEMBERS | 8.00                 | 8.00        | \$200 | PER MONTH | \$19,200        | \$19,200        |
| <b>TOTAL</b>       | <b>9.00</b>          | <b>9.00</b> |       |           | <b>\$22,200</b> | <b>\$22,200</b> |



FUND  
*General*

DEPT #  
*110*



DEPARTMENT  
*Mayor & Council*

| CLASSIFICATION                    | ACCOUNT NO. | ACTUAL 2008     | BUDGET 2009      | ESTIMATE 2009   | BUDGET 2010      |
|-----------------------------------|-------------|-----------------|------------------|-----------------|------------------|
| Full Time Salary                  | 101         | \$0             | \$0              | \$0             | \$0              |
| Part Time Salary                  | 103         | 20,800          | 22,200           | 22,200          | 22,200           |
| Overtime pay                      | 105         | 0               | 0                | 0               | 0                |
| Holiday pay                       | 107         | 0               | 0                | 0               | 0                |
| Accrued Leave                     | 120         | 0               | 0                | 0               | 0                |
| Unemployment Comp.                | 122         | 0               | 0                | 0               | 0                |
| Social Security                   | 124         | 1,591           | 1,698            | 1,698           | 1,698            |
| Retirement Fund                   | 126         | 513             | 0                | 546             | 0                |
| Worker's Compensation             | 128         | 80              | 90               | 80              | 90               |
| Health Insurance                  | 130         | 0               | 0                | 0               | 0                |
| Life/Disability Insurance         | 132         | 0               | 0                | 0               | 0                |
| Other Personnel Costs             | 150         | 867             | 1,500            | 915             | 1,065            |
| <b>Total Personnel</b>            |             | <b>\$23,851</b> | <b>\$25,488</b>  | <b>\$25,439</b> | <b>\$25,053</b>  |
| Professional Service              | 200         | \$225           | \$1,160          | \$1,120         | \$1,210          |
| <b>Total Professional Service</b> |             | <b>\$225</b>    | <b>\$1,160</b>   | <b>\$1,120</b>  | <b>\$1,210</b>   |
| Rental Equipment                  | 320         | 724             | 0                | 0               | 0                |
| Utilities                         | 330         | 0               | 0                | 0               | 0                |
| Vehicle Maintenance               | 350         | 0               | 0                | 0               | 0                |
| Equipment Maintenance             | 360         | 0               | 0                | 0               | 0                |
| Building Maintenance              | 370         | 0               | 0                | 0               | 0                |
| Other Property Services           | 380         | 0               | 0                | 0               | 0                |
| <b>Total Property Services</b>    |             | <b>\$724</b>    | <b>\$0</b>       | <b>\$0</b>      | <b>\$0</b>       |
| Special Programs                  | 400         | 8,754           | 14,815           | 9,415           | 16,620           |
| Liability/Property/Auto Ins.      | 420         | 11,516          | 12,000           | 11,400          | 11,900           |
| Communications                    | 430         | 3,519           | 16,530           | 5,840           | 15,300           |
| Travel/Training/Mileage           | 440         | 36,580          | 73,805           | 31,616          | 51,115           |
| Contingencies                     | 495         | \$0             | \$0              | \$0             | \$0              |
| <b>Total Other Services</b>       |             | <b>\$60,369</b> | <b>\$117,150</b> | <b>\$58,271</b> | <b>\$94,935</b>  |
| General Supplies                  | 500         | 2,043           | 1,275            | 520             | 875              |
| Vehicle Supplies                  | 530         | 0               | 0                | 0               | 0                |
| Motor Fuel/Lube                   | 560         | 0               | 0                | 0               | 0                |
| Street Maintenance Supplies       | 580         | 0               | 0                | 0               | 0                |
| <b>Total Supplies</b>             |             | <b>\$2,043</b>  | <b>\$1,275</b>   | <b>\$520</b>    | <b>\$875</b>     |
| Furniture and Fixtures            | 600         | 0               | 1,200            | 260             | 920              |
| Machinery/Equipment               | 620         | 0               | 0                | 0               | 0                |
| Computers/IS                      | 650         | 0               | 0                | 0               | 0                |
| Vehicle Equipment                 | 670         | 0               | 0                | 0               | 0                |
| Items for Resale                  | 695         | 0               | 0                | 0               | 0                |
| <b>Total Property</b>             |             | <b>\$0</b>      | <b>\$1,200</b>   | <b>\$260</b>    | <b>\$920</b>     |
| <b>GRAND TOTAL</b>                |             | <b>\$87,212</b> | <b>\$146,273</b> | <b>\$85,610</b> | <b>\$122,993</b> |





|                        |                      |   |                                   |
|------------------------|----------------------|---|-----------------------------------|
| FUND<br><i>General</i> | DEPT #<br><i>171</i> | <br><i>Hazelwood</i> | DEPARTMENT<br><i>City Manager</i> |
|------------------------|----------------------|---|-----------------------------------|

## GENERAL

The City Manager serves as the Chief Executive and Administrative Officer of the City. The City Manager is responsible to the Council for the administration of the affairs of the City in accordance with the policies determined by the Council.

## ANALYSIS

This budget reflects the effort of the City Manager's Office to anticipate and respond to the internal needs of the other Departments, such as personnel administration, communication and coordination, oversight, operations management, etc., as well as external needs of other governmental agencies, business and industry, and of course the citizens of Hazelwood and visitors.

## GOALS & OBJECTIVES

In Fiscal Year 2008-2009 the City Manager's Office will pursue the following goals:

- A. Help employees learn to be more independent and creative in use and application of technology
- B. Improve Computer Network Security
- C. Enhance Intranet for internal communication
- D. Promote tourism opportunities through the City
- E. Measure and monitor the business climate and increase two-way communications
- F. Maintain Available Site Database
- G. Improve communication with local businesses to focus on retention and expansion
- H. Improve business location and expansion process, making Hazelwood an easy place to do business
- I. Improve accident and injury procedures and educate employees and supervisors on application
- J. Improve Customer Service by making sure staff is more informed on current events
- K. Improve cross-departmental information and knowledge
- L. Improve New Employee Orientation
- M. Keep community informed on current issues and increase participation
- N. Increase the visibility of Hazelwood throughout the region and improve the community image
- O. Coordinate internal data and communication formats and utilization
- P. Through REJIS, work to smooth out our computer information systems
- Q. Expand our computer systems' security
- R. Obtain and track business information for Hazelwood and international economies
- S. Continue to improve our Web Site

FUND  
*General*

DEPT #  
*171*



*Hazelwood*

DEPARTMENT  
*City Manager*

T. Work with developers to develop current and future development areas

U. Help improve Airport noise through the Airport Noise Program

V. Meet the needs of the community through the efficient coordination of City departments

W. Develop plans for future City projects

X. Enhance City's mapping and data analysis capabilities

Y. Invest in infrastructure to promote economic development

Z. Conduct planning activities to prepare for future growth throughout the City

FUND  
*General*

DEPT #  
*171*



DEPARTMENT  
*City Manager*

| CLASSIFICATION        | DEPARTMENT SUMMARY |                  |                  |                  |                         |
|-----------------------|--------------------|------------------|------------------|------------------|-------------------------|
|                       | ACTUAL<br>2008     | BUDGET<br>2009   | ESTIMATE<br>2009 | BUDGET<br>2010   | INCREASE/<br>(DECREASE) |
| Personnel             | \$517,421          | \$610,160        | \$531,503        | \$543,028        | -11.0%                  |
| Professional Services | \$284,390          | \$101,956        | \$92,656         | \$85,656         | -16.0%                  |
| Property Services     | \$9,966            | \$8,800          | \$11,050         | \$13,000         | 47.7%                   |
| Other Services        | \$77,464           | \$83,245         | \$41,215         | \$64,090         | -23.0%                  |
| Supplies              | \$48,554           | \$61,800         | \$47,575         | \$58,400         | -5.5%                   |
| Property              | \$103,862          | \$59,652         | \$59,652         | \$59,652         | 0.0%                    |
| <b>GRAND TOTAL</b>    | <b>\$1,041,657</b> | <b>\$925,613</b> | <b>\$783,651</b> | <b>\$823,826</b> | <b>-11.0%</b>           |

| POSITION<br>TITLE                       | PERSONNEL SCHEDULE   |             |  | BUDGET<br>2009   | BUDGET<br>2010   |
|---|----------------------|-------------|--|------------------|------------------|
|   | REQUIREMENTS<br>2009 | 2010        |  |                  |                  |
| CITY MANAGER                            | 1.00                 | 1.00        |  | \$120,819        | 120,819          |
| ASSISTANT<br>CITY MGR.                  | 1.00                 | 1.00        |  | \$78,703         | \$80,615         |
| Transfer to Eco. Dev.                   |                      | -0.33       |  |                  | (\$26,603)       |
| CITY PLANNER                            | 1.00                 | 1.00        |  | \$50,707         | \$54,174         |
| COMMUNICATIONS<br>COORDINATOR           | 0.88                 | 0.88        |  | \$43,950         | \$41,509         |
| HUMAN RESOURCE<br>ASSISTANT             | 1.00                 | 1.00        |  | \$41,241         | \$41,241         |
| ADMIN.<br>SECRETARY S-VI                | 1.00                 | 1.00        |  | \$43,779         | \$43,779         |
| RECEPTIONIST                            | 1.00                 | 1.00        |  | \$30,768         | \$30,791         |
| HISTORIC TOURIST FACILITIES COORDINATOR | 0.00                 | 0.00        |  |                  |                  |
| Non-base building stipend               |                      |             |  | \$1,969          | \$0              |
| <b>TOTAL</b>                            | <b>6.88</b>          | <b>6.55</b> |  | <b>\$411,936</b> | <b>\$386,325</b> |



FUND  
**General**

DEPT #  
**171**



DEPARTMENT  
**City Manager**

| CLASSIFICATION                    | ACCOUNT NO. | ACTUAL 2008        | BUDGET 2009      | ESTIMATE 2009    | BUDGET 2010      |
|-----------------------------------|-------------|--------------------|------------------|------------------|------------------|
| Full Time Salary                  | 101         | \$353,354          | \$422,236        | \$396,804        | \$386,325        |
| Part Time Salary                  | 103         | 25,312             | 0                | 0                | 0                |
| Overtime pay                      | 105         | 0                  | 0                | 0                | 0                |
| Holiday pay                       | 107         | 0                  | 0                | 0                | 0                |
| Accrued Leave                     | 120         | 0                  | 0                | 0                | 0                |
| Unemployment Comp.                | 122         | 13,686             | 36,000           | 0                | 0                |
| Social Security                   | 124         | 27,541             | 32,551           | 30,606           | 29,804           |
| Retirement Fund                   | 126         | 43,933             | 50,869           | 43,328           | 58,209           |
| Worker's Compensation             | 128         | 1,560              | 1,700            | 1,490            | 1,620            |
| Health Insurance                  | 130         | 34,953             | 36,760           | 35,120           | 45,510           |
| Life/Disability Insurance         | 132         | 2,675              | 3,245            | 3,245            | 3,260            |
| Other Personnel Costs             | 150         | 14,409             | 26,800           | 20,910           | 18,300           |
| <b>Total Personnel</b>            |             | <b>\$517,421</b>   | <b>\$610,160</b> | <b>\$531,503</b> | <b>\$543,028</b> |
| Professional Service              | 200         | \$284,390          | \$101,956        | \$92,656         | \$85,656         |
| <b>Total Professional Service</b> |             | <b>\$284,390</b>   | <b>\$101,956</b> | <b>\$92,656</b>  | <b>\$85,656</b>  |
| Rental Equipment                  | 320         | 0                  | 0                | 0                | 0                |
| Utilities                         | 330         | 2,891              | 1,600            | 1,600            | 1,600            |
| Vehicle Maintenance               | 350         | 115                | 200              | 200              | 200              |
| Equipment Maintenance             | 360         | 6,959              | 7,000            | 9,250            | 11,200           |
| Building Maintenance              | 370         | 0                  | 0                | 0                | 0                |
| Other Property Services           | 380         | 0                  | 0                | 0                | 0                |
| <b>Total Property Services</b>    |             | <b>\$9,966</b>     | <b>\$8,800</b>   | <b>\$11,050</b>  | <b>\$13,000</b>  |
| Special Programs                  | 400         | 0                  | 0                | 0                | 0                |
| Liability/Property/Auto Ins.      | 420         | 11,516             | 12,000           | 0                | 0                |
| Communications                    | 430         | 48,750             | 51,625           | 29,462           | 44,210           |
| Travel/Training/Mileage           | 440         | 17,198             | 19,620           | 11,753           | 19,880           |
| Contingencies                     | 495         |                    | \$0              | \$0              | \$0              |
| <b>Total Other Services</b>       |             | <b>\$77,464</b>    | <b>\$83,245</b>  | <b>\$41,215</b>  | <b>\$64,090</b>  |
| General Supplies                  | 500         | 42,661             | 56,800           | 42,575           | 53,400           |
| Vehicle Supplies                  | 530         | 726                | 200              | 200              | 200              |
| Motor Fuel/Lube                   | 560         | 5,167              | 4,800            | 4,800            | 4,800            |
| Street Maintenance Supplies       | 580         | 0                  | 0                | 0                | 0                |
| <b>Total Supplies</b>             |             | <b>\$48,554</b>    | <b>\$61,800</b>  | <b>\$47,575</b>  | <b>\$58,400</b>  |
| Furniture and Fixtures            | 600         | 103,798            | 0                | 0                | 0                |
| Capital Improvements              | 605         | 64                 | 59,652           | 59,652           | 59,652           |
| Machinery/Equipment               | 620         | 0                  | 0                | 0                | 0                |
| Computers/IS                      | 650         | 0                  | 0                | 0                | 0                |
| Vehicle Equipment                 | 670         | 0                  | 0                | 0                | 0                |
| Items for Resale                  | 695         | 0                  | 0                | 0                | 0                |
| <b>Total Property</b>             |             | <b>\$103,862</b>   | <b>\$59,652</b>  | <b>\$59,652</b>  | <b>\$59,652</b>  |
| <b>GRAND TOTAL</b>                |             | <b>\$1,041,657</b> | <b>\$925,613</b> | <b>\$783,651</b> | <b>\$823,826</b> |

Hazelwood

|                        |                      |   |  |
|------------------------|----------------------|---|--|
| FUND<br><i>General</i> | DEPT #<br><i>175</i> | <br><i>Hazelwood</i> | DEPARTMENT<br><i>Information Systems</i> |
|------------------------|----------------------|---|--|

#### GENERAL

The major functions performed by the Information Systems Division includes the maintenance of the computer network, the Wide Area Network connections between buildings, network security, the e-mail system, Internet access, the Internet web server, hardware and software support, policy development, planning of the computer network, wide area connections and hardware and software, purchasing hardware and software, coordinating computer training, and operation of the City Hall\Police telephone system.

#### ANALYSIS

Each of the City's buildings has a computer network that improves the accuracy and efficiency of collecting and utilizing data. Five locations have a file server for storage and there are five other file servers that perform a specialized function. Each location is connected through a Wide Area Network that allows the sharing of data and facilitates better communication through the electronic mail system. Security measures are used to allow access to the information. The electronic mail system provides internal and external communication. There are approximately 130 workstations and laptops connected to the City's computer infrastructure.

The City is connected to the Internet through a dedicated connection. This provides web access and internet e-mail to the City. The web page is hosted internally on a dedicated web server.

The Information Service Steering Committee (ISSC) has oversight of the Information Services Division. The ISSC has the function of strategic information services planning, setting information technology policies, executive monitoring of services, tracking of expenditures, tracking of projects and requests, critical strategies resolution and prioritization of resources. The committee meets monthly or as needed. The members of the committee are: Police Chief (Chair), Ass't City Manager, City Clerk, Fire Chief, Director of Public Works, Finance Director, Parks and Recreation Superintendent, Public Works Superintendent and the REJIS Representative.

#### GOALS

1. Increased efficiency and a more secure network are still the main objectives for the 2009 budget.
2. Increase our server uptime.
3. Maintain a modern up to date computer system to increase the efficiency of the city's work force.
4. Ensure computer system has enough storage space for city's requirements.
5. Maintain network productivity.

FUND  
*General*

DEPT #  
*175*



DEPARTMENT  
*Information Systems*

| CLASSIFICATION        | DEPARTMENT SUMMARY |                  |                  |                  |                         |
|-----------------------|--------------------|------------------|------------------|------------------|-------------------------|
|                       | ACTUAL<br>2008     | BUDGET<br>2009   | ESTIMATE<br>2009 | BUDGET<br>2010   | INCREASE/<br>(DECREASE) |
| Personnel             | \$0                | \$0              | \$0              | \$0              |                         |
| Professional Services | \$178,189          | \$237,780        | \$261,547        | \$276,110        | 16.1%                   |
| Property Services     | \$113,929          | \$121,275        | \$137,939        | \$133,313        | 9.9%                    |
| Other Services        | \$0                | \$0              | \$0              | \$0              |                         |
| Supplies              | \$0                | \$24,150         | \$23,305         | \$29,100         |                         |
| Property              | \$35,350           | \$37,904         | \$26,404         | \$21,060         | -44.4%                  |
| <b>GRAND TOTAL</b>    | <b>\$327,468</b>   | <b>\$421,109</b> | <b>\$449,195</b> | <b>\$459,583</b> | <b>9.1%</b>             |

| POSITION<br>TITLE | PERSONNEL SCHEDULE   |             |  | BUDGET<br>2009 | BUDGET<br>2010 |
|-------------------|----------------------|-------------|--|----------------|----------------|
|                   | REQUIREMENTS<br>2009 | 2010        |  |                |                |
|                   |                      |             |  |                |                |
| <b>TOTAL</b>      | <b>0.00</b>          | <b>0.00</b> |  | <b>\$0</b>     | <b>\$0</b>     |

Q

FUND  
*General*

DEPT #  
*175*



DEPARTMENT  
*Information Systems*

| CLASSIFICATION                    | ACCOUNT NO. | ACTUAL 2008      | BUDGET 2009      | ESTIMATE 2009    | BUDGET 2010      |
|-----------------------------------|-------------|------------------|------------------|------------------|------------------|
| Full Time Salary                  | 101         | \$0              | \$0              | \$0              | \$0              |
| Part Time Salary                  | 103         | 0                | 0                | 0                | 0                |
| Overtime pay                      | 105         | 0                | 0                | 0                | 0                |
| Holiday pay                       | 107         | 0                | 0                | 0                | 0                |
| Accrued Leave                     | 120         | 0                | 0                | 0                | 0                |
| Unemployment Comp.                | 122         | 0                | 0                | 0                | 0                |
| Social Security                   | 124         | 0                | 0                | 0                | 0                |
| Retirement Fund                   | 126         | 0                | 0                | 0                | 0                |
| Worker's Compensation             | 128         | 0                | 0                | 0                | 0                |
| Health Insurance                  | 130         | 0                | 0                | 0                | 0                |
| Life/Disability Insurance         | 132         | 0                | 0                | 0                | 0                |
| Other Personnel Costs             | 150         | 0                | 0                | 0                | 0                |
| <b>Total Personnel</b>            |             | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       |
| Professional Service              | 200         | \$178,189        | \$237,780        | \$261,547        | \$276,110        |
| <b>Total Professional Service</b> |             | <b>\$178,189</b> | <b>\$237,780</b> | <b>\$261,547</b> | <b>\$276,110</b> |
| Rental Equipment                  | 320         | 0                | 0                | 0                | 0                |
| Utilities                         | 330         | 68,363           | 49,200           | 49,200           | 53,200           |
| Vehicle Maintenance               | 350         | 0                | 0                | 0                | 0                |
| Equipment Maintenance             | 360         | 45,566           | 72,075           | 88,739           | 80,113           |
| Building Maintenance              | 370         | 0                | 0                | 0                | 0                |
| Other Property Services           | 380         | 0                | 0                | 0                | 0                |
| <b>Total Property Services</b>    |             | <b>\$113,929</b> | <b>\$121,275</b> | <b>\$137,939</b> | <b>\$133,313</b> |
| Special Programs                  | 400         | 0                | 0                | 0                | 0                |
| Liability/Property/Auto Ins.      | 420         | 0                | 0                | 0                | 0                |
| Communications                    | 430         | 0                | 0                | 0                | 0                |
| Travel/Training/Mileage           | 440         | 0                | 0                | 0                | 0                |
| Contingencies                     | 495         | \$0              | \$0              | \$0              | \$0              |
| <b>Total Other Services</b>       |             | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       |
| General Supplies                  | 500         | 0                | 24,150           | 23,305           | 29,100           |
| Vehicle Supplies                  | 530         | 0                | 0                | 0                | 0                |
| Motor Fuel/Lube                   | 560         | 0                | 0                | 0                | 0                |
| Street Maintenance Supplies       | 580         | 0                | 0                | 0                | 0                |
| <b>Total Supplies</b>             |             | <b>\$0</b>       | <b>\$24,150</b>  | <b>\$23,305</b>  | <b>\$29,100</b>  |
| Furniture and Fixtures            | 600         | 0                |                  |                  |                  |
| Machinery/Equipment               | 620         | 0                | 12,500           | 0                | 0                |
| Computers/IS                      | 650         | 35,350           | 25,404           | 26,404           | 21,060           |
| Vehicle Equipment                 | 670         | 0                | 0                | 0                | 0                |
| Items for Resale                  | 695         | 0                | 0                | 0                | 0                |
| <b>Total Property</b>             |             | <b>\$35,350</b>  | <b>\$37,904</b>  | <b>\$26,404</b>  | <b>\$21,060</b>  |
| <b>GRAND TOTAL</b>                |             | <b>\$327,468</b> | <b>\$421,109</b> | <b>\$449,195</b> | <b>\$459,583</b> |





|                               |                             |   |                                     |
|-------------------------------|-----------------------------|---|-------------------------------------|
| <b>FUND</b><br><i>General</i> | <b>DEPT #</b><br><i>201</i> | <br><i>Hazelwood</i> | <b>DEPARTMENT</b><br><i>Finance</i> |
|-------------------------------|-----------------------------|---|-------------------------------------|

#### DEPARTMENT MISSION

The Finance Department strives to optimally manage City finances through its budgeting, accounting, treasury, purchasing, and collection functions. The Department intends to provide these services in a positive, friendly and helpful work environment.

#### ANALYSIS

The Finance Department provides accounting functions in compliance with Generally Accepted Accounting Principles, a Comprehensive Annual Financial Report, establishment and implementation of control procedures, investment of idle funds, bi-weekly payrolls, monitoring of payroll procedures, issuance of 1100+ annual business licenses, and coordination of the annual budget preparation.

The Finance Department has earned the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting every year since 1988. The Award is a prestigious national award recognizing conformance with the highest standards for an easily readable and efficiently organized comprehensive annual report, which conforms to program standards.

The City has aggressively facilitated economic development, establishing the Lambert Pointe Neighborhood Improvement District, the 370/Mo. Bottom Road Tax Increment Financing District, the Elm Grove Tax Increment Financing District, and the 370/Mo. Bottom/Taussig Road Transportation Development District. Also, Hazelwood implemented a sewer lateral special assessment fund, and received voter approval for \$15.045 million in street improvement bonds. In 2007 a 1/2 cent Economic Development sales tax was passed. The Hazelwood Commerce Center TIF and the Lindbergh Corridor projects are now underway. These endeavors and other evidence of growth are reflected in the following measures of activity.

2009

#### ACCOMPLISHMENTS

- 1) Implement ADP Time and Labor Management system
- 2) Update accounting procedures in compliance with GASB Statement 45, regarding retiree healthcare benefits.

2010

#### GOALS

- 1) Finalize installation and training on ADP Time and Labor Management system
- 2) Propose revisions to business license basis

|                        |                      |   |                              |
|------------------------|----------------------|---|------------------------------|
| FUND<br><i>General</i> | DEPT #<br><b>201</b> | <br><i>Hazelwood</i> | DEPARTMENT<br><b>Finance</b> |
|------------------------|----------------------|---|------------------------------|

| CLASSIFICATION        | DEPARTMENT SUMMARY |                  |                  |                  |                         |
|-----------------------|--------------------|------------------|------------------|------------------|-------------------------|
|                       | ACTUAL<br>2008     | BUDGET<br>2009   | ESTIMATE<br>2009 | BUDGET<br>2010   | INCREASE/<br>(DECREASE) |
| Personnel             | \$260,119          | \$276,573        | \$273,103        | \$288,372        | 4.3%                    |
| Professional Services | \$78,212           | \$96,889         | \$87,609         | \$100,250        | 3.5%                    |
| Property Services     | \$445              | \$800            | \$613            | \$930            | 16.3%                   |
| Other Services        | \$15,076           | \$10,525         | \$18,031         | \$20,730         | 97.0%                   |
| Supplies              | \$1,714            | \$2,870          | \$2,752          | \$2,900          | 1.0%                    |
| Property              | \$643              | \$4,300          | \$882            | \$740            | -82.8%                  |
| <b>GRAND TOTAL</b>    | <b>\$356,208</b>   | <b>\$391,957</b> | <b>\$382,991</b> | <b>\$413,922</b> | <b>5.6%</b>             |
|                       |                    | (0)              |                  | (0)              |                         |

| POSITION<br>TITLE             | PERSONNEL SCHEDULE   |             | BUDGET<br>2009   | BUDGET<br>2010   |
|-------------------------------|----------------------|-------------|------------------|------------------|
|                               | REQUIREMENTS<br>2009 | 2010        |                  |                  |
| FINANCE DIRECTOR              |                      |             |                  |                  |
| Grade 18                      | 1.00                 | 1.00        |                  | \$89,832         |
| ACCOUNTING OFFICE COORDINATOR |                      |             |                  |                  |
| Grade 8                       | 1.00                 | 1.00        |                  | \$41,385         |
| PAYROLL SPECIALIST            |                      |             |                  |                  |
| Grade 6                       | 1.00                 | 1.00        |                  | \$36,957         |
| ACCTG. SPECIALIST             |                      |             |                  |                  |
| Grade 7                       | 1.00                 | 1.00        |                  | \$38,785         |
| <b>TOTAL</b>                  | <b>4.00</b>          | <b>4.00</b> | <b>\$206,960</b> | <b>\$210,082</b> |



FUND  
*General*

DEPT #  
*201*



DEPARTMENT  
*Finance*

| CLASSIFICATION                    | ACCOUNT NO. | ACTUAL 2008      | BUDGET 2009      | ESTIMATE 2009    | BUDGET 2010      |
|-----------------------------------|-------------|------------------|------------------|------------------|------------------|
| Full Time Salary                  | 101         | \$198,368        | \$206,960        | \$206,960        | \$210,082        |
| Part Time Salary                  | 103         | 0                | 0                | 0                | 0                |
| Overtime pay                      | 105         | 0                | 1,894            | 1,500            | 1,923            |
| Holiday pay                       | 107         | 0                | 0                | 0                | 0                |
| Accrued Leave                     | 120         | 0                | 0                | 0                | 0                |
| Unemployment Comp.                | 122         | 0                | 0                | 0                | 0                |
| Social Security                   | 124         | 14,612           | 15,977           | 15,947           | 16,218           |
| Retirement Fund                   | 126         | 21,388           | 24,545           | 22,695           | 30,080           |
| Worker's Compensation             | 128         | 720              | 783              | 680              | 750              |
| Health Insurance                  | 130         | 23,306           | 24,510           | 23,417           | 26,460           |
| Life/Disability Insurance         | 132         | 1,473            | 1,704            | 1,704            | 1,714            |
| Other Personnel Costs             | 150         | 251              | 200              | 200              | 1,145            |
| <b>Total Personnel</b>            |             | <b>\$260,119</b> | <b>\$276,573</b> | <b>\$273,103</b> | <b>\$288,372</b> |
| Professional Service              | 200         | <b>\$78,212</b>  | <b>\$96,889</b>  | <b>\$87,609</b>  | <b>\$100,250</b> |
| <b>Total Professional Service</b> |             | <b>\$78,212</b>  | <b>\$96,889</b>  | <b>\$87,609</b>  | <b>\$100,250</b> |
| Rental Equipment                  | 320         | 0                | 0                | 0                | 0                |
| Utilities                         | 330         | 445              | 400              | 513              | 530              |
| Vehicle Maintenance               | 350         | 0                | 0                | 0                | 0                |
| Equipment Maintenance             | 360         | 0                | 400              | 100              | 400              |
| Building Maintenance              | 370         | 0                | 0                | 0                | 0                |
| Other Property Services           | 380         | 0                | 0                | 0                | 0                |
| <b>Total Property Services</b>    |             | <b>\$445</b>     | <b>\$800</b>     | <b>\$613</b>     | <b>\$930</b>     |
| Special Programs                  | 400         | 0                | 0                | 0                | 0                |
| Liability/Property/Auto Ins.      | 420         | 11,516           | 1,200            | 11,400           | 11,900           |
| Communications                    | 430         | 3,333            | 4,195            | 4,077            | 4,505            |
| Travel/Training/Mileage           | 440         | 227              | 5,130            | 2,554            | 4,325            |
| Contingencies                     | 495         | \$0              | \$0              | \$0              | \$0              |
| <b>Total Other Services</b>       |             | <b>\$15,076</b>  | <b>\$10,525</b>  | <b>\$18,031</b>  | <b>\$20,730</b>  |
| General Supplies                  | 500         | 1,714            | 2,870            | 2,752            | 2,900            |
| Vehicle Supplies                  | 530         | 0                | 0                | 0                | 0                |
| Motor Fuel/Lube                   | 560         | 0                | 0                | 0                | 0                |
| Street Maintenance Supplies       | 580         | 0                | 0                | 0                | 0                |
| <b>Total Supplies</b>             |             | <b>\$1,714</b>   | <b>\$2,870</b>   | <b>\$2,752</b>   | <b>\$2,900</b>   |
| Furniture and Fixtures            | 600         | 643              | 0                | 0                | 0                |
| Machinery/Equipment               | 620         | 0                | 1,300            | 882              | 740              |
| Computers/IS                      | 650         | 0                | 3,000            | 0                | 0                |
| Vehicle Equipment                 | 670         | 0                | 0                | 0                | 0                |
| Items for Resale                  | 695         | 0                | 0                | 0                | 0                |
| <b>Total Property</b>             |             | <b>\$643</b>     | <b>\$4,300</b>   | <b>\$882</b>     | <b>\$740</b>     |
| <b>GRAND TOTAL</b>                |             | <b>\$356,208</b> | <b>\$391,957</b> | <b>\$382,991</b> | <b>\$413,922</b> |





FUND                    DEPT #  
*General*                    210



DEPARTMENT  
*Legal*

#### GENERAL

The Legal Department provides legal services to the City of Hazelwood. This department is organized into three units; Legal Services, Municipal Court and the Traffic Violations Bureau.

#### ANALYSIS

Legal Services is headed by the City Attorney whose duties are outlined in the City of Hazelwood Charter Article VI Section 2.

The Municipal Court is presided over by the Municipal Judge in accordance with the City of Hazelwood Charter Article IV and Chapter 19 of the City of Hazelwood Municipal Code. The court is a Municipal Division of the 21st Judicial Circuit Court and operates under the guidelines of the Circuit Court, Rule 37 of the Missouri Rules of Court and State Statutes.

The Traffic Violations Bureau under the direction of the Court Clerk, operates in accordance with the City of Hazelwood Municipal Code, Chapter 18, Article IX, Sections 18.110-117, Rule 37 of the Missouri Rules of Court and State Statutes.

The municipal court operates forty six courts per year processing in excess of 10,000 cases, plus one per month, for camera docket.

FUND  
*General*

DEPT #  
**210**



DEPARTMENT  
*Legal*

*Hazelwood*

| CLASSIFICATION        | DEPARTMENT SUMMARY |                  |                  |                  |                         |
|-----------------------|--------------------|------------------|------------------|------------------|-------------------------|
|                       | ACTUAL<br>2008     | BUDGET<br>2009   | ESTIMATE<br>2009 | BUDGET<br>2010   | INCREASE/<br>(DECREASE) |
| Personnel             | \$174,087          | \$198,398        | \$187,921        | \$196,371        | -1.0%                   |
| Professional Services | \$212,038          | \$263,170        | \$281,249        | \$295,144        | 12.1%                   |
| Property Services     | \$0                | \$0              | \$0              | \$0              |                         |
| Other Services        | \$16,407           | \$18,545         | \$16,301         | \$16,780         | -9.5%                   |
| Supplies              | \$3,159            | \$3,180          | \$2,945          | \$3,466          | 9.0%                    |
| Property              | \$0                | \$4,499          | \$3,400          | \$0              |                         |
| <b>GRAND TOTAL</b>    | <b>\$405,690</b>   | <b>\$487,792</b> | <b>\$491,816</b> | <b>\$511,761</b> | <b>4.9%</b>             |

| POSITION<br>TITLE               | PERSONNEL SCHEDULE   |             |  | BUDGET<br>2009   | BUDGET<br>2010   |
|---------------------------------|----------------------|-------------|--|------------------|------------------|
|                                 | REQUIREMENTS<br>2009 | 2010        |  |                  |                  |
| Court Clerk                     | 1.00                 | 1.00        |  | \$47,398         | \$47,398         |
| Deputy Court Clerk              | 1.00                 | 1.00        |  | \$31,379         | \$32,245         |
| Court Clerk Typist              | 2.00                 | 2.00        |  | \$54,845         | \$51,979         |
| Court Clerk Typist/Receptionist | 0.00                 | 0.00        |  | \$0              |                  |
| Pay Plan increases              |                      |             |  |                  |                  |
| <b>TOTAL</b>                    | <b>4.00</b>          | <b>4.00</b> |  | <b>\$133,622</b> | <b>\$131,622</b> |



FUND  
*General*

DEPT #  
*210*



DEPARTMENT  
*Legal*

| CLASSIFICATION                    | ACCOUNT NO. | ACTUAL 2008      | BUDGET 2009      | ESTIMATE 2009    | BUDGET 2010      |
|-----------------------------------|-------------|------------------|------------------|------------------|------------------|
| Full Time Salary                  | 101         | \$122,883        | \$133,622        | \$123,372        | \$131,622        |
| Part Time Salary                  | 103         | 275              | 0                | 990              | 0                |
| Overtime pay                      | 105         | 4,512            | 4,805            | 5,438            | 5,500            |
| Holiday pay                       | 107         | 0                | 0                | 0                | 0                |
| Accrued Leave                     | 120         | 0                | 0                | 0                | 0                |
| Unemployment Comp.                | 122         | 0                | 0                | 0                | 0                |
| Social Security                   | 124         | 9,779            | 10,590           | 10,170           | 10,730           |
| Retirement Fund                   | 126         | 16,632           | 15,997           | 15,997           | 18,839           |
| Worker's Compensation             | 128         | 460              | 505              | 440              | 480              |
| Health Insurance                  | 130         | 17,482           | 30,630           | 29,264           | 26,460           |
| Life/Disability Insurance         | 132         | 1,163            | 1,290            | 1,290            | 1,780            |
| Other Personnel Costs             | 150         | 900              | 960              | 960              | 960              |
| <b>Total Personnel</b>            |             | <b>\$174,087</b> | <b>\$198,398</b> | <b>\$187,921</b> | <b>\$196,371</b> |
| Professional Service              | 200         | \$212,038        | \$263,170        | \$281,249        | \$295,144        |
| <b>Total Professional Service</b> |             | <b>\$212,038</b> | <b>\$263,170</b> | <b>\$281,249</b> | <b>\$295,144</b> |
| Rental Equipment                  | 320         | 0                | 0                | 0                | 0                |
| Utilities                         | 330         | 0                | 0                | 0                | 0                |
| Vehicle Maintenance               | 350         | 0                | 0                | 0                | 0                |
| Equipment Maintenance             | 360         | 0                | 0                | 0                | 0                |
| Building Maintenance              | 370         | 0                | 0                | 0                | 0                |
| Other Property Services           | 380         | 0                | 0                | 0                | 0                |
| <b>Total Property Services</b>    |             | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       |
| Special Programs                  | 400         | 0                | 0                | 0                | 0                |
| Liability/Property/Auto Ins.      | 420         | 10,623           | 11,100           | 10,600           | 11,000           |
| Communications                    | 430         | 3,279            | 4,710            | 3,674            | 2,860            |
| Travel/Training/Mileage           | 440         | 2,567            | 2,735            | 2,027            | 2,920            |
| Contingencies                     | 495         | (\$63)           | \$0              | \$0              | \$0              |
| <b>Total Other Services</b>       |             | <b>\$16,407</b>  | <b>\$18,545</b>  | <b>\$16,301</b>  | <b>\$16,780</b>  |
| General Supplies                  | 500         | 3,159            | 3,180            | 2,945            | 3,466            |
| Vehicle Supplies                  | 530         | 0                | 0                | 0                | 0                |
| Motor Fuel/Lube                   | 560         | 0                | 0                | 0                | 0                |
| Street Maintenance Supplies       | 580         | 0                | 0                | 0                | 0                |
| <b>Total Supplies</b>             |             | <b>\$3,159</b>   | <b>\$3,180</b>   | <b>\$2,945</b>   | <b>\$3,466</b>   |
| Furniture and Fixtures            | 600         | 0                | 0                | 0                | 0                |
| Machinery/Equipment               | 620         | 0                | 4,499            | 3,400            | 0                |
| Computers/IS                      | 650         | 0                | 0                | 0                | 0                |
| Vehicle Equipment                 | 670         | 0                | 0                | 0                | 0                |
| Items for Resale                  | 695         | 0                | 0                | 0                | 0                |
| <b>Total Property</b>             |             | <b>\$0</b>       | <b>\$4,499</b>   | <b>\$3,400</b>   | <b>\$0</b>       |
| <b>GRAND TOTAL</b>                |             | <b>\$405,690</b> | <b>\$487,792</b> | <b>\$491,816</b> | <b>\$511,761</b> |





|                               |                             |   |   |
|-------------------------------|-----------------------------|---|---|
| <b>FUND</b><br><i>General</i> | <b>DEPT #</b><br><b>215</b> |  | <b>DEPARTMENT</b><br><b><i>City Clerk</i></b> |
|-------------------------------|-----------------------------|---|---|

The City Clerk's Department bears the responsibility for maintaining all official records of the City of Hazelwood; preparing and coordinating the codifying of Ordinances adopted by the City Council; conducting municipal elections; processing all Special Land Use Permits, Rezoning and Resubdivision Petitions and Liquor License applications; processing correspondence for the City Council; acting as research assistant and secretary for the City Council; serving as liaison and secretary for the City's judicial lay groups, the Board of Adjustment (also the Architectural Board of Review), the Board of Appeals, and the Board of Review; coordinating all public hearings, legal notices and litigation for the City; and responding to inquiries from citizens, businesses, organizations and other jurisdictions and officials.

#### ANALYSIS

The major function of the City Clerk's department is to effectively and efficiently assist the City Council in all aspects of their work while carrying out the duties for which the department has responsibility and serving the citizens and businesses of the community.

#### GOALS 2009-2010

- 1 - Accurate and expeditious preparation of the agendas and minutes of all Council meetings, and Boards as assigned, as well as the creation and maintenance of numerous municipal records and files.
- 2 - Preparation, processing and finalization of all Ordinances, Resolutions and Proclamations and coordinating Code supplements updating the Municipal Code.
- 3 - Creation and preparation of communications from the Mayor, City Council and City Clerk's Department and the efficient maintenance of correspondence files.
- 4 - Orientation and guidance for newly elected officials.
- 5 - Efficient conduct of all municipal elections.
- 6 - Development and implementation of record keeping procedures, categorization and indexing which will expedite research and retrieval efforts. Indexing of Council minutes and preparation of the budgets for the City Council and this department.
- 7 - Continued active participation in professional, civic and governmental organizations, serving on committees and boards.
- 8 - Responsible communication, liaison and cooperation with Hazelwood citizens, businesses, civic and governmental organizations.
- 9 - Preparation and maintenance of the monthly City calendar.

FUND  
*General*

DEPT #  
*215*



DEPARTMENT  
*City Clerk*

| CLASSIFICATION        | DEPARTMENT SUMMARY |                  |                  |                  |                         |
|-----------------------|--------------------|------------------|------------------|------------------|-------------------------|
|                       | ACTUAL<br>2008     | BUDGET<br>2009   | ESTIMATE<br>2009 | BUDGET<br>2010   | INCREASE/<br>(DECREASE) |
| Personnel             | \$170,301          | \$181,427        | \$177,827        | \$187,923        | 3.6%                    |
| Professional Services | \$7,398            | \$18,070         | \$14,015         | \$21,010         | 16.3%                   |
| Property Services     | \$511              | \$561            | \$595            | \$640            | 14.1%                   |
| Other Services        | \$35,763           | \$45,940         | \$38,815         | \$46,305         | 0.8%                    |
| Supplies              | \$1,734            | \$3,870          | \$3,330          | \$3,875          | 0.1%                    |
| Property              | \$529              | \$600            | \$600            | \$0              | -100.0%                 |
| <b>GRAND TOTAL</b>    | <b>\$216,236</b>   | <b>\$250,468</b> | <b>\$235,182</b> | <b>\$259,753</b> | <b>3.7%</b>             |

| POSITION<br>TITLE          | PERSONNEL SCHEDULE   |             |  | BUDGET<br>2009   | BUDGET<br>2010   |
|----------------------------|----------------------|-------------|--|------------------|------------------|
|                            | REQUIREMENTS<br>2009 | 2010        |  |                  |                  |
| CITY CLERK                 | 1.00                 | 1.00        |  | \$64,097         | \$64,274         |
| DEPUTY CITY<br>CLERK       | 1.00                 | 1.00        |  | \$42,580         | \$43,615         |
| RECEPTIONIST/<br>SECRETARY | 1.00                 | 1.00        |  | \$27,422         | \$28,185         |
| Pay Plan increases         |                      |             |  | \$0              |                  |
| <b>TOTAL</b>               | <b>3.00</b>          | <b>3.00</b> |  | <b>\$134,099</b> | <b>\$136,074</b> |



FUND  
*General*

DEPT #  
**215**



DEPARTMENT  
*City Clerk*

| CLASSIFICATION                    | ACCOUNT NO. | ACTUAL 2008      | BUDGET 2009      | ESTIMATE 2009    | BUDGET 2010      |
|-----------------------------------|-------------|------------------|------------------|------------------|------------------|
| Full Time Salary                  | 101         | \$127,710        | \$134,099        | \$133,172        | \$136,074        |
| Part Time Salary                  | 103         | 0                | 0                | 0                | 0                |
| Overtime pay                      | 105         | 114              | 309              | 0                | 115              |
| Holiday pay                       | 107         | 0                | 0                | 0                | 0                |
| Accrued Leave                     | 120         | 0                | 0                | 0                | 0                |
| Unemployment Comp.                | 122         | 0                | 0                | 0                | 0                |
| Social Security                   | 124         | 9,529            | 10,282           | 10,188           | 10,418           |
| Retirement Fund                   | 126         | 13,827           | 16,361           | 15,128           | 19,573           |
| Worker's Compensation             | 128         | 450              | 494              | 430              | 470              |
| Health Insurance                  | 130         | 17,482           | 18,380           | 17,560           | 19,840           |
| Life/Disability Insurance         | 132         | 1,058            | 1,152            | 1,079            | 1,163            |
| Other Personnel Costs             | 150         | 132              | 350              | 270              | 270              |
| <b>Total Personnel</b>            |             | <b>\$170,301</b> | <b>\$181,427</b> | <b>\$177,827</b> | <b>\$187,923</b> |
| Professional Service              | 200         | \$7,398          | \$18,070         | \$14,015         | \$21,010         |
| <b>Total Professional Service</b> |             | <b>\$7,398</b>   | <b>\$18,070</b>  | <b>\$14,015</b>  | <b>\$21,010</b>  |
| Rental Equipment                  | 320         | 0                | 0                | 0                | 0                |
| Utilities                         | 330         | 457              | 396              | 430              | 430              |
| Vehicle Maintenance               | 350         | 0                | 0                | 0                | 0                |
| Equipment Maintenance             | 360         | 54               | 165              | 165              | 210              |
| Building Maintenance              | 370         | 0                | 0                | 0                | 0                |
| Other Property Services           | 380         | 0                | 0                | 0                | 0                |
| <b>Total Property Services</b>    |             | <b>\$511</b>     | <b>\$561</b>     | <b>\$595</b>     | <b>\$640</b>     |
| Special Programs                  | 400         | 0                | 0                | 0                | 0                |
| Liability/Property/Auto Ins.      | 420         | 11,516           | 12,000           | 11,400           | 11,900           |
| Communications                    | 430         | 20,962           | 21,205           | 21,505           | 21,665           |
| Travel/Training/Mileage           | 440         | 3,285            | 12,735           | 5,910            | 12,740           |
| Contingencies                     | 495         | \$0              | \$0              | \$0              | \$0              |
| <b>Total Other Services</b>       |             | <b>\$35,763</b>  | <b>\$45,940</b>  | <b>\$38,815</b>  | <b>\$46,305</b>  |
| General Supplies                  | 500         | 1,734            | 3,870            | 3,330            | 3,875            |
| Vehicle Supplies                  | 530         | 0                | 0                | 0                | 0                |
| Motor Fuel/Lube                   | 560         | 0                | 0                | 0                | 0                |
| Street Maintenance Supplies       | 580         | 0                | 0                | 0                | 0                |
| <b>Total Supplies</b>             |             | <b>\$1,734</b>   | <b>\$3,870</b>   | <b>\$3,330</b>   | <b>\$3,875</b>   |
| Furniture and Fixtures            | 600         | 529              | 600              | 600              | 0                |
| Machinery/Equipment               | 620         | 0                | 0                | 0                | 0                |
| Computers/IS                      | 650         |                  | 0                | 0                | 0                |
| Vehicle Equipment                 | 670         | 0                | 0                | 0                | 0                |
| Items for Resale                  | 695         | 0                | 0                | 0                | 0                |
| <b>Total Property</b>             |             | <b>\$529</b>     | <b>\$600</b>     | <b>\$600</b>     | <b>\$0</b>       |
| <b>GRAND TOTAL</b>                |             | <b>\$216,236</b> | <b>\$250,468</b> | <b>\$235,182</b> | <b>\$259,753</b> |





|                               |                             |   |                                     |
|-------------------------------|-----------------------------|---|-------------------------------------|
| <b>FUND</b><br><i>General</i> | <b>DEPT #</b><br><i>201</i> | <br><i>Hazelwood</i> | <b>DEPARTMENT</b><br><i>Finance</i> |
|-------------------------------|-----------------------------|---|-------------------------------------|

#### DEPARTMENT MISSION

The Finance Department strives to optimally manage City finances through its budgeting, accounting, treasury, purchasing, and collection functions. The Department intends to provide these services in a positive, friendly and helpful work environment.

#### ANALYSIS

The Finance Department provides accounting functions in compliance with Generally Accepted Accounting Principles, a Comprehensive Annual Financial Report, establishment and implementation of control procedures, investment of idle funds, bi-weekly payrolls, monitoring of payroll procedures, issuance of 1100+ annual business licenses, and coordination of the annual budget preparation.

The Finance Department has earned the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting every year since 1988. The Award is a prestigious national award recognizing conformance with the highest standards for an easily readable and efficiently organized comprehensive annual report, which conforms to program standards.

The City has aggressively facilitated economic development, establishing the Lambert Pointe Neighborhood Improvement District, the 370/Mo. Bottom Road Tax Increment Financing District, the Elm Grove Tax Increment Financing District, and the 370/Mo. Bottom/Taussig Road Transportation Development District. Also, Hazelwood implemented a sewer lateral special assessment fund, and received voter approval for \$15.045 million in street improvement bonds. In 2007 a 1/2 cent Economic Development sales tax was passed. The Hazelwood Commerce Center TIF and the Lindbergh Corridor projects are now underway. These endeavors and other evidence of growth are reflected in the following measures of activity.

2009

#### ACCOMPLISHMENTS

- 1) Implement ADP Time and Labor Management system
- 2) Update accounting procedures in compliance with GASB Statement 45, regarding retiree healthcare benefits.

2010

#### GOALS

- 1) Finalize installation and training on ADP Time and Labor Management system
- 2) Propose revisions to business license basis

|                        |                      |   |                              |
|------------------------|----------------------|---|------------------------------|
| FUND<br><i>General</i> | DEPT #<br><b>201</b> | <br><i>Hazerwood</i> | DEPARTMENT<br><b>Finance</b> |
|------------------------|----------------------|---|------------------------------|

| CLASSIFICATION        | DEPARTMENT SUMMARY |                  |                  |                  |                         |
|-----------------------|--------------------|------------------|------------------|------------------|-------------------------|
|                       | ACTUAL<br>2008     | BUDGET<br>2009   | ESTIMATE<br>2009 | BUDGET<br>2010   | INCREASE/<br>(DECREASE) |
| Personnel             | \$260,119          | \$276,573        | \$273,103        | \$288,372        | 4.3%                    |
| Professional Services | \$78,212           | \$96,889         | \$87,609         | \$100,250        | 3.5%                    |
| Property Services     | \$445              | \$800            | \$613            | \$930            | 16.3%                   |
| Other Services        | \$15,076           | \$10,525         | \$19,391         | \$20,730         | 97.0%                   |
| Supplies              | \$1,714            | \$2,870          | \$2,752          | \$2,900          | 1.0%                    |
| Property              | \$643              | \$4,300          | \$882            | \$740            | -82.8%                  |
| <b>GRAND TOTAL</b>    | <b>\$356,208</b>   | <b>\$391,957</b> | <b>\$384,350</b> | <b>\$413,922</b> | <b>5.6%</b>             |
|                       |                    | (0)              |                  | (0)              |                         |

| POSITION<br>TITLE             | PERSONNEL SCHEDULE   |             | BUDGET<br>2009   | BUDGET<br>2010   |
|-------------------------------|----------------------|-------------|------------------|------------------|
|                               | REQUIREMENTS<br>2009 | 2010        |                  |                  |
| FINANCE DIRECTOR              |                      |             |                  |                  |
| Grade 18                      | 1.00                 | 1.00        | \$89,832         | \$89,833         |
| ACCOUNTING OFFICE COORDINATOR |                      |             |                  |                  |
| Grade 8                       | 1.00                 | 1.00        | \$41,385         | \$42,525         |
| PAYROLL SPECIALIST            |                      |             |                  |                  |
| Grade 6                       | 1.00                 | 1.00        | \$36,957         | \$37,901         |
| ACCTG. SPECIALIST             |                      |             |                  |                  |
| Grade 7                       | 1.00                 | 1.00        | \$38,785         | \$39,823         |
| <b>TOTAL</b>                  | <b>4.00</b>          | <b>4.00</b> | <b>\$206,960</b> | <b>\$210,082</b> |




FUND  
*General*

DEPT #  
*201*



DEPARTMENT  
*Finance*

| CLASSIFICATION                    | ACCOUNT NO. | ACTUAL 2008      | BUDGET 2009      | ESTIMATE 2009    | BUDGET 2010      |
|-----------------------------------|-------------|------------------|------------------|------------------|------------------|
| Full Time Salary                  | 101         | \$198,368        | \$206,960        | \$206,960        | \$210,082        |
| Part Time Salary                  | 103         | 0                | 0                | 0                | 0                |
| Overtime pay                      | 105         | 0                | 1,894            | 1,500            | 1,923            |
| Holiday pay                       | 107         | 0                | 0                | 0                | 0                |
| Accrued Leave                     | 120         | 0                | 0                | 0                | 0                |
| Unemployment Comp.                | 122         | 0                | 0                | 0                | 0                |
| Social Security                   | 124         | 14,612           | 15,977           | 15,947           | 16,218           |
| Retirement Fund                   | 126         | 21,388           | 24,545           | 22,695           | 30,080           |
| Worker's Compensation             | 128         | 720              | 783              | 680              | 750              |
| Health Insurance                  | 130         | 23,306           | 24,510           | 23,417           | 26,460           |
| Life/Disability Insurance         | 132         | 1,473            | 1,704            | 1,704            | 1,714            |
| Other Personnel Costs             | 150         | 251              | 200              | 200              | 1,145            |
| <b>Total Personnel</b>            |             | <b>\$260,119</b> | <b>\$276,573</b> | <b>\$273,103</b> | <b>\$288,372</b> |
| Professional Service              | 200         | <b>\$78,212</b>  | <b>\$96,889</b>  | <b>\$87,609</b>  | <b>\$100,250</b> |
| <b>Total Professional Service</b> |             | <b>\$78,212</b>  | <b>\$96,889</b>  | <b>\$87,609</b>  | <b>\$100,250</b> |
| Rental Equipment                  | 320         | 0                | 0                | 0                | 0                |
| Utilities                         | 330         | 445              | 400              | 513              | 530              |
| Vehicle Maintenance               | 350         | 0                | 0                | 0                | 0                |
| Equipment Maintenance             | 360         | 0                | 400              | 100              | 400              |
| Building Maintenance              | 370         | 0                | 0                | 0                | 0                |
| Other Property Services           | 380         | 0                | 0                | 0                | 0                |
| <b>Total Property Services</b>    |             | <b>\$445</b>     | <b>\$800</b>     | <b>\$613</b>     | <b>\$930</b>     |
| Special Programs                  | 400         | 0                | 0                | 0                | 0                |
| Liability/Property/Auto Ins.      | 420         | 11,516           | 1,200            | 11,400           | 11,900           |
| Communications                    | 430         | 3,333            | 4,195            | 4,077            | 4,505            |
| Travel/Training/Mileage           | 440         | 227              | 5,130            | 3,914            | 4,325            |
| Contingencies                     | 495         | \$0              | \$0              | \$0              | \$0              |
| <b>Total Other Services</b>       |             | <b>\$15,076</b>  | <b>\$10,525</b>  | <b>\$19,391</b>  | <b>\$20,730</b>  |
| General Supplies                  | 500         | 1,714            | 2,870            | 2,752            | 2,900            |
| Vehicle Supplies                  | 530         | 0                | 0                | 0                | 0                |
| Motor Fuel/Lube                   | 560         | 0                | 0                | 0                | 0                |
| Street Maintenance Supplies       | 580         | 0                | 0                | 0                | 0                |
| <b>Total Supplies</b>             |             | <b>\$1,714</b>   | <b>\$2,870</b>   | <b>\$2,752</b>   | <b>\$2,900</b>   |
| Furniture and Fixtures            | 600         | 643              | 0                | 0                | 0                |
| Machinery/Equipment               | 620         | 0                | 1,300            | 882              | 740              |
| Computers/IS                      | 650         | 0                | 3,000            | 0                | 0                |
| Vehicle Equipment                 | 670         | 0                | 0                | 0                | 0                |
| Items for Resale                  | 695         | 0                | 0                | 0                | 0                |
| <b>Total Property</b>             |             | <b>\$643</b>     | <b>\$4,300</b>   | <b>\$882</b>     | <b>\$740</b>     |
| <b>GRAND TOTAL</b>                |             | <b>\$356,208</b> | <b>\$391,957</b> | <b>\$384,350</b> | <b>\$413,922</b> |

10  
Hazenwood



|                        |                      |   |                             |
|------------------------|----------------------|---|-----------------------------|
| FUND<br><i>General</i> | DEPT #<br><i>301</i> | <br><i>Hazelwood</i> | DEPARTMENT<br><i>Police</i> |
|------------------------|----------------------|---|-----------------------------|

## GENERAL

The mission of the Hazelwood Police Department is outlined in its mission statement: " We, the members of the Hazelwood Police Department, are committed to being responsive to our community in the delivery of quality services. Recognizing our responsibility to maintain order, while affording dignity and respect to every individual, our objective is to improve the quality of life through a community partnership which promotes safe, secure neighborhoods."

## ANALYSIS

To successfully carry out our mission, the police department promotes Proactive Neighborhood Problem Solving. Neighborhood Problem Solving acknowledges that police cannot succeed in achieving its basic goals without both the operational assistance and political support of the community. Conversely, the community cannot succeed in maintaining a decent, open and orderly community without a professional and responsive police department. The police must be more than a reactive force that responds to crimes already committed. We must react as a proactive entity, able to deal with a broad variety of conditions which tend to disrupt the community peace or adversely affect the quality of life.

A proactive strategy of policing alters in important ways the content of the police officer's job. Police responsibilities expand beyond attempting to control criminal activity, to preventing crime, promoting order, resolving disputes, and providing emergency assistance in social crises. The officer's methods and resources extend beyond arrests and citations. They now include mediation and negotiation. As police activity focuses on the neighborhood, the demands on the police officer increase as do the scope of responsibility and the skills required. The officer's responsibility for community service and peacekeeping is of equal importance to law enforcement and crime suppression.

Neighborhood Policing and Problem Solving requires a proactive police officer attitude. Instead of primarily reacting to incidents, the officer analyzes, plans, and takes the initiative. The proactive police officer looks out toward the problems to be solved, and toward the community's interests in helping to solve them. Management serves to support and guide officers by functioning as mentors, motivators and facilitators, and to ensure officers have the necessary resources to solve problems.

The department serves the people of Hazelwood by deploying innovative, self-disciplined and self-motivated officers directly into the community to take independent action to solve problems, work with local citizens, and improve the social environment of the neighborhoods they serve. The department also researches, evaluates, and provides the most advanced technology resources available to ensure officer safety.

The department focuses its mission on crime, quality of life issues and traffic. These are the areas which tend to disrupt a neighborhood and the entire community.

## GOALS 2009-2010

- 1 - Continue to increase creating partnerships with the community by holding patrol sector neighborhood meetings; expanding the neighborhood watch program by an additional 10%; continue the citizens police academy, and systematically survey neighborhoods to ascertain specific needs.
- 2 - Continue to enhance officers' expertise and creativity in identifying and solving neighborhood problems, by increased training and provide technical and managerial support necessary to guarantee our mission.

|                        |                      |   |                             |
|------------------------|----------------------|---|-----------------------------|
| FUND<br><i>General</i> | DEPT #<br><i>301</i> | <br><i>Hazelwood</i> | DEPARTMENT<br><i>Police</i> |
|------------------------|----------------------|---|-----------------------------|

- 3 - Continue the investigation of the root causes of incidents which consume department resources.
- 4 - Continue the departments efforts to be a leader in victim assistance programs, i.e. domestic abuse, workplace violence, crime victims support, etc., programs for youth by working with the schools and provide programs for our older residents to ensure their quality of life is enhanced.
- 5 - Continue implementation of the Community Problem Solving Techniques and Training Program (COMPSTAT) which provides information on solving neighborhood problems by the community policing teams.
- 6 - Provide relief for the Neighborhood Patrol Group by adding a Prisoner Pickup Officer. The Neighborhood Patrol Group expended over 3200 employee hours picking up prisoners during the FY 08 Budget year. This Officer can also assume the duties of the Evidence Custodian to free up a Detective currently assigned to that position.
- 7 - Provide an additional School Resource Officer at Hazelwood West High School to ensure the safety and welfare of the students.

#### BUDGET COMMENTS

The attached Budget reflects the cost of providing quality service to the citizens of Hazelwood. The requests contained herein will ensure the high quality of police service is maintained and neighborhood problems solved.

This budget reflects the cost of providing proactive police service to the City.

- 160 Other Personnel Costs: This account is for coffee, tea, sugar, etc. Tuition reimbursement clothing allowance for detectives and to furnish dispatchers and uniformed personnel uniforms. Also the replacement of some of the protective vests and includes uniforms for COP's and Volunteers.
- 200 Professional Services: This account includes the REJIS User Charges, license plate renewal; notary renewals, and new hire and promotional testing. This account also reflects veterinary services for a canine.
- 320 Rental: This account reflects the cost for IBM REJIS terminals, pagers and comphotofit program utilized by department personnel.
- 330 Utilities: This account reflects the cost for telephone service for the normal operation of police business, including the service charges for 28 department mobile phones.
- 350 Vehicle Maintenance: This account includes replacement parts for the entire police fleet of vehicles and other general repairs. It also includes the cost of strip outs of equipment and installs for replacement vehicles
- 360 Equipment Maintenance: This account reflects the expenditure for maintaining various pieces of equipment utilized by the department.
- 370 Building Maintenance: This account reflects the cost for maintaining the police facility and substation.
- 400 Special Programs: This amount is requested to ensure participation in the MEG Unit. It reflects the cost of National Accreditation.
- 420 Building Insurance: This account is the police portion of the building insurance and City

|                               |                             |   |                                    |
|-------------------------------|-----------------------------|---|------------------------------------|
| <b>FUND</b><br><i>General</i> | <b>DEPT #</b><br><i>301</i> | <br><i>Hazelwood</i> | <b>DEPARTMENT</b><br><i>Police</i> |
|-------------------------------|-----------------------------|---|------------------------------------|

owned vehicles

430 Communications: The review of various printed material is necessary for the police to keep abreast of the everchanging rules under which we must operate. Dues to police organizations are also included as are the yearly printing costs incurred by the department for forms, etc.

440 Travel?Training: This account reflects the monies for reimbursement for use of personal vehicle on City business when a police vehicle is not available, and the cost of other various police related training. Monies received from the U.T.T. surcharge fund account number 2520, are accounted for through this account.

445 Contingency: This account reflects the cost of the criminal investigation team investigative funds and the cost of deductible insurance costs.

500 General Supplies: The police department must use various reference directories to obtain information. This information is needed in investigations, to serve arrest warrants, emergency notifications and numerous other activity and up-dated State Statutes must be obtained each year.

505 Office Supplies: This account reflects the cost of the various office supplies needed for our operations.

515 Law Enforcement Supplies: This account reflects the cost of replacement of routine supplies needed for the day to day operations of the department. It is broken down into law enforcement supplies, weapon supplies, evidence supplies, supplies used in the police vehicles, K-9 supplies and items utilized by the traffic management team.

530 Motor Vehicle Supplies: This account reflects specific parts bought for, and used on police vehicles. This account is basically controlled by the Public Works Department, as they service and maintain the vehicles.

560 Fuel & Lube: 56,000 gallons of gasoline at \$2.00 a gallon and 100 gallons of diesel fuel, at \$2.25 for the emergency generator are reflected in this account.

600 Office Equipment: This account reflects the cost of upgrading office furniture in various offices,

620 Machine & Equipment: This account reflects the cost of purchasing various tools to maintain the police facility, the cost of replacing our older mobile radios and walkie talkies and other equipment..

650 Computer: This account reflects the various items to maintain current technology with the Department and City computer systems. It also reflects the cost of software to provide timely information to the police vehicles.

670 Motor Vehicle Equipment: This account reflects the cost of the replacement of worn out equipment and purchase of equipment needed to outfit the new police vehicles.

|                        |                      |   |                             |
|------------------------|----------------------|---|-----------------------------|
| FUND<br><i>General</i> | DEPT #<br><i>301</i> | <br><i>Hazelwood</i> | DEPARTMENT<br><i>Police</i> |
|------------------------|----------------------|---|-----------------------------|

| CLASSIFICATION        | DEPARTMENT SUMMARY |                    |                    |                    |                         |
|-----------------------|--------------------|--------------------|--------------------|--------------------|-------------------------|
|                       | ACTUAL<br>2008     | BUDGET<br>2009     | ESTIMATE<br>2009   | BUDGET<br>2010     | INCREASE/<br>(DECREASE) |
| Personnel             | \$6,216,956        | \$6,893,212        | \$6,522,121        | \$7,183,887        | 4.2%                    |
| Professional Services | \$89,809           | \$76,561           | \$74,274           | \$78,028           | 1.9%                    |
| Property Services     | \$192,214          | \$154,989          | \$144,759          | \$157,696          | 1.7%                    |
| Other Services        | \$124,444          | \$135,219          | \$127,037          | \$164,772          | 21.9%                   |
| Supplies              | \$289,924          | \$296,682          | \$269,836          | \$250,515          | -15.6%                  |
| Property              | \$68,300           | \$55,430           | \$54,898           | \$49,680           | -10.4%                  |
| <b>GRAND TOTAL</b>    | <b>\$6,981,647</b> | <b>\$7,612,093</b> | <b>\$7,192,925</b> | <b>\$7,884,578</b> | <b>3.6%</b>             |

| POSITION<br>TITLE | PERSONNEL SCHEDULE   |              | BUDGET<br>2009     | BUDGET<br>2010     |
|-------------------|----------------------|--------------|--------------------|--------------------|
|                   | REQUIREMENTS<br>2009 | 2010         |                    |                    |
| Chief             | 1.00                 | 1.00         | \$102,178          | \$102,179          |
| Manager           | 2.00                 | 2.00         | \$162,736          | \$162,736          |
| Inspector (Lt)    | 7.00                 | 7.00         | \$504,705          | \$508,160          |
| Supervisor (Sgt)  | 8.00                 | 8.00         | \$504,665          | \$516,692          |
| Detective         | 10.00                | 10.00        | \$547,298          | \$501,303          |
| Officer           | 42.00                | 46.00        | \$2,275,683        | \$2,464,802        |
| Admin Sup         | 1.00                 | 1.00         | \$55,340           | \$53,728           |
| Telecomm.         | 8.00                 | 8.00         | \$333,985          | \$337,132          |
| Admin.Secretary   | 1.00                 | 1.00         | \$41,133           | \$41,371           |
| Police Clerk      | 2.00                 | 2.00         | \$55,900           | \$57,354           |
| Law Enf/Info.Sp   | 1.00                 | 1.00         | \$58,681           | \$58,681           |
| Dom. Abuse        | 1.00                 | 1.00         | \$51,625           | \$52,877           |
| Pt Cross Guard    | 0.25                 | 0.25         | \$4,326            | \$4,326            |
| Pt Dispatchers    | 0.40                 | 0.40         | \$17,198           | \$17,843           |
| <b>TOTAL</b>      | <b>84.65</b>         | <b>88.65</b> | <b>\$4,720,349</b> | <b>\$4,879,184</b> |




|                        |                      |   |                             |
|------------------------|----------------------|---|-----------------------------|
| FUND<br><i>General</i> | DEPT #<br><i>301</i> |  | DEPARTMENT<br><i>Police</i> |
| <i>Hazelwood</i>       |                      |   |                             |

| CLASSIFICATION                    | ACCOUNT<br>NO. | ACTUAL<br>2008     | BUDGET<br>2009     | ESTIMATE<br>2009   | BUDGET<br>2010     |
|-----------------------------------|----------------|--------------------|--------------------|--------------------|--------------------|
| Full Time Salary                  | 101            | \$4,425,598        | \$4,835,306        | \$4,693,768        | \$5,006,997        |
| Part Time Salary                  | 103            | 25,369             | 21,524             | 21,857             | 22,169             |
| Overtime pay                      | 105            | 178,921            | 257,500            | 141,395            | 151,018            |
| Holiday pay                       | 107            | 0                  | 0                  | 0                  | 0                  |
| Accrued Leave                     | 120            | 0                  | 0                  | 0                  | 0                  |
| Unemployment Comp.                | 122            | 0                  | 0                  | 0                  | 0                  |
| Social Security                   | 124            | 346,564            | 391,246            | 371,562            | 396,284            |
| Retirement Fund                   | 126            | 476,854            | 548,077            | 506,765            | 673,351            |
| Worker's Compensation             | 128            | 206,630            | 226,250            | 197,740            | 228,700            |
| Health Insurance                  | 130            | 471,873            | 514,650            | 491,693            | 588,660            |
| Life/Disability Insurance         | 132            | 31,772             | 36,676             | 36,676             | 39,466             |
| Other Personnel Costs             | 150            | 53,375             | 61,982             | 60,665             | 77,242             |
| <b>Total Personnel</b>            |                | <b>\$6,216,956</b> | <b>\$6,893,212</b> | <b>\$6,522,121</b> | <b>\$7,183,887</b> |
| Professional Service              | 200            | \$89,809           | \$76,561           | \$74,274           | \$78,028           |
| <b>Total Professional Service</b> |                | <b>\$89,809</b>    | <b>\$76,561</b>    | <b>\$74,274</b>    | <b>\$78,028</b>    |
| Rental Equipment                  | 320            | 3,708              | 5,278              | 3,898              | 2,496              |
| Utilities                         | 330            | 26,505             | 19,582             | 20,067             | 20,882             |
| Vehicle Maintenance               | 350            | 24,167             | 39,200             | 28,538             | 39,300             |
| Equipment Maintenance             | 360            | 134,063            | 87,189             | 85,786             | 90,898             |
| Building Maintenance              | 370            | 3,771              | 3,740              | 6,470              | 4,120              |
| Other Property Services           | 380            | 0                  | 0                  | 0                  | 0                  |
| <b>Total Property Services</b>    |                | <b>\$192,214</b>   | <b>\$154,989</b>   | <b>\$144,759</b>   | <b>\$157,696</b>   |
| Special Programs                  | 400            | 19,300             | 22,725             | 21,063             | 53,225             |
| Liability/Property/Auto Ins.      | 420            | 31,574             | 32,850             | 31,218             | 32,600             |
| Communications                    | 430            | 15,695             | 18,689             | 18,417             | 19,582             |
| Travel/Training/Mileage           | 440            | 45,024             | 60,555             | 50,048             | 58,965             |
| Contingencies                     | 495            | \$12,852           | \$400              | \$6,291            | \$400              |
| <b>Total Other Services</b>       |                | <b>\$124,444</b>   | <b>\$135,219</b>   | <b>\$127,037</b>   | <b>\$164,772</b>   |
| General Supplies                  | 500            | 98,579             | 114,682            | 116,771            | 110,040            |
| Vehicle Supplies                  | 530            | 30,445             | 23,500             | 27,303             | 26,000             |
| Motor Fuel/Lube                   | 560            | 160,899            | 158,500            | 125,762            | 114,475            |
| Street Maintenance Supplies       | 580            | 0                  | 0                  | 0                  | 0                  |
| <b>Total Supplies</b>             |                | <b>\$289,924</b>   | <b>\$296,682</b>   | <b>\$269,836</b>   | <b>\$250,515</b>   |
| Furniture and Fixtures            | 600            | 1,506              | 1,850              | 2,573              | 1,650              |
| Machinery/Equipment               | 620            | 12,632             | 18,228             | 15,499             | 11,615             |
| Computers/IS                      | 650            | 43,705             | 27,184             | 28,224             | 28,224             |
| Vehicle Equipment                 | 670            | 10,457             | 8,168              | 8,602              | 8,191              |
| Items for Resale                  | 695            | 0                  | 0                  | 0                  | 0                  |
| <b>Total Property</b>             |                | <b>\$68,300</b>    | <b>\$55,430</b>    | <b>\$54,898</b>    | <b>\$49,680</b>    |
| <b>GRAND TOTAL</b>                |                | <b>\$6,981,647</b> | <b>\$7,612,093</b> | <b>\$7,192,925</b> | <b>\$7,884,578</b> |






|                        |               |   |                           |
|------------------------|---------------|---|---------------------------|
| FUND<br><i>General</i> | DEPT #<br>330 | <br><i>Hazelwood</i> | DEPARTMENT<br><i>Fire</i> |
|------------------------|---------------|---|---------------------------|

## GENERAL ANALYSIS

Time this year was spent attempting to identify causes of injury and methods to mitigate occurrences. This was accomplished through staff participation, meetings with our consultants and accident review. There was no single or group of mechanisms that could be identified as a specific cause. What is known is that when an injury occurs time off is accentuated beyond that of many employees due to the physical nature of the job. Consequently our efforts centered around general safety issues and education.

The Wellness Fitness Program continues to elude us due to differences with labor over costs and expected results. There was success in correcting some deficiencies found by the Insurance Service Office thus insuring our excellent rating of 3.

## GOALS: 2009'- 2010

This year we will be guided by the economy. Effort will be expended to find ways to reduce cost through efficiency without sacrificing safety or effectiveness.

Significant time will be used to introduce our new fire truck to the front line which includes many hours of training. Finally, the entire team will be involved in the development of specifications for a new ambulance budgeted this year.

## BUDGET COMMENTS

101 - Full Time Salaries - This account reflects salary cost of 37 full time members of the Department.

103 - Part Time Salaries - Included here is the salary for one part time secretary.

105 - Overtime Pay - This account covers the cost of overtime to insure adequate staffing of fire equipment when personnel are absent due to illness or injuries required by off-site training and required meetings. Overage is due to two personnel being on extended sick leave for one year.

120-132 - These accounts are self explanatory and include funds to cover all leaves, Social Security, retirement, Workers Compensation, health benefits and life insurance for Department personnel.

150 - Other Personnel Costs - Included in this account is the cost of supplying uniforms for 36 Department members.

200 - Professional Services - This account covers contractual services and outside professional support. The increase due to insuring new employees become ROCO certified.

320 - Utilities - This is the cost of utilities for two fire stations plus the cost of phone and fax communications equipment to efficiently operate the Department.

350 - Vehicle Maintenance - This account contains a portion of the cost of maintaining the Departments fleet of vehicles including preventive maintenance. The overage is due to major repairs required on the aerial and ambulance which are in their last year.

360 - Equipment Maintenance - This covers an estimate of annual repairs. Increase is due to the need to pressure test all department air bottles.

370 - Building Maintenance - This cost covers repairing, replacing, or improving items throughout the Department's fixed assets including fire gear.

400 - Special Programs - This account covers the cost of the Emergency Management functions and support of volunteer programs.

FUND      DEPT #  
*General*      330



DEPARTMENT  
*Fire*

430 - Communications - This account covers the cost of dues, subscriptions and fees to keep Department members abreast of continuing changes in the fire service.

440 - Travel/Training - This account reflects the cost of registration fees and travel expenses to seminars and conferences. The reduction is due to reducing some trips due to the economy.

495 - Contingencies - This account is used for insurance deductibles and non budgeted unusual circumstances.

500 - General Supplies - This account covers costs for general supplies used annually.

530 - Motor Vehicle Supplies - This account is for general supplies to maintain vehicular equipment.

560 - Fuel, Lub. - This account is for fuel and lubricants for Department vehicles.

600 - Office Equipment - This account reflects the replacement of and purchase of office equipment and furniture. Reduction due to conservation.

620 - Machinery & Equipment - This account reflects the cost of repairing, replacing or improving the Department's non fixed assets. Reduction due to conservation.

670 - Motor Vehicle Equipment - This account is for tire replacement and replacement equipment for vehicles.

FUND  
*General*

DEPT #  
*330*



DEPARTMENT  
*Fire*

| CLASSIFICATION        | DEPARTMENT SUMMARY |                    |                    |                    |                         |
|-----------------------|--------------------|--------------------|--------------------|--------------------|-------------------------|
|                       | ACTUAL<br>2008     | BUDGET<br>2009     | ESTIMATE<br>2009   | BUDGET<br>2010     | INCREASE/<br>(DECREASE) |
| Personnel             | \$3,308,152        | \$3,423,496        | \$3,399,092        | \$3,517,610        | 2.7%                    |
| Professional Services | \$98,002           | \$108,450          | \$108,178          | \$130,650          | 20.5%                   |
| Property Services     | \$79,748           | \$90,892           | \$104,267          | \$80,600           | -11.3%                  |
| Other Services        | \$53,983           | \$56,108           | \$49,217           | \$52,980           | -5.6%                   |
| Supplies              | \$48,965           | \$62,508           | \$50,489           | \$48,498           | -22.4%                  |
| Property              | \$21,769           | \$45,550           | \$40,996           | \$38,125           | -16.3%                  |
| <b>GRAND TOTAL</b>    | <b>\$3,610,620</b> | <b>\$3,787,004</b> | <b>\$3,752,239</b> | <b>\$3,868,463</b> | <b>2.2%</b>             |

| POSITION<br>TITLE | PERSONNEL SCHEDULE   |              | BUDGET<br>2009     | BUDGET<br>2010     |
|-------------------|----------------------|--------------|--------------------|--------------------|
|                   | REQUIREMENTS<br>2009 | 2010         |                    |                    |
| FIRE CHIEF        | 1.00                 | 1.00         | \$99,844           | \$99,844           |
| ASST CHIEF        | 1.00                 | 1.00         | \$83,505           | \$85,597           |
| FF SUPRVSER       | 6.00                 | 6.00         | \$453,186          | \$453,186          |
| FF INSPECTR       | 3.00                 | 3.00         | \$199,376          | \$199,374          |
| FF/PARAMEDIC      | 13.00                | 13.00        | \$957,596          | \$799,184          |
| FIRE FIGHTER      | 8.00                 | 8.00         | \$371,784          | \$495,712          |
| SECRETARY         | 1.00                 | 1.00         | \$34,555           | \$35,510           |
| SECRETARY I       | 0.40                 | 0.40         | \$16,941           | \$17,448           |
| FIRE MARSHAL      | 1.00                 | 1.00         | \$78,529           | \$78,529           |
| <b>TOTAL</b>      | <b>34.40</b>         | <b>34.40</b> | <b>\$2,419,252</b> | <b>\$2,264,384</b> |



FUND  
*General*

DEPT #  
*330*



DEPARTMENT  
*Fire*

| CLASSIFICATION                    | ACCOUNT NO. | ACTUAL 2008        | BUDGET 2009        | ESTIMATE 2009      | BUDGET 2010        |
|-----------------------------------|-------------|--------------------|--------------------|--------------------|--------------------|
| Full Time Salary                  | 101         | \$2,266,959        | \$2,304,280        | \$2,295,456        | \$2,317,545        |
| Part Time Salary                  | 103         | 14,107             | 16,941             | 17,448             | 17,448             |
| Overtime pay                      | 105         | 186,037            | 230,720            | 260,000            | 230,000            |
| Holiday pay                       | 107         | 0                  | 0                  | 0                  | 0                  |
| Accrued Leave                     | 120         | 0                  | 0                  | 0                  | 0                  |
| Unemployment Comp.                | 122         | 0                  | 0                  | 0                  | 0                  |
| Social Security                   | 124         | 183,862            | 195,349            | 196,952            | 196,347            |
| Retirement Fund                   | 126         | 266,193            | 253,471            | 234,365            | 325,296            |
| Worker's Compensation             | 128         | 158,077            | 173,050            | 151,240            | 165,090            |
| Health Insurance                  | 130         | 198,082            | 208,310            | 199,018            | 224,880            |
| Life/Disability Insurance         | 132         | 15,433             | 17,175             | 20,713             | 17,204             |
| Other Personnel Costs             | 150         | 19,403             | 24,200             | 23,900             | 23,800             |
| <b>Total Personnel</b>            |             | <b>\$3,308,152</b> | <b>\$3,423,496</b> | <b>\$3,399,092</b> | <b>\$3,517,610</b> |
| Professional Service              | 200         | \$98,002           | \$108,450          | \$108,178          | \$130,650          |
| <b>Total Professional Service</b> |             | <b>\$98,002</b>    | <b>\$108,450</b>   | <b>\$108,178</b>   | <b>\$130,650</b>   |
| Rental Equipment                  | 320         | 0                  | 200                | 0                  | 200                |
| Utilities                         | 330         | 39,833             | 55,792             | 47,967             | 46,800             |
| Vehicle Maintenance               | 350         | 19,042             | 19,800             | 34,000             | 17,000             |
| Equipment Maintenance             | 360         | 6,053              | 7,600              | 7,900              | 9,000              |
| Building Maintenance              | 370         | 14,267             | 7,200              | 14,200             | 6,500              |
| Other Property Services           | 380         | 554                | 300                | 200                | 1,100              |
| <b>Total Property Services</b>    |             | <b>\$79,748</b>    | <b>\$90,892</b>    | <b>\$104,267</b>   | <b>\$80,600</b>    |
| Special Programs                  | 400         | 2,095              | 6,700              | 1,700              | 6,000              |
| Liability/Property/Auto Ins.      | 420         | 19,954             | 18,500             | 17,700             | 18,400             |
| Communications                    | 430         | 4,457              | 3,245              | 3,750              | 3,580              |
| Travel/Training/Mileage           | 440         | 19,802             | 24,663             | 22,550             | 22,000             |
| Contingencies                     | 495         | \$7,676            | \$3,000            | \$3,517            | \$3,000            |
| <b>Total Other Services</b>       |             | <b>\$53,983</b>    | <b>\$56,108</b>    | <b>\$49,217</b>    | <b>\$52,980</b>    |
| General Supplies                  | 500         | 20,782             | 31,950             | 29,238             | 29,600             |
| Vehicle Supplies                  | 530         | 2,849              | 6,500              | 6,500              | 6,500              |
| Motor Fuel/Lube                   | 560         | 25,334             | 24,058             | 14,751             | 12,398             |
| Street Maintenance Supplies       | 580         | 0                  | 0                  | 0                  | 0                  |
| <b>Total Supplies</b>             |             | <b>\$48,965</b>    | <b>\$62,508</b>    | <b>\$50,489</b>    | <b>\$48,498</b>    |
| Furniture and Fixtures            | 600         | 1,369              | 4,700              | 3,534              | 3,000              |
| Machinery/Equipment               | 620         | 14,987             | 25,850             | 23,462             | 20,500             |
| Computers/IS                      | 650         | 0                  | 10,000             | 10,000             | 10,625             |
| Vehicle Equipment                 | 670         | 5,413              | 5,000              | 4,000              | 4,000              |
| Items for Resale                  | 695         | 0                  | 0                  | 0                  | 0                  |
| <b>Total Property</b>             |             | <b>\$21,769</b>    | <b>\$45,550</b>    | <b>\$40,996</b>    | <b>\$38,125</b>    |
| <b>GRAND TOTAL</b>                |             | <b>\$3,610,620</b> | <b>\$3,787,004</b> | <b>\$3,752,239</b> | <b>\$3,868,463</b> |



|                               |                             |   |   |
|-------------------------------|-----------------------------|---|---|
| <b>FUND</b><br><i>General</i> | <b>DEPT #</b><br><i>333</i> | <br><i>Hazelwood</i> | <b>DEPARTMENT</b><br><i>Ambulance Service</i> |
|-------------------------------|-----------------------------|---|---|

## GENERAL

The ambulance service budget is a stand alone budget and reflects only the cost for operating the primary EMS system.

## ANALYSIS

The service continues to receive high marks from the community. The Hazelwood Fire Department Ambulance Service is the only such service we know of attached to a fire department or fire district not operating at a deficit.

## GOALS

Like the General Fire Budget this will be a year of conservation and policy review.

## BUDGET COMMENTS

101 - Full Time Salaries - This is salaries for three medics to operate the ambulance.

105 - Overtime Pay - Funds to cover anticipated overtime for three medics.

200 - Professional Services - This account includes the cost of paying billing service and backup ambulance in addition to contracted training.

330 - Utilities - This account had a major increase for the Sprint Line charge. Moved from account 330 to 333.

350 - Vehicle Maintenance - These funds cover minimal repairs and preventive maintenance.

440 - Travel/Training - This covers the cost of training three paramedics at necessary outside classes.

495 - Contingencies - This figure is the estimated cost of possible contingencies and unusual expenses.

500 - General Supplies - This is the cost of replacement of medical supplies and disposable equipment.

530 - Motor Vehicle Supplies - These funds are for the cost of vehicle battery replacement, etc.

560 - Fuel, Lub. - This is the estimated fuel for the ambulance.

620 - Machinery & Equip - This figure is the cost of miscellaneous equipment such as small tools, etc.

650 - Computers - This is the cost of renewing software license for medical reporting and also repairs.

670 - Motor Vehicle Equip - This is the cost of replacing ambulance tires.

FUND  
General  
DEPT #  
333



DEPARTMENT/DIVISION  
Fire / Ambulance Service

| CLASSIFICATION        | DEPARTMENT SUMMARY |                  |                  |                  |                         |
|-----------------------|--------------------|------------------|------------------|------------------|-------------------------|
|                       | ACTUAL<br>2008     | BUDGET<br>2009   | ESTIMATE<br>2009 | BUDGET<br>2010   | INCREASE/<br>(DECREASE) |
| Personnel             | \$235,068          | \$280,537        | \$257,801        | \$266,035        | -5.2%                   |
| Professional Services | \$72,289           | \$87,750         | \$87,750         | \$91,250         | 4.0%                    |
| Property Services     | \$1,973            | \$1,950          | \$3,300          | \$4,200          | 115.4%                  |
| Other Services        | \$1,100            | \$2,700          | \$1,600          | \$1,700          | -37.0%                  |
| Supplies              | \$29,626           | \$31,557         | \$30,857         | \$32,978         | 4.5%                    |
| Property              | \$3,965            | \$1,500          | \$1,197          | \$5,500          | 266.7%                  |
| <b>GRAND TOTAL</b>    | <b>\$344,021</b>   | <b>\$405,994</b> | <b>\$382,505</b> | <b>\$401,663</b> | <b>-1.1%</b><br>(3,000) |

| POSITION<br>TITLE  | PERSONNEL SCHEDULE   |             |  | BUDGET<br>2009   | BUDGET<br>2010   |
|--------------------|----------------------|-------------|--|------------------|------------------|
|                    | REQUIREMENTS<br>2009 | 2010        |  |                  |                  |
| FF/PARAMEDIC       | 3.00                 | 3.00        |  | \$165,014        | \$164,924        |
| Pay Plan increases |                      |             |  |                  |                  |
| <b>TOTAL</b>       | <b>3.00</b>          | <b>3.00</b> |  | <b>\$165,014</b> | <b>\$164,924</b> |



FUND  
*General*

DEPT #  
333



DEPARTMENT/DIVISION  
*Fire / Ambulance Service*

| CLASSIFICATION                    | ACCOUNT NO. | ACTUAL 2008      | BUDGET 2009      | ESTIMATE 2009    | BUDGET 2010      |
|-----------------------------------|-------------|------------------|------------------|------------------|------------------|
| Full Time Salary                  | 101         | \$170,337        | \$165,014        | \$166,959        | \$164,924        |
| Part Time Salary                  | 103         | 0                | 0                | 0                | 0                |
| Overtime pay                      | 105         | 18,809           | 46,350           | 23,400           | 25,000           |
| Holiday pay                       | 107         | 0                | 0                | 0                | 0                |
| Accrued Leave                     | 120         | 0                | 0                | 0                | 0                |
| Unemployment Comp.                | 122         | 0                | 0                | 0                | 0                |
| Social Security                   | 124         | 13,129           | 16,169           | 14,562           | 14,529           |
| Retirement Fund                   | 126         | 14               | 17,820           | 18,477           | 23,604           |
| Worker's Compensation             | 128         | 14,130           | 15,471           | 13,520           | 14,760           |
| Health Insurance                  | 130         | 17,481           | 18,380           | 17,560           | 19,840           |
| Life/Disability Insurance         | 132         | 1,167            | 1,333            | 3,323            | 1,328            |
| Other Personnel Costs             | 150         | 0                | 0                | 0                | 2,050            |
| <b>Total Personnel</b>            |             | <b>\$235,068</b> | <b>\$280,537</b> | <b>\$257,801</b> | <b>\$266,035</b> |
| Professional Service              | 200         | \$72,289         | \$87,750         | \$87,750         | \$91,250         |
| <b>Total Professional Service</b> |             | <b>\$72,289</b>  | <b>\$87,750</b>  | <b>\$87,750</b>  | <b>\$91,250</b>  |
| Rental Equipment                  | 320         | 0                | 0                | 0                | 0                |
| Utilities                         | 330         | 0                | 350              | 0                | 2,700            |
| Vehicle Maintenance               | 350         | 1,973            | 600              | 2,300            | 1,000            |
| Equipment Maintenance             | 360         | 0                | 1,000            | 1,000            | 500              |
| Building Maintenance              | 370         | 0                | 0                | 0                | 0                |
| Other Property Services           | 380         | 0                | 0                | 0                | 0                |
| <b>Total Property Services</b>    |             | <b>\$1,973</b>   | <b>\$1,950</b>   | <b>\$3,300</b>   | <b>\$4,200</b>   |
| Special Programs                  | 400         | 0                | 0                | 0                | 0                |
| Liability/Property/Auto Ins.      | 420         | 0                | 1,700            | 1,600            | 1,700            |
| Communications                    | 430         | 0                | 0                | 0                | 0                |
| Travel/Training/Mileage           | 440         | 1,100            | 1,000            | 0                | 0                |
| Contingencies                     | 495         | \$0              | \$0              | \$0              | \$0              |
| <b>Total Other Services</b>       |             | <b>\$1,100</b>   | <b>\$2,700</b>   | <b>\$1,600</b>   | <b>\$1,700</b>   |
| General Supplies                  | 500         | 19,870           | 25,000           | 24,000           | 25,000           |
| Vehicle Supplies                  | 530         | 471              | 1,500            | 1,000            | 1,500            |
| Motor Fuel/Lube                   | 560         | 9,284            | 5,057            | 5,857            | 6,478            |
| Street Maintenance Supplies       | 580         | 0                | 0                | 0                | 0                |
| <b>Total Supplies</b>             |             | <b>\$29,626</b>  | <b>\$31,557</b>  | <b>\$30,857</b>  | <b>\$32,978</b>  |
| Furniture and Fixtures            | 600         | 0                | 0                | 0                | 0                |
| Machinery/Equipment               | 620         | 0                | 500              | 297              | 500              |
| Computers/IS                      | 650         | 3,965            | 0                | 0                | 4,000            |
| Vehicle Equipment                 | 670         | 0                | 1,000            | 900              | 1,000            |
| Items for Resale                  | 695         | 0                | 0                | 0                | 0                |
| <b>Total Property</b>             |             | <b>\$3,965</b>   | <b>\$1,500</b>   | <b>\$1,197</b>   | <b>\$5,500</b>   |
| <b>GRAND TOTAL</b>                |             | <b>\$344,021</b> | <b>\$405,994</b> | <b>\$382,505</b> | <b>\$401,663</b> |





**FUND**  
*General*

**DEPT #**  
335



**DEPARTMENT**  
*Fire Districts*

**GENERAL**

The City of Hazelwood is one of the very rare cities that operates its own fire department and also contracts with fire districts for service in annexed areas. The City contracts with both Robertson and Florissant Valley fire districts for service.

This portion of the budget entitled Fire Districts reflects the amount of money paid to the Florissant Valley Fire Protection District and the Robertson Fire Protection District for providing services to portions of the City of Hazelwood that are within their districts.

The City is required by law to pay to the district an amount equal to the property taxes the district was receiving from property annexed into the City which is within their district boundaries. In addition, the City is responsible for any fire district tax increases approved by a vote of the residents in the fire districts.

ND  
erel

DEPT #  
335



DEPARTMENT  
Fire Districts

| CLASSIFICATION        | DEPARTMENT SUMMARY |                    |                    |                    |                         |
|-----------------------|--------------------|--------------------|--------------------|--------------------|-------------------------|
|                       | ACTUAL<br>2008     | BUDGET<br>2009     | ESTIMATE<br>2009   | BUDGET<br>2010     | INCREASE/<br>(DECREASE) |
| Personnel             | \$0                | \$0                | \$0                | \$0                |                         |
| Professional Services | \$3,561,192        | \$3,973,366        | \$4,173,332        | \$4,579,301        | 9.7%                    |
| Property Services     | \$0                | \$0                | \$0                | \$0                |                         |
| Other Services        | \$0                | \$0                | \$0                | \$0                |                         |
| Supplies              | \$0                | \$0                | \$0                | \$0                |                         |
| Property              | \$0                | \$0                | \$0                | \$0                |                         |
| <b>GRAND TOTAL</b>    | <b>\$3,561,192</b> | <b>\$3,973,366</b> | <b>\$4,173,332</b> | <b>\$4,579,301</b> | <b>15.2%</b>            |

| CLASSIFICATION             | ACCOUNT<br>NO. | ACTUAL<br>2008 | BUDGET<br>2009 | ESTIMATE<br>2009 | BUDGET<br>2010 |
|----------------------------|----------------|----------------|----------------|------------------|----------------|
| Robertson FPD fees         |                |                | \$2,969,502    | \$3,222,397      | \$3,642,010    |
| Florissant Valley FPD fees |                |                | \$1,003,864    | \$950,935        | \$937,290      |
| Fire District Fees         | 200            | \$3,561,192    | \$3,973,366    | \$4,173,332      | \$4,579,301    |

|                               |                             |   |   |
|-------------------------------|-----------------------------|---|---|
| <b>FUND</b><br><i>General</i> | <b>DEPT #</b><br><b>441</b> | <br><i>Hazelwood</i> | <b>DEPARTMENT</b><br><i>Public Works Administration</i> |
|-------------------------------|-----------------------------|---|---|

#### ANALYSIS:

The Administration Division of the Public Works Department has the following duties and responsibilities:

- 1      Reviews plans and issues permits, where appropriate, for all residential and commercial construction buildings, sheds, fences, signs, pools, etc.
- 2      Over sees the Transporation Improvement Program Projects.
- 3      Performs continuous inspections of all residential and all commercial properties to ensure maintenance of structural and aesthetic integrity thus deterring deterioration and blight.
- 4      Provide assistance to City Planner. Provides staff support for City Plan Commission, Board of Adjustment, Board of Appeal, Board of Architectural Review and other departments.
- 5      Performs liaison services with Plan Commission, Board of Adjustment & Appeals and other departments, including Robertson Fire Protection District and Florissant Valley Fire Department
- 6      Performs liaison services with MSD, Union Electric, other utility companies and governmental agencies serving the Hazelwood area.
- 7      Administers the City's refuse collection contract, Community Development Block Grant Fund, expenditures and various other contracts and grants.
- 8      Administers the Sewer Lateral Insurance Program.
- 9      Writes specifications as needed for department projects.
- 10     Performs interior and external inspections of residential and commercial units for code compliance upon reoccupancy, including scheduling and collection of fees.

#### REVIEW OF LAST YEAR'S GOALS:

- 1      Maintenance of level of services:

The Administration Division continues to maintain its level of service to the residents and business enterprises. Over 90% of the time, building permits are approved within five working days.

Residents continue to receive individual, one-on-one assistance in design, construction procedure, recommendations and drawing of plans for small do-it-yourself construction projects.

- 2      Continued to update and correct street address file:

Numerous new addresses have been added due to increased construction.

- 3      Maintained the Occupancy Permit Program.

- 4      Maintained the Sewer Lateral Insurance Program

- 5      Reviewed Procedure for grass cutting notices

|                               |                             |   |   |
|-------------------------------|-----------------------------|---|---|
| <b>FUND</b><br><i>General</i> | <b>DEPT #</b><br><b>441</b> |  | <b>DEPARTMENT</b><br><i>Public Works Administration</i> |
|                               |                             | <i>Hazelwood</i>  |   |

NEXT YEAR'S GOALS:

- 1 Continue the excellent level of service that is being provided to our residents and businesses.
- 2 Continue to keep street files up to date by adding new addresses.
- 3 Continue to refine the Occupancy Permit inspection program for existing homes and businesses.
- 4 Continue to actively seek funds for various projects through grant applications.
- 5 Set up and implement a program to annually inspect 25% of the City streets.
- 6 Establish a property data base to be used to monitor occupancy permits and trash service.
- 7 Continue to refine the Sewer Lateral Insurance Program
- 8 Cross train office personnel on software program for issuing building permits, occupancy permits and computerized inspections.
- 9 Construct Hazelwood Avenue Improvements
- 10 Replace bridge on Teson Road
- 11 Design improvements to Missouri Bottom Road
- 12 Start certification training of all Code Enforcement personnel
- 13 Continue to improve the grass cutting procedures

FUND  
*General* DEPT #  
441



DEPARTMENT  
*Public Works Administration*

| CLASSIFICATION        | DEPARTMENT SUMMARY |                  |                  |                  | INCREASE/<br>(DECREASE) |
|-----------------------|--------------------|------------------|------------------|------------------|-------------------------|
|                       | ACTUAL<br>2008     | BUDGET<br>2009   | ESTIMATE<br>2009 | BUDGET<br>2010   |                         |
| Personnel             | 648,375            | 752,145          | 711,751          | 766,560          |                         |
| Professional Services | 10,317             | 31,820           | 25,820           | 33,080           | 4.0%                    |
| Property Services     | 343,416            | 342,474          | 443,700          | 359,895          | 5.1%                    |
| Other Services        | 22,840             | 29,780           | 41,890           | 30,460           | 2.3%                    |
| Supplies              | 21,008             | 31,945           | 21,381           | 21,825           | -31.7%                  |
| Property              | 12,519             | 11,550           | 18,750           | 4,350            | -62.3%                  |
| <b>GRAND TOTAL</b>    | <b>1,058,475</b>   | <b>1,199,714</b> | <b>1,263,292</b> | <b>1,216,170</b> | <b>1.4%</b>             |

| POSITION<br>TITLE        | PERSONNEL SCHEDULE   |              | BUDGET<br>2009   | BUDGET<br>2010   |
|--------------------------|----------------------|--------------|------------------|------------------|
|                          | REQUIREMENTS<br>2009 | 2010         |                  |                  |
| P.W. DIRECTOR-†          | 1.00                 | 1.00         | 104,574          | 104,574          |
| SECRETARY-SV             | 1.00                 | 1.00         | 42,324           | 42,324           |
| CODE ADMINIST            | 1.00                 | 1.00         | 74,431           | 74,431           |
| CODE ENFORCEMENT OFFICER | 3.00                 | 3.00         | 124,014          | 125,217          |
| BLDG. INSP/C.E.C         | 1.00                 | 1.00         | 42,515           | 43,025           |
| SECRETARY                | 1.00                 | 1.00         | 34,791           | 35,616           |
| SECRETARY                | 1.00                 | 1.00         | 29,154           | 30,803           |
| CEO/GRASS                | 0.60                 | 0.60         | 19,776           | 20,000           |
| CEO/OCCUPANCY            | 2.00                 | 2.00         | 80,666           | 76,121           |
| BLDG INSP                | 0.00                 | 0.36         | 0                | 15,000           |
| <b>TOTAL</b>             | <b>11.60</b>         | <b>11.96</b> | <b>\$552,246</b> | <b>\$567,111</b> |



|                        |                      |   |  |
|------------------------|----------------------|---|--|
| FUND<br><i>General</i> | DEPT #<br><b>441</b> | <br><i>Hazelwood</i> | DEPARTMENT<br><i>Public Works Administration</i> |
|------------------------|----------------------|---|--|

| CLASSIFICATION                    | ACCOUNT NO. | ACTUAL 2008      | BUDGET 2009      | ESTIMATE 2009    | BUDGET 2010      |
|-----------------------------------|-------------|------------------|------------------|------------------|------------------|
| Full Time Salary                  | 101         | 473,715          | 532,470          | 512,388          | 537,101          |
| Part Time Salary                  | 103         | 13,706           | 19,776           | 14,944           | 15,000           |
| Overtime pay                      | 105         | 2,940            | 9,270            | 7,000            | 5,000            |
| Holiday pay                       | 107         | 0                | 0                | 0                | 0                |
| Accrued Leave                     | 120         | 0                | 0                | 0                | 0                |
| Unemployment Comp.                | 122         | 0                | 0                | 0                | 0                |
| Social Security                   | 124         | 35,993           | 43,056           | 40,976           | 42,718           |
| Retirement Fund                   | 126         | 58,681           | 64,115           | 59,282           | 76,343           |
| Worker's Compensation             | 128         | 1,900            | 2,081            | 1,820            | 1,990            |
| Health Insurance                  | 130         | 52,440           | 67,400           | 64,393           | 72,760           |
| Life/Disability Insurance         | 132         | 3,987            | 4,477            | 4,448            | 4,448            |
| Other Personnel Costs             | 150         | 5,012            | 9,500            | 6,500            | 11,200           |
| <b>Total Personnel</b>            |             | <b>648,375</b>   | <b>752,145</b>   | <b>711,751</b>   | <b>766,560</b>   |
| Professional Service              | 200         | 10,317           | 31,820           | 25,820           | 33,080           |
| <b>Total Professional Service</b> |             | <b>10,317</b>    | <b>31,820</b>    | <b>25,820</b>    | <b>33,080</b>    |
| Rental Equipment                  | 320         | 0                | 0                | 0                | 100              |
| Utilities                         | 330         | 273,352          | 299,100          | 306,700          | 307,500          |
| Vehicle Maintenance               | 350         | 1,146            | 1,500            | 2,000            | 2,000            |
| Equipment Maintenance             | 360         | 31,382           | 38,324           | 105,000          | 45,945           |
| Building Maintenance              | 370         | 37,536           | 3,500            | 30,000           | 4,300            |
| Other Property Services           | 380         | 0                | 50               | 0                | 50               |
| <b>Total Property Services</b>    |             | <b>343,416</b>   | <b>342,474</b>   | <b>443,700</b>   | <b>359,895</b>   |
| Special Programs                  | 400         | 0                | 770              | 12,000           | 0                |
| Liability/Property/Auto Ins.      | 420         | 9,729            | 10,200           | 9,800            | 10,200           |
| Communications                    | 430         | 3,664            | 3,660            | 3,415            | 3,910            |
| Travel/Training/Mileage           | 440         | 8,947            | 15,050           | 15,675           | 16,250           |
| Contingencies                     | 495         | 500              | 100              | 1,000            | 100              |
| <b>Total Other Services</b>       |             | <b>22,840</b>    | <b>29,780</b>    | <b>41,890</b>    | <b>30,460</b>    |
| General Supplies                  | 500         | 8,007            | 13,095           | 9,495            | 8,825            |
| Vehicle Supplies                  | 530         | 945              | 1,000            | 1,836            | 2,000            |
| Motor Fuel/Lube                   | 560         | 12,056           | 17,850           | 10,050           | 11,000           |
| Street Maintenance Supplies       | 580         | 0                | 0                | 0                | 0                |
| <b>Total Supplies</b>             |             | <b>21,008</b>    | <b>31,945</b>    | <b>21,381</b>    | <b>21,825</b>    |
| Furniture and Fixtures            | 600         | 0                | 2,000            | 0                | 500              |
| Machinery/Equipment               | 620         | 0                | 1,550            | 750              | 850              |
| Computers/IS                      | 650         | 12,519           | 8,000            | 18,000           | 3,000            |
| Vehicle Equipment                 | 670         | 0                | 0                | 0                | 0                |
| Items for Resale                  | 695         | 0                | 0                | 0                | 0                |
| <b>Total Property</b>             |             | <b>12,519</b>    | <b>11,550</b>    | <b>18,750</b>    | <b>4,350</b>     |
| <b>GRAND TOTAL</b>                |             | <b>1,058,475</b> | <b>1,199,714</b> | <b>1,263,292</b> | <b>1,216,170</b> |




FUND

General

DEPT #

443



DEPARTMENT

Street Maintenance

GENERAL:

The Street Maintenance Division is responsible for the maintenance and repair of all City owned buildings, streets, vehicles and streets signs, snow removal, brush chipping, leak collection, rat abatement, mosquito fogging, and miscellaneous duties or emergencies.

ANALYSIS:

The Public Works Street Division strives to provide quality service to the community by offering several programs.

Mosquito fogging is performed two to three (2-3) times per week throughout the Spring, Summer, and Fall. Rat abatement and street sweeping are performed on an as-needed basis throughout the year as is general street maintenance. A majority of residents utilize the chipping and leaf collection programs. Chipping is offered for 10 weeks during the Spring and leaf collection is offered for 8 weeks during the Fall only. Due to high community participation in both of these services, the Street Division has a surplus of wood chips and compost, both of which are offered to residents free of charge.

REVIEW OF LAST YEAR'S GOALS:

1. The concrete replacement program that was budgeted in this budget has stopped due to the Bond Issue Street repairs.
2. We continued street and rights of way maintenance (pot hole repair, sweeping, grass cutting of right of way)
3. New equipment that was purchased was one asphalt roller trailer.
4. Cracksealing - No cracksealing was done due to the Bond Issue Street repairs.
5. Continuing to provide excellent services to residents such as snow plowing, mosquito fogging, chipping of brush in the Spring and leaf collection in the Fall
6. One (1) Dump truck did not get purchased this year and will be budgeted in next year's Budget.

GOALS AND OBJECTIVES FOR 2009/2010

1. Continue Rights of Way and Street Maintenance.
2. Crack-seal joints and cracks throughout the City.
3. Continue the Mosquito Fogging Program.
4. Continuing to provide excellent services to residents such as; snow removal, mosquito fogging, brush chipping in the Spring and leaf collection in the Fall, and street maintenance as needed is a priority for this Department.
5. New Equipment to be purchased this year, 2009/2010:  
3 New Dump trucks with salt spreaders and plows  
1 Leaf Vac  
1 Wood Chipper  
1 Street Sweeper

FUND  
*General*

DEPT #  
*443*



DEPARTMENT  
*Street Maintenance*

| CLASSIFICATION        | DEPARTMENT SUMMARY |                    |                    |                  |                         |
|-----------------------|--------------------|--------------------|--------------------|------------------|-------------------------|
|                       | ACTUAL<br>2008     | BUDGET<br>2009     | ESTIMATE<br>2009   | BUDGET<br>2010   | INCREASE/<br>(DECREASE) |
| Personnel             | \$637,894          | \$656,594          | \$629,021          | \$662,107        | 0.8%                    |
| Professional Services | \$33,339           | \$30,350           | \$23,080           | \$37,550         | 23.7%                   |
| Property Services     | \$45,337           | \$54,955           | \$47,608           | \$57,425         | 4.5%                    |
| Other Services        | \$32,234           | \$32,067           | \$46,787           | \$32,768         | 2.2%                    |
| Supplies              | \$245,498          | \$354,375          | \$345,841          | \$189,475        | -46.5%                  |
| Property              | \$28,581           | \$17,795           | \$15,550           | \$12,500         | -29.8%                  |
| <b>GRAND TOTAL</b>    | <b>\$1,022,882</b> | <b>\$1,146,136</b> | <b>\$1,107,887</b> | <b>\$991,825</b> | <b>-13.5%</b>           |

| POSITION<br>TITLE                                 | PERSONNEL SCHEDULE   |              |  | BUDGET<br>2009   | BUDGET<br>2010   |
|---|----------------------|--------------|--|------------------|------------------|
|   | REQUIREMENTS<br>2009 | 2010         |  |                  |                  |
| P.W. Superintndt.                                 | 0.50                 | 0.50         |  | \$37,154         | \$36,072         |
| Crew Leader                                       | 1.00                 | 1.00         |  | \$54,931         | \$53,331         |
| Mechanic  | 1.00                 | 1.00         |  | \$51,787         | \$50,279         |
| Maint. Worker                                     | 1.00                 | 1.00         |  | \$36,671         | \$37,710         |
| Maint. Worker II                                  | 4.00                 | 4.00         |  | \$187,328        | \$181,872        |
| Secretary I                                       | 0.50                 | 0.50         |  | \$17,176         | \$17,629         |
| Stock Clerk                                       | 0.50                 | 0.50         |  | \$16,727         | \$16,258         |
| Maint. Wkr/A Mech                                 | 1.00                 | 1.00         |  | \$43,507         | \$44,545         |
| Seasonal -Chipping & Leaf Vacuuming<br>2400 Hours | 1.15                 | 1.15         |  | \$15,450         | \$33,600         |
| <b>TOTAL</b>                                      | <b>10.65</b>         | <b>10.65</b> |  | <b>\$460,731</b> | <b>\$471,296</b> |

*Hazelwood*

|                        |                      |   |   |
|------------------------|----------------------|---|---|
| FUND<br><i>General</i> | DEPT #<br><b>443</b> | <br><i>Hazelwood</i> | DEPARTMENT<br><b>Street Maintenance</b> |
|------------------------|----------------------|---|---|

| CLASSIFICATION                    | ACCOUNT NO. | ACTUAL 2008        | BUDGET 2009        | ESTIMATE 2009      | BUDGET 2010      |
|-----------------------------------|-------------|--------------------|--------------------|--------------------|------------------|
| Full Time Salary                  | 101         | \$429,465          | \$445,282          | \$435,635          | \$437,696        |
| Part Time Salary                  | 103         | 0                  | 0                  | 0                  | 0                |
| Overtime pay                      | 105         | 8,533              | 15,450             | 9,500              | 14,500           |
| Holiday pay                       | 107         | 0                  | 0                  | 0                  | 0                |
| Accrued Leave                     | 120         | 0                  | 0                  | 0                  | 0                |
| Unemployment Comp.                | 122         | 0                  | 0                  | 0                  | 0                |
| Social Security                   | 124         | 32,379             | 35,246             | 34,053             | 34,593           |
| Retirement Fund                   | 126         | 63,998             | 62,393             | 57,690             | 73,397           |
| Worker's Compensation             | 128         | 25,360             | 27,779             | 24,280             | 26,500           |
| Health Insurance                  | 130         | 66,997             | 58,200             | 55,604             | 62,840           |
| Life/Disability Insurance         | 132         | 4,132              | 3,893              | 3,893              | 3,831            |
| Other Personnel Costs             | 150         | 7,030              | 8,350              | 8,366              | 8,750            |
| <b>Total Personnel</b>            |             | <b>\$637,894</b>   | <b>\$656,594</b>   | <b>\$629,021</b>   | <b>\$662,107</b> |
| Professional Service              | 200         | \$33,339           | \$30,350           | \$23,080           | \$37,550         |
| <b>Total Professional Service</b> |             | <b>\$33,339</b>    | <b>\$30,350</b>    | <b>\$23,080</b>    | <b>\$37,550</b>  |
| Rental Equipment                  | 320         | 2,436              | 5,050              | 5,500              | 5,050            |
| Utilities                         | 330         | 30,664             | 33,675             | 27,883             | 32,175           |
| Vehicle Maintenance               | 350         | 2,952              | 5,600              | 1,200              | 7,000            |
| Equipment Maintenance             | 360         | 2,484              | 3,230              | 2,780              | 3,350            |
| Building Maintenance              | 370         | 6,801              | 6,900              | 10,245             | 9,650            |
| Other Property Services           | 380         | 0                  | 500                | 0                  | 200              |
| <b>Total Property Services</b>    |             | <b>\$45,337</b>    | <b>\$54,955</b>    | <b>\$47,608</b>    | <b>\$57,425</b>  |
| Special Programs                  | 400         | 0                  | 0                  | 0                  | 0                |
| Liability/Property/Auto Ins.      | 420         | 23,434             | 24,400             | 23,300             | 24,300           |
| Communications                    | 430         | 2,789              | 3,500              | 3,641              | 4,200            |
| Travel/Training/Mileage           | 440         | 4,366              | 3,167              | 2,386              | 3,268            |
| Contingencies                     | 495         | \$1,644            | \$1,000            | \$17,460           | \$1,000          |
| <b>Total Other Services</b>       |             | <b>\$32,234</b>    | <b>\$32,067</b>    | <b>\$46,787</b>    | <b>\$32,768</b>  |
| General Supplies                  | 500         | 76,826             | 64,000             | 68,370             | 69,100           |
| Vehicle Supplies                  | 530         | 53,534             | 46,800             | 56,575             | 50,000           |
| Motor Fuel/Lube                   | 560         | 31,851             | 38,375             | 32,812             | 22,875           |
| Street Maintenance Supplies       | 580         | 83,287             | 205,200            | 188,084            | 47,500           |
| <b>Total Supplies</b>             |             | <b>\$245,498</b>   | <b>\$354,375</b>   | <b>\$345,841</b>   | <b>\$189,475</b> |
| Furniture and Fixtures            | 600         | 819                | 0                  | 0                  | 0                |
| Machinery/Equipment               | 620         | 24,807             | 15,695             | 15,250             | 9,600            |
| Computers/IS                      | 650         | 90                 | 400                | 0                  | 0                |
| Vehicle Equipment                 | 670         | 2,865              | 1,700              | 300                | 2,900            |
| Items for Resale                  | 695         | 0                  | 0                  | 0                  | 0                |
| <b>Total Property</b>             |             | <b>\$28,581</b>    | <b>\$17,795</b>    | <b>\$15,550</b>    | <b>\$12,500</b>  |
| <b>GRAND TOTAL</b>                |             | <b>\$1,022,882</b> | <b>\$1,146,136</b> | <b>\$1,107,887</b> | <b>\$991,825</b> |






FUND DEPT #  
General 445



DEPARTMENT  
Park Maintenance

GENERAL:

The Park Maintenance Division maintains the comfort stations, swimming pools, lift station at the Community Center, park equipment, tennis courts, ball diamonds and racquetball courts. The Park Division also maintains most of the landscaping and constructions needs and all of the parking lots, walkways, and volleyball pits maintenance.

ANALYSIS:

The Public Works Parks Division acknowledges the essential need to provide a fun, safe, and clean environment for the community to enjoy outdoor recreational activities. By continuing routine maintenance of the parks and its facilities and striving to incorporate new improvements each year, this division hopes to promote the community's utilization of the many services offered.

REVIEW OF LAST YEAR'S GOALS:

1. Continue to improve routine maintenance of all City Parks.
2. Continue a monthly playground inspection in all City Parks.
3. Continue to improve the Sports Complex.
4. All Parks were overseeded and fertilized .
5. Four (4) BBQ pits were purchased and installed at various Parks.
6. Two (2) decorative trash cans were purchased and installed at Brookes Park
7. Purchased two (2) zero-turn mowers to cut the Parks
8. Purchased a table saw for specific projects

GOALS FOR FISCAL YEAR 2009/2010

1. Continue excellent maintenance of the Parks' equipment and grounds. .
2. Continue conducting a monthly playground inspection.
3. Continue to improve the Sports Complex building, grounds and parking lot.
4. Overseed and fertilize all Park grounds.

FUND  
*General*

DEPT #  
**445**



DEPARTMENT  
*Park Maintenance*

| CLASSIFICATION        | DEPARTMENT SUMMARY |                  |                  |                  |                         |
|-----------------------|--------------------|------------------|------------------|------------------|-------------------------|
|                       | ACTUAL<br>2008     | BUDGET<br>2009   | ESTIMATE<br>2009 | BUDGET<br>2010   | INCREASE/<br>(DECREASE) |
| Personnel             | \$735,877          | \$825,817        | \$808,545        | \$843,874        | 2.2%                    |
| Professional Services | \$10,253           | \$2,000          | \$2,500          | \$2,500          | 25.0%                   |
| Property Services     | \$9,467            | \$13,700         | \$19,708         | \$17,300         | 26.3%                   |
| Other Services        | \$32,020           | \$20,700         | \$18,500         | \$20,600         | -0.5%                   |
| Supplies              | \$113,219          | \$81,475         | \$81,293         | \$74,275         | -8.8%                   |
| Property              | \$3,355            | \$5,450          | \$5,170          | \$4,500          | -17.4%                  |
| <b>GRAND TOTAL</b>    | <b>\$904,192</b>   | <b>\$949,142</b> | <b>\$935,716</b> | <b>\$963,049</b> | <b>1.5%</b>             |

| POSITION<br>TITLE        | PERSONNEL SCHEDULE   |              |  | BUDGET<br>2009   | BUDGET<br>2010   |
|--------------------------|----------------------|--------------|--|------------------|------------------|
|                          | REQUIREMENTS<br>2009 | 2010         |  |                  |                  |
| Pw Superintendent        | 0.50                 | 0.50         |  | \$37,154         | \$36,072         |
| Crew Leader              | 1.00                 | 1.00         |  | \$51,545         | \$51,828         |
| Mechanic                 | 1.00                 | 1.00         |  | \$49,322         | \$48,390         |
| Maint. Worker II         | 9.00                 | 9.00         |  | \$391,603        | \$390,250        |
| Pay Plan increases       |                      |              |  |                  |                  |
| Secretary I              | 0.50                 | 0.50         |  | \$17,176         | \$17,629         |
| Stock Clerk              | 0.50                 | 0.50         |  | \$17,092         | \$16,258         |
| Mgt. Pool                |                      |              |  |                  |                  |
| Seasonal Workers-Fogging |                      |              |  |                  |                  |
|                          | 0.26                 | 0.26         |  | \$7,560          | \$7,560          |
| <b>TOTAL</b>             | <b>12.76</b>         | <b>12.76</b> |  | <b>\$571,452</b> | <b>\$567,987</b> |



|                        |                      |   |                                       |
|------------------------|----------------------|---|---------------------------------------|
| FUND<br><i>General</i> | DEPT #<br><b>445</b> | <br><i>Hazelwood</i> | DEPARTMENT<br><b>Park Maintenance</b> |
|------------------------|----------------------|---|---------------------------------------|

| CLASSIFICATION                    | ACCOUNT<br>NO. | ACTUAL<br>2008   | BUDGET<br>2009   | ESTIMATE<br>2009 | BUDGET<br>2010   |
|-----------------------------------|----------------|------------------|------------------|------------------|------------------|
| Full Time Salary                  | 101            | \$519,125        | \$563,892        | \$557,353        | \$560,427        |
| Part Time Salary                  | 103            | 5,082            | 7,560            | 6,160            | 7,560            |
| Overtime pay                      | 105            | 12,622           | 15,713           | 20,000           | 18,500           |
| Holiday pay                       | 107            | 0                | 0                | 0                | 0                |
| Accrued Leave                     | 120            | 0                | 0                | 0                | 0                |
| Unemployment Comp.                | 122            | 0                | 0                | 0                | 0                |
| Social Security                   | 124            | 40,400           | 44,918           | 44,639           | 44,866           |
| Retirement Fund                   | 126            | 62,880           | 76,994           | 71,190           | 91,153           |
| Worker's Compensation             | 128            | 28,990           | 31,734           | 27,730           | 30,270           |
| Health Insurance                  | 130            | 61,173           | 76,590           | 73,174           | 82,680           |
| Life/Disability Insurance         | 132            | 3,939            | 4,967            | 4,967            | 4,918            |
| Other Personnel Costs             | 150            | 1,666            | 3,450            | 3,332            | 3,500            |
| <b>Total Personnel</b>            |                | <b>\$735,877</b> | <b>\$825,817</b> | <b>\$808,545</b> | <b>\$843,874</b> |
| Professional Service              | 200            | \$10,253         | \$2,000          | \$2,500          | \$2,500          |
| <b>Total Professional Service</b> |                | <b>\$10,253</b>  | <b>\$2,000</b>   | <b>\$2,500</b>   | <b>\$2,500</b>   |
| Rental Equipment                  | 320            | 567              | 2,000            | 7,000            | 5,000            |
| Utilities                         | 330            | 0                | 0                | 0                | 0                |
| Vehicle Maintenance               | 350            | 203              | 1,000            | 350              | 600              |
| Equipment Maintenance             | 360            | 645              | 2,000            | 500              | 2,000            |
| Building Maintenance              | 370            | 8,052            | 8,600            | 11,758           | 9,600            |
| Other Property Services           | 380            | 0                | 100              | 100              | 100              |
| <b>Total Property Services</b>    |                | <b>\$9,467</b>   | <b>\$13,700</b>  | <b>\$19,708</b>  | <b>\$17,300</b>  |
| Special Programs                  | 400            | 0                | 0                | 0                | 0                |
| Liability/Property/Auto Ins.      | 420            | 18,566           | 19,400           | 18,500           | 19,300           |
| Communications                    | 430            | 0                | 0                | 0                | 0                |
| Travel/Training/Mileage           | 440            | 0                | 300              | 0                | 300              |
| Contingencies                     | 495            | \$13,454         | \$1,000          | \$0              | \$1,000          |
| <b>Total Other Services</b>       |                | <b>\$32,020</b>  | <b>\$20,700</b>  | <b>\$18,500</b>  | <b>\$20,600</b>  |
| General Supplies                  | 500            | 66,392           | 41,900           | 44,551           | 43,200           |
| Vehicle Supplies                  | 530            | 14,445           | 7,200            | 9,400            | 7,500            |
| Motor Fuel/Lube                   | 560            | 32,547           | 32,075           | 27,042           | 23,075           |
| Street Maintenance Supplies       | 580            | (165)            | 300              | 300              | 500              |
| <b>Total Supplies</b>             |                | <b>\$113,219</b> | <b>\$81,475</b>  | <b>\$81,293</b>  | <b>\$74,275</b>  |
| Furniture and Fixtures            | 600            | 0                | 0                | 0                | 0                |
| Machinery/Equipment               | 620            | 3,355            | 5,450            | 5,170            | 4,500            |
| Computers/IS                      | 650            | 0                | 0                | 0                | 0                |
| Vehicle Equipment                 | 670            | 0                | 0                | 0                | 0                |
| Items for Resale                  | 695            | 0                | 0                | 0                | 0                |
| <b>Total Property</b>             |                | <b>\$3,355</b>   | <b>\$5,450</b>   | <b>\$5,170</b>   | <b>\$4,500</b>   |
| <b>GRAND TOTAL</b>                |                | <b>\$904,192</b> | <b>\$949,142</b> | <b>\$935,716</b> | <b>\$963,049</b> |






**FUND**  
**General**

**DEPT #**  
**446**



**DEPARTMENT**  
**Parks & Recreation**

**GENERAL:**

The Hazelwood Recreation Division's mission is to provide leisure services to the residents and guests who use and visit the City's parks and recreation facilities. Our vision is to have our patrons view us as a vital resource for the use of their leisure time with endless benefits to "Enjoy Today - Live for Tomorrow." The staff endeavors to communicate our commitment of care and concern for our customers on a personal level, so their image of the Division's services manifests competent and resourceful professionalism. The development and maintenance of standards for excellence in all recreation services is an ongoing challenge to each team member.

**ANALYSIS:**

The Hazelwood Recreation Division's primary functions are the planning, scheduling and implementing the utilization of two recreation centers, sixteen parks, an aquatic complex, a disc golf course, a sports complex, and a skatepark. Challenges in fulfilling the primary functions of the Division in FY 2010 is continued evaluation of park and recreation facility renovations and needs as outlined in the Park Master Plan and observed by staff and residents.

**GOALS 2009-2010**

- \* Continue marketing improvements with emphasis on news releases, the City Newsletter and the promotion of recreation programs through attractive brochures, flyers and posters.
- \* Continue efforts in addressing operations and problem-solving to meet challenges and opportunities which will enhance the quality of service for our residents and enhance work environment for employees.
- \* Continue increasing utilization of computer technology in Division operations and staff proficiency to increase efficiency for customers and staff.
- \* Continue to increase use of recreation programs and facilities for persons with disabilities through the Inclusive Recreation Coordinator marketing efforts, individualized staff support and increased staff sensitivity.
- \* Dazzle our residents and patrons with our unique and new aquatic complex.
- \* Identify and pursue grant opportunities to secure funds to offer new recreational opportunities for the residents of Hazelwood, including the continued development of the Truman Park Trail.
- \* Increase usage of the Hazelwood Sports Complex through our newly established City-run youth baseball programs and cooperatively working with other local baseball associations.
- \* Continue funding much needed improvements to Missouri's first disc golf course, located in White Birch Park, through the aggressive collection of user fees and community service projects.

FUND  
General

DEPT #  
446



DEPARTMENT  
Parks & Recreation

| CLASSIFICATION        | DEPARTMENT SUMMARY |                    |                    |                    |                         |
|-----------------------|--------------------|--------------------|--------------------|--------------------|-------------------------|
|                       | ACTUAL<br>2008     | BUDGET<br>2009     | ESTIMATE<br>2009   | BUDGET<br>2010     | INCREASE/<br>(DECREASE) |
| Personnel             | \$1,118,697        | \$1,269,082        | \$1,299,798        | \$1,404,479        | 10.7%                   |
| Professional Services | \$17,568           | \$19,909           | \$17,517           | \$18,553           | -6.8%                   |
| Property Services     | \$186,198          | \$224,431          | \$238,666          | \$255,692          | 13.9%                   |
| Other Services        | \$210,014          | \$223,701          | \$219,780          | \$237,087          | 6.0%                    |
| Supplies              | \$59,996           | \$71,555           | \$64,785           | \$70,685           | -1.2%                   |
| Property              | \$48,020           | \$52,957           | \$64,875           | \$70,807           | 33.7%                   |
| <b>GRAND TOTAL</b>    | <b>\$1,640,493</b> | <b>\$1,861,635</b> | <b>\$1,905,421</b> | <b>\$2,057,303</b> | <b>10.5%</b>            |

| POSITION<br>TITLE   | PERSONNEL SCHEDULE |              | BUDGET<br>2009     | BUDGET<br>2010     |
|---------------------|--------------------|--------------|--------------------|--------------------|
|                     | 2009               | 2010         |                    |                    |
| <b>F/T</b>          |                    |              |                    |                    |
| SUPERINTENDER       | 1.00               | 1.00         | \$85,845           | \$87,971           |
| FACILITY MGR.       | 2.00               | 2.00         | \$123,120          | \$124,322          |
| SUPERVISORS         | 3.00               | 3.00         | \$149,831          | \$147,493          |
| PRO SPECIAL.        | 0.00               | 0.00         | \$0                | \$0                |
| CUSTODIAN           | 1.00               | 1.00         | \$43,032           | \$43,035           |
| ADMIN. SEC.         | 1.00               | 1.00         | \$39,207           | \$39,207           |
| Pay Plan increases  |                    |              |                    |                    |
| TOTAL F.T.          | 8.00               | 8.00         |                    |                    |
| <b>P/T REGULAR</b>  |                    |              |                    |                    |
| REC LEADER          | 4.93               | 5.24         | \$132,870          | \$136,500          |
| SECRETARY           | 0.47               | 0.47         | \$13,334           | \$14,000           |
| CUSTODIAN           | 4.83               | 4.83         | \$124,115          | \$122,500          |
| RANGER              | 2.10               | 2.10         | \$57,680           | \$52,600           |
| BUS DRIVER          | 0.95               | 0.95         | \$25,029           | \$25,850           |
| TOTAL PT REG.       | 13.28              | 13.59        |                    |                    |
| <b>P/T SEASONAL</b> |                    |              |                    |                    |
| POOL MANAGER        | 0.22               | 0.23         | \$5,300            | \$5,300            |
| ASST MANAGER        | 0.19               | 0.22         | \$4,125            | \$4,600            |
| SWIM TM COACI       | 0.08               | 0.08         | \$1,600            | \$1,600            |
| ASST COACHES        | 0.30               | 0.30         | \$2,300            | \$2,300            |
| LIFEGUARDS          | 6.40               | 11.61        | \$92,000           | \$166,000          |
| CASHIER S.C.        | 0.47               | 0.50         | \$6,600            | \$7,000            |
| INSTRUCTORS         | 0.65               | 0.65         | \$17,000           | \$16,500           |
| SKATEPARK AT        | 1.15               | 0.62         | \$9,000            | \$9,000            |
| CAMP STAND          | 0.89               | 0.89         | \$14,000           | \$16,500           |
| FIELD MAINT. S.C.   | 1.20               | 1.20         | \$26,500           | \$26,500           |
| POOL CASHIERS       | 1.70               | 4.50         | \$24,000           | \$31,000           |
| PARK MAINT.         | 0.75               | 0.75         | \$21,000           | \$21,000           |
| TOTAL SEASONAL      | 14.00              | 21.55        |                    |                    |
| <b>TOTAL</b>        | <b>35.28</b>       | <b>43.14</b> | <b>\$1,017,489</b> | <b>\$1,100,778</b> |



*Hazelwood*

|                        |                      |   |   |
|------------------------|----------------------|---|---|
| FUND<br><i>General</i> | DEPT #<br><b>446</b> | <br><i>Hazelwood</i> | DEPARTMENT<br><i>Parks &amp; Recreation</i> |
|------------------------|----------------------|---|---|

| CLASSIFICATION                    | ACCOUNT NO. | ACTUAL 2008        | BUDGET 2009        | ESTIMATE 2009      | BUDGET 2010        |
|-----------------------------------|-------------|--------------------|--------------------|--------------------|--------------------|
| Full Time Salary                  | 101         | \$427,692          | \$441,036          | \$428,363          | \$442,028          |
| Part Time Salary                  | 103         | 461,774            | 576,453            | 635,172            | 695,250            |
| Overtime pay                      | 105         | 1,816              | 1,545              | 1,500              | 1,545              |
| Holiday pay                       | 107         | 0                  | 0                  | 0                  | 0                  |
| Accrued Leave                     | 120         | 0                  | 0                  | 0                  | 0                  |
| Unemployment Comp.                | 122         | 0                  | 0                  | 0                  | 0                  |
| Social Security                   | 124         | 66,724             | 77,956             | 81,475             | 87,120             |
| Retirement Fund                   | 126         | 50,811             | 56,342             | 52,095             | 63,792             |
| Worker's Compensation             | 128         | 48,630             | 53,230             | 46,520             | 50,780             |
| Health Insurance                  | 130         | 52,437             | 49,010             | 46,824             | 52,910             |
| Life/Disability Insurance         | 132         | 3,262              | 3,560              | 2,234              | 3,553              |
| Other Personnel Costs             | 150         | 5,551              | 9,950              | 5,615              | 7,501              |
| <b>Total Personnel</b>            |             | <b>\$1,118,697</b> | <b>\$1,269,082</b> | <b>\$1,299,798</b> | <b>\$1,404,479</b> |
| Professional Service              | 200         | \$17,568           | \$19,909           | \$17,517           | \$18,553           |
| <b>Total Professional Service</b> |             | <b>\$17,568</b>    | <b>\$19,909</b>    | <b>\$17,517</b>    | <b>\$18,553</b>    |
| Rental Equipment                  | 320         | 0                  | 0                  | 0                  | 0                  |
| Utilities                         | 330         | 160,502            | 193,765            | 199,017            | 222,866            |
| Vehicle Maintenance               | 350         | 1,157              | 2,500              | 1,000              | 2,000              |
| Equipment Maintenance             | 360         | 15,914             | 19,480             | 23,115             | 21,935             |
| Building Maintenance              | 370         | 8,624              | 8,686              | 15,534             | 8,891              |
| Other Property Services           | 380         | 0                  | 0                  | 0                  | 0                  |
| <b>Total Property Services</b>    |             | <b>\$186,198</b>   | <b>\$224,431</b>   | <b>\$238,666</b>   | <b>\$255,692</b>   |
| Special Programs                  | 400         | 167,398            | 173,474            | 176,131            | 185,864            |
| Liability/Property/Auto Ins.      | 420         | 12,512             | 13,100             | 12,600             | 13,100             |
| Communications                    | 430         | 26,995             | 30,852             | 28,445             | 32,573             |
| Travel/Training/Mileage           | 440         | 2,048              | 5,275              | 2,604              | 4,550              |
| Contingencies                     | 495         | \$1,061            | \$1,000            | \$0                | \$1,000            |
| <b>Total Other Services</b>       |             | <b>\$210,014</b>   | <b>\$223,701</b>   | <b>\$219,780</b>   | <b>\$237,087</b>   |
| General Supplies                  | 500         | 41,065             | 53,055             | 47,219             | 52,185             |
| Vehicle Supplies                  | 530         | 1,665              | 1,000              | 450                | 1,000              |
| Motor Fuel/Lube                   | 560         | 17,266             | 17,500             | 17,116             | 17,500             |
| Street Maintenance Supplies       | 580         | 0                  | 0                  | 0                  | 0                  |
| <b>Total Supplies</b>             |             | <b>\$59,996</b>    | <b>\$71,555</b>    | <b>\$64,785</b>    | <b>\$70,685</b>    |
| Furniture and Fixtures            | 600         | 0                  | 0                  | 0                  | 0                  |
| Machinery/Equipment               | 620         | 23,449             | 16,507             | 17,399             | 17,857             |
| Computers/IS                      | 650         | 0                  | 0                  | 0                  | 0                  |
| Vehicle Equipment                 | 670         | 504                | 1,500              | 1,000              | 1,500              |
| Items for Resale                  | 695         | 24,067             | 34,950             | 46,476             | 51,450             |
| <b>Total Property</b>             |             | <b>\$48,020</b>    | <b>\$52,957</b>    | <b>\$64,875</b>    | <b>\$70,807</b>    |
| <b>GRAND TOTAL.</b>               |             | <b>\$1,640,493</b> | <b>\$1,861,635</b> | <b>\$1,905,421</b> | <b>\$2,057,303</b> |



