

**much more
than you imagine**



City of Hazelwood, Missouri



Budget 2013-2014

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The City of Hazelwood

much more
than you imagine



June 20, 2013

Honorable Mayor and City Council Members,

I am pleased to present the 2014 Budget for the City of Hazelwood, as adopted on June 19, 2013. The Budget allocates funds to maintain the essential services that make Hazelwood a great city to live and work, and continues to allocate resources to support the City's exceptional quality of life and business environment.

The national and local economy is recovering, but recovery continues to be slow and unpredictable. Consequently, the 2014 Budget has made a few necessary operational cuts, but it does provide for a continued exceptional service level.

Economic Outlook

State and local governments everywhere are once again faced with declining or stagnant revenues, which are causing many budgetary challenges everywhere. The overall economic forecast for Hazelwood remains difficult to project and, therefore, has led to a few reductions to staffing levels, but no decreases in essential services. And although the economy is starting to recover and sales taxes are projected to increase slightly in 2014 for the City, decreases in other revenue sources continue to cause unpredictability for the City's future.

According to the Bureau of Labor Statistics, the national unemployment rate for March 2013 was 7.6% and Hazelwood's unemployment rate for January and February 2013 was also at 7.6%. The national rate is down from last year, but the Hazelwood rate is slightly worse than last year at this time.

Budget Assumptions & Key Decisions

The City's sales taxes still have not returned to the highs that were reached in fiscal year 2008. The City's largest revenue source, Sales and Use Tax, is projected to be approximately \$11.3 million in fiscal year 2014, which is still \$125,861 (1%) less than 2008. The growing popularity of online shopping with out-of-state retailers has contributed to the erosion of our sales tax revenue. Overall, General Fund revenues are about \$350,000 less than 2008 revenues.

We had hoped to see more growth in our local businesses. Some proposed plans for expansion did not become reality in 2013. However, we have many other strong businesses in Hazelwood that continue to invest in the community.

City Hall & Public Works	City Maintenance	Fire Department	Municipal Court	Parks & Recreation	Police Department
t: 314.839.3700	t: 731.8701	t: 731.3424	t: 839.2212	t: 731.0980	t: 839.3700
f: 314.839.0249	f: 731.4240	f: 731.1976	f: 838.5169	f: 731.0989	f: 838.5169
415 Elm Grove Lane	115 Ford Lane	6800 Howdershell Road	415 Elm Grove Lane	1186 Teson Road	415 Elm Grove Lane

Expenditures, on the other hand, are about \$2.8M more than fiscal year 2008. So as you can see our expenditures are growing substantially while our revenues are going slightly down or remaining close to the same. Personnel costs (salaries, health/dental insurance, pension) have increased approximately \$2.3M more than fiscal year 2008. Out of the \$2.3M increase since 2008, salaries have increased almost \$1M (10%), health/dental insurance increased approximately \$615K (61%), and pension has grown approximately \$275K (25%).

The General Fund Reserve Balance is projected to end June 30, 2013 at \$5.6 million or 24% of revenue. We had budgeted a deficit of \$367,913 but we are now estimating a \$722,761 reduction in the Fund Balance for FY13 (mainly due to a decrease in revenue sources). As of June 30, 2014, the fund balance is projected to be \$4.9 million or 21% of revenue. This includes an estimated \$692,195 deficit.

The FY2013 estimate includes approximately \$170,000 of in-house labor expenses being transferred from the General Fund to the Capital Fund for various projects, such as Sidewalk Repairs, Sports Complex Fence, Sports Complex Batting Cages, etc. Also included in General Fund FY2013 estimate is approximately \$119,000 for the April 2013 tornado, which of course was an unexpected expense.

The 2014 Proposed Budget includes the following revenue assumptions:

- Growth in Sales Tax
 - 1% - \$19,033 – “A” Sales Tax
 - 2% - \$31,908 – “B” Sales Tax
 - 1% - \$22,979 – Park & Stormwater Sales Tax
 - 13% - \$170,706 – Use Tax (This is not an increase in revenue. Rather it is the differential between an unexpected refund in FY13 that we do not anticipate occurring again).
 - 2% - \$32,060 – Capital Improvement Sales Tax
 - 1% - \$23,034 – Economic Development Sales Tax
- Property Tax (1% increase due to re-assessment year - \$41K)
- 4% Increase - Utility Franchise (\$114K)
 - 0% – Electric (AmerenUE)
 - 0% - Gas (Laclede)
 - 0% - Water (Missouri American)
 - 10% - Sewer
- 5% Growth in Business License (\$150K)
- 1% Growth in Gasoline Tax (\$6,517)
- 7% Growth in Hotel/Motel Tax (\$17K)
- <6%> Decline in Court Fines (\$121K)
- 0% Growth in Cigarette Tax

The 2014 Proposed Budget also includes the following expenditure assumptions:

- 0% COLA

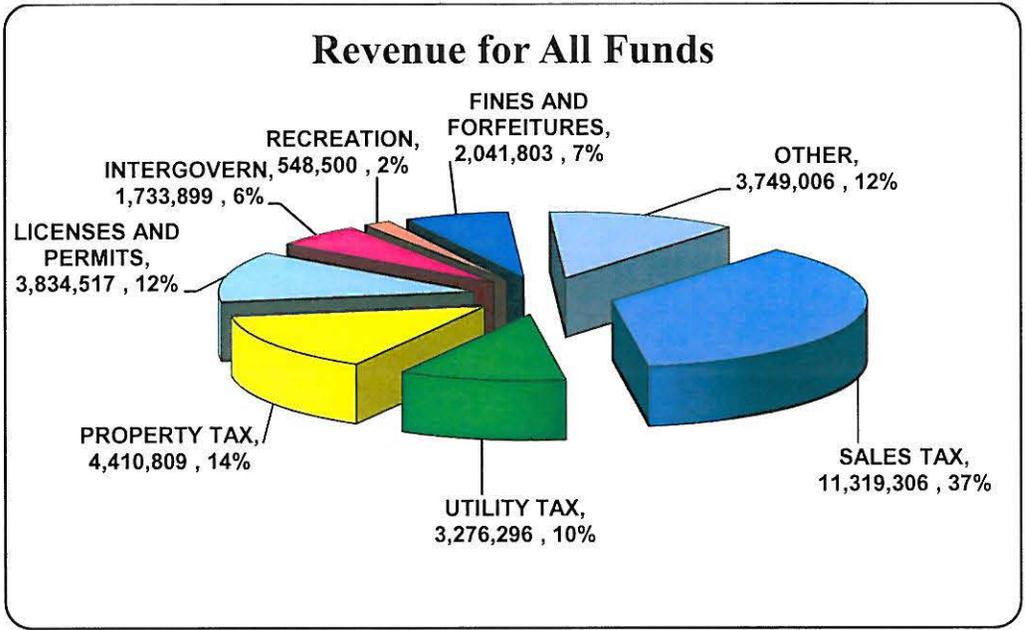
- Employee Step Increase for applicable employees not maxed out on the Market Plan – Approx. \$117K or \$146K with Benefits
- 12.7% Pension (same as 2013)
- 9% Incr. in Health Ins. - \$67K for 6 months/\$139K for whole year (10% increase in 2013; 15% increase in 2012)
- 8% Incr. in Dental Ins. - \$3K for 6 months/\$6K for whole year (same increase as 2013)
- 37% Workmen`s Comp - \$100K
- 5.1% Property/Liability/Auto - \$11,507
- 58% reduction in Travel & Training - \$115K (Kept only essential training)

While all city services will remain the same, only step increases will occur (no COLA). We will continue finding efficiencies, as well as increasing revenues and decreasing expenditures as necessary. However, due to revenues from the asset forfeitures being less than the costs of our two DEA positions, we will be decreasing one of the DEA positions in the Police Department for FY2014 and reassigning this officer to the community. This officer will be filling a position left vacant by a retiring officer.

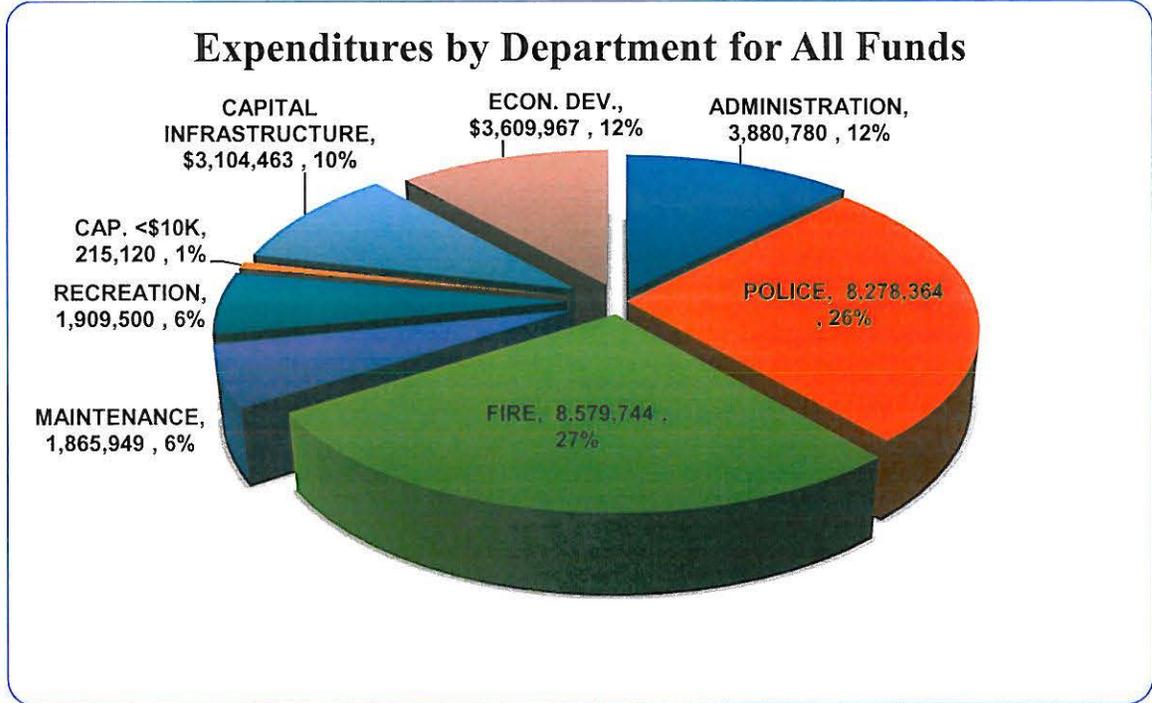
We will also be making the following temporary position cuts and will re-evaluate these positions as we have a better understanding of the financial position of the city throughout the fiscal year: holding off on filling one of the Code Enforcement positions for 6 months, holding off on one of the Park Maintenance positions for a full year, holding off on hiring one of the Patrolman positions for 6 months, and holding off on the Street Maintenance Secretary position for 6 months. Therefore, the overall full-time employee count will be reduced from 180 employees to 179 employees.

Executive Summary

Combined General, Economic Development, and Capital Improvements Fund Revenue totals \$30.9 million dollars. As shown, sales tax is the primary revenue source at 37% of the total, followed by property tax at 14%, licenses & permits at 12%, and utility tax at 11%. Combined 2014 sales and use tax is projected at \$299,719, (2.7%) more than 2013 estimate but \$125,861 (1%) less than the peak year of 2008.



Combined General, Economic Development, and Capital Improvements Fund Expenditures total \$31.4 million dollars. As shown in the following graph, fire is the largest cost center at \$8,579,744 (35%), but only slightly more than Police at \$8,278,364 (at 34%), and then Administration for all funds at 16%.



The Proposed Budget allocates \$24.41 million for General Fund operations, which is \$244,313 (1%) more than the 2013 Estimate. \$3.9 million is provided for Economic Development, and \$3.1 million in projects and purchases is planned in the Capital Improvements Fund.

Increases in the General Fund are primarily due to a decrease of revenue sources, as well as increases in personnel costs (Step Increases, 9% health insurance and 8% dental insurance). The Consumer Price Index (CPI) increased 2.2% from February 2012 through February 2013.

A increase of Economic Development expenditures represents a 42% increase over the 2013 Estimate. The 2014 Budget appropriates **\$3.9 million for Economic Development projects in the community**, funded by \$3.8 million in revenue. This will leave a fund balance of \$1.3 million, or 33% of revenue. I am pleased to note we are utilizing \$1,429,092 in grant and project revenue to accomplish the projects.

Capital Improvements expenditures are 35% more than 2013, at \$3.1 million in 2014. This fund consists of \$507,319 as a transfer in from the General Fund (\$413,730 for Cabela Sales Tax & \$93,589 for Energy Savings). The cost of these projects is \$193,719 greater than projected revenue of \$2 million, decreasing the fund balance to \$360,790 or 11% of revenue.

Economic Condition and Outlook

Following is the economic conditions during budget preparation:

- Gas prices average \$3.65 nationally.
- Midwest urban consumer price index (CPI) has increased to 2.2% since February 2012.
- Workers' average hourly earnings for all employees on private nonfarm payrolls have increased to \$23.87, which reflects a 1.9% increase over the past year, according to the BLS.
- National unemployment fell to 7.6% in March 2013. However, it went slightly up in Hazelwood.
- According to the National Association of Realtors, the pending home sales gauge increased 10.3% from April 2012. And in April 2013 pending homes ticked up .3%, with gains in Northeast and Midwest, but decreases in the South and the West. The housing market has seen large gains over the past year, though low inventories, and high unemployment and credit standards are constraining growth, according to the analysts.

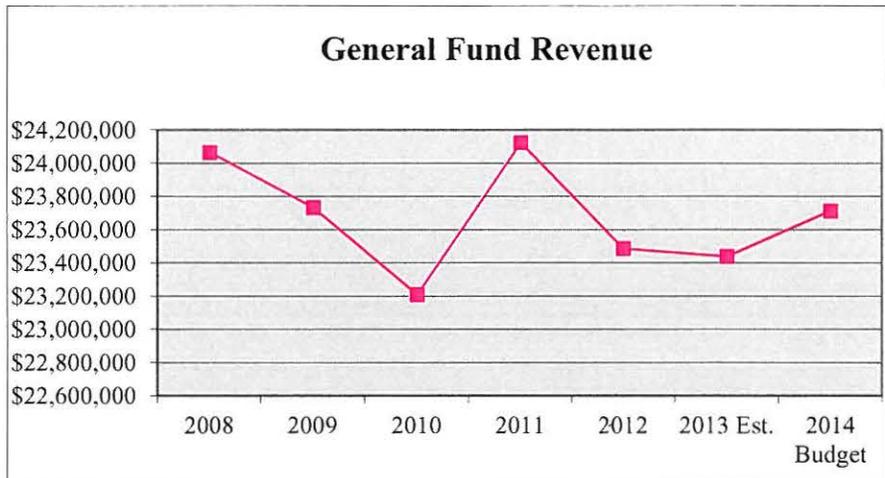
While all of the above factors determine the City of Hazelwood's revenues, slow economic growth is the main factor affecting the revenues. We will continue to monitor economic conditions and make adjustments as indicated.

Detailed General Fund Review

General Fund Revenue

General Fund revenue in the amount of \$23.7 million is \$274,879 (1%) more than what is estimated for 2013, and is \$351,728 (1.5%) less than the 2008 peak. Contributing to the decrease since 2008, sales and use tax is down by \$342,186 (4.4%), utility tax is \$295,904 (8.3%) less, investment income is down \$76,312 (88.4%) and court revenues are down \$446,211 (18.2%). Business Licenses, on the other hand, have increased \$738,807 (19.4%), as well as Building Permits at \$107,467 (23.3%).

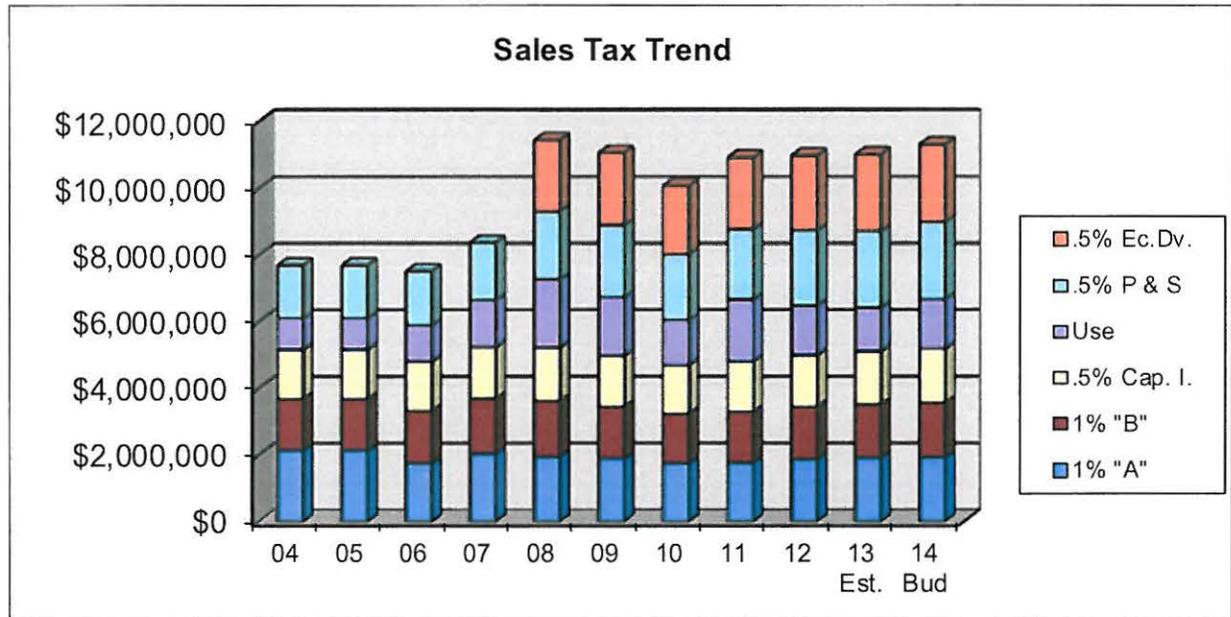
Increases for 2014 are primarily from utility taxes and business licenses. A revenue shortfall of \$692,195 is funded by unrestricted fund balance, reducing the fund balance to \$4.9 million, 21% of revenue. Given the current



economic outlook, we are hoping conditions will gradually improve to cover the current shortfall. If not, corrective cost-cutting remedies will be recommended/implemented as soon as necessary to avoid any additional shortfalls.

A one-time settlement payment of \$1.3 million in FY 2011 in cell phone tax helped offset the decline since 2008. No similar one-time revenue events are upcoming in the known future.

#1) Sales and use tax, the City's largest revenue source, is projected at \$7.4 million in the General Fund and \$11.3 million combining all funds city-wide. A slight (2.7%) increase is projected for 2014. 2014 sales and use tax is projected at \$125,861, (1%) less than the peak year of 2008.



#2) Property tax revenue is based on taxable property (excluding TIF's) of \$494.4 million. This 2013 assessed valuation represents a 1.4% increase since last reassessment

in 2011. Residential property has decreased 10%, commercial property has increased 13.2%, and agricultural has decreased 7%. Hazelwood rates are at their maximum levy, so any decrease in assessed valuation of existing property produces a corresponding decrease in tax revenue. Because 2013 is a reassessment year and the preliminary assessment shows an increase, we budgeted an increase of \$41,189 for 2014.

#3) **Business licenses and permit revenue** of \$3.8 million is projected for FY2014, representing an increase of approximately \$150,000 of new business growth.

#4) **Fines and forfeitures** are projected at \$2 million, which is approximately \$121,000 more than 2013 estimate. We saw an increase of delinquent or outstanding accounts in 2013, but will be working on collecting those accounts in a more timely manner in 2014.

#5) **Utility tax of \$3.3 million** is expected to increase by approximately \$114,000. The City levies a 6% gross receipts tax on utilities of non-residential users. No increases are projected for electric, gas or water; but a 10% increase is expected for sewer. The weather and gasoline costs also affect this revenue source. The net effect of the rate changes with other factors is a 4% increase to the General Fund for FY2014.

General Fund Services and expenditures

The proposed **operating budget of \$24.4 million** represents \$244,312 (1%) increase over the estimated 2013 cost. The revenue shortfall for 2014 of \$692,194 reduces the fund balance to \$4.9 million (21% of revenue). While the 2014 budget fully funds the essential services that make Hazelwood a first class community, some personnel positions were cut or put on hold until we have a better financial indicator of the city's future.

Even travel (both in-state and out-of-state) have been cut to help reduce expenditures.

Because revenue is uncertain in this economy, we will be keeping a close watch on revenues and expenditures throughout the 2014 fiscal year and will make any necessary **spending adjustments** as needed.

Cost of Fire District Services

In the Proposed 2014 Budget, fees are \$4.1 million, basically equal to the 2013 estimated numbers.

While decreases in assessed valuation do cost the City property tax revenue, that decrease provides a net benefit in the fire district areas. The City realizes a net gain because district fees exceed City revenue by a ratio of 2.4 to 1, providing a net cost savings of 1.4 dollars for every dollar lost in revenue. However, assessed valuations are predicted to increase only a slight amount based on the preliminary 2013 re-assessed valuations, so this only provides a very slight increase to the fire district fees.

Employee compensation

The City is a service organization, and thereby personnel costs of \$16.3 million comprise 67% of the General Fund budget. Even though, the Midwest urban consumer price index (CPI) for the last year was 2.2%, no COLA has been proposed for fiscal year 2014, due to necessary cuts needed; however employees will still receive their 2.5% step increase if they have not reached their maximum step.

In these difficult times, the City is experiencing almost zero turnovers other than retirements. As indicated above, 1 position was eliminated from the 2014 budget and 4 other positions will be put on hold. As we experience turnover, we will continue to examine each position to determine if restructuring of staffing could improve efficiency or effectiveness or could be put on hold for an indefinite period of time to help reduce some of the stress of the 2014 budget.

Personnel

2014 staffing totals 179 full time positions (1 less than 2013) and a Full Time Equivalency of 36.66 part time positions for a total **Full Time Equivalency (FTE) of 215.66.**

A detail of part-time changes is presented on the Personnel Schedule in the Summary Pages of the Budget.

2013 Estimate

The 2013 Estimate anticipates a net budgetary deficit of \$722,761. This unusually large deficit is due to mainly a decrease in revenue sources:

- 1) A decrease in Use Tax – had a huge refund to a business
- 2) Asset Forfeiture Money – not as much came in as budgeted
- 3) Court Fines – problems with collecting delinquent accounts, problems with red light cameras, and several officers out on Workmen’s Comp or Sick Leave.

Fund balance

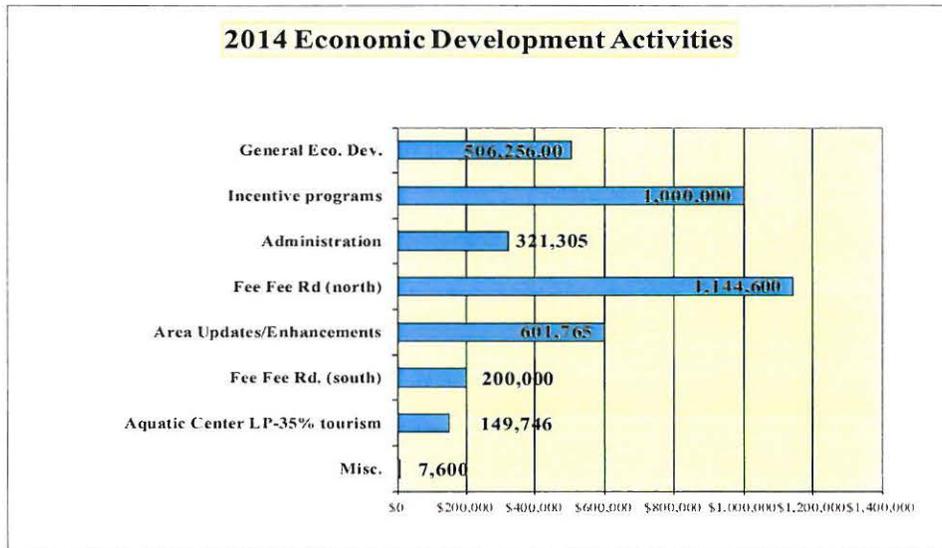
The 2013 budgetary deficit of \$722,761 brings the June 30, 2013 General Fund Balance to \$5.6 million as a starting point for fiscal 2014. With this foundation, I recommend we accept the 2014 revenue shortfall of \$692,194 to provide normal residential and commercial services and all other necessary operating expenditures. The ending fund balance at June 30, 2014 is projected at \$4.9 million, or 21% of revenue, which is well above the City Charter’s recommendation.

This shortfall of \$692,194 is about 2.9% of the budget, but may be readily offset by either increased revenues or expenditure savings throughout the fiscal year. It is extremely difficult to predict the economy in today’s environment, but it is important to maintain the essential services that make Hazelwood a first class community providing an exceptional quality of life for the residents and the businesses.

Detailed Review - Other Funds

Economic Development Fund

Economic Development funds in the amount of \$3.9 million are allocated for projects and expenditures (see below for a detail of expenditures) – quite impressive for a fund financed by \$2.33 million in sales tax! The ambitious level of activity is supported by \$1,429,092 in grant income. The fund is expected to end 2014 with a robust fund reserve balance of \$1.26 million, or 33% of revenue.



Because these funds are legally restricted for economic development use, we try to utilize most of these funds to match federal grant programs to enhance our industrial and commercial areas, to market for continued growth of the city, and to attract and retain our economic base.

Approximately \$2.1 million, or 54%, of the emphasis is on maintaining our infrastructure to support economic development. \$1.5 million (38%) is for general economic development projects. Administration is at a lean 8% of spending.

Capital Improvement Fund

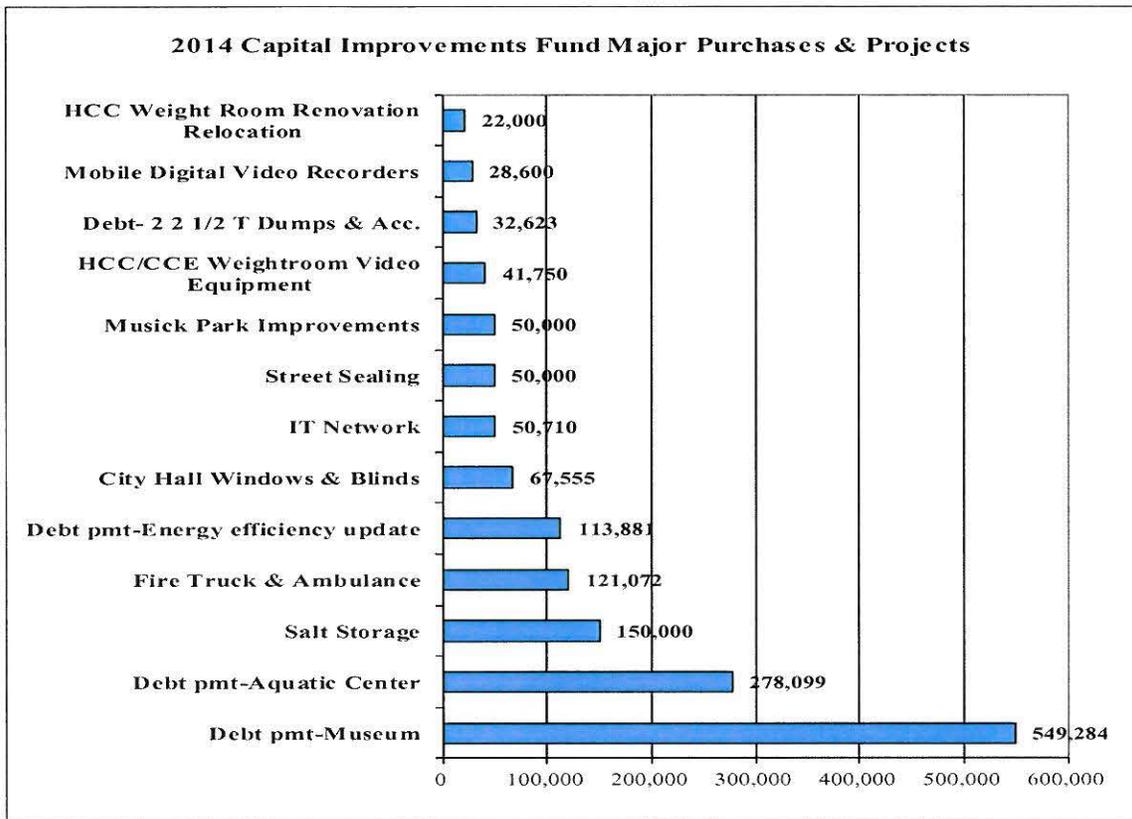
The **Capital Improvement Fund** sales tax may only be spent for capital improvements. Thereby, cutting back capital expenditures would only deprive the community of much-needed improvements.

In 2014, purchases and projects in the amount of \$3,104,463 are planned, utilizing \$507,319 in transfers from the General Fund, in addition to \$1,635,057 in sales tax.

Sales tax has increased slightly. The minimum cost for purchases for the capital fund is \$10,000, which was changed from \$20,000 on 7/1/2012. All smaller items will be expensed in the General Fund. Conditions do change from year to year, and sound management practices require that we identify and implement necessary changes.

Revenues exceed the costs of these projects by \$322,268 increasing the fund balance to \$360,790, 11% of revenue. In other words, almost all of the available Capital

Improvement sales taxes have been invested in community services. The chart below lists the major purchases and projects.



Sewer Lateral Fund

Since its inception in 2001, we have incrementally reduced the **Sewer Lateral** assessment from \$28 per residential unit (buildings with 6 or fewer dwellings) to \$5 per unit. Although we do not need to increase the rate for 2014 since we project a fund balance of \$354,818 at the end of the year, we must monitor the declining fund as our community ages. The current spending exceeds revenue by approximately \$88,000 per year.

Conclusion

I am pleased to present the 2014 Budget, which is a plan to continue first class community services.

As always, I want to extend my appreciation to the budget team for their work on this plan.

Respectfully submitted,



Edwin G. Carlstrom
City Manager

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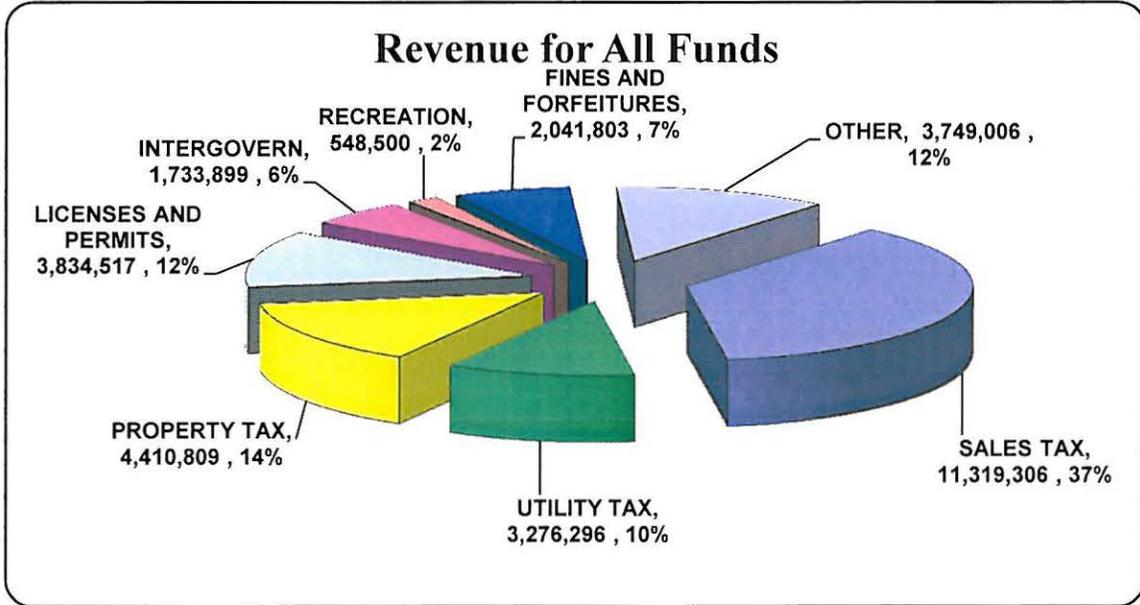


CITY OF HAZELWOOD, MISSOURI
Community Profile

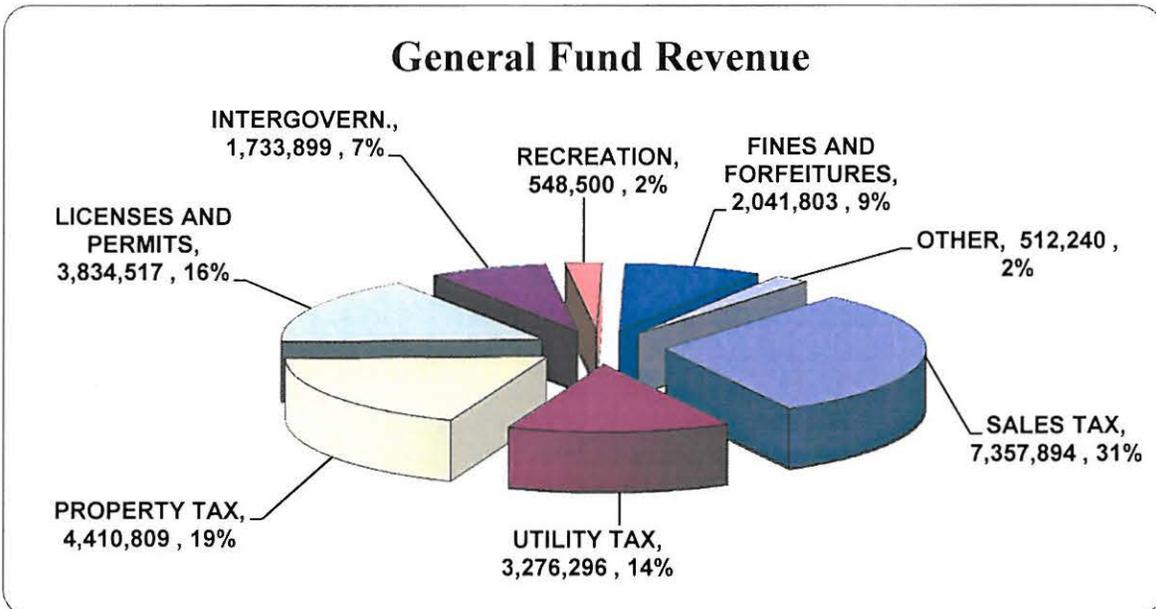
Date of incorporation as a Village	September 1949
Date of incorporation as a City	April, 1970
Form of government	Council/Manager
Number of full-time employees	180
Area in square miles	16.72
Miles of streets (including private streets)	160.8
Population	25,703
Number of households (including vacant households)	11,550
Number of occupied households	10,933
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 centers	2
Parks	16
Park acreage	171
Aquatic Center	1
Tennis courts	13
Athletic Complex	1
Police protection:	
Number of stations	1
Number of commissioned police officers	70
Number of patrol units	30
Number of law violations:	
Physical arrests	3,504
Traffic violations	12,452
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	826
Number of ambulance calls answered	1,595
Number of inspections conducted	998
Number of fire hydrants	615
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.	



Revenue Sources



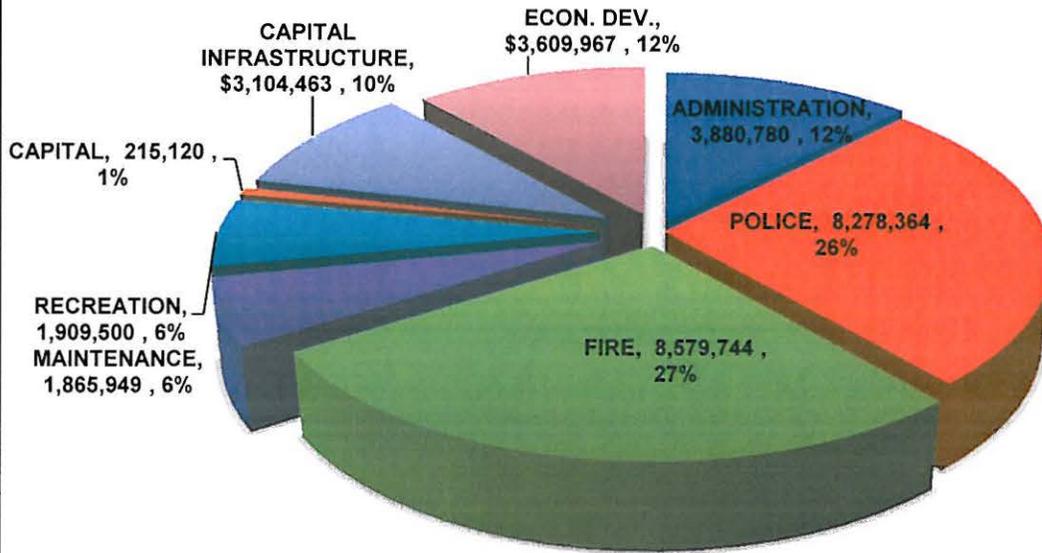
#1	Sales tax	11,319,306
#2	Property tax	4,410,809
#3	Licenses & permits	3,834,517
#4	Utility tax	3,276,296
#5	Fines & forfeitures	2,041,803
#6	Other	6,031,404
Total Revenue for All Funds		30,914,135



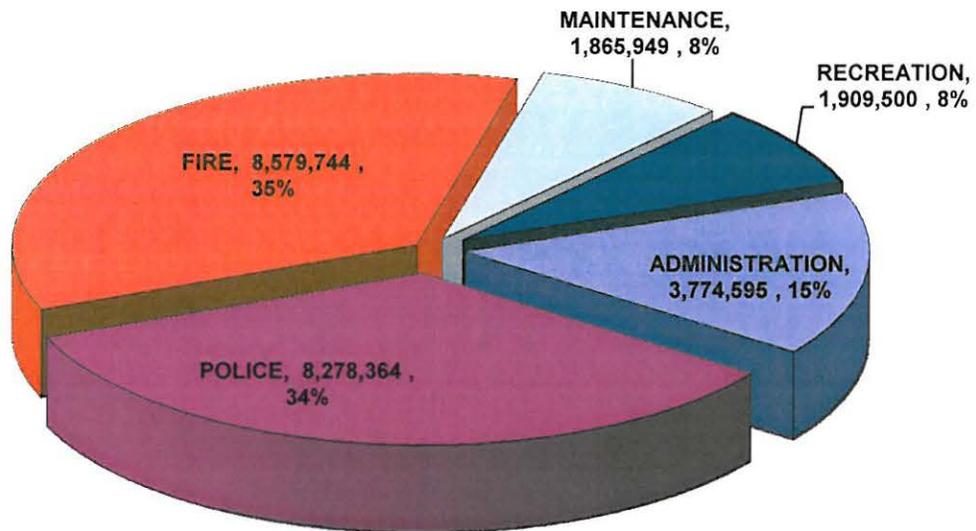


Expenditures

Expenditures by Department for All Funds



General Fund Expenditures by Department





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

	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2013 ESTIMATE	2014 BUDGET
REVENUE						
SALES TAX	\$10,069,224	\$10,923,604	\$10,987,954	\$11,180,752	\$11,019,587	\$11,319,306
UTILITY TAX	3,119,772	3,347,156	3,141,095	3,193,000	3,162,685	3,276,296
PROPERTY TAX	4,628,849	5,018,911	4,439,709	4,557,000	4,369,620	4,410,809
LICENSES AND PERMITS	3,209,757	3,359,164	3,364,247	3,443,956	3,676,828	3,834,517
INTERGOVERNMENTAL	2,009,998	2,110,846	1,880,194	2,009,870	1,816,260	1,733,899
RECREATION	473,283	507,906	562,242	508,200	536,500	548,500
FINES AND FORFEITURES	2,468,649	2,220,248	2,293,669	2,344,800	1,930,227	2,041,803
MISCELLANEOUS	1,208,853	1,996,588	2,431,478	1,805,441	1,525,018	3,734,006
OTHER FINANCING SOURCES	<u>335,508</u>	<u>1,807,502</u>	<u>1,365,796</u>	<u>15,000</u>	<u>21,170</u>	<u>15,000</u>
TOTAL REVENUE	\$27,523,893	\$31,291,927	\$30,466,383	\$29,058,019	\$28,057,895	\$30,914,135
Annual change in revenue	-2%	14%	-3%	-7%	-8%	10%
EXPENDITURES						
<i>OPERATING COST</i>						
GENERAL FUND	\$22,749,015	\$22,743,590	\$23,500,780	\$24,273,508	\$24,163,839	\$24,408,151
ECONOMIC DEV. FUND	<u>329,917</u>	<u>306,005</u>	<u>302,049</u>	<u>357,028</u>	<u>320,983</u>	<u>321,305</u>
OPERATING COST	\$23,078,932	\$23,049,595	\$23,802,829	\$24,630,536	\$24,484,822	\$24,729,457
% of change	-1%	0%	3%	1%	3%	1%
			\$0	(\$0)	\$320,983	\$321,305
<i>CAPITAL OUTLAY & IMPROVEMENTS</i>						
ECONOMIC DEVELOPMENT FUND	883,297	1,618,571	6,197,000	2,982,420	2,442,205	3,609,966.75
% of change	-54%	169%	283%	-58%	-61%	48%
CAPITAL IMPROVEMENT FUND	<u>2,867,331</u>	<u>3,744,362</u>	<u>2,780,804</u>	<u>2,188,889</u>	<u>2,297,752</u>	<u>3,104,463</u>
% of change	108%	31%	-26%	-12%	-17%	35%
TOTAL CAPITAL EXPENDITURES	\$3,750,628	\$5,362,933	\$8,977,804	\$5,171,309	\$4,739,957	\$6,714,430
% of change	-22%	43%	67%	-48%	-47%	42%
	-	\$4,746,734	\$5,595,834	\$4,062,901	\$4,737,944	\$6,712,416
TOTAL EXPENDITURES	\$26,829,560	\$28,412,528	\$32,780,633	\$29,801,845	\$29,224,779	\$31,443,887
% of change	-5%	-6%	15%	-13%	-11%	8%

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2013 Budget - Fund History and Analysis General, Capital Improvement, and Economic Development Funds

+Favorable (Unfavorable)

	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014	% of Total	Budget to Budget	2013 Budget to Est. Variance		2013 Estimate to Budget	2014 Estimate to Budget	2012 Actual to Budget	2014 Actual to Budget
MAYOR/ COUNCIL	81,451	138,187	100,160	102,389	0%	-26%	38,027	28%	2,229	2%	20,938	26%
CITY MANAGER	500,278	569,497	552,684	557,249	2%	-2%	16,813	3%	4,565	1%	56,971	11%
INFORMATION SYS.	472,622	445,315	518,186	481,524	2%	8%	(72,871)	-16%	(36,662)	-7%	8,902	2%
FINANCE	455,048	453,817	434,259	448,191	2%	-1%	19,558	4%	13,932	3%	(6,857)	-2%
LEGAL	567,729	587,916	589,294	613,319	3%	4%	(1,377)	0%	24,025	4%	45,590	8%
CITY CLERK	253,664	278,004	253,210	257,374	1%	-7%	24,794	9%	4,164	2%	3,710	1%
POLICE	7,846,770	8,211,288	8,138,615	8,278,364	34%	1%	72,673	1%	139,749	2%	431,595	6%
FIRE	3,862,415	3,978,069	4,019,240	4,109,384	17%	3%	(41,172)	-1%	90,143	2%	246,969	6%
FIRE - AMBULANCE	332,494	354,361	355,651	362,058	1%	2%	(1,290)	0%	6,406	2%	29,564	9%
FIRE DISTRICT FEES	4,058,531	4,102,177	4,102,177	4,108,302	17%	0%	1	0%	6,125	0%	49,771	1%
PUBLIC WORKS ADM.	1,180,648	1,315,965	1,281,088	1,314,549	5%	0%	34,877	3%	33,460	3%	133,900	11%
STREET MAINTENANCE	1,066,930	999,050	1,009,228	998,086	4%	0%	(10,178)	-1%	(11,142)	-1%	(68,844)	-6%
PARK MAINTENANCE	1,008,319	956,808	941,366	867,863	4%	-9%	15,442	2%	(73,503)	-8%	(140,456)	-14%
RECREATION	1,813,879	1,883,051	1,868,679	1,909,500	8%	1%	14,372	1%	40,820	2%	95,620	5%
General Fund Exp.	23,500,780	24,273,508	24,163,839	24,408,151	0%	1%	109,669	0%	244,313	1%	907,371	4%
General Fund Revenue	\$23,488,832	\$23,905,596	\$23,441,078	\$23,715,957	0%	-1%	(464,518)	-2%	274,879	1%	227,125	1%
Contribution / (reduction) to fund balance	(\$11,948)	(\$367,913)	(\$722,761)	(\$692,195)	0%	0%	354,848	-96%	30,566	-4%	(680,246)	5693%
Unassigned fund balance	\$6,356,195 27%	\$5,336,543 22%	\$5,633,434 24%	\$4,941,240 21%	0%	-7%	(296,891)	-6%	(692,195)	-12%	(1,414,955)	-22%
Capital Imp. Fund Exp.	2,780,804	2,188,889	2,297,752	3,104,463	0%	42%	(108,863)	-5%	806,711	35%	323,660	11.6%
Cap. Imp. Fund Revenue	\$2,367,791	\$1,995,170	\$2,108,749	\$3,426,731	0%	72%	113,579	6%	1,317,982	63%	1,058,940	45%
Contribution / (reduction) to fund balance	(\$413,013)	(\$193,719)	(\$189,003)	\$322,268	0%	-266%	(4,716)	2%	511,271	-271%	735,281	-178%
Ending Fund balance	\$227,525 10%	\$271,711 14%	\$38,522 2%	\$360,790 11%	0%	33%	233,189	86%	322,268	837%	133,265	59%
Eco. Dev. Fund Exp.	6,499,049	3,339,447	2,763,188	3,931,272	0%	18%	576,259	17%	1,168,084	42%	(2,567,777)	-40%
Eco. Dev. Fund Rev.	\$4,609,759	\$3,157,253	\$2,508,068	\$3,771,448	0%	19%	(649,184)	-21%	1,263,379	50%	(838,312)	-18%
Contribution / (reduction) to fund balance	(\$1,889,289)	(\$182,195)	(\$255,120)	(\$159,824)	0%	-12%	72,925	-40%	95,295	-37%	1,729,465	-92%
Ending Fund balance	\$1,675,039 36%	\$1,117,493 35%	\$1,419,919 57%	\$1,260,095 33%	0%	13%	(302,426)	-27%	(159,824)	-11%	(414,944)	-25%
Combined Totals												
Expenditures	\$32,780,633	\$29,801,845	\$29,224,779	\$31,443,887	0%	6%	577,065	2%	2,219,108	8%	(1,336,746)	-4%
Combined Revenue	\$30,466,382	\$29,058,019	\$28,057,895	\$30,914,135	0%	6%	1,000,123	3%	2,856,240	10%	447,753	1%
Unrestricted Fund balance	\$8,258,759 27%	\$6,725,747 23%	\$7,091,876 25%	\$6,562,124 21%	0%	-2%	(366,128)	-5%	(529,751)	-7%	(1,696,635)	-21%



General Fund Revenue Detail

REVENUE	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2013 ESTIMATE	2014 BUDGET
TAXES						
Real Estate	\$3,363,346	\$3,581,459	\$3,091,630	\$3,350,000	3,120,716	\$3,166,492
Personal Property	813,315	974,888	939,635	800,000	804,587	800,000
Prop. Surtax	452,187	462,563	408,444	407,000	444,316	444,316
1% Sales Tax A	1,743,867	1,759,432	1,859,645	1,903,365	1,903,262	1,922,295
1% Sales Tax B	1,476,225	1,521,911	1,572,425	1,656,712	1,595,403	1,627,311
Parks & Stormwater sale	1,981,365	2,107,895	2,258,890	2,215,089	2,297,910	2,320,889
Use Tax	1,348,637	1,868,564	1,487,399	1,616,000	1,316,693	1,487,399
Hotel/motel tax	207,668	212,584	227,298	224,800	255,785	272,785
Utility-Gross Rec.	3,119,772	3,347,156	3,141,095	3,193,000	3,162,685	3,276,296
INTERGOVERNMENTAL REVENUE						
Cigarette Tax	76,689	72,868	71,043	74,000	70,410	70,410
Gasoline Tax	732,191	733,009	678,367	742,350	651,703	658,220
Road & Bridge Refund	604,515	650,647	569,853	600,000	588,846	588,846
Vehicle Fee Increases	113,990	115,091	111,856	113,000	109,604	109,604
Misc. Intergovernmental	147,703	148,918	152,980	150,389	155,860	155,860
State Grants	47,491	84,702	75,528	45,800	53,646	65,232
Federal Grants-Asset For	60,109	172,302	111,321	197,671	96,687	0
Federal Grants	151,951	70,952	22,035	3,083	12,033	1,869
Other grants	75,360	62,357	87,211	83,577	77,471	83,858
LICENSES AND PERMITS						
Building	99,438	280,393	268,784	180,000	355,114	353,000
Occupancy	136,650	125,684	127,565	132,000	122,905	122,905
Manufacturers	1,005,480	1,004,920	1,069,473	1,159,000	1,102,000	1,252,000
Service Occup.	1,211,780	1,174,007	1,125,350	1,157,000	1,286,000	1,286,000
Merchants	484,073	506,174	511,526	531,285	537,000	537,000
Liquor	13,724	13,698	14,083	14,000	14,738	14,000
Coin Device	3,968	3,760	4,630	3,500	5,000	5,000
Franchises	254,645	250,527	242,836	267,171	254,071	264,612
FINES AND FORFEITURES						
Court Fines	2,424,638	2,163,932	2,238,511	2,300,000	1,879,080	2,000,000
Fines-Training	24,289	35,567	34,257	34,800	31,803	31,803
Penalties	19,722	20,749	20,901	10,000	19,344	10,000
INVESTMENT INCC	18,034	13,127	13,295	12,000	10,118	10,000
RECREATION						
Swimming Pools	121,777	145,441	173,640	140,000	146,000	146,000
Rentals & admissions	86,282	83,856	80,287	81,000	85,000	85,000
Classes	122,089	131,436	136,812	133,000	131,000	133,000
Disc Golf & Skate Park	4,584	3,203	4,641	3,200	5,500	5,500
Programs & Trips	17,978	25,117	30,922	25,000	28,000	28,000
Concessions	57,178	62,273	71,895	62,000	73,000	74,000
Resident Cards	53,225	51,552	52,098	53,000	55,000	60,000
Sports Complex	10,171	5,028	11,947	11,000	13,000	17,000
MISCELLANEOUS						
Misc. Other	185,657	53,752	420,413	243,606	544,242	238,274
Court Card Fees	0	0	0	0	3,471	3,500
Ambulance fees	326,485	322,369	372,773	360,000	367,178	360,000
Fire service fees	75,200	72,037	66,187	65,000	120,000	120,000
Guaranty Assessment	12,000	0	7,300	0	0	0
OTHER FINANCING SOURCES						
Sale of Assets	29,508	8,800	15,796	15,000	21,170	15,000
Transfers in Eco. Dev.	135,906	0	7,000	0	0	0
Transfers in - Cap. I.	0	15,625	0	6,000	6,664	0
Transfers out - Eco.Dev.	0	10,188				
Transfer out to Cap.Impr	(239,821)	(404,285)	(500,745)	(468,802)	(492,938)	(507,319)
Lease/p, debt proceeds	0	0	0	0		0
TOTAL GENERAL	\$23,211,041	\$24,126,232	\$23,488,832	\$23,905,596	\$23,441,078	\$23,715,957



Revenue Detail

Capital Improvement Fund

REVENUE	2009 ACTUAL	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2013 ESTIMATE	2014 BUDGET
1/2% Capital Impv. Sales Tax	\$1,541,540	\$1,470,937	\$1,512,664	\$1,553,504	\$1,531,868	\$1,602,997	\$1,635,057
Investment income	\$15,190	\$2,243	\$0	\$47	\$500	\$0	\$0
Grant income	\$27,942	\$14,908	\$228,701	\$50,158	\$0	\$19,478	\$0
Tax Increment Financing			0	\$0	\$0	\$0	\$0
Other, msc.	\$18,131	\$99,650	\$399,310	\$263,337	\$0	\$0	\$65,000
Proceeds of debt issue	\$0	\$0	\$1,798,702	\$0	\$0	\$0	\$0
Lease/purchase/other	\$0	\$306,000	\$0	\$0	\$0	\$0	\$1,219,355
Inter-fund transfer in/(out)	<u>\$362,259</u>	<u>\$198,688</u>	<u>\$389,060</u>	<u>\$500,745</u>	<u>\$462,802</u>	<u>\$486,274</u>	<u>\$507,319</u>
TOTAL CAPITAL IMPV. FUND	<u>\$1,965,062</u>	<u>\$2,092,426</u>	<u>\$4,328,437</u>	<u>\$2,367,791</u>	<u>\$1,995,170</u>	<u>\$2,108,749</u>	<u>\$3,426,731</u>

Economic Development Fund

REVENUE	2009 ACTUAL	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2013 ESTIMATE	2014 BUDGET
1/2% Eco. Development sales tax	\$2,174,382	\$2,048,192	\$2,153,138	\$2,256,090	\$2,257,718	\$2,303,322	\$2,326,356
Interest Income	\$11,338	\$7,314	\$5,197	\$3,618	\$5,000	\$700	\$1,000
Grant Income	\$131,742	\$257,923	\$679,755	\$917,539	\$894,535	\$185,923	\$1,429,092
Other, Misc.	\$458	\$1,772	\$9,755	\$89,513	\$0	\$18,123	\$15,000
Proceeds from capital lease	\$0	\$0	\$0	\$1,350,000	\$0	\$0	\$0
Transfers to other funds	\$0	<u>(\$94,773)</u>	<u>(\$10,588)</u>	<u>(\$7,000)</u>	\$0	\$0	\$0
TOTAL ECO. DEV. FUND	<u>\$2,317,920</u>	<u>\$2,220,428</u>	<u>\$2,837,258</u>	<u>\$4,609,760</u>	<u>\$3,157,253</u>	<u>\$2,508,068</u>	<u>\$3,771,448</u>

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FUND BALANCE DETAIL

	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2013 ESTIMATE	2014 BUDGET
General Fund						
Revenue over/(under) expenditures	462,029	1,382,643	(11,948)	(367,913)	(722,761)	(692,195)
<i>ENDING FUND BALANCE</i>	<i>\$7,159,525</i>	<i>\$8,542,168</i>	<i>\$8,530,219.77</i>	<i>\$7,695,301</i>	<i>\$7,819,407</i>	<i>\$7,127,212</i>
<i>UNRESTRICTED F.B. *</i>	<i>\$4,863,430</i>	<i>\$6,183,410</i>	<i>\$6,356,195</i>	<i>\$5,336,543</i>	<i>\$5,633,434</i>	<i>\$4,941,240</i>
<i>As percent of revenue:</i>	<i>21%</i>	<i>26%</i>	<i>27%</i>	<i>22%</i>	<i>24%</i>	<i>21%</i>
<small>*Estimates assumes all of over/(under) is unrestricted</small>						
Capital Improvements Fund						
Revenue over/(under) expenditures	(774,906)	584,075	(413,013)	(193,719)	(189,003)	322,268
<i>ENDING FUND BALANCE</i>	<i>\$56,462</i>	<i>\$640,537</i>	<i>\$227,525</i>	<i>\$271,711</i>	<i>\$38,522</i>	<i>\$360,790</i>
<i>As percent of revenue:</i>	<i>3%</i>	<i>15%</i>	<i>5%</i>	<i>14%</i>	<i>2%</i>	<i>11%</i>
Economic Development Fund						
Revenue over/(under) expenditures	1,007,215	912,681	(1,889,289)	(182,195)	(255,120)	(159,824)
<i>ENDING FUND BALANCE</i>	<i>\$2,651,647</i>	<i>\$3,564,328</i>	<i>\$1,675,039</i>	<i>\$1,117,491</i>	<i>\$1,419,919</i>	<i>\$1,260,094</i>
<i>As percent of revenue:</i>	<i>119%</i>	<i>126%</i>	<i>36%</i>	<i>35%</i>	<i>57%</i>	<i>33%</i>



CITY OF HAZELWOOD

GENERAL FUND EXPENDITURE SUMMARY

	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014	Estimate to Budget + / -
<u>BY CLASSIFICATION</u>					
PERSONNEL	\$15,328,497	\$16,063,999	\$16,007,565	\$16,335,262	2.0%
PROFESSIONAL SERVICES	5,153,171	5,254,846	5,257,021	5,271,793	0.3%
PROPERTY SERVICES	1,029,076	1,042,765	1,125,003	1,046,813	-7.0%
OTHER SERVICES	682,539	808,843	725,050	710,183	-2.1%
SUPPLIES	925,227	849,896	802,388	828,981	3.3%
PROPERTY	382,271	253,159	246,812	215,120	-12.8%
GRAND TOTAL	\$23,500,780	\$24,273,508	\$24,163,839	\$24,408,151	1.0%
<u>BY DEPARTMENT</u>					
MAYOR/ COUNCIL	\$81,451	\$138,187	\$100,160	\$102,389	2.2%
CITY MANAGER	\$500,278	\$569,497	\$552,684	\$557,249	0.8%
INFORMATION SYS.	\$472,622	\$445,315	\$518,186	\$481,524	-7.1%
FINANCE	\$455,048	\$453,817	\$434,259	\$448,191	3.2%
LEGAL	\$567,729	\$587,916	\$589,294	\$613,319	4.1%
CITY CLERK	\$253,664	\$278,004	\$253,210	\$257,374	1.6%
POLICE	\$7,846,770	\$8,211,288	\$8,138,615	\$8,278,364	1.7%
FIRE	\$3,862,415	\$3,978,069	\$4,019,240	\$4,109,384	2.2%
FIRE - AMBULANCE	\$332,494	\$354,361	\$355,651	\$362,058	1.8%
FIRE DISTRICT FEES	\$4,058,531	\$4,102,177	\$4,102,177	\$4,108,302	0.1%
PUBLIC WORKS ADM.	\$1,180,648	\$1,315,965	\$1,281,088	\$1,314,549	2.6%
STREET MAINTENANCE	\$1,066,930	\$999,050	\$1,009,228	\$998,086	-1.1%
PARK MAINTENANCE	\$1,008,319	\$956,808	\$941,366	\$867,863	-7.8%
RECREATION	\$1,813,879	\$1,883,051	\$1,868,679	\$1,909,500	2.2%



Hazelwood

CITY OF HAZELWOOD

GENERAL FUND EXPENDITURE SUMMARY

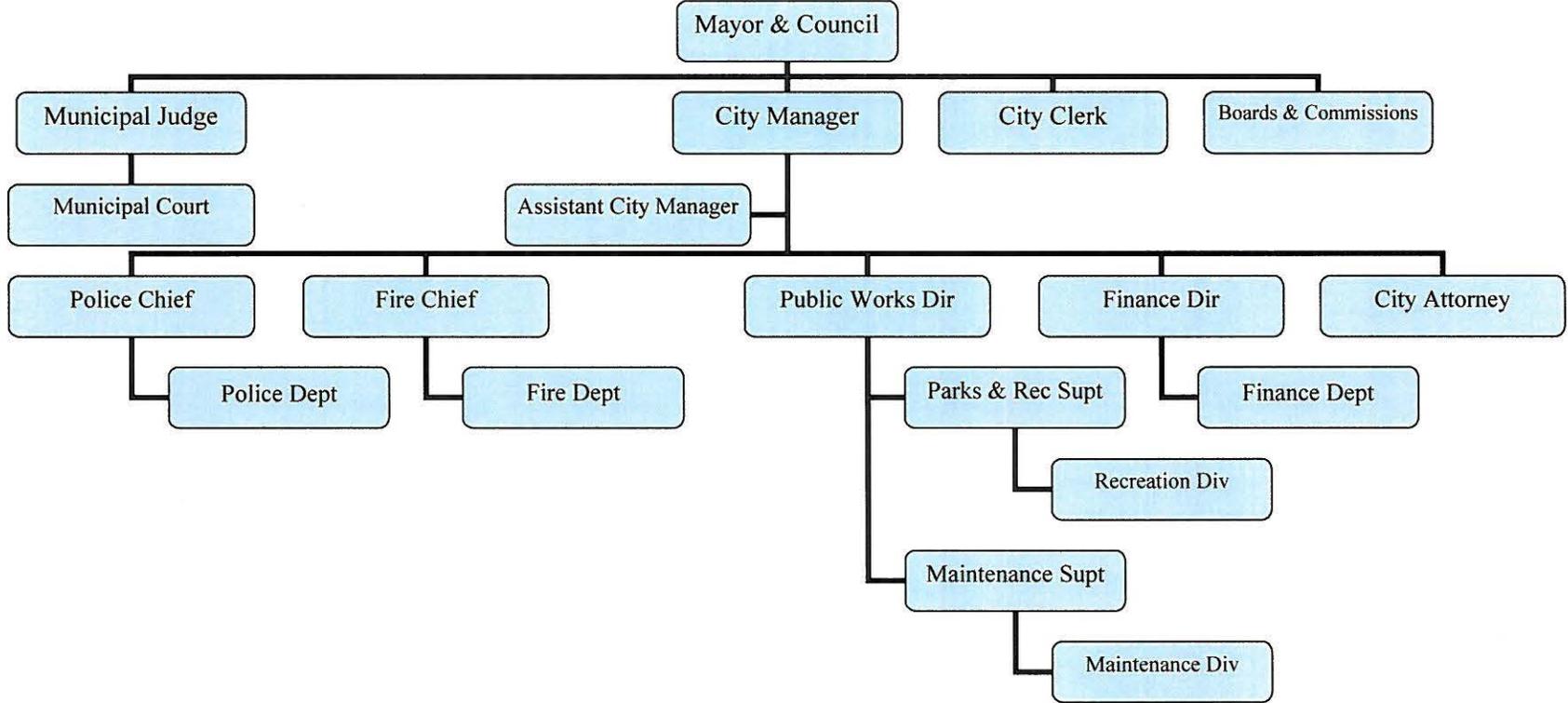
CLASSIFICATION	ACCOUNT NO.	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014
Full Time Salary	101	9,999,991	10,553,336	10,399,478	10,467,015
Part Time Salary	103	661,927	662,482	697,675	715,051
Overtime pay	105	509,340	475,097	552,498	553,221
Holiday pay	107	0	0	0	0
Accrued Leave	120	0	0	0	0
Unemployment Comp.	122	2,542	4,000	5,800	6,500
Social Security	124	818,217	894,798	891,603	898,154
Retirement Fund	126	1,495,281	1,339,981	1,357,743	1,349,849
Worker's Compensation	128	398,397	431,580	427,395	521,656
Health Insurance	130	1,304,370	1,531,698	1,524,853	1,628,930
Life/Disability Insurance	132	41,966	44,438	42,877	44,593
Other Personnel Costs	150	96,465	126,589	107,643	150,293
Total Personnel		\$15,328,497	\$16,063,999	\$16,007,565	\$16,335,262
Professional Service	200	5,153,171	5,254,846	\$5,257,021	\$5,271,793
Total Professional Service		\$5,153,171	\$5,254,846	\$5,257,021	\$5,271,793
Rental Equipment	320	4,811	8,108	56,752	9,158
Utilities	330	603,905	641,641	640,366	659,132
Vehicle Maintenance	350	49,819	60,550	57,037	52,550
Equipment Maintenance	360	290,200	286,706	328,790	293,688
Building Maintenance	370	80,191	44,260	41,358	30,785
Other Property Services	380	150	1,500	700	1,500
Total Property Services		\$1,029,076	\$1,042,765	\$1,125,003	\$1,046,813
Special Programs	400	239,863	261,621	248,220	260,357
Credit Card Expenses	410	0	5,976	5,976	6,000
Liability/Property/Auto Ins.	420	204,071	214,300	201,527	211,800
Communications	430	108,196	143,918	105,875	131,748
Travel/Training/Mileage	440	98,415	175,728	136,809	83,978
Contingencies	495	31,994	7,300	26,643	16,300
Total Other Services		\$682,539	\$808,843	\$725,050	\$710,183
General Supplies	500	339,418	375,441	351,474	363,054
Vehicle Supplies	530	92,134	110,750	96,164	110,050
Motor Fuel/Lube	560	305,373	322,255	318,515	322,627
Street Maintenance Supplies	580	188,301	41,450	36,235	33,250
Total Supplies		\$925,227	\$849,896	\$802,388	\$828,981
Improvements	600	64,309	41,325	54,810	15,550
Furniture/Equipment	620	196,982	97,770	79,354	79,070
Computers/IS	650	56,637	52,140	50,419	59,000
Vehicle Equipment	670	16,639	19,224	19,106	17,300
Items for Resale	695	47,705	42,700	43,123	44,200
Total Property		\$382,271	\$253,159	\$246,812	\$215,120
GRAND TOTAL		\$23,500,780	\$24,273,508	\$24,163,839	\$24,408,151



GENERAL FUND DEPARTMENTAL SUMMARY - 2014 BUDGET

CLASSIFICATION	Mayor & Council	City Manager	Information Systems	Finance	Legal	City Clerk	Police	Fire	Fire Ambulance	Fire District	P W Admin	Street	Park Mnt	Recreation	Total	A/C#
Full Time Salary	\$0	\$295,261	\$0	\$229,929	\$155,346	\$151,976	\$5,102,017	\$2,431,143	\$167,170	\$0	\$564,791	\$458,690	\$467,167	\$443,526	10,467,015	101
Part Time Salary	22,200	3,000	0	0	200	4,500	56,528	18,448	0	0	26,000	0	4,050	580,125	715,051	103
Overtime pay	0	0	0	200	21,224	100	251,047	230,000	30,000	0	2,000	8,000	9,000	1,650	553,221	105
Holiday pay	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	107
Accrued Leave	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	120
Unemployment Comp.	0	6,500	0	0	0	0	0	0	0	0	0	0	0	0	6,500	122
Social Security	1,698	22,854	0	17,605	13,523	11,978	413,834	204,989	15,084	0	45,574	35,795	36,787	78,436	898,154	124
Retirement Fund	17,000	38,791	0	29,806	20,137	19,902	648,390	295,375	20,757	0	74,289	60,098	67,205	58,099	1,349,849	126
Worker's Compensation	76	1,037	0	773	524	536	198,510	182,937	13,417	0	21,755	34,087	25,590	42,414	521,656	128
Health Insurance	0	45,800	0	38,628	35,082	24,936	780,980	325,002	14,047	0	112,829	87,379	90,865	73,382	1,628,930	130
Life/Disability Insurance	0	1,406	0	990	803	691	21,319	9,336	715	0	2,576	2,293	2,535	1,929	44,593	132
Other Personnel Costs	1,435	7,500	0	3,287	960	50	82,729	28,000	1,850	0	4,500	8,925	4,475	6,582	150,293	150
Total Personnel	\$42,409	\$422,149	\$0	\$321,217	\$247,799	\$214,669	\$7,555,353	\$3,725,230	\$263,040	\$0	\$854,314	\$695,266	\$707,673	\$1,286,143	\$16,335,262	
Professional Service	240	21,725	266,825	99,904	343,824	8,760	91,304	172,489	54,440	4,108,302	35,080	24,000	6,500	38,400	5,271,793	200
Total Professional Services	\$240	\$21,725	\$266,825	\$99,904	\$343,824	\$8,760	\$91,304	\$172,489	\$54,440	\$4,108,302	\$35,080	\$24,000	\$6,500	\$38,400	5,271,793	
Rental Equipment	0	0	0	0	0	0	408	0	0	0	100	5,650	3,000	0	9,158	320
Utilities	0	1,465	72,000	480	0	480	21,691	45,494	1,500	0	311,600	25,865	9,750	168,807	659,132	330
Vehicle Maintenance	0	600	0	0	0	0	19,500	21,000	1,250	0	2,000	6,000	700	1,500	52,550	350
Equipment Maintenance	0	13,500	95,638	0	0	350	96,000	7,500	450	0	49,900	5,525	2,000	22,825	293,688	360
Building Maintenance	0	0	0	0	0	0	4,860	6,500	0	0	6,425	3,000	5,000	5,000	30,785	370
Other Property Services	0	0	0	0	0	0	0	1,100	0	0	50	200	150	0	1,500	380
Total Property Services	\$0	\$15,565	\$167,638	\$480	\$0	\$830	\$142,459	\$81,594	\$3,200	\$0	\$370,075	\$46,240	\$20,600	\$198,132	\$1,046,813	
Special Programs	14,300	1,500	0	0	0	0	33,685	4,000	0	0	6,000	0	0	200,872	260,357	400
Credit Card Expenses	0	0	0	6,000	0	0	0	0	0	0	0	0	0	0	6,000	410
Liability/Property/Auto Ins.	14,100	14,100	0	14,100	13,000	14,100	38,600	21,800	2,000	0	12,100	29,200	23,200	15,500	211,800	420
Communications	12,885	39,875	0	4,415	360	14,550	15,800	4,500	0	0	7,965	3,000	0	28,398	131,748	430
Travel/Training/Mileage	18,005	1,425	0	325	772	1,735	48,636	9,000	0	0	2,065	740	350	925	83,978	440
Contingencies	0	0	0	0	0	0	10,700	3,000	500	0	100	0	1,000	1,000	16,300	495
Total Other Services	\$59,290	\$56,900	\$0	\$24,840	\$14,132	\$30,385	\$147,421	\$42,300	\$2,500	\$0	\$28,230	\$32,940	\$24,550	\$246,695	\$710,183	
General Supplies	400	36,500	26,100	1,550	6,274	2,730	82,130	26,800	26,000	0	6,850	57,400	40,700	49,620	363,054	500
Vehicle Supplies	0	500	0	0	0	0	34,700	5,000	1,250	0	2,500	56,000	9,000	1,100	110,050	530
Motor Fuel/Lube	0	3,910	0	0	0	0	177,238	27,671	9,928	0	13,000	34,190	34,690	22,000	322,627	560
Street Maintenance Supplies	0	0	0	0	0	0	0	0	0	0	0	32,250	1,000	0	33,250	580
Total Supplies	\$400	\$40,910	\$26,100	\$1,550	\$6,274	\$2,730	\$294,068	\$59,471	\$37,178	\$0	\$22,350	\$179,840	\$85,390	\$72,720	\$828,981	
Improvements	50	0	0	0	0	0	0	0	0	0	500	0	15,000	0	15,550	600
Furniture/Equipment	0	0	0	200	1,290	0	3,420	23,300	500	0	1,000	19,500	8,150	21,710	79,070	620
Computers/IS	0	0	20,961	0	0	0	35,039	0	0	0	3,000	0	0	0	59,000	650
Vehicle Equipment	0	0	0	0	0	0	9,300	5,000	1,200	0	0	300	0	1,500	17,300	670
Items for Resale	0	0	0	0	0	0	0	0	0	0	0	0	0	44,200	44,200	695
Total Property	\$50	\$0	\$20,961	\$200	\$1,290	\$0	\$47,759	\$28,300	\$1,700	\$0	\$4,500	\$19,800	\$23,150	\$67,410	\$215,120	
GRAND TOTAL	102,389	557,249	481,524	448,191	613,319	257,374	8,278,364	4,109,384	362,058	4,108,302	1,314,549	998,086	867,863	1,909,500	24,408,151	

City of Hazelwood Organizational Chart



**PERSONNEL SCHEDULE
FULL TIME EQUIVALENCY**



DEPARTMENT	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	Change
MAYOR & COUNCIL												
Mayor ***	1.00	1.00	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	8.00	8.00	-
Total	9.00	9.00	9.00	9.00	9.00	9.00	9.00	9.00	9.00	9.00	9.00	-
CITY MANAGER												
City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-
Transfer to Eco.Dev.								(0.20)	(0.20)	(0.20)	(0.20)	-
Assistant to C.M.	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-
Transfer to Eco.Dev.							(0.33)	(0.33)	(0.33)	(0.33)	(0.33)	-
Admin. Asst.	-	-	-	-	-	-	-	-	-	-	-	-
Economic Dev. Coord.	-	-	-	-	-	-	-	-	-	-	-	-
Planner	1.00	1.00	1.00	1.00	1.00	1.00	1.00	Tms. to PW	Tms. to PW	Tms. to PW	Tms. to PW	-
Human Resource Asst.	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-
Transfer to Eco.Dev.								(0.50)	(0.50)	(0.50)	(0.50)	-
Admin. Secretary	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-
Communication Coordinator	0.50	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-
Transfer to Eco.Dev.						(0.12)	(0.12)	(0.40)	(0.40)	(0.40)	(0.40)	-
Receptionist						1.00	1.00	1.00	1.00	1.00	1.00	-
Receptionist					0.50	-	-	-	-	-	-	-
Secretary I *	-	-	-	-	-	-	-	-	-	-	-	-
Historic Tourist Facilities Coordinatc		0.40	-	-	-	-	-	-	-	-	-	-
Receptionist *	1.05	1.05	1.05	1.05	0.55	-	-	-	-	0.29	0.29	-
Full Time	5.00	6.00	6.00	6.00	6.50	6.88	6.55	4.57	4.57	4.57	4.57	-
Part Time	1.55	1.45	1.05	1.05	0.55	-	-	-	-	0.29	0.29	-
Total F.T.E.	6.55	7.45	7.05	7.05	7.05	6.88	6.55	4.57	4.57	4.86	4.86	-
INFORMATION SYSTEMS												
Coordinator	-	-	-	-	-	-	-	-	-	-	-	-
FINANCE												
Director	1.00	1.00	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	1.00	1.00	-
Accounting Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-
Gen. Ledger Clerk	-	-	-	-	-	-	-	-	-	-	-	-
Accounting Clerk	-	-	-	-	-	-	-	-	-	-	-	-
Acctg. & Administrative Assis	1.00	1.00	1.00	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	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	-
Part Time	-	-	-	-	-	-	-	-	-	-	-	-
Total F.T.E.	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	-
LEGAL												
Court Clerk	1.00	1.00	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	1.00	1.00	-
Secretary I	1.00	1.00	1.00	1.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	-
Secretary I/Receptionist	-	-	-	-	0.50	-	-	-	-	-	-	-
Secretary I *	-	-	-	-	-	-	-	-	-	-	-	-
Full Time	3.00	3.00	3.00	3.00	4.50	4.00	4.00	4.00	4.00	4.00	4.00	-
Part Time	-	-	-	-	-	-	-	-	-	-	-	-
Total F.T.E.	3.00	3.00	3.00	3.00	4.50	4.00	4.00	4.00	4.00	4.00	4.00	-
CITY CLERK												
City Clerk	1.00	1.00	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	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	1.00	1.00	-
Secretary *	-	-	-	-	-	-	-	-	-	-	-	-
Asst. City Clerk *	-	-	-	-	-	-	-	-	-	-	-	-
Full Time	3.00	3.00	3.00	3.00	3.00	3.00	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	3.00	3.00	3.00	3.00	3.00	3.00	-

**PERSONNEL SCHEDULE
FULL TIME EQUIVALENCY**



Hazywood

DEPARTMENT	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	Change
POLICE												
Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-
Director (Major)	1.00	1.00	1.00	-	-	-	-	-	-	-	1.00	1
Manager	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	-
Asst. Manager (LT)	4.00	2.00	2.00	2.00	6.00	7.00	7.00	7.00	7.00	5.00	4.00	(1)
Supervisor(SGT)	8.00	11.00	12.00	12.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	-
Patrol-Detective	7.00	7.00	7.00	8.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	-
Probationary Police Officer	-	-	-	-	-	-	-	-	-	-	-	-
Police Officer	39.00	38.00	41.00	41.00	41.00	42.00	46.00	42.00	42.00	44.00	43.00	(1.00)
Administrative Supervisor	1.00	1.00	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	8.00	8.00	-
Admin. Secretary	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-
Police Records Clerk	2.00	2.00	2.00	2.00	2.00	2.00	2.00	1.00	1.00	1.00	1.00	-
Anim Con/Code Enf	-	-	-	-	-	-	-	1.00	1.00	1.00	1.00	-
Info. Systems Coord.	-	-	-	-	-	-	-	-	-	-	-	-
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	1.00	1.00	-
Evidence Custodian	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	1.00	1.00	-
Custodian	1.00	1.00	-	-	-	-	-	-	-	-	-	-
Telecommunicator *	-	-	-	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	-
Jailer*	-	-	-	-	-	-	-	-	-	-	-	-
Police Records Clerk*	-	-	-	-	-	-	-	-	0.50	0.50	0.50	-
Crossing Guard **	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	-
Full Time	78.00	78.00	81.00	80.00	82.00	84.00	88.00	84.00	84.00	84.00	83.00	(1)
Part Time	0.25	0.25	0.25	0.65	0.65	0.65	0.65	0.65	1.15	1.15	1.15	-
Total F.T.E.	78.25	78.25	81.25	80.65	82.65	84.65	88.65	84.65	85.15	85.15	84.15	(1.00)
FIRE												
Chief	1.00	1.00	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	1.00	1.00	-
Fire Marshall	1.00	1.00	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	6.00	6.00	-
FF/Inspector	3.00	3.00	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	13.00	13.00	13.00	14.00	1
Fire Fighter	21.00	21.00	21.00	21.00	8.00	8.00	8.00	8.00	8.00	8.00	7.00	(1)
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	1.00	1.00	-
Secretary I *	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	-
Full Time	34.00	37.00	34.00	34.00	34.00	34.00	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	0.40	0.40	-
Total F.T.E.	34.40	37.40	34.40	34.40	34.40	34.40	34.40	34.40	34.40	34.40	34.40	-
FIRE - AMBULANCE												
FF Medics	-	-	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	-
Full Time	-	-	3.00	3.00	3.00	3.00	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	3.00	3.00	3.00	3.00	-

**PERSONNEL SCHEDULE
FULL TIME EQUIVALENCY**



Hazelwood

DEPARTMENT	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	Change
PUBLIC WORKS												
ADMINISTRATION												
Director	1.00	1.00	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	1.00	1.00	-
Planner	-	-	-	-	-	-	-	1.00	1.00	1.00	1.00	-
Building Insp./Code Enf. Off.	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	1.00	1.00	-
Secretary I	-	-	-	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	-
Code Enforcement Officer	3.00	3.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	-
Building Insp./Plan Reviewer	-	-	-	-	-	-	0.36	-	-	-	0.46	0.460
Code Enforcement Officer	1.00	1.00	-	-	-	0.60	0.60	-	-	-	-	-
Secretary I *	1.50	1.50	1.50	-	-	-	-	-	-	-	-	-
Full Time	7.00	7.00	9.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	-
Part Time	2.50	2.50	1.50	-	-	0.60	0.96	-	-	-	0.46	0.460
Total F.T.E.	9.50	9.50	10.50	11.00	11.00	11.60	11.96	11.00	11.00	11.00	11.46	0.460
GENERAL MAINTENANCE												
Superintendent	0.50	0.50	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	1.00	1.00	-
Mechanic	2.00	2.00	2.00	2.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-
Maint. Worker I	2.00	2.00	1.00	1.00	-	-	-	-	-	-	-	-
Maint. Worker II	5.00	5.00	6.00	6.00	5.00	5.00	5.00	6.00	6.00	6.00	6.00	-
Mechanic Asst./Maint. Worke	-	-	-	-	1.00	1.00	1.00	-	-	-	-	-
Stock Clerk	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	0.50	0.50	-
Seasonal Chipping *	1.15	1.15	1.15	1.15	1.15	1.15	1.15	-	-	-	-	-
Full Time	11.50	11.50	11.50	11.50	9.50	9.50	9.50	9.00	9.00	9.00	9.00	-
Part Time	1.15	1.15	1.15	1.15	1.15	1.15	1.15	-	-	-	-	-
Total F.T.E.	12.65	12.65	12.65	12.65	10.65	10.65	10.65	9.00	9.00	9.00	9.00	-
PARK MAINTENANCE												
Superintendent	0.50	0.50	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	1.00	1.00	-
Mechanic	-	-	-	-	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-
Maint. Worker I	1.00	3.00	2.00	2.00	-	-	-	-	-	-	-	-
Maint. Worker II	7.00	5.00	5.00	5.00	9.00	9.00	9.00	9.00	9.00	9.00	9.00	-
Mechanic Asst./Maint. Worke	1.00	1.00	1.00	1.00	-	-	-	-	-	-	-	-
Park Resource Mgr.	-	-	-	-	-	-	-	-	-	-	-	-
Stock Clerk	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	0.50	0.50	-
Seasonal grass cutter:	-	-	-	-	-	-	-	-	-	-	-	-
Seasonal workers **	-	-	0.26	0.26	0.26	0.26	0.26	0.13	0.13	0.13	0.13	-
Full Time	11.50	11.50	10.50	10.50	12.50	12.50	12.50	12.00	12.00	12.00	12.00	-
Part Time	-	-	0.26	0.26	0.26	0.26	0.26	0.13	0.13	0.13	0.13	-
Total F.T.E.	11.50	11.50	10.76	10.76	12.76	12.76	12.76	12.13	12.13	12.13	12.13	-

**PERSONNEL SCHEDULE
FULL TIME EQUIVALENCY**



Hazelwood

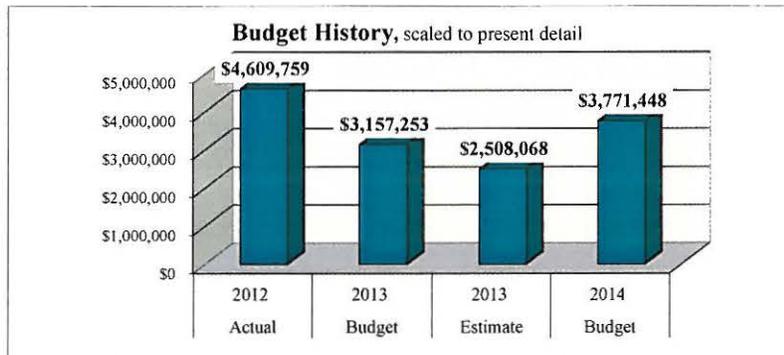
DEPARTMENT	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	Change
RECREATION												
Superintendent	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-
Facility Mgr.	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	-
Supervisor	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	-
Program Special.	1.00	1.00	1.00	1.00	-	-	-	-	-	-	-	-
Custodian	1.00	1.00	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	1.00	1.00	-
Rec Leader *	4.40	4.65	4.50	4.53	4.53	4.93	5.24	4.70	5.18	5.71	5.71	-
Secretary I *	0.41	0.37	0.37	0.37	0.37	0.47	0.47	0.41	0.41	0.46	0.46	-
Custodian *	3.37	3.38	5.38	4.60	4.60	4.83	4.83	4.60	4.755	5.440	5.440	-
Ranger *	1.58	1.50	1.51	1.72	1.72	2.10	2.10	1.80	1.80	1.80	1.80	-
Bus Driver *	0.98	0.83	0.83	1.29	1.29	0.95	0.95	0.95	1.05	1.05	1.05	-
Pool staff **	4.43	3.80	3.79	3.79	3.79	8.89	16.94	16.94	15.33	15.08	15.08	-
Cashier S.C.**	0.56	0.57	0.47	0.47	0.47	0.47	0.50	0.50	0.50	0.50	0.50	-
Instructor **	1.03	0.75	0.65	0.65	0.65	0.65	0.65	0.65	0.65	0.65	0.65	-
Skatepark Att.**	-	1.15	1.15	1.15	1.15	1.15	0.62	0.62	0.62	0.62	0.62	-
Child care **	-	-	-	-	-	-	-	-	-	-	-	-
Sport official **	0.05	-	-	-	-	-	-	-	-	-	-	-
Playground leaders **	1.07	0.98	0.98	0.98	0.98	-	-	-	-	-	-	-
Camp Stand **	-	-	-	-	-	0.89	0.89	0.89	0.89	0.95	0.95	-
Field Maint. S.C	-	-	0.69	0.69	0.69	1.20	1.20	1.20	1.22	1.22	1.22	-
Park Maint.	-	-	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	-
SYETP Superv. **	-	-	-	-	-	-	-	-	-	-	-	-
Full Time	9.00	9.00	9.00	9.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	-
Part Time	17.88	17.98	21.07	20.99	20.99	27.28	35.14	34.01	33.15	34.23	34.23	-
Total F.T.E.	26.88	26.98	30.07	29.99	28.99	35.28	43.14	42.01	41.15	42.23	42.23	-
ECONOMIC DEVELOPMENT												
Economic Developer	-	-	-	-	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-
GIS Analyst	-	-	-	-	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-
City Manager	-	-	-	-	-	-	-	0.20	0.20	0.20	0.20	-
Asst. City Manager	-	-	-	-	-	-	0.33	0.33	0.33	0.33	0.33	-
Communications Coord.	-	-	-	-	0.12	0.12	0.12	0.40	0.40	0.40	0.40	-
Adm. Asst. (Human Resources)	-	-	-	-	-	-	-	0.50	0.50	0.50	0.50	-
Receptionist *	-	-	-	-	-	0.50	0.50	-	-	-	-	-
Full Time	-	-	-	-	2.12	2.12	2.45	3.43	3.43	3.43	3.43	-
Part Time	-	-	-	-	-	0.50	0.50	-	-	-	-	-
Total F.T.E.	-	-	-	-	2.12	2.62	2.95	3.43	3.43	3.43	3.43	-
TOTAL FULL TIME F.T.E.	166	170	174	175.00	180.12	182.00	186.00	180.00	180.00	180.00	179.00	(1.000)
TOTAL PART TIME F.T.E	23.73	23.73	25.68	24.50	24.00	30.84	39.06	35.19	34.83	36.20	36.66	0.460
TOTAL F.T.E.	189.73	193.73	199.68	199.50	204.12	212.84	225.06	215.19	214.83	216.20	215.66	(0.540)
								-	-	-	-	
* Part Time regular												
** Part Time temporary												
*** Not in totals												

City of Hazelwood Economic Development Fund

Fund #180



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

Economic Development is funded by 1/2% sales tax, effective July 1, 2007.

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 2014 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
- 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
- Provide an electronic interface for economic development
- Assist all businesses
- Provide information about the city's economy
- Cooperate in local and regional economic development programs
- Plan infrastructure improvements
- Provide information about various incentive programs available
- Support development of industrial and office parks
- Participate in regional development initiatives

City of Hazelwood Economic Development Fund

Fund #180



Fund Summary

Description

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.

<u>Project expenses</u>	<u>Actual</u> <u>2012</u>	<u>Budget</u> <u>2013</u>	<u>Estimate</u> <u>2013</u>	<u>Budget</u> <u>2014</u>
General Economic Development	\$3,379,958	\$1,056,395	\$1,323,945	\$1,506,256
Long Term Infrastructure	2,817,042	1,926,025	1,118,260	2,103,711
Administration	302,049	357,028	320,983	321,305
<hr/>				
Total expenditures	\$6,499,049	\$3,339,447	\$2,763,188	\$3,931,272
			-57%	42%
Revenue				
<i>Economic Development sales tax</i>	2,256,090	2,257,718	2,303,322	2,326,356
<i>Interest Income</i>	3,618	5,000	700	1,000
<i>Grant income</i>	917,539	894,535	185,923	1,429,092
<i>Other Income</i>	89,513	0	18,123	15,000
<i>Debt proceeds</i>	1,350,000	0	0	0
<Transfers out to General Fund>	(7,000)	0	0	0
<Transfers out to Capital Imp. Fund>	0	0	0	0
Total revenue & other funding	\$4,609,759	\$3,157,253	\$2,508,068	\$3,771,448
			-46%	50%
Fund balance:				
Contribution to reserve:	(1,889,290)	(182,195)	(255,120)	(159,824)
Beginning year balance		<u>\$1,299,688</u>	<u>\$1,675,039</u>	<u>\$1,419,919</u>
Ending fund balance	<u>\$1,675,039</u>	<u>\$1,117,493</u>	<u>\$1,419,919</u>	<u>\$1,260,095</u>
% of revenue:	<u>36%</u>		<u>57%</u>	<u>33%</u>



City of Hazelwood Economic Development Fund

General Economic Development

Fund #180



Project # 181

<u>Expenses</u>	Actual	Budget	Estimate	Budget	
<u>Project detail</u>	<u>2012</u>	<u>2013</u>	<u>2013</u>	<u>2014</u>	
711 Area update/enhancement					
Corridor enhancement	13,917	0	0	0	
712 Area beautification					
714 Long range planning & surveys					
Surveys		0	0	0	
715 Business support, retention	151				
Business Technology		0	0	0	
Business Meetings		0	0	0	
716 Regional E.D. participation	59				
Participate in funding regional ED activities		5,000	2,500	1,500	
717 Advertising & marketing	9,378				
Advertising & Marketing		12,000	12,000	18,000	
718 Other projects	3,356,454				
Related professional services		10,000	6,000	5,000	
Special Project(s)					
Emerald Automotive plant special obligation		0	0	0	**
Emerald Automotive plant COPs payments		474,395	474,395	476,756	
726 Local incentive programs	0				
Local Incentive Program(s)		500,000	825,000	1,000,000	500,000
Related professional services		55,000	4,050	5,000	55,000
728 Industrial Land Development	0	0	0	0	
Total General Economic Development Expenses	<u>3,379,958</u>	<u>1,056,395</u>	<u>1,323,945</u>	<u>1,506,256</u>	

Special Funding Sources

Grants	\$0	\$0	\$0	\$0	
<u>Other funding</u>	\$5,000	\$5,000	\$5,000	\$5,000	
Offsetting revenues	\$0	\$0	\$13,123	\$10,000	
Debt proceeds (Emerald Auto. 2012)	\$1,350,000	\$0	\$0	\$0	**
<Transfers out to General Fund>	(originally expenditure)				
		0	0	0	

<Transfers out to Capital Improvements Fund>

Total funding	<u>1,355,000</u>	<u>5,000</u>	<u>18,123</u>	<u>15,000</u>	
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City of Hazelwood Economic Development Fund

Long Term Infrastructure

Fund #180



Project # 183

Description

Required minimum 20% allocation of available funds

Expenses

Project detail

	Actual	Budget	Estimate	Budget		Project
	2012	2013	2013	2014		Estimate
711 Area update/enhancement						
Interchange Enhancement (I-270 & McDonnell)	4,909	50,000	43,235	441,765	SF	485,000
Misc. Street Beautification and Enhancements				160,000		
714 Long range planning & surveys	0	0	0	0		0
721 Street reconstruction	923,719					
Fee Fee Rd (north)		954,000	10,000	1,144,600	SF	1,333,000
MO Bottom Rd (Tulip Tree - Stil Mills Blvd)		600,000	672,000	0	SF	1,700,000
Fee Fee Rd. (south)		164,170	164,170	200,000	SF	2,004,000
722 Street maintenance	658,009					
Hazelwood Avenue White Topping (TIP)		0	0	0		1,547,000
Signal Improvements @ Park 370		0	0	0		20,000
Street Striping		0	0	7,000		7,000
723 Parks	149,518					
Pave WBB lot & amend Sports Complex lot		0	0	0		105,000
Aquatic Center COPs-35% tourism		148,855	148,855	149,746		5,485,000
725 Historical development	273,725					
Knobbe House Lease/Purchase		0	0	0		
Utz-Teson House		9,000	80,000	0		286,000
Utz-Teson House Garden		0	0	600		
726 Local incentive programs	807,162	0	0	0		
Total Long Term Infrastructure expenses	2,817,042	1,926,025	1,118,260	2,103,711		

Special Funding Sources

Grants

	1,007,052					
80% Reimbursement Hazelwood White Topping		0	0	0		
Fee Fee Road north - 80% Grant		763,200	0	915,680		
MO Bottom Rd Reconst		0	20,000	0		
Fee Fee Rd. south (80% grant)		131,335	131,335	160,000		
I-270 & McDonnell			34,588	353,412		

Lease/Purchase Financing

Other Financing

<Transfers out-to General Fund>

(originally expenditure)

40% Rock & street mat'ls-commercial areas (60% General Fun	(7,000)	\$0	\$0	\$0		
40% Crack Sealing/filling-transfer General Fund labor and material		0	0	0		
40% Street striping		0	0	0		
Pave WBB lot & amend Sports Complex lot - in house labor transfer		0	0	0		
Clear area around historic Beldt's smokestack area-Maintenance labor transfer		0	0	0		

<Transfers out-to Capital Improvements Fund>

40% Crack Sealing/filling (60% Cap.Imp.)		0	0	0		
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Total funding	1,000,052	894,535	185,923	1,429,092		
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City of Hazelwood Economic Development Fund

Administration



Fund #180

Project # 185

Description

Maximum allocation of 25% of revenue

<u>Detail</u>	<u>Actual</u> <u>2012</u>	<u>Budget</u> <u>2013</u>	<u>Estimate</u> <u>2013</u>	<u>Budget</u> <u>2014</u>	<u>Acct#</u>
Full Time Salary	192,933	204,269	174,270	161,666	101
Part Time Salary	0	2,640	32,639	30,000	103
Overtime pay	138	0	0	0	105
Holiday pay	0	0	0	0	107
Unemployment Comp.	0	0	0	0	122
Social Security	12,658	15,829	15,829	14,672	124
Retirement Fund	31,825	25,989	26,311	24,165	126
Worker's Compensation	510	592	570	701	128
Health Insurance	25,334	29,210	4,923	14,886	130
Life/Disability Insurance	1,019	1,099	1,099	891	132
Other Personnel Costs	0	0	0	0	150
Total Personnel	264,417	279,628	255,640	246,981	
Professional Services	3,808	\$25,000	15,000	\$15,000	200
Rental Equipment	0	0	0	0	320
Utilities	678	500	474	474	330
Vehicle Maintenance	46	500	250	250	350
Equipment Maintenance	0	0	0	0	360
Building Maintenance	987	1,000	1,000	1,000	370
Other Property Services	0	0	0	0	380
Total Property Services	5,518	27,000	16,724	16,724	
Special Programs	0	0	0	0	400
Liability/Property/Auto Ins.	26,852	28,200	26,419	27,800	420
Communications	2,512	15,000	15,000	17,000	430
Travel/Training/Mileage	1,903	3,500	3,500	3,500	440
Total Other Services	31,267	46,700	44,919	48,300	
General Supplies	2	100	100	100	500
Vehicle Supplies	2	100	100	100	530
Motor Fuel/Lube	484	500	500	500	560
Total Supplies	488	700	700	700	
Furniture and Fixtures	0	0	0	600	600
Machinery/Equipment	0	0	0	0	620
Computers/IS	359	3,000	3,000	8,000	650
Vehicle Equipment	0	0	0	0	670
Total Property	359	3,000	3,000	8,600	

Total project expenses \$302,049 \$357,028 \$320,983 \$321,305

PERSONNEL SCHEDULE				
POSITION/GRADE	REQUIREMENTS		BUDGET 2013	BUDGET 2014
	2013	2014		
Economic Developer/Gr 12	1.00	1.00	63,399	\$63,399
GIS Analyst/Grade 11	1.00	0.60	44,827	\$28,000
Asst. City Manager - 33%	0.33	0.33	29,277	\$29,277
Communications Coordinator 40%	0.40	0.40	21,189	\$21,189
City Manager - 20%	0.20	0.20	24,957	\$24,957
Adm. Asst. HR (FT) - 50%	0.50	0.50	20,620	\$20,620
Part-Time Receptionist	0.00	0.00	2,640	\$2,640
Total	3.43	3.03	206,909	\$190,082

Special Funding Sources

	<u>2012</u>	<u>2013</u>	<u>2013</u>	<u>2014</u>
<Transfers out-to General Fund>	0.00	\$0	\$0	0

<Transfers out-to Capital Improvements Fund>

DEPARTMENT SUMMARY					
CLASSIFICATION	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014	INCREASE/ (DECREASE)
Personnel	\$264,417	\$279,628	\$255,650	\$246,980	-11.7%
Professional Services	\$3,808	\$25,000	\$15,000	\$15,000	-40.0%
Property Services	\$1,711	\$2,000	\$1,724	\$1,724	-13.8%
Other Services	\$31,267	\$46,700	\$44,919	\$48,300	3.4%
Supplies	\$488	\$700	\$700	\$700	0.0%
Property	\$359	\$3,000	\$3,000	\$8,600	186.7%
Administrative	\$302,050	\$357,028	\$320,993	\$321,304	-10.0%
General Economic Development	\$3,379,958	\$1,056,395	\$1,323,945	\$1,506,256	42.6%
Long Term Infrastructure	\$2,817,042	\$1,926,025	\$1,118,260	\$2,103,711	9.2%
GRAND TOTAL	\$6,499,050	\$3,339,448	\$2,763,198	\$3,931,271	17.7%

PERSONNEL SCHEDULE					
POSITION TITLE	REQUIREMENTS		BUDGET 2013	BUDGET 2014	
	2013	2014			
CITY MANAGER	1.00	1.00	\$124,786	124,467	
Transfer to City Mgr	-0.80	-0.80	(\$99,829)	(\$99,555)	80%
ASSISTANT CITY MGR	1.00	1.00	\$88,718	88,474	
Transfer to City Mgr	-0.67	-0.67	(\$59,441)	(\$59,278)	67%
COMMUNICATIONS COORDINATOR	1.00	1.00	\$52,972	\$54,857	
Transfer to City Mgr	-0.60	-0.60	(\$31,783)	(\$32,914)	60%
HUMAN RESOURCE ASSISTANT	1.00	1.00	\$41,240	\$41,127	
Transfer to City Mgr	-0.50	-0.50	(\$20,620)	(\$20,564)	50%
ECONOMIC DEVELOPER	1.00	1.00	\$63,399	\$65,051	
GIS	1.00	0.00	\$14,828	\$0	
TOTAL	4.57	2.43	\$174,270	\$161,666	



CLASSIFICATION	ACCOUNT NO.	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014
Full Time Salary	101	\$192,933	\$204,269	\$174,270	\$161,666
Part Time Salary	103	0	2,640	32,639	30,000
Overtime pay	105	138	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	12,658	15,829	15,838	14,672
Retirement Fund	126	31,825	25,989	26,311	24,165
Worker's Compensation	128	510	592	570	701
Health Insurance	130	25,334	29,210	4,923	14,886
Life/Disability Insurance	132	1,019	1,099	1,099	891
Other Personnel Costs	150	0	0	0	0
Total Personnel		\$264,417	\$279,628	\$255,650	\$246,980
Professional Service	200	\$3,808	\$25,000	\$15,000	\$15,000
Total Professional Service		\$3,808	\$25,000	\$15,000	\$15,000
Rental Equipment	320	0	0	0	0
Utilities	330	678	500	474	474
Vehicle Maintenance	350	46	500	250	250
Equipment Maintenance	360	0	0	0	0
Building Maintenance	370	987	1,000	1,000	1,000
Other Property Services	380	0	0	0	0
Total Property Services		\$1,711	\$2,000	\$1,724	\$1,724
Special Programs	400	0	0	0	0
Credit Card Expenses	410	0	0	0	0
Liability/Property/Auto Ins.	420	26,852	28,200	26,419	27,800
Communications	430	2,512	15,000	15,000	17,000
Travel/Training/Mileage	440	1,903	3,500	3,500	3,500
Contingencies	495	\$0	\$0	\$0	\$0
Total Other Services		\$31,267	\$46,700	\$44,919	\$48,300
General Supplies	500	2	100	100	100
Vehicle Supplies	530	2	100	100	100
Motor Fuel/Lube	560	484	500	500	500
Street Maintenance Supplies	580	0	0	0	0
Total Supplies		\$488	\$700	\$700	\$700
Improvements	600	0	0	0	600
Furniture/Equipment	620	0	0	0	0
Computers/IS	650	359	3,000	3,000	8,000
Vehicle Equipment	670	0	0	0	0
Items for Resale	695	0	0	0	0
Total Property		\$359	\$3,000	\$3,000	\$8,600
Administrative		\$302,050	\$357,028	\$320,993	\$321,304
General Economic Development		\$3,379,958	\$1,056,395	\$1,323,945	\$1,506,256
Long Term Infrastructure		\$2,817,042	\$1,926,025	\$1,118,260	\$2,103,711
GRAND TOTAL		\$6,499,050	\$3,339,448	\$2,763,198	\$3,931,271



FUND **DEPT #**
General *180*



DEPARTMENT
Economic Development

ACCT.NO. & NAME	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	PROPOSED 2014	DESCRIPTION
101 FT SAL.		\$124,786	\$124,786	\$60,101	CITY MANAGER - \$124,444 for 364 days
		(\$99,829)	(\$99,829)	(\$48,081)	CITY MANAGER -20% to E.D.
		\$88,718	\$88,718	\$88,474	ASSISTANT CITY MANAGER
		(\$59,441)	(\$59,441)	(\$59,278)	ASSISTANT CITY MANAGER - 33% to E.D.
		\$52,972	\$52,972	\$54,857	COMMUNICATIONS COORD. *Touris 210
		(\$31,783)	(\$31,783)	(\$32,914)	COMMUNICATIONS COORD. - 40% to ED*
		\$41,240	\$41,240	\$41,127	HUMAN RESOURCE ASSISTANT
		(\$20,620)	(\$20,620)	(\$20,564)	HUMAN RESOURCE ASSISTANT - 50% to E.D.
		\$63,399	\$63,399	\$65,051	ECONOMIC DEVELOPER
		\$44,827	\$14,828	\$0	GIS--went from FT to PT
		\$0	\$0	\$64,366	CITY MANAGER (new)
		\$0	\$0	(\$51,474)	CITY MANAGER -20% to E.D.
	\$192,933	\$204,269	\$174,270	\$161,666	TOTAL
103 PT SAL.		\$2,640	\$32,639	\$28,000	PART-TIME GIS
				\$2,000	INTERN (200 hrs @ \$10/hr)
	\$0	\$2,640	\$32,639	\$30,000	TOTAL
105 OT PAY		\$0	\$0	\$0	
	\$138	\$0	\$0	\$0	TOTAL
120 LEAVE		\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	TOTAL
122 UN. COMP.		\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	TOTAL
124 SOC. SEC.		\$15,829	\$15,829	\$14,662	
		\$0	\$9	\$9	7.65% CITY MGR. CAR VALUE (20%)
	\$12,658	\$15,829	\$15,838	\$14,672	TOTAL
126 RETIRE.		\$25,989	\$26,311	\$24,165	
	\$31,825	\$25,989	\$26,311	\$24,165	TOTAL
128 W.COMP.		\$592	\$570	\$701	
	\$510	\$592	\$570	\$701	TOTAL
130 HEALTH		\$29,210	\$4,923	\$14,886	
	\$25,334	\$29,210	\$4,923	\$14,886	TOTAL
132 LIFE & DISB INS.		\$1,099	\$1,099	\$891	
		\$0	\$0	\$0	
	\$1,019	\$1,099	\$1,099	\$891	TOTAL
150 OTHER PERSONNEL COSTS					
151 EMP.REL.		\$0	\$0	\$0	
		\$0	\$0	\$0	EMPLOYEE SERVICE AWARDS
		\$0	\$0	\$0	RETIREMENTS
		\$0	\$0	\$0	
153 TUITION		\$0	\$0	\$0	TRAINING & TUITION
155 CLOTHING		\$0	\$0	\$0	
Total 150	\$0	\$0	\$0	\$0	TOTAL

FUND **DEPT #**
General *180*



DEPARTMENT
Economic Development

ACCT.NO. & NAME	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	PROPOSED 2014	DESCRIPTION
200 PRO. SERV.		\$25,000	\$15,000	\$5,000	ATTORNEYS
				\$10,000	CONSULTANTS (D. Smith, etc.)
	\$3,808	\$25,000	\$15,000	\$15,000	TOTAL
320 RENTAL		\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	TOTAL
330 UTILITIES					
331 POWER		\$0	\$0	\$0	
332 HEATING		\$0	\$0	\$0	
333 WATER		\$0	\$0	\$0	
334 TELEPHONE		\$500	\$474	\$474	Cell phones 474/yr each for Economic Developer
	\$678	\$500	\$474	\$474	TOTAL
350 VEH.MAINT		\$500	\$250	\$250	1 Crown Vic
	\$46	\$500	\$250	\$250	TOTAL
360 EQP.MAINT		\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	TOTAL
370 BLDG MAINT		\$1,000	\$1,000	\$1,000	Knobbe House repairs and maintenance
	\$987	\$1,000	\$1,000	\$1,000	TOTAL
380 MISC.		\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	TOTAL
400 SPECIAL PROGRAMS					
400 S.P.FUND		\$0	\$0	\$0	
		\$0	\$0	\$0	
402 INS.CARE		\$0	\$0	\$0	
		\$0	\$0	\$0	
		\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	TOTAL
420 BLDG.INS.		\$28,200	\$26,419	\$27,800	
	\$26,852	\$28,200	\$26,419	\$27,800	TOTAL
430 COMMUNICATIONS		\$15,000	\$15,000	\$4,040	various project meetings
				\$2,000	RCGA Leadership Circle Dues
				\$8,000	NCI annual dues
				\$300	ICSC dues
				\$500	NCI annual breakfast & events
				\$130	RCGA networking mtgs.
				\$350	IEDC annual dues
				\$480	NW Chamber meetings
				\$1,200	Chamber ads
	\$2,512	\$15,000	\$15,000	\$17,000	TOTAL
440 TRAVEL/TRAINING		\$3,500	\$3,500	\$1,500	ICSC regional tradeshow (possible IDA reimburse
				\$750	MEDC annual conference (Bob & DC)
				\$500	IEDC regional conference
				\$250	misc. IEDC & MEDC webinars & courses
				\$500	GIS state conference

FUND **DEPT #**
General **180**



DEPARTMENT
Economic Development

ACCT.NO. & NAME	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	PROPOSED 2014	DESCRIPTION
	\$1,903	\$3,500	\$3,500	\$3,500	TOTAL
495 CONTIN.		\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	TOTAL
500 GENERAL SUPPLIES					
500 GENERAL		\$100	\$100	\$100	office supplies as needed for ED or GIS
		\$0			
505 OFFICE		\$0			
		\$0			
510 AMB. SUP.		\$0			
515 LAW ENFO.		\$0			
520 LANDSCAPE		\$0			
	\$2	\$100	\$100	\$100	TOTAL
530 M.V.SUPPL		\$100	\$100	\$100	1 Crown Vic (blue)
	\$2	\$100	\$100	\$100	TOTAL
560 FUEL,LUB.		\$500	\$500	\$500	Est'd 148 gals at \$3.37/gal (blue CV)
	\$484	\$500	\$500	\$500	TOTAL
580 STREET MAINT. SUPPLIES					
580 ST.MAINT.		\$0	\$0	\$0	
585 SNOW&ICE		\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	TOTAL
600 FURNITURE & FIXTURES		\$0	\$0	\$600	Chairs & Shelving
	\$0	\$0	\$0	\$600	TOTAL
620 MACHINERY & EQUIPMENT		\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	TOTAL
650 COMPUTER		\$3,000	\$3,000	\$8,000	GIS software license, data purchase
	\$359	\$3,000	\$3,000	\$8,000	TOTAL
670 M.V.EQUIP		\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	TOTAL
695 ITEMS FOR RESALE		\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	TOTAL
711 Area Update/Enhancement		\$50,000	\$43,235	\$441,765	I-270 & McDonnell
				\$160,000	Misc. Street Beautification & Enhancements
	\$0	\$50,000	\$43,235	\$601,765	TOTAL
716 Regional ED Participation		\$5,000	\$2,500	\$1,500	North County, Inc. BR&E program
	\$0	\$5,000	\$2,500	\$1,500	TOTAL
717 Advertising & Marketing		\$12,000	\$12,000	\$18,000	reprinting brochures, ads, trade pubs.
	\$0	\$12,000	\$12,000	\$18,000	TOTAL

FUND **DEPT #**
General *180*



DEPARTMENT
Economic Development

ACCT.NO. & NAME	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	PROPOSED 2014	DESCRIPTION
718 Other Projects		\$10,000	\$6,000	\$5,000	
		\$474,395	\$474,395	\$476,756	Emerald loan payments
	\$0	\$484,395	\$480,395	\$481,756	TOTAL
721 Street Reconstruction		\$954,000	\$10,000	\$1,144,600	Fee Fee Road (North)
		\$600,000	\$672,000	\$0	MO Bottom Road (Tulip Tree - STL Mills Road)
		\$164,170	\$164,170	\$200,000	Fee Fee Road (South)
	\$0	\$1,718,170	\$846,170	\$1,344,600	TOTAL
722 Street Maintenance		\$0	\$0	\$7,000	Street Striping
	\$0	\$0	\$0	\$7,000	TOTAL
723 Parks		\$148,855	\$148,855	\$149,746	Aquatic Center COPS Payment (35%)
	\$0	\$148,855	\$148,855	\$149,746	TOTAL
725 Historical Development		\$9,000	\$80,000	\$600	Garden at Utz-Teson House
	\$0	\$9,000	\$80,000	\$600	TOTAL
726 Local Incentive Programs		\$500,000	\$825,000	\$1,000,000	Local Incentives Given to Businesses
		\$55,000	\$4,050	\$5,000	Related Professional Services
	\$0	\$555,000	\$829,050	\$1,005,000	TOTAL
728 Industrial Land Development		\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	TOTAL
===== =		=====	=====	=====	
GRAND TOTAL		\$3,339,447	\$2,763,198	\$3,931,271	42%
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City of Hazelwood Capital Improvement Fund Budget Fund Summary

Fund #200

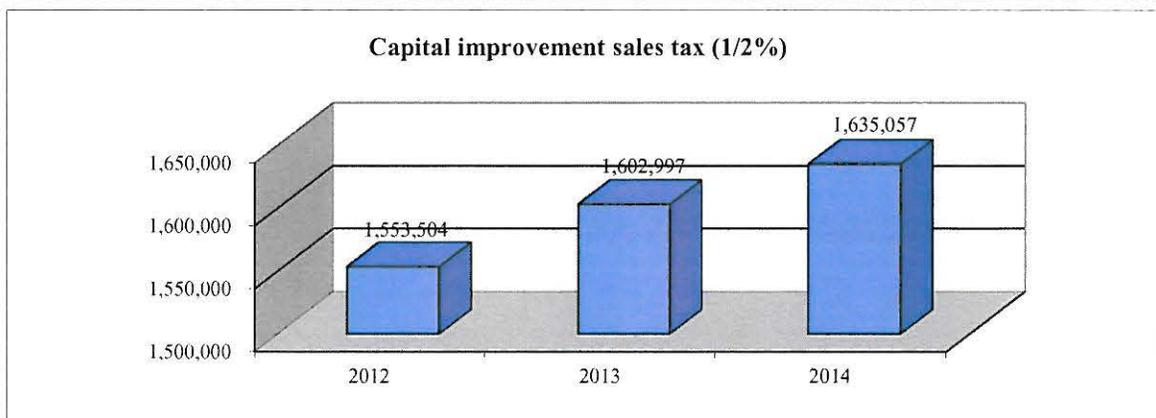
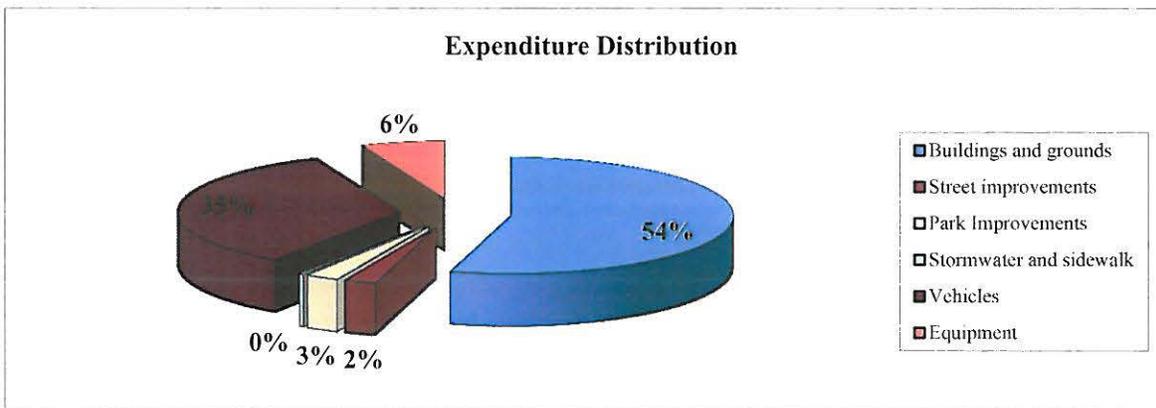


Description

On April 2, 1996, the voters of the City of Hazelwood approved a one-half of one percent sales tax for the sole purpose of funding capital improvements, including the operation and maintenance of capital improvements, and may include the retirement of debt under previously authorized bonded indebtedness (67.700 RSMo).

The City of Hazelwood selected Option 2 distribution method whereby (94.890.4, RSMo, Supp. 1995) one hundred percent of the sum of all fund funds generated in Option #2 cities and fifteen percent of the funds generated by Option #1 cities is distributed to Option #2 cities based on the percentage ratio of the population of all Option #2 areas.

City policy requires that uses of Capital Improvement Sales Tax be to purchase or improve a significant asset with a life that extends beyond one year. The funds may not be used for employee salaries or other general operating costs except in the case where in-house labor is used to construct or improve such a capital asset. Allowable expenditures generally cost in excess of \$10,000 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 \$10,000 7/1/2012, \$20,000 7/1/2011, \$5,000 7/1/2005, \$20,000 prior)



City of Hazelwood Capital Improvement Fund Budget

Fund Summary

Fund #200



Description

Major improvements, projects, and purchases are recorded in this fund. These items generally cost in excess of \$10,000 (eff. 7/1/2012, \$20,000 7/1/2011; \$5,000 7/1/2005) and have value extending beyond one fiscal period. Routine replacement and maintenance items of significant cost and life beyond 5 years are also included.

<u>Project expenses</u>	<u>Actual</u> <u>2012</u>	<u>Budget</u> <u>2013</u>	<u>Estimate</u> <u>2013</u>	<u>Budget</u> <u>2014</u>
Buildings and grounds	\$1,338,505	\$1,190,056	\$1,170,254	\$1,688,152
Street improvements	375,723	450,000	516,528	73,000
Park Improvements	323,643	130,000	111,088	75,000
Stormwater and sidewalk	3,969	10,000	66,147	10,000
Vehicles	505,063	338,077	337,945	1,068,999
Development areas of study	0	0	0	0
Equipment	233,901	70,756	95,790	189,312
Other	0	0	0	0
Total project expenditures	\$2,780,804	\$2,188,889	\$2,297,752	\$3,104,463
	-86,528		-17%	35%
<u>Revenue</u>				
<i>Capital improvement sales tax (1/2%)</i>	1,553,504	1,531,868	1,602,997	1,635,057
<i>Investment income</i>	47	500	0	0
<i>Grants</i>	50,158	0	19,478	0
<i>Tax increment financing</i>		0	0	0
<i>Other, Misc.</i>	263,337	0	0	65,000
<i>Debt Proceeds</i>	0	0	0	0
<i>Lease/purchase funding</i>	0	0	0	1,219,355
Transfers in from GeneralFund	500,745	468,802	492,938	507,319
Transfers in from Eco. Dev.	\$0	0	0	0
<Transfers out> to General Fund	0	(6,000)	(6,664)	0
<Transfers out> to Eco. Development		0	0	0
Total funding	\$2,367,791	\$1,995,170	\$2,108,749	\$3,426,731
			-11%	63%
<u>Capital improvement fund balance:</u>				
<u>Contribution to reserve:</u>	(413,013)	(193,719)	(189,003)	322,268
		\$700,000 Supp. Appr.-Energy Efficiency		
Beginning year balance	\$640,537	\$465,429	\$227,524	\$38,521
Ending fund balance	\$227,524	\$271,710	\$38,521	\$360,789
% of revenue:	10%	14%	2%	11%



**City of Hazelwood Capital Improvement Fund Budget
Buildings and grounds**



Fund #200

Acct # 800

<u>Project detail</u>	<u>Actual 2012</u>	<u>Budget 2013</u>	<u>Estimate 2013</u>	<u>Budget 2014</u>	<u>Spent through 2013</u>	<u>Expected Total Cost</u>
Non-Departmental						
Bond redemption-Museum-final 2027		552,244	552,244	549,284		
Total Non-Departmental	659,189	552,244	552,244	549,284		
City Manager						
City Hall/Police Study		0	0	0		0
Utz-Tesson House Exterior Stabilization			Transferred to Eco.Dev.			350,000
Utz-Tesson House - LP, 5 years, 2011-16		0		0		350,000
Total City Manager	0	0	0	0		
Police						
Carpet Hallways of PD (combined with City Hall installation)						
Total Police	0	0	0	0		
Fire						
Training Tower (demolition & new construction)-L/P		0	0	0		
Training Tower (demo & rebuild)-L/P pmts, 5 years, 2011		0		0		
Drain repair, door 6, house #2		10,000	0	10,000		
House #2 Retaining Wall		0	0	0		
Replace Carpet, House #2		10,000	14,600	0		
Kitchen Cabinets House #2		0	0	10,000		
		0		0		
Total Fire	11,682	20,000	14,600	20,000		
Public Works Administration						
<u>CITY HALL / POLICE COMPLEX</u>						
Generator				0		
City Hall Kitchen Renovation				0		
City Hall Carpet/Tile Replacement				0		
Blind Replacements CH/PD				30,000		
City Hall Window Replace.-\$450K-LP-10yr@4.5%,10% c		0	0	450,000		
LP Payments-10yr@4.5%,10%down)				37,888		
Energy efficiency updates * , LP 14 yrs 4/11-9/25		113,881	113,881	113,881	*	
Replace lobby skylights (9)		0	26,000	0		
Total Public Works Administration	113,966	113,881	139,881	631,769		
P.W. Garage						
Satellite garage (Beldt's LP-final 2013)		53,486	53,272	0		
Satellite Salt Storage (Beldt's)		150,000	0	150,000		
Air Condition Garage				12,000		
BUS STOP SHELTER				10,000		
Total P.W. Garage	106,973	203,486	53,272	172,000		
Recreation						
<u>RECREATION - COMMUNITY / CIVIC CENTERS</u>						
65% Aquatic Center COPs-final 2028 (35% Eco.Dev. Tourism		276,445	276,445	278,099		5,829,850
CCE Flat Roof Replacement-Unbudgeted		0	68,900	0		
CCE Exterior Wall EIFS and Insulation Application		0	44,448	0		
CCE Interior Painting Gymnasium (materials)		9,000	8,414	0		
HCC Warming Room Flooring		15,000	12,050	0		
CCE Exterior Dryvit Painting		0	0	15,000		
HCC Weight Room Renovation Relocation				22,000		
Total Recreation	446,696	300,445	410,257	315,099		
Total project expenses	\$1,338,505	\$1,190,056	\$1,170,254	\$1,688,152		

Special Funding Sources

Grants - St. Energy Efficiency *			0	*		
Grants						
Tax increment						
Other		0		0	*	
Proceeds of Debt Issuance *	\$0					
Lease/purchase - Windows		\$0	0	\$405,000	*	
Transfers in from GF hotel/P&S sales tax-museum	\$500,745	\$468,802	\$492,938	\$507,319		Cabela's bonds & Energy savings
Transfers in from Eco. Dev.						Aquatic Center 35% (tourism)
<Transfers out> to General Fund	(originally expel	(\$6,000)	(\$6,664)	0		
Interior Gymnasium Painting (Labor)		\$0		0		250 labor hours
<Transfers out> to Eco. Development		0	0	0		
Total funding	\$500,745	\$462,802	\$486,274	\$912,319		



City of Hazelwood Capital Improvement Fund Budget Street Improvements



Fund #200

Acct # 820

<u>Project detail</u>	Actual <u>2012</u>	Budget <u>2013</u>	Estimate <u>2013</u>	Budget <u>2014</u>	Spent through <u>2013</u>	Expected <u>Total Cost</u>
P.W. Administration	0					
Safe Routes to School (100% State Grant)		0		0 *		
Total PW Administration	0	0	0	0		
P.W. Garage						
Concrete Replacement		225,000	220,670	0		NA
Crack Sealing			39,751			
Street Striping				11,000		
Street Sealing		50,000	49,297	50,000		NA
Asphalt-Missouri Bottom Rd. from Leafcrest to Tulip Tre		175,000	175,000	0		
LIGHTED STREET SIGNS				0		
Street Lights		0	31,810	12,000		
Total P.W.Garage	375,723	450,000	516,528	73,000		
Park Maintenance						
Total Park Maintenance	0	0	0	0		
Total project expenses	\$375,723	\$450,000	\$516,528	\$73,000		

Special Funding Sources

Grants	0	0	0	0 *		
Grants						
Tax Increment Financing						
Other, Misc.						
Debt Proceeds						
Lease/purchase funding						
Transfers in-G.Fund hotel/P&S sales tax-museum debt						
Transfers in from Eco. Dev.						
<Transfers out> to General Fund						
<Transfers out> to Eco. Development			0			
Total funding	\$0	\$0	\$0	\$0		



City of Hazelwood Capital Improvement Fund Budget Park Improvements



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.

Project detail	Actual 2012	Budget 2013	Estimate 2013	Budget 2014	Spent through 2013	Expected Total Cost
P.W. Garage						
Total P.W.Garage	\$0	0	0	0		
Park Maintenance						
Block Walls for Sports Complex		0	16,986	0		
Batting Cages for Sports Complex		0	45,351	0		
Fence for Sports Complex		0	23,751	0		
Truman Park/St. Stanislaus Trail Ph.#2-Pks.Grant (100%		0	0	0 **		\$600,000
Park Pavilion New Construction		10,000	5,000	10,000		
S.C. Field 5 Outfield		0	0	15,000		\$0
Municipal Park Grant (90/10)- Musick Park Improvement		100,000	0	50,000		\$200,000
Truman Park/St. Stanislaus Trail Phase 3		0	0	0		750,000
Parking Lot Sealing		20,000	20,000	0		
Musick Pk Sprayground Repairs (insuranc	0	0	0	0		
Asphalt Beldt's Parking Lot & Drive	0	0	0	0		
Asphalt Sports Complex Prking Lot				0		
Total Park Maintenance	323,643	130,000	111,088	75,000		
Total project expenses	\$323,643	\$130,000	\$111,088	\$75,000		

Special Funding Sources

Recreation special funding grant		\$0	\$0	\$0 **		750,000
Grants-Municipal Park Grant 90/10		0	0	0 *		600,000
Tax increment financing						
Other, Misc. - Insurance reimbursement		0	0	0		
Debt Proceeds						
Lease/purchase funding						
Transfers in-G.Fund hotel/P&S sales tax-museum debt						
Transfers in from Eco. Dev.						
<Transfers out> to General Fund						
Park Pavilions-reimburse General Fund labor cost			0	0		
<Transfers out> to Eco. Development						
	\$0	\$0	\$0	\$0		



City of Hazelwood Capital Improvement Fund Budget Vehicles



Fund #200

Acct # 860

Project detail	Actual	Budget	Estimate	Budget	Spent	Expected
	2012	2013	2013	2014	through	Total Cost
					2012	
Department of the City Manager						
City Manager vehicle	0	0	0	0		
Total City Manager	0	0	0	0		
Police						
Canine Vehicle (1) - \$33,428 ADDED BELOW AS LP		0	0			
Replacement PD Veh (4-'12) (7-'13) (3-'14)-\$96,411		198,486	198,354	129,839	*LP	138,559
LP-3yr,4.5%,10% down				10,465		
Replacement of Police Harley Davidson MC		0	0	0		
Total Police	86,306	198,486	198,354	140,304		
Fire						
2014 Fire Truck (\$600K) - 7 yr L/P; 2014-2023		0	0	600,000	**LP	692,520
LP-7yr,4.5%,10% down		0	0	0		
2009 Fire truck - 7 yr L/P 2011-2018		106,968	106,968	106,968		795,389
2014 Ambulance (\$175K) -3 yr L/P 2014-2016		0	0	175,000	**LP	186,748
LP-3yr,4.5%,10% down				14,104		
Total Fire	106,968	106,968	106,968	896,072		
Public Works Administration						
Total Public Works Administration	263,492	0	0	0		
P.W. Garage						
2 2 1/2 T Dump truck/Spreader/Plows - replace 1996		0	0	0		
2 2 1/2 T Dump truck/Spreader/Plows-LP pmts, 5 yr, 20		32,623	32,623	32,623		
1 2 1/2 T Dump Truck/Spreader/Plow-replace 1996		0	0	0		
ELECTRONIC SPREADER CONTROL/LIQUID/SYSTEM X2				0		
Total P.W. Garage	0	32,623	32,623	32,623		
Park Maintenance						
Total Park Maintenance	0	0	0	0		
Recreation						
Total Recreation	48,297	0	0	0		
Total project expenses	\$505,063	\$338,077	\$337,945	\$1,068,999		

Special Funding Sources

<i>Grants</i>						
<i>Grants</i>						
<i>Tax increment financing</i>						
Other, Misc., sale of vehicle		0	0	65,000		Firetruck & ambulance
<i>Debt Proceeds</i>						
Lease/purchase FD		0	0	697,500		** Firetruck & Ambulance
Lease/purchase PD				116,855		*PD Vehicles
<i>Transfers in-G.Fund hotel/P&S sales tax-museum debt</i>						
<i>Transfers in from Eco. Dev.</i>						
<Transfers out> to General Fund	0	0	0	0		
<Transfers out> to Eco. Development						
Total funding	\$0	\$0	\$0	\$879,355		



City of Hazelwood Capital Improvement Fund Budget Equipment

Fund #200



Acct # 880

<u>Project detail</u>	<u>Actual</u> <u>2012</u>	<u>Budget</u> <u>2013</u>	<u>Estimate</u> <u>2013</u>	<u>Budget</u> <u>2014</u>	<u>Spent</u> <u>through</u> <u>2013</u>	<u>Expected</u> <u>Total Cost</u>
City Council						
Chambers & conference room updates	0	0	0	0		
Total City Council	0	0	0	0		
Department of the City Manager						
Total City Manager	0	0	0	0		
Information Systems						
Windows 7 upgrade - P.D. workstations	0	0	0	0		
Cisco, Switches, Fiber End Equipment	0	0	0	0		
Wireless Digital System (PD)				19,772		
Portable Classroom				0		
HZ Private Network				29,160		
Server for ALPR w/ wireless upload				0		
switch upgrades				11,550		
Citywide Website transition				10,000		
Hazelwood Fiber Purchase	0	0	0	0	***	925,660
LP Fiber Payments 7 yr @ 4.5% with 10% down (3 Pmt @ \$120,71)		0		0		
Total Information Systems	34,914	0	0	70,482		
Finance						
Total Finance	0	0	0	0		
City Clerk						
Records Management Software & Scanner		10,100	9,790	0		
Total City Clerk	0	10,100	9,790	0		
Police						
Crash Data Retrieval System				0		
Replace Excercise Equipment				0		
Replace Police Canine	0	0	0	0		
Body Armor Replacement (50% Grant)	0	0	0	0	**	
Mobile Digital Video Recorders (5)	0	28,600	28,595	28,600		
X-26P Taser (10)		0	19,653	18,280		
Mobile Variable Message Board/Radar T	0	20,056	0	0		
Power DMS Policy Management System		0	0	10,200		
Total Police	60,647	48,656	48,248	57,080		
Fire						
Total Fire	0	0	0	0		
Ambulance						
Stryker Stretcher	0	0	0	20,000		
Total Ambulance	0	0	0	20,000		



City of Hazelwood Capital Improvement Fund Budget Equipment

Fund #200



Acct # 880

<u>Project detail</u>	<u>Actual</u> <u>2012</u>	<u>Budget</u> <u>2013</u>	<u>Estimate</u> <u>2013</u>	<u>Budget</u> <u>2014</u>	<u>Spent</u> <u>through</u> <u>2013</u>	<u>Expected</u> <u>Total Cost</u>
P.W. Administration	0	0	0	0		
Total P.W. Administration	0	0	0	0		
P.W. Garage						
FUEL PUMP SYSTEM				0		
Skid Steer Loader w/trade-in		0	25,971	0		
Front End Loader (Trade in value \$30,000)		0	0	0		
Total P.W. Garage	138,340	0	25,971	0		
Recreation						
HCC/CCE Treadmill (1) each		12,000	11,781	0		
HCC/CCE Weightroom Video Equipment		0	0	41,750		
Total Recreation	0	12,000	11,781	41,750		
Total project expenses	\$233,901	\$70,756	\$95,790	\$189,312		

Special Funding Sources

Grants - Solid Waste District Grant	0	0	19,478	0		
Grants-Fed.JAG (ALPR *\$14,900), Fed.E	0	0	0	0	**	
TIF	0	0	0	0		
Other, Misc., sale of equip., BioMetric Fund (0	0	0	0	*	
Debt Proceeds	0	0	0	0		
Lease/purchase funding	0	0	0	0	***	
Transfers in from G.Fund (Inmate Fund for BioMet)	0	0	0	0		
Transfers in from GeneralFund	0	0	0	0		
Transfers in from Eco. Dev.	0	0	0	0		
<Transfers out> to General Fund	0	0	0	0		
<Transfers out> to Eco. Development	0	0	0	0		
Total funding	\$0	\$0	\$19,478	\$0		



City of Hazelwood Capital Improvement Fund Budget Stormwater and Sidewalk Improvement

Fund #200



Acct # 890

Description

Sidewalk replacement program to eliminate tripping hazards.

<u>Project detail</u>	<u>Actual</u> <u>2012</u>	<u>Budget</u> <u>2013</u>	<u>Estimate</u> <u>2013</u>	<u>Budget</u> <u>2014</u>	Spent through <u>2013</u>	<u>Expected</u> <u>Total Cost</u>
Sidewalk replacement (materials)	3,969	10,000	66,147	10,000		NA

Total project expenses	\$3,969	\$10,000	\$66,147	\$10,000
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Special Funding Sources

<i>Grants - MO DOT Grant</i>	0	0	0	0
<i>Tax increment</i>	0	0	0	0
<i>Other</i>	0	0	0	0
<i>Transfers in from General Fund</i>	0	0	0	0
<i>Transfers in from Eco. Dev.</i>	0	0	0	0
<i><Transfers out> to General Fund</i>	0	0	0	0
<i><Transfers out> to Eco. Development</i>	0	0	0	0
Total funding	\$0	\$0	\$0	\$0



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City of Hazelwood Sewer Lateral



Fund # 400

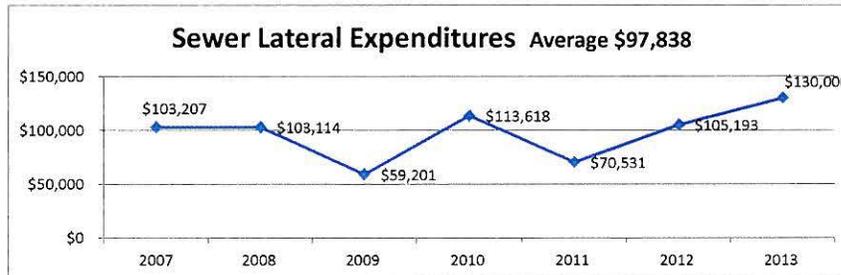
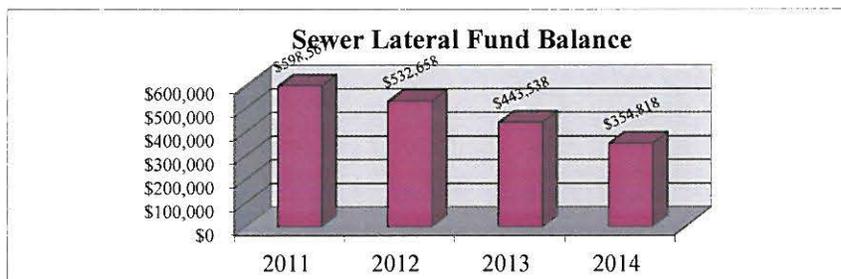
Description

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 was adopted in 2010.

	<u>Actual</u> <u>2012</u>	<u>Budget</u> <u>2013</u>	<u>Estimate</u> <u>2013</u>	<u>Budget</u> <u>2014</u>
Project expenses				
Sewer lateral repair reimbursements & administration	\$105,194	\$125,000	\$125,000	\$125,000
Septic refunds, other	288	100	120	250
Total project expenses	\$105,482	\$125,100	\$125,120	\$125,250
Revenue				
<i>Sewer lateral assessments</i>	35,630	\$35,785	35,000	\$35,630
<i>Interest earned</i>	3,943	1,500	1,000	900
Total revenue	\$39,573	\$37,285	\$36,000	\$36,530
Fund balance				
Revenue over expenditures	(\$65,909)	(\$87,815)	(\$89,120)	(\$88,720)
Ending unreserved balance	\$532,658	\$444,843	\$443,538	\$354,818



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City of Hazelwood Debt Service Fund



Description / Budget

<u>Capital Projects Bonds - Wildlife Museum - Aquarium, & Related Attractions</u>	<u>Certificates of Participation - Aquatic Center</u>	Date, year ending 6/30:	<u>Capital Projects Bonds-Museum</u>			<u>Aquatic Center - Cert. of Participation</u>			
			Principal payment due	Interest payment due	Outstanding Balance	Principal payment due	Interest payment due	Outstanding Balance	
On March 15, 2007, the City issued Series 2007 Bonds in the amount of \$5,845,000 for the purpose of financing a wildlife museum, indoor aquarium and related attractions within the Cabela's in the Mills mall in the City. Revenue generated by visitors to the Store, primarily sales tax and hotel tax, will be sufficient to offset the debt service required. Bonds were issued at a T.I.C. of 5.972%.	On March 20, 2008, the City issued COPs in the amount of \$5,485,000 for the purpose of constructing and furnishing an Aquatic Center and renovating the Fire Station #1. The bonds were issued at a true interest cost of 4.875%.	12/17/1999							
		7/1/2000							
		1/1/2001							
		6/28/2001							
		6/28/2001							
		Year ending 6/30:							
		2002							
		2003							
		2004							
		2005							
		2006			3/15/07 Issue \$5,845,000 bonds				
		2007				5,845,000	3/20/08 Issue \$5,485,000		
		2008				294,688		5,485,000	
		2009				335,720	180,000	227,067	5,305,000
		2010				335,720	195,000	234,319	5,110,000
		2011			215,000	335,720	200,000	228,469	4,910,000
		2012			225,000	324,010	205,000	222,219	4,705,000
		2013			240,000	312,244	210,000	215,300	4,495,000
		2014			250,000	299,284	220,000	207,845	4,275,000
		2015			265,000	285,559	230,000	199,595	4,045,000
		2016			280,000	270,851	235,000	190,683	3,810,000
		2017			295,000	255,227	245,000	181,283	3,565,000
		2018			310,000	238,678	255,000	171,115	3,310,000
		2019			330,000	221,194	265,000	160,150	3,045,000
		2020			350,000	201,806	280,000	148,490	2,765,000
		2021			370,000	181,244	290,000	135,890	2,475,000
		2022			390,000	159,506	305,000	122,550	2,170,000
		2023			415,000	136,594	320,000	107,681	1,850,000
2024			435,000	112,213	335,000	92,081	1,515,000		
2025			465,000	86,656	350,000	75,750	1,165,000		
2026			490,000	59,338	370,000	58,250	795,000		
2027			520,000	30,550	390,000	39,750	405,000		
2028					405,000	20,250	-		

City of Hazelwood Debt Service Fund



Description / Budget

Description / Budget	Econ Dev - Taxable Special Obligation Bond - Emerald	Date, year ending 6/30:	Capital Projects Bond-Energy Efficiency			Special Oblig. Bonds - Emerald Auto.			Total Outstanding	Total Principal & Interest Payment /FY
			Principal payment due	Interest payment due	Outstanding Balance	Principal payment due	Interest payment due	Outstanding Balance		
10 Year Lease/Purchase with Pinnacle Public @3.29%; received \$97,889 from MO DNR Grant and got a State Loan of \$22,217 and applied \$49,673 (5%) as a down payment to end up financing \$943,784.	3 Year Taxable Obligation Bond Series 2011 @ 3.6%. 4 Principal Payments per Year.	2011	48,278	6,986	895,507	9/21/11 Issue - \$1,350,000			24,585,507	2,263,943
		2012	81,733	28,795	813,774	329,101	26,695	1,020,899	24,424,673	2,669,380
		2013	84,444	26,084	729,330	443,586	30,809	577,313	22,751,643	2,785,844
		2014	87,245	23,283	642,085	459,772	14,623	117,541	21,009,626	2,784,942
		2015	90,139	20,389	551,947	117,541	1,058	\$0	19,546,947	2,435,650
		2016	93,129	17,399	458,818				18,148,818	2,311,326
		2017	96,218	14,310	362,600				16,682,600	2,318,309
		2018	99,409	11,119	263,190				15,153,190	2,316,877
		2019	102,707	7,821	160,484				13,555,484	2,317,459
		2020	106,114	4,414	54,370				11,874,370	2,329,122
		2021	54,370	894	\$0				10,170,000	2,275,780
		2022							8,525,000	2,138,300
		2023							6,800,000	2,140,814
		2024							5,000,000	2,134,163
		2025							3,110,000	2,138,405
		2026							1,790,000	1,477,325
2027							405,000	1,475,488		
2028							-	425,250		
2029							-	-		

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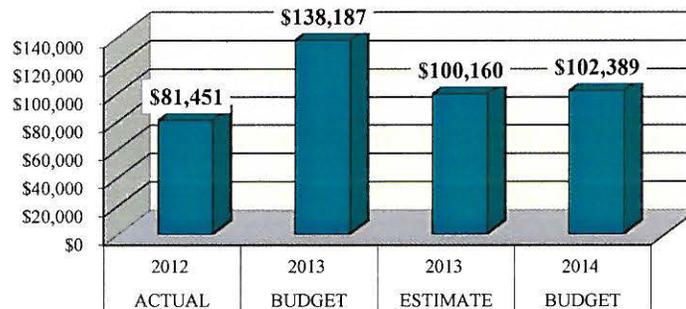
FUND
General

DEPT #
110

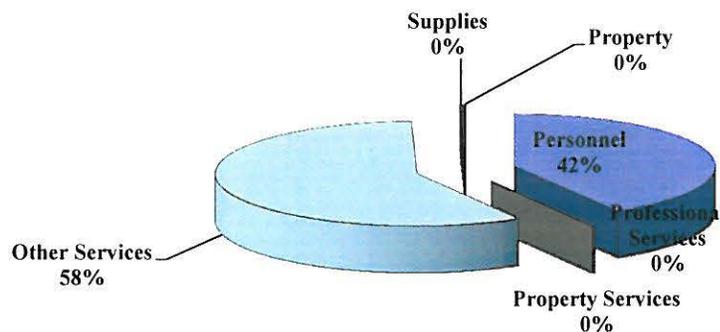


DEPARTMENT
Mayor & Council

Budget Summary, scaled to present detail



Expenditure Distribution



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 2013-2014

- 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.

FUND
General

DEPT #
110



DEPARTMENT
Mayor & Council

- 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
General

DEPT #
110



DEPARTMENT
Mayor & Council

DEPARTMENT SUMMARY					
CLASSIFICATION	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014	INCREASE/ (DECREASE)
Personnel	\$25,203	\$40,047	\$43,239	\$42,409	5.9%
Professional Services	\$0	\$240	\$0	\$240	0.0%
Property Services	\$0	\$0	\$0	\$0	
Other Services	\$55,983	\$97,450	\$56,591	\$59,290	-39.2%
Supplies	\$266	\$400	\$330	\$400	0.0%
Property	\$0	\$50	\$0	\$50	0.0%
GRAND TOTAL	\$81,451	\$138,187	\$100,160	\$102,389	-25.9%

PERSONNEL SCHEDULE						
POSITION TITLE	REQUIREMENTS				BUDGET	BUDGET
	2013	2014			2013	2014
MAYOR	1.00	1.00	\$250	PER MONTH	\$3,000	\$3,000
COUNCIL MEMBERS	8.00	8.00	\$200	PER MONTH	\$19,200	\$19,200
TOTAL	9.00	9.00			\$22,200	\$22,200



FUND
General

DEPT #
110



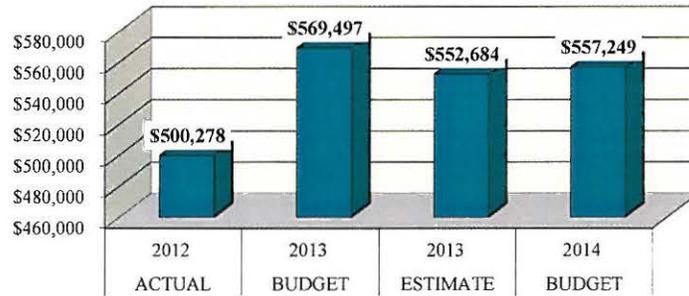
DEPARTMENT
Mayor & Council

CLASSIFICATION	ACCOUNT NO.	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014
Full Time Salary	101	\$0	\$0	\$0	\$0
Part Time Salary	103	22,200	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	1,698	1,698	1,698	1,698
Retirement Fund	126	0	13,789	17,569	17,000
Worker's Compensation	128	60	70	62	76
Health Insurance	130	0	0	0	0
Life/Disability Insurance	132	0	0	0	0
Other Personnel Costs	150	1,245	2,290	1,710	1,435
Total Personnel		\$25,203	\$40,047	\$43,239	\$42,409
Professional Service	200	\$0	\$240	\$0	\$240
Total Professional Service		\$0	\$240	\$0	\$240
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
Total Property Services		\$0	\$0	\$0	\$0
Special Programs/Boards/Com	400	17,583	20,870	17,327	14,300
Credit Card Expenses	410	0	0	0	0
Liability/Property/Auto Ins.	420	13,632	14,300	13,429	14,100
Communications	430	4,257	14,765	75	12,885
Travel/Training/Mileage	440	20,510	47,515	25,760	18,005
Contingencies	495	\$0	\$0	\$0	\$0
Total Other Services		\$55,983	\$97,450	\$56,591	\$59,290
General Supplies	500	266	400	330	400
Vehicle Supplies	530	0	0	0	0
Motor Fuel/Lube	560	0	0	0	0
Street Maintenance Supplies	580	0	0	0	0
Total Supplies		\$266	\$400	\$330	\$400
Improvements	600	0	50	0	50
Furniture/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
Total Property		\$0	\$50	\$0	\$50
GRAND TOTAL		\$81,451	\$138,187	\$100,160	\$102,389

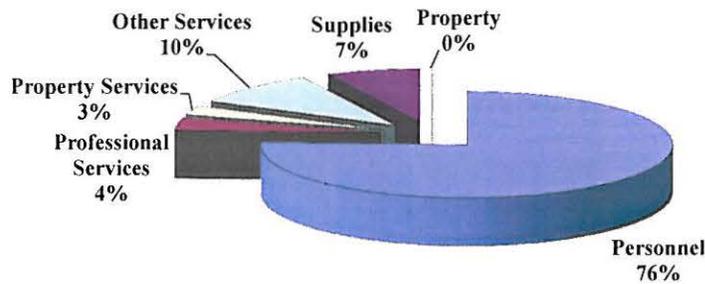




Budget Summary, scaled to present detail



Expenditure Distribution



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. In January, 2010 the City Planner was moved to Public Works to more closely coordinate work tasks with the Public Works Director and Code Enforcement. FY 2010-11 was the first full year of incorporating this change.

GOALS & OBJECTIVES

In Fiscal Year 2013-2014 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
- 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

DEPARTMENT SUMMARY					
CLASSIFICATION	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014	INCREASE/ (DECREASE)
Personnel	\$380,261	\$407,667	\$417,836	\$422,149	3.6%
Professional Services	\$29,875	\$30,475	\$23,939	\$21,725	-28.7%
Property Services	\$14,208	\$16,820	\$15,375	\$15,565	-7.5%
Other Services	\$44,630	\$67,635	\$55,934	\$56,900	-15.9%
Supplies	\$31,304	\$46,900	\$39,600	\$40,910	-12.8%
Property	\$0	\$0	\$0	\$0	
GRAND TOTAL	\$500,278	\$569,497	\$552,684	\$557,249	-2.2%

PERSONNEL SCHEDULE					
POSITION TITLE	REQUIREMENTS		BUDGET 2013	BUDGET 2014	
	2013	2014			
CITY MANAGER	1.00	1.00	\$124,785	124,444	
Transfer to Eco. De	-0.20	-0.20	(\$24,957)	(\$24,889)	20%
ASSISTANT CITY MGR.	1.00	1.00	\$88,718	88,474	
Transfer to Eco. De	-0.33	-0.33	(\$29,277)	(29,196)	33%
COMMUNICATIONS COORDINATOR	1.00	1.00	\$52,972	\$54,857	
Transfer to Eco.D.	-0.40	-0.40	(\$21,189)	(\$21,943)	40%
HUMAN RESOURCE ASSISTANT	1.00	1.00	\$41,240	\$41,127	
Transfer to Eco.D.	-0.50	-0.50	(\$20,620)	(\$20,564)	50%
ADMIN. SECRETARY S-VI	1.00	1.00	\$50,048	\$49,911	
RECEPTIONIST	1.00	1.00	\$33,131	\$33,040	
TOTAL	4.57	4.57	\$294,851	\$295,261	



FUND
General

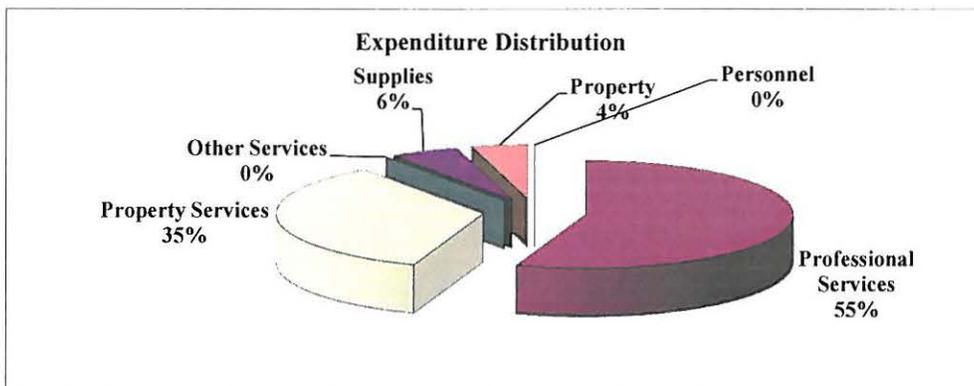
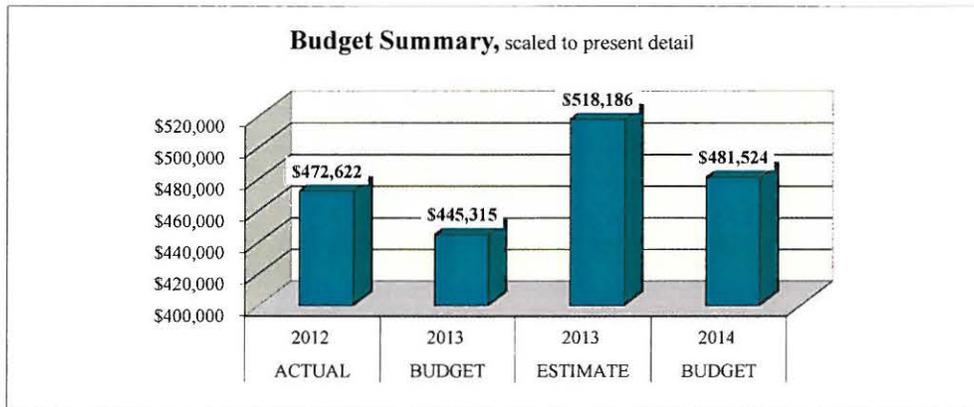
DEPT #
171



DEPARTMENT
City Manager

CLASSIFICATION	ACCOUNT NO.	ACTUAL	BUDGET	ESTIMATE	BUDGET
		2012	2013	2013	2014
Full Time Salary	101	\$277,725	\$294,852	\$294,852	\$295,261
Part Time Salary	103	9,083	2,000	9,000	3,000
Overtime pay	105	394	0	0	0
Holiday pay	107	0	0	0	0
Accrued Leave	120	0	0	0	0
Unemployment Comp.	122	2,542	4,000	5,800	6,500
Social Security	124	22,626	22,959	23,281	22,854
Retirement Fund	126	36,868	37,727	35,765	38,791
Worker's Compensation	128	750	864	843	1,037
Health Insurance	130	23,174	38,920	42,125	45,800
Life/Disability Insurance	132	1,262	1,345	975	1,406
Other Personnel Costs	150	5,836	5,000	5,195	7,500
Total Personnel		\$380,261	\$407,667	\$417,836	\$422,149
Professional Service	200	\$29,875	\$30,475	\$23,939	\$21,725
Total Professional Service		\$29,875	\$30,475	\$23,939	\$21,725
Rental Equipment	320	0	0	0	0
Utilities	330	1,438	1,920	1,425	1,465
Vehicle Maintenance	350	462	600	450	600
Equipment Maintenance	360	12,309	14,300	13,500	13,500
Building Maintenance	370	0	0	0	0
Other Property Services	380	0	0	0	0
Total Property Services		\$14,208	\$16,820	\$15,375	\$15,565
Special Programs	400	0	1,000	1,882	1,500
Credit Card Expenses	410	0	0	0	0
Liability/Property/Auto Ins.	420	13,632	14,300	13,429	14,100
Communications	430	24,267	43,195	32,649	39,875
Travel/Training/Mileage	440	6,121	9,140	7,974	1,425
Contingencies	495	\$610	\$0	\$0	\$0
Total Other Services		\$44,630	\$67,635	\$55,934	\$56,900
General Supplies	500	28,022	43,100	35,600	36,500
Vehicle Supplies	530	141	500	400	500
Motor Fuel/Lube	560	3,141	3,300	3,600	3,910
Street Maintenance Supplies	580	0	0	0	0
Total Supplies		\$31,304	\$46,900	\$39,600	\$40,910
Improvements	600	0	0	0	0
Furniture/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
Total Property		\$0	\$0	\$0	\$0
GRAND TOTAL		\$500,278	\$569,497	\$552,684	\$557,249





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 120 workstations and 100 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: Asst. City Manager (Chair), Asst. Police Chief, City Clerk, Fire Chief, Director of Public Works, Finance Director, Parks and Recreation Superintendent, Public Works Superintendent and the REJIS Representative.

FUND
General

DEPT #
175



DEPARTMENT
Information Systems

GOALS

1. Increased efficiency and a more secure network are still the main objectives for the 2012 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

DEPARTMENT SUMMARY					
CLASSIFICATION	ACTUAL	BUDGET	ESTIMATE	BUDGET	INCREASE/
	2012	2013	2013	2014	(DECREASE)
Personnel	\$0	\$0	\$0	\$0	
Professional Services	\$264,982	\$252,278	\$270,937	\$266,825	5.8%
Property Services	\$176,535	\$149,537	\$210,145	\$167,638	12.1%
Other Services	\$0	\$0	\$0	\$0	
Supplies	\$25,896	\$29,500	\$23,672	\$26,100	
Property	\$5,209	\$14,000	\$13,432	\$20,961	49.7%
GRAND TOTAL	\$472,622	\$445,315	\$518,186	\$481,524	8.1%

PERSONNEL SCHEDULE				
POSITION TITLE	REQUIREMENTS		BUDGET	BUDGET
	2013	2014	2013	2014
TOTAL	0.00	0.00	\$0	\$0



FUND
General

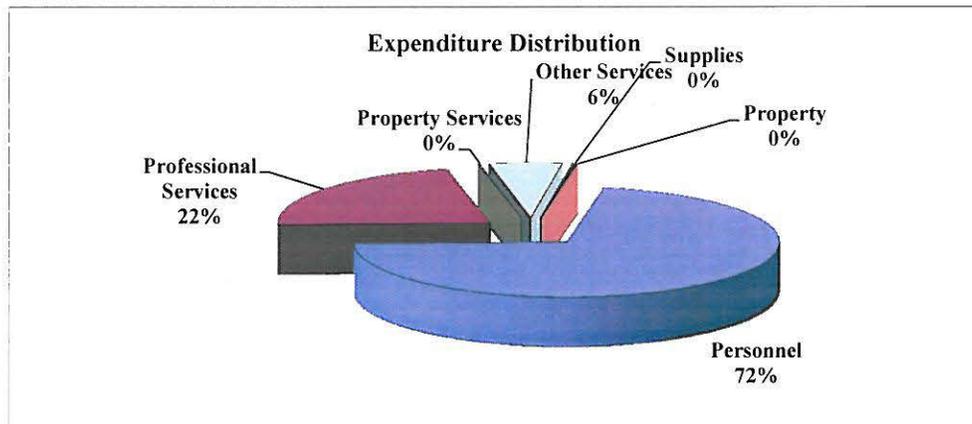
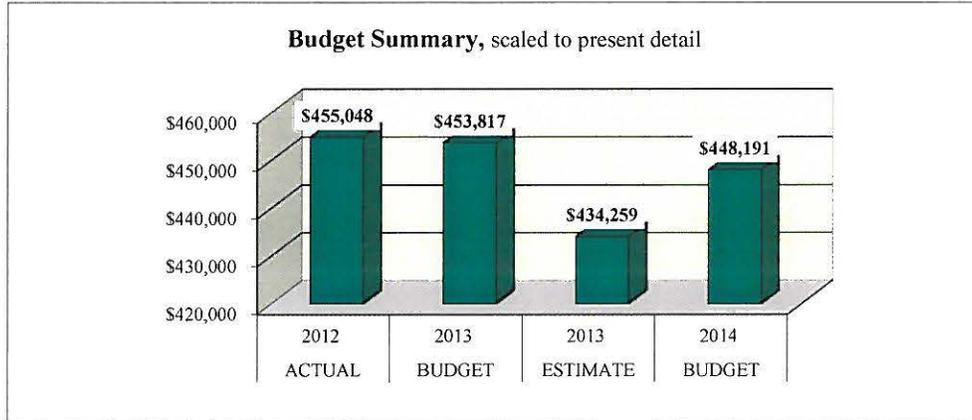
DEPT #
175



DEPARTMENT
Information Systems

CLASSIFICATION	ACCOUNT NO.	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014
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
Total Personnel		\$0	\$0	\$0	\$0
Professional Service	200	\$264,982	\$252,278	\$270,937	\$266,825
Total Professional Service		\$264,982	\$252,278	\$270,937	\$266,825
Rental Equipment	320	0	0	0	0
Utilities	330	72,913	61,697	71,864	72,000
Vehicle Maintenance	350	0	0	0	0
Equipment Maintenance	360	103,622	87,840	138,281	95,638
Building Maintenance	370	0	0	0	0
Other Property Services	380	0	0	0	0
Total Property Services		\$176,535	\$149,537	\$210,145	\$167,638
Special Programs	400	0	0	0	0
Credit Card Expenses	410	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
Total Other Services		\$0	\$0	\$0	\$0
General Supplies	500	25,896	29,500	23,672	26,100
Vehicle Supplies	530	0	0	0	0
Motor Fuel/Lube	560	0	0	0	0
Street Maintenance Supplies	580	0	0	0	0
Total Supplies		\$25,896	\$29,500	\$23,672	\$26,100
Improvements	600	0	0	0	0
Furniture/Equipment	620	0	0	0	0
Computers/IS	650	5,209	14,000	13,432	20,961
Vehicle Equipment	670	0	0	0	0
Items for Resale	695	0	0	0	0
Total Property		\$5,209	\$14,000	\$13,432	\$20,961
GRAND TOTAL		\$472,622	\$445,315	\$518,186	\$481,524





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

FUND
General

DEPT #
201



Hazelwood

DEPARTMENT
Finance

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.

2013 ACCOMPLISHMENTS

- 1) Created Monthly Financial Statements
- 2) Accepted Credit Card Payments

2014 GOALS

- 1) Continue to closely monitor the City's financial condition and provide timely information to appropriate stakeholders

FUND
General

DEPT #
201



DEPARTMENT
Finance

DEPARTMENT SUMMARY					
CLASSIFICATION	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014	INCREASE/ (DECREASE)
Personnel	\$327,382	\$307,391	\$309,222	\$321,217	4.5%
Professional Services	\$98,597	\$113,670	\$94,677	\$99,904	-12.1%
Property Services	\$472	\$480	\$480	\$480	0.0%
Other Services	\$20,304	\$29,786	\$27,468	\$24,840	-16.6%
Supplies	\$1,676	\$2,290	\$1,667	\$1,550	-32.3%
Property	\$6,616	\$200	\$745	\$200	0.0%
GRAND TOTAL	\$455,048	\$453,817	\$434,259	\$448,191	-1.2%

PERSONNEL SCHEDULE				
POSITION TITLE	REQUIREMENTS		BUDGET 2013	BUDGET 2014
	2013	2014		
FINANCE DIRECTOR	1.00	1.00	\$84,871	\$87,069
ACCOUNTING OFFICE COORDINATOR	1.00	1.00	\$49,328	\$50,548
PAYROLL SPECIALIST	1.00	1.00	\$45,255	\$45,416
ACCTG. SPECIALIST	1.00	1.00	\$45,790	\$46,896
TOTAL	4.00	4.00	\$225,244	\$229,929



FUND
General

DEPT #
201



DEPARTMENT
Finance

CLASSIFICATION	ACCOUNT NO.	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014
Full Time Salary	101	\$244,400	\$225,244	\$225,244	\$229,929
Part Time Salary	103	0	0	0	0
Overtime pay	105	457	500	50	200
Holiday pay	107	0	0	0	0
Accrued Leave	120	0	0	0	0
Unemployment Comp.	122	0	0	0	0
Social Security	124	17,912	17,269	17,235	17,605
Retirement Fund	126	33,407	28,616	28,970	29,806
Worker's Compensation	128	570	664	628	773
Health Insurance	130	29,546	34,070	35,971	38,628
Life/Disability Insurance	132	929	978	974	990
Other Personnel Costs	150	162	50	150	3,287
Total Personnel		\$327,382	\$307,391	\$309,222	\$321,217
Professional Service	200	\$98,597	\$113,670	\$94,677	\$99,904
Total Professional Service		\$98,597	\$113,670	\$94,677	\$99,904
Rental Equipment	320	0	0	0	0
Utilities	330	472	480	480	480
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
Total Property Services		\$472	\$480	\$480	\$480
Special Programs	400	0	0	0	0
Credit Card Expenses	410	0	5,976	5,976	6,000
Liability/Property/Auto Ins.	420	13,632	14,300	13,429	14,100
Communications	430	3,216	4,435	3,656	4,415
Travel/Training/Mileage	440	3,456	5,075	4,398	325
Contingencies	495	\$0	\$0	\$9	\$0
Total Other Services		\$20,304	\$29,786	\$27,468	\$24,840
General Supplies	500	1,676	2,290	1,667	1,550
Vehicle Supplies	530	0	0	0	0
Motor Fuel/Lube	560	0	0	0	0
Street Maintenance Supplies	580	0	0	0	0
Total Supplies		\$1,676	\$2,290	\$1,667	\$1,550
Improvements	600	0	0	0	0
Furniture/Equipment	620	216	200	745	200
Computers/IS	650	6,400	0	0	0
Vehicle Equipment	670	0	0	0	0
Items for Resale	695	0	0	0	0
Total Property		\$6,616	\$200	\$745	\$200
GRAND TOTAL		\$455,048	\$453,817	\$434,259	\$448,191



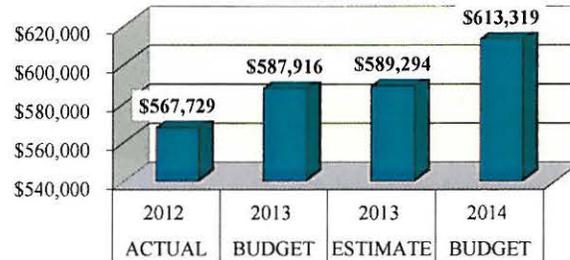
FUND
General

DEPT #
210

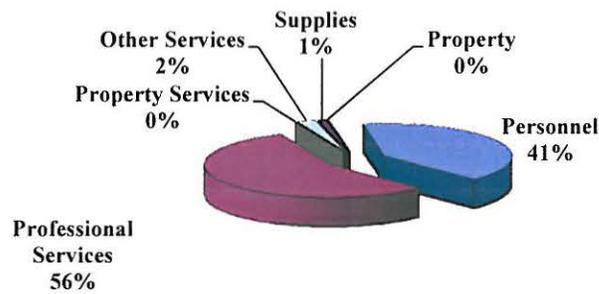


DEPARTMENT
Legal

Budget Summary, scaled to present detail



Expenditure Distribution



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



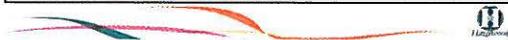
DEPARTMENT
Legal

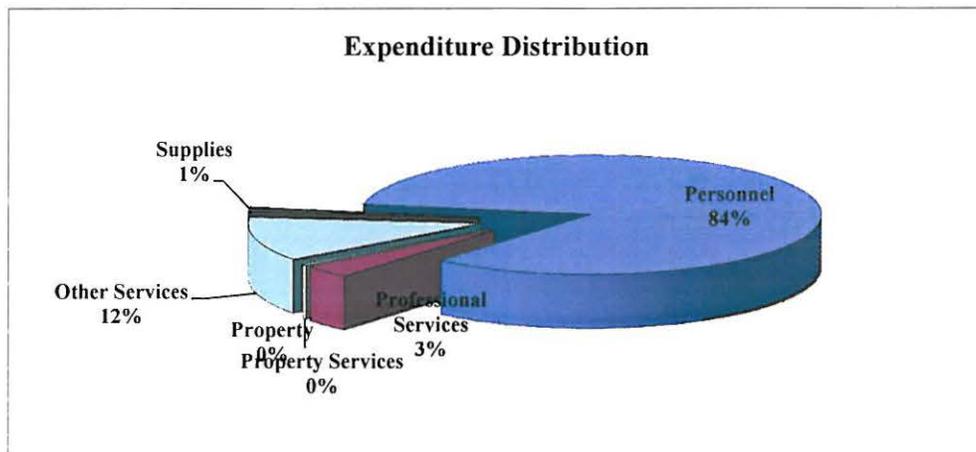
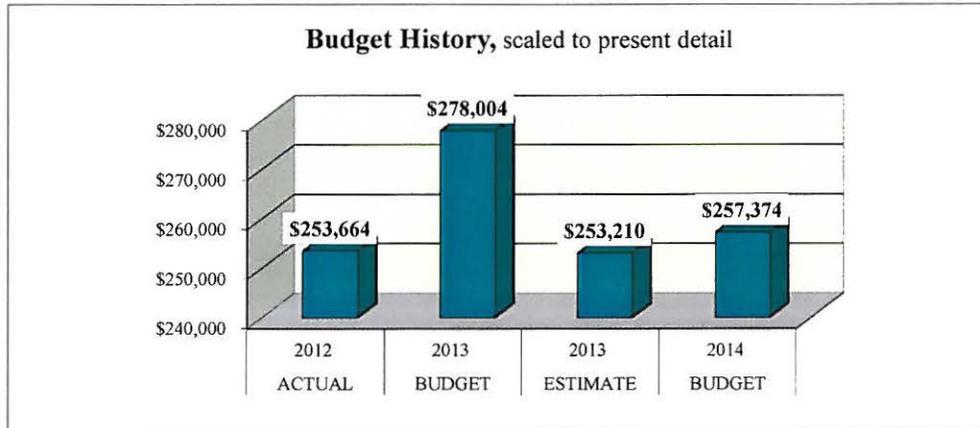
DEPARTMENT SUMMARY					
CLASSIFICATION	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014	INCREASE/ (DECREASE)
Personnel	\$211,435	\$226,545	\$227,605	\$247,799	9.4%
Professional Services	\$335,533	\$339,224	\$340,338	\$343,824	1.4%
Property Services	\$0	\$0	\$0	\$0	
Other Services	\$18,615	\$16,866	\$15,493	\$14,132	-16.2%
Supplies	\$2,146	\$5,281	\$5,858	\$6,274	18.8%
Property	\$0	\$0	\$0	\$1,290	
GRAND TOTAL	\$567,729	\$587,916	\$589,294	\$613,319	4.3%

PERSONNEL SCHEDULE				
POSITION TITLE	REQUIREMENTS		BUDGET 2013	BUDGET 2014
	2013	2014		
Court Clerk	1.00	1.00	\$50,212	\$50,212
Deputy Court Clerk	1.00	1.00	\$37,720	\$38,654
Court Clerk Typist	2.00	2.00	\$64,738	\$66,480
Court Clerk Typist/Receptionist	0.00	0.40	\$0	\$400
Pay Plan increases				
TOTAL	4.00	4.40	\$152,670	\$155,746



CLASSIFICATION	ACCOUNT NO.	ACTUAL	BUDGET	ESTIMATE	BUDGET
		2012	2013	2013	2014
Full Time Salary	101	\$140,960	\$152,670	\$152,670	\$155,346
Part Time Salary	103	2,152	0	180	200
Overtime pay	105	4,964	6,000	8,438	21,224
Holiday pay	107	0	0	0	0
Accrued Leave	120	0	0	0	0
Unemployment Comp.	122	0	0	0	0
Social Security	124	11,164	12,138	12,339	13,523
Retirement Fund	126	20,596	19,473	19,714	20,137
Worker's Compensation	128	370	437	426	524
Health Insurance	130	29,546	34,070	32,083	35,082
Life/Disability Insurance	132	723	797	795	803
Other Personnel Costs	150	960	960	960	960
Total Personnel		\$211,435	\$226,545	\$227,605	\$247,799
Professional Service	200	\$335,533	\$339,224	\$340,338	\$343,824
Total Professional Service		\$335,533	\$339,224	\$340,338	\$343,824
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
Total Property Services		\$0	\$0	\$0	\$0
Special Programs	400	0	0	0	0
Credit Card Expenses	410	0	0	0	0
Liability/Property/Auto Ins.	420	12,601	13,200	12,435	13,000
Communications	430	3,881	830	180	360
Travel/Training/Mileage	440	2,178	2,836	494	772
Contingencies	495	(\$46)	\$0	\$2,384	\$0
Total Other Services		\$18,615	\$16,866	\$15,493	\$14,132
General Supplies	500	2,146	5,281	5,858	6,274
Vehicle Supplies	530	0	0	0	0
Motor Fuel/Lube	560	0	0	0	0
Street Maintenance Supplies	580	0	0	0	0
Total Supplies		\$2,146	\$5,281	\$5,858	\$6,274
Improvements	600	0	0	0	0
Furniture/Equipment	620	0	0	0	1,290
Computers/IS	650	0	0	0	0
Vehicle Equipment	670	0	0	0	0
Items for Resale	695	0	0	0	0
Total Property		\$0	\$0	\$0	\$1,290
GRAND TOTAL		\$567,729	\$587,916	\$589,294	\$613,319





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 2013-2014

- 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 City Code.

FUND
General

DEPT #
215



DEPARTMENT
City Clerk

- 3 - Creation and preparation of communications from the Mayor, City Council and City Clerk's Department and the efficient maintenance of correspondence files.
- 4 - Processing of contracts, zoning and Special Land Use Permit petitions, scheduling and organizing public hearings, follow-up until projects are complete.
- 5 - Orientation and guidance for newly elected officials.
- 6 - Efficient conduct of all municipal elections.
- 7 - Development and implementation of record keeping procedures, categorization and indexing which will expedite research and retrieval efforts. Last year's budget included a record retention system that will improve our current record keeping procedure. All documents under the City Clerk's care are being scanned and filed electronically providing a more efficient method of organizing research documents. This system has been made available to all departments who wish to use it.
- 8 - Preparation of the budgets for the City Council and this department.
- 9 - Continued active participation in professional, civic and governmental organizations, serving on committees and boards.
- 10 - Responsible communication, liaison and cooperation with Hazelwood citizens, businesses, state elected officials, civic and governmental organizations.
- 11 - Preparation and maintenance of the monthly City calendar.

FUND
General

DEPT #
215



DEPARTMENT
City Clerk

DEPARTMENT SUMMARY					
CLASSIFICATION	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014	INCREASE/ (DECREASE)
Personnel	\$206,299	\$211,319	\$210,761	\$214,669	1.6%
Professional Services	\$8,315	\$14,770	\$7,805	\$8,760	-40.7%
Property Services	\$466	\$480	\$475	\$830	72.9%
Other Services	\$37,341	\$48,515	\$33,029	\$30,385	-37.4%
Supplies	\$1,004	\$2,680	\$890	\$2,730	1.9%
Property	\$240	\$240	\$250	\$0	100.0%
GRAND TOTAL	\$253,664	\$278,004	\$253,210	\$257,374	-7.4%
	-	(3,621)	-	-	

PERSONNEL SCHEDULE				
POSITION TITLE	REQUIREMENTS		BUDGET 2013	BUDGET 2014
	2013	2014		
CITY CLERK	1.00	1.00	\$71,411	\$71,411
DEPUTY CITY CLERK	1.00	1.00	\$50,048	\$50,048
SECRETARY	1.00	1.00	\$26,020	\$30,517
PART TIME CLERICAL	0.31	0.17	\$8,174	\$4,500
Pay Plan increases				
TOTAL	3.31	3.17	\$155,653	\$156,476



FUND
General

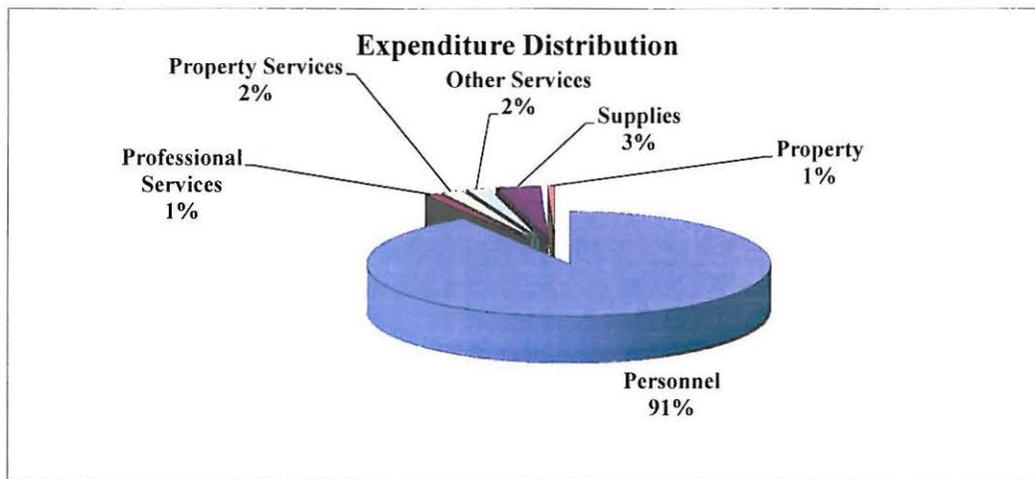
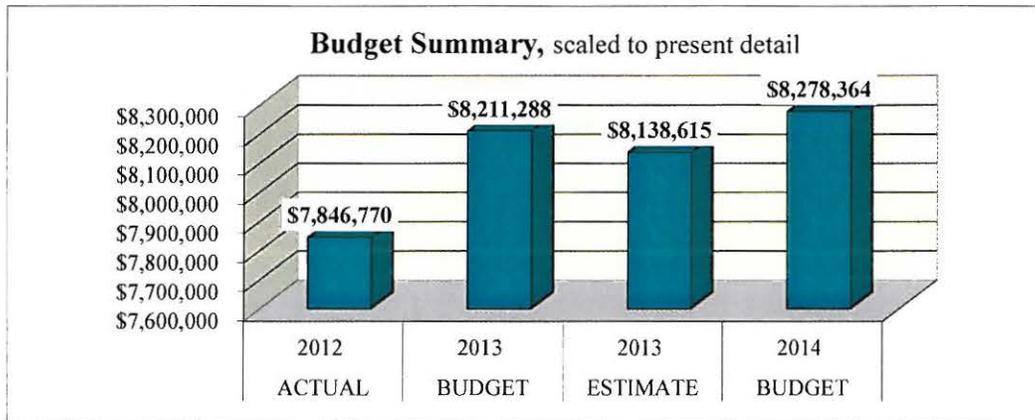
DEPT #
215



DEPARTMENT
City Clerk

CLASSIFICATION	ACCOUNT NO.	ACTUAL	BUDGET	ESTIMATE	BUDGET
		2012	2013	2013	2014
Full Time Salary	101	\$150,797	\$156,340	\$147,479	\$151,976
Part Time Salary	103	0	0	8,174	4,500
Overtime pay	105	37	45	45	100
Holiday pay	107	0	0	0	0
Accrued Leave	120	0	0	0	0
Unemployment Comp.	122	0	0	0	0
Social Security	124	10,866	11,963	11,911	11,978
Retirement Fund	126	21,437	19,909	20,155	19,902
Worker's Compensation	128	370	431	436	536
Health Insurance	130	22,152	21,929	21,929	24,936
Life/Disability Insurance	132	639	702	632	691
Other Personnel Costs	150	0	0	0	50
Total Personnel		\$206,299	\$211,319	\$210,761	\$214,669
Professional Service	200	\$8,315	\$14,770	\$7,805	\$8,760
Total Professional Service		\$8,315	\$14,770	\$7,805	\$8,760
Rental Equipment	320	0	0	0	0
Utilities	330	466	480	475	480
Vehicle Maintenance	350	0	0	0	0
Equipment Maintenance	360	0	0	0	350
Building Maintenance	370	0	0	0	0
Other Property Services	380	0	0	0	0
Total Property Services		\$466	\$630	\$475	\$830
Special Programs	400	0	0	0	0
Credit Card Expenses	410	0	0	0	0
Liability/Property/Auto Ins.	420	13,632	14,300	13,429	14,100
Communications	430	21,062	21,825	13,785	14,550
Travel/Training/Mileage	440	2,647	12,390	5,815	1,735
Contingencies	495	\$0	\$0	\$0	\$0
Total Other Services		\$37,341	\$48,515	\$33,029	\$30,385
General Supplies	500	1,004	2,680	890	2,730
Vehicle Supplies	530	0	0	0	0
Motor Fuel/Lube	560	0	0	0	0
Street Maintenance Supplies	580	0	0	0	0
Total Supplies		\$1,004	\$2,680	\$890	\$2,730
Improvements	600	240	0	0	0
Furniture/Equipment	620	0	240	250	0
Computers/IS	650	0	0	0	0
Vehicle Equipment	670	0	0	0	0
Items for Resale	695	0	0	0	0
Total Property		\$240	\$0	\$250	\$0
GRAND TOTAL		\$253,664	\$277,914	\$253,210	\$257,374





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 2013-2014

- 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.
- 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 which provides information on solving neighborhood problems by the community policing teams.

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. and includes uniforms for 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 our canines.
- 320 Rental: This account reflects the cost for IBM REJIS terminals 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 29 department mobile phones.

FUND
General

DEPT #
301



DEPARTMENT
Police

- 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 Violent Crime Task Force, to hold one session of the Hazelwood Youth Leadership Academy and the cost of International Accreditation Program through the Commission on Law Enforcement Accreditation (CALEA)
- 420 Building Insurance: This account is the police portion of the building insurance and City 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 cost of inservice training at the St. Louis County Municipal Police Academy. Cost of numerous police training programs offered by local, state and federal agencies. The Funds for this training is from the \$3.00 surcharge on traffic citations.
- 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: 51,000 gallons of gasoline at \$3.37 a gallon and 100 gallons of diesel fuel @ \$3.67 a gallon 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
General

DEPT #
301



DEPARTMENT
Police

DEPARTMENT SUMMARY					
CLASSIFICATION	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014	INCREASE/ (DECREASE)
Personnel	\$7,144,699	\$7,436,088	\$7,388,874	\$7,555,353	1.6%
Professional Services	\$82,984	\$96,168	\$95,371	\$91,304	-5.1%
Property Services	\$121,129	\$160,351	\$140,455	\$142,459	-11.2%
Other Services	\$144,667	\$154,122	\$162,205	\$147,421	-4.3%
Supplies	\$265,771	\$298,660	\$287,757	\$294,068	-1.5%
Property	\$87,519	\$65,899	\$63,953	\$47,759	-27.5%
GRAND TOTAL	\$7,846,770	\$8,211,288	\$8,138,615	\$8,278,364	0.8%
	-	(16,765)	-	-	

PERSONNEL SCHEDULE				
POSITION TITLE	REQUIREMENTS		BUDGET 2013	BUDGET 2014
	2013	2014		
Chief	1.00	1.00	\$65,553	\$97,529
Director (Major)	0.00	1.00	\$14,162	\$91,410
Manager	2.00	2.00	\$160,641	\$166,198
Inspector (Lt)	5.00	4.00	\$359,897	\$310,766
Supervisor (Sgt)	8.00	8.00	\$583,470	\$561,551
Detective	10.00	10.00	\$593,541	\$603,545
Officer	44.00	43.00	\$2,511,726	\$2,472,145
Admin Sup	1.00	1.00	\$55,688	\$55,688
Telecomm.	8.00	8.00	\$353,934	\$360,064
Admin.Secretary	1.00	1.00	\$44,682	\$44,682
Police Clerk	1.00	1.00	\$30,777	\$33,427
Law Enf.Info.Sp	1.00	1.00	\$62,041	\$62,041
Dom. Abuse	1.00	1.00	\$56,896	\$56,896
Anim Con/Code En	1.00	1.00	\$32,041	\$35,802
Pt Dispatchers	0.40	0.40	\$26,192	\$27,482
PT Police Clerk	0.50	0.50	\$7,644	\$29,046
TOTAL	84.90	83.90	\$4,958,885	\$5,008,272



FUND
General

DEPT #
301

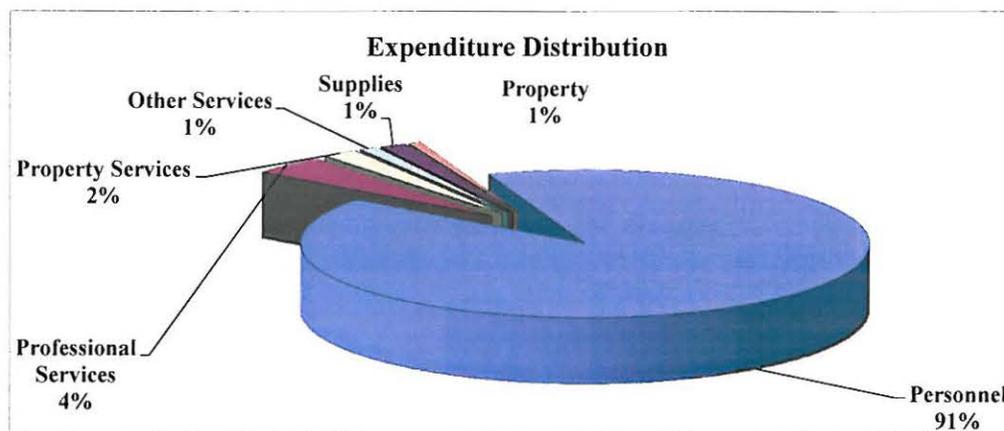
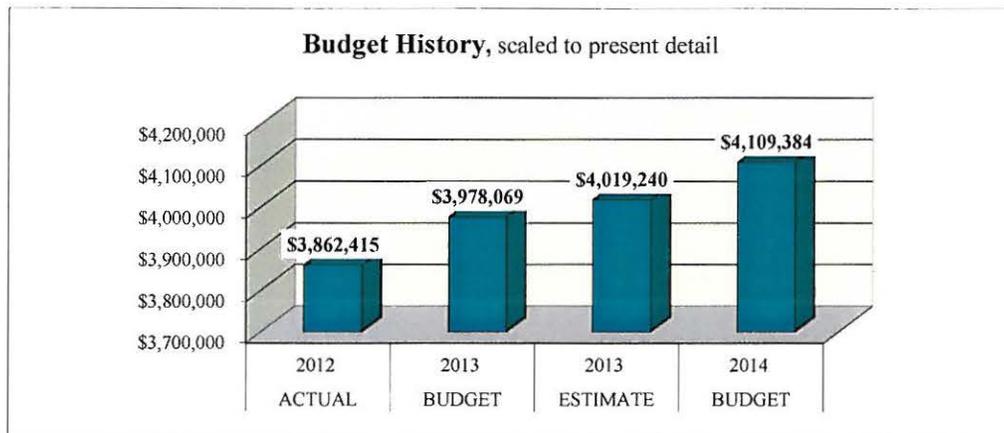


Hazelwood

DEPARTMENT
Police

CLASSIFICATION	ACCOUNT NO.	ACTUAL	BUDGET	ESTIMATE	BUDGET
		2012	2013	2013	2014
Full Time Salary	101	4,911,004	\$5,182,570	\$5,076,130	\$5,102,017
Part Time Salary	103	58,531	38,655	33,836	56,528
Overtime pay	105	198,785	173,902	250,665	251,047
Holiday pay	107	0	0	0	0
Accrued Leave	120	0	0	0	0
Unemployment Comp.	122	0	0	0	0
Social Security	124	378,375	412,727	410,088	413,834
Retirement Fund	126	733,101	645,833	653,825	648,390
Worker's Compensation	128	174,367	169,474	163,699	198,510
Health Insurance	130	630,998	730,268	729,964	780,980
Life/Disability Insurance	132	20,017	21,290	20,612	21,319
Other Personnel Costs	150	39,522	61,369	50,055	82,729
Total Personnel		\$7,144,699	\$7,436,088	\$7,388,874	\$7,555,353
Professional Service	200	\$82,984	\$96,168	\$95,371	\$91,304
Total Professional Service		\$82,984	\$96,168	\$95,371	\$91,304
Rental Equipment	320	0	408	408	408
Utilities	330	17,701	25,392	22,505	21,691
Vehicle Maintenance	350	16,969	30,000	18,782	19,500
Equipment Maintenance	360	84,877	99,891	92,110	96,000
Building Maintenance	370	1,583	4,660	6,650	4,860
Other Property Services	380	0	0	0	0
Total Property Services		\$121,129	\$160,351	\$140,455	\$142,459
Special Programs	400	35,286	40,167	35,154	33,685
Credit Card Expenses	410	0	0	0	0
Liability/Property/Auto Ins.	420	37,386	39,300	36,646	38,600
Communications	430	12,984	19,230	14,911	15,800
Travel/Training/Mileage	440	30,792	54,725	55,444	48,636
Contingencies	495	\$28,219	\$700	\$20,050	\$10,700
Total Other Services		\$144,667	\$154,122	\$162,205	\$147,421
General Supplies	500	62,232	86,750	79,342	82,130
Vehicle Supplies	530	28,607	33,000	31,426	34,700
Motor Fuel/Lube	560	174,932	178,910	176,989	177,238
Street Maintenance Supplies	580	0	0	0	0
Total Supplies		\$265,771	\$298,660	\$287,757	\$294,068
Improvements	600	3,645	11,975	15,602	0
Furniture/Equipment	620	45,994	8,200	3,594	3,420
Computers/IS	650	33,851	34,500	34,087	35,039
Vehicle Equipment	670	4,030	11,224	10,670	9,300
Items for Resale	695	0	0	0	0
Total Property		\$87,519	\$65,899	\$63,953	\$47,759
GRAND TOTAL		\$7,846,770	\$8,211,288	\$8,138,615	\$8,278,364





GENERAL ANALYSIS 2010 - 2011

This past year was a year of transition. With the retirement of our long standing Fire Chief, subsequent promotions and hiring new employees, we have worked through many adjustments. Significant time has been utilized in familiarization with new responsibilities and settling in to an effective process. All divisions; Training, EMS, and Public Education, are fully operational and fulfilling their mission.

GOALS: 2012 - 2013

Equipment replacement necessitated by budget reduction measures in recent years will be one primary goal this year. In addition, a focus on specialized training with emphasis on improved performance and employee safety will be the priority. Transitioning to a more efficient, web based, incident report system tied into a paperless inspection report system will allow us to streamline these vital functions.

BUDGET COMMENTS

101 - Full Time Salaries - This account reflects salary cost of 34 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 when personnel are absent due to illness or injuries, training and required meetings.

FUND
General

DEPT #
330



DEPARTMENT
Fire

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.

330 - 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.

360 - Equipment Maintenance - This covers an estimate of annual repairs.

370 - Building Maintenance - This cost covers repairing, replacing, or improving items throughout the Department.

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

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.

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.

520 - Landscape - This account covers the cost of supplies used annually in the operation of the department

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.

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

650 - Computers - This account is for software unique to the department and computer air cards for portable computers.

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

DEPARTMENT SUMMARY					
CLASSIFICATION	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014	INCREASE/ (DECREASE)
Personnel	\$3,463,188	\$3,598,789	\$3,655,757	\$3,725,230	3.5%
Professional Services	\$162,719	\$143,843	\$147,379	\$172,489	19.9%
Property Services	\$79,894	\$76,977	\$84,566	\$81,594	6.0%
Other Services	\$44,081	\$58,985	\$49,223	\$42,300	-28.3%
Supplies	\$49,906	\$59,675	\$54,579	\$59,471	-0.3%
Property	\$62,627	\$39,800	\$27,736	\$28,300	-28.9%
GRAND TOTAL	\$3,862,415	\$3,978,069	\$4,019,240	\$4,109,384	3.3%
	-	7,565	-	-	

PERSONNEL SCHEDULE				
POSITION TITLE	REQUIREMENTS		BUDGET 2013	BUDGET 2014
	2013	2014		
FIRE CHIEF	1.00	1.00	\$99,149	\$101,567
FIRE CHIEF UNFILLED POSITION			\$0	\$0
ASST CHIEF	1.00	1.00	\$79,904	\$82,024
FF SUPRVS	6.00	6.00	\$489,148	\$494,349
FF INSPECTR	3.00	3.00	\$200,047	\$227,583
FF/PARAMEDIC	13.00	14.00	\$828,894	\$878,704
FIRE FIGHTER	8.00	7.00	\$512,914	\$447,004
SECRETARY	1.00	1.00	\$41,448	\$42,476
SECRETARY I	0.40	0.40	\$18,927	\$18,448
FIRE MARSHAL	1.00	1.00	\$84,958	\$84,958
TOTAL	34.40	34.40	\$2,355,389	\$2,377,113



FUND
General

DEPT #
330

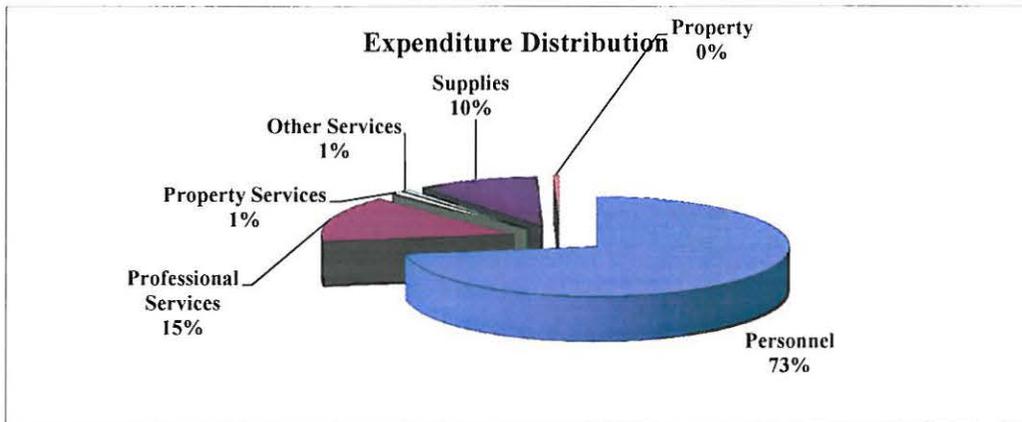
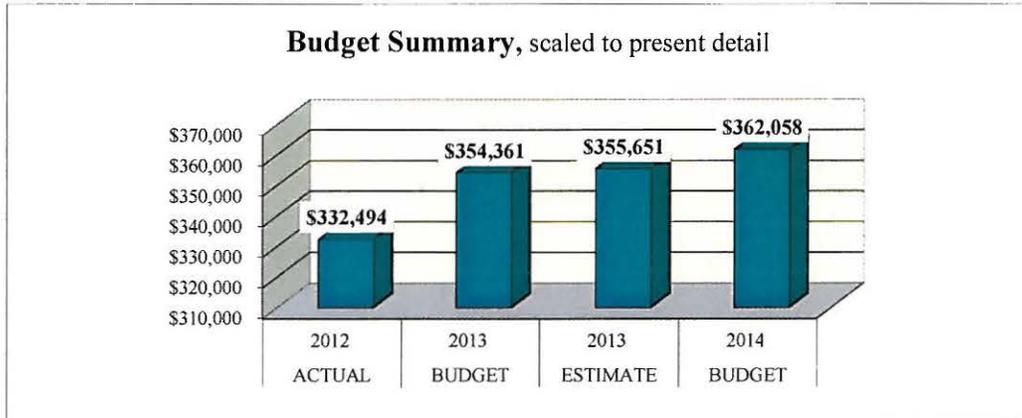


DEPARTMENT
Fire

CLASSIFICATION	ACCOUNT NO.	ACTUAL	BUDGET	ESTIMATE	BUDGET
		2012	2013	2013	2014
Full Time Salary	101	\$2,240,370	\$2,371,160	\$2,407,563	\$2,431,143
Part Time Salary	103	17,646	17,427	18,927	18,448
Overtime pay	105	274,121	230,000	244,400	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	184,044	200,322	204,323	204,989
Retirement Fund	126	329,870	296,052	299,716	295,375
Worker's Compensation	128	129,570	149,405	148,730	182,937
Health Insurance	130	251,118	297,145	297,144	325,002
Life/Disability Insurance	132	8,862	9,278	9,455	9,336
Other Personnel Costs	150	27,587	28,000	25,500	28,000
Total Personnel		\$3,463,188	\$3,598,789	\$3,655,757	\$3,725,230
Professional Service	200	\$162,719	\$143,843	\$147,379	\$172,489
Total Professional Service		\$162,719	\$143,843	\$147,379	\$172,489
Rental Equipment	320	0	0	0	0
Utilities	330	43,014	43,877	43,693	45,494
Vehicle Maintenance	350	21,797	18,000	27,605	21,000
Equipment Maintenance	360	8,254	7,500	4,984	7,500
Building Maintenance	370	6,680	6,500	7,684	6,500
Other Property Services	380	150	1,100	600	1,100
Total Property Services		\$79,894	\$76,977	\$84,566	\$81,594
Special Programs	400	2,567	4,000	2,000	4,000
Credit Card Expenses	410	0	0	0	0
Liability/Property/Auto Ins.	420	21,068	22,100	20,699	21,800
Communications	430	1,866	4,500	3,500	4,500
Travel/Training/Mileage	440	18,530	25,385	21,024	9,000
Contingencies	495	\$50	\$3,000	\$2,000	\$3,000
Total Other Services		\$44,081	\$58,985	\$49,223	\$42,300
General Supplies	500	23,650	26,800	24,550	26,800
Vehicle Supplies	530	2,598	5,000	4,000	5,000
Motor Fuel/Lube	560	23,658	27,875	26,029	27,671
Street Maintenance Supplies	580	0	0	0	0
Total Supplies		\$49,906	\$59,675	\$54,579	\$59,471
Improvements	600	0	0	0	0
Furniture/Equipment	620	47,619	34,800	22,300	23,300
Computers/IS	650	9,372	0	0	0
Vehicle Equipment	670	5,636	5,000	5,436	5,000
Items for Resale	695	0	0	0	0
Total Property		\$62,627	\$39,800	\$27,736	\$28,300
GRAND TOTAL		\$3,862,415	\$3,978,069	\$4,019,240	\$4,109,384

FUND <i>General</i>	DEPT # 333	 <i>Hazelwood</i>			DEPARTMENT / DIVISION <i>Fire / Ambulance Service</i>
ACCT.NO & NAME	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	PROPOSED 2014	DESCRIPTION

FUND <i>General</i>	DEPT # 333	 <i>Hazelwood</i>			DEPARTMENT <i>Ambulance Service</i>
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GENERAL

The ambulance service budget is one that reflects only the cost of operating the ambulance service within the Fire Department. Items left open in this budget can be found in the regular Fire Department budget. This is done since several items would have to be done with or without the ambulance service existence such as heat.

ANALYSIS

The Hazelwood Fire Department Ambulance Service is believed to be the only fire service based ambulance operating minimal cost to the organization. The City is proud of this accomplishment.

GOALS

The departments goals for this year will be to continue to find ways to maintain or improve service levels. This will include re implementation of the patient follow up program and an assessment using surveys.

FUND <i>General</i>	DEPT # 333	 <i>Hazelwood</i>			DEPARTMENT / DIVISION <i>Fire / Ambulance Service</i>
ACCT.NO & NAME	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	PROPOSED 2014	DESCRIPTION

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 the billing service and backup ambulance in addition to contracted training.

330 - Utilities - This account includes medical communication line charges.

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 if needed.

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, Lube. - 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.

DEPARTMENT SUMMARY					
CLASSIFICATION	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014	INCREASE/ (DECREASE)
Personnel	\$249,043	\$273,536	\$258,053	\$263,040	-3.8%
Professional Services	\$25,708	\$35,415	\$52,215	\$54,440	53.7%
Property Services	\$999	\$3,740	\$3,200	\$3,200	-14.4%
Other Services	\$1,961	\$2,600	\$2,428	\$2,500	-3.8%
Supplies	\$33,300	\$37,370	\$38,055	\$37,178	-0.5%
Property	\$21,483	\$1,700	\$1,700	\$1,700	0.0%
GRAND TOTAL	\$332,494	\$354,361	\$355,651	\$362,058	2.2%

PERSONNEL SCHEDULE				
POSITION TITLE	REQUIREMENTS		BUDGET 2013	BUDGET 2014
	2013	2014		
FF/PARAMEDIC	3.00	3.00	\$164,043	\$161,577
Pay Plan increases				
TOTAL	3.00	3.00	\$156,547	\$161,577



FUND
General

DEPT #
333



DEPARTMENT/DIVISION
Fire / Ambulance Service

CLASSIFICATION	ACCOUNT NO.	ACTUAL	BUDGET	ESTIMATE	BUDGET
		2012	2013	2013	2014
Full Time Salary	101	\$170,515	\$167,289	\$169,721	\$167,170
Part Time Salary	103	0	0	0	0
Overtime pay	105	7,785	31,000	21,700	30,000
Holiday pay	107	0	0	0	0
Accrued Leave	120	0	0	0	0
Unemployment Comp.	122	0	0	0	0
Social Security	124	13,150	15,169	14,644	15,084
Retirement Fund	126	23,407	21,043	21,303	20,757
Worker's Compensation	128	9,220	10,911	10,908	13,417
Health Insurance	130	22,151	25,550	17,398	14,047
Life/Disability Insurance	132	680	724	530	715
Other Personnel Costs	150	2,135	1,850	1,850	1,850
Total Personnel		\$249,043	\$273,536	\$258,053	\$263,040
Professional Service	200	\$25,708	\$35,415	\$52,215	\$54,440
Total Professional Service		\$25,708	\$35,415	\$52,215	\$54,440
Rental Equipment	320	0	0	0	0
Utilities	330	0	2,040	1,500	1,500
Vehicle Maintenance	350	794	1,250	1,250	1,250
Equipment Maintenance	360	205	450	450	450
Building Maintenance	370	0	0	0	0
Other Property Services	380	0	0	0	0
Total Property Services		\$999	\$3,740	\$3,200	\$3,200
Special Programs	400	0	0	0	0
Credit Card Expenses	410	0	0	0	0
Liability/Property/Auto Ins.	420	1,961	2,100	1,928	2,000
Communications	430	0	0	0	0
Travel/Training/Mileage	440	0	0	0	0
Contingencies	495	\$0	\$500	\$500	\$500
Total Other Services		\$1,961	\$2,600	\$2,428	\$2,500
General Supplies	500	22,950	26,000	23,920	26,000
Vehicle Supplies	530	40	1,250	1,250	1,250
Motor Fuel/Lube	560	10,310	10,120	12,885	9,928
Street Maintenance Supplies	580	0	0	0	0
Total Supplies		\$33,300	\$37,370	\$38,055	\$37,178
Improvements	600	0	0	0	0
Furniture/Equipment	620	17,210	500	500	500
Computers/IS	650	3,965	0	0	0
Vehicle Equipment	670	307	1,200	1,200	1,200
Items for Resale	695	0	0	0	0
Total Property		\$21,483	\$1,700	\$1,700	\$1,700
GRAND TOTAL		\$332,494	\$354,361	\$355,651	\$362,058



FUND
General

DEPT #
335



DEPARTMENT
Fire Districts

DEPARTMENT SUMMARY					
CLASSIFICATION	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014	INCREASE/ (DECREASE)
Personnel	\$0	\$0	\$0	\$0	
Professional Services	\$4,058,531	\$4,102,177	\$4,102,177	\$4,108,302	0.1%
Property Services	\$0	\$0	\$0	\$0	
Other Services	\$0	\$0	\$0	\$0	
Supplies	\$0	\$0	\$0	\$0	
Property	\$0	\$0	\$0	\$0	
GRAND TOTAL	\$4,058,531	\$4,102,177	\$4,102,177	\$4,108,302	0.1%

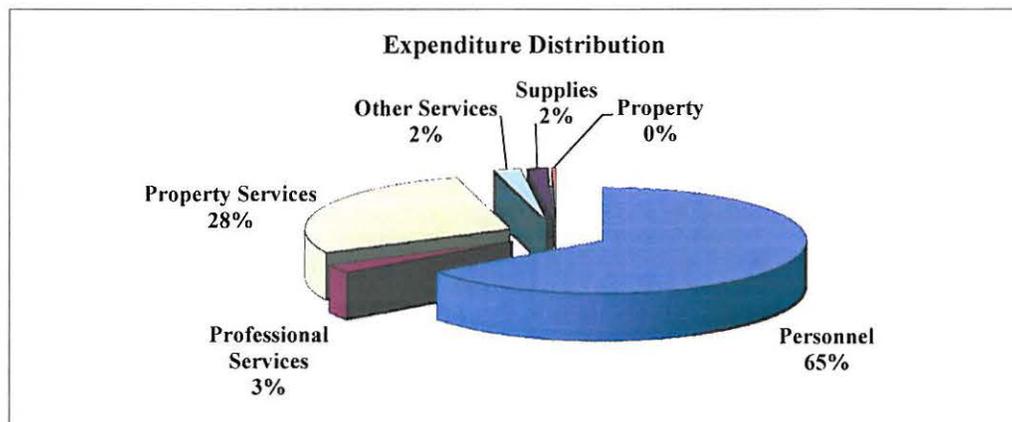
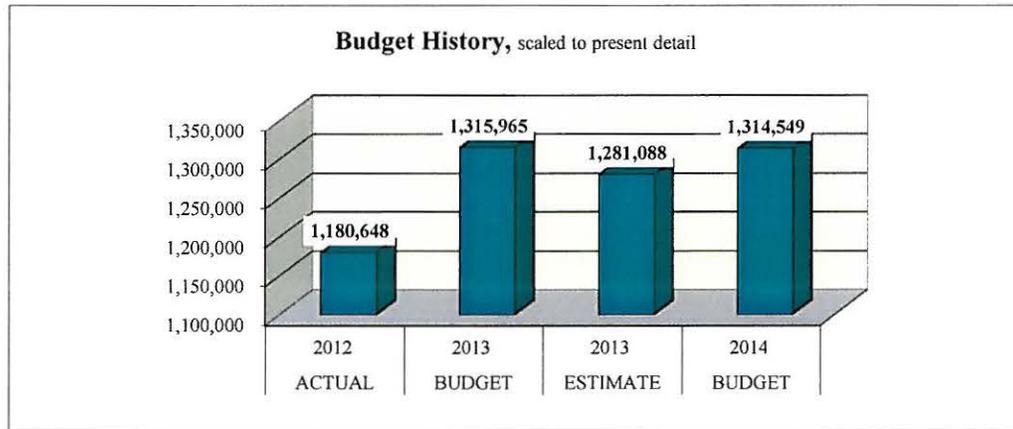
CLASSIFICATION	ACTUAL 2011	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014
Robertson FPD fees			3,234,625	3,212,144	\$3,273,452
Florissant Valley FPD fees			<u>867,552</u>	<u>890,032</u>	<u>\$834,850</u>
Fire District Fees	\$4,365,788	\$4,058,531	\$4,102,177	\$4,102,177	\$4,108,302

FUND
General

DEPT #
441



DEPARTMENT
Public Works Administration



GENERAL:

Public Works Administration oversees all activities within the Public Works Department (74.51). Within the Public Works Administration office are Code Enforcement, City Planning and Engineering. It is the Department's goal to provide effective and efficient Public Works services to our citizens in a friendly and service oriented manner.

ANALYSIS:

The major responsibilities of Public Works Administration include the following:

- 1 Review plans and issues permits for all residential and commercial construction, buildings, sheds, fences, signs, pools, and land disturbance.
- 2 Oversee Federal Transportation Improvement Plan Projects (e.g. Hazelwood Ave., Mo Bottom, Fee Fee Road, McDonald Bridge Enhancement, etc.)
- 3 Perform continuous inspections of all residential and all commercial exterior properties to ensure maintenance of structural and aesthetic integrity thus deterring deterioration and blight.
- 4 Perform liaison services with the City Plan Commission, Board of Adjustment, Board of Appeals, Board of Architectural Review and other departments, including City Fire Department, Robertson Fire

FUND
General

DEPT #
441



DEPARTMENT
Public Works Administration

Protection District and Florissant Valley Fire Department.

- 5 Perform liaison services with MSD, Ameren UE, Missouri American Water, and other utility companies and governmental agencies serving the Hazelwood area.
- 6 Administer the City's refuse and recycling collection contract, Community Development Block Grant Fund through St. Louis County expenditures and various other contracts and grants.
- 7 Administer the Sewer Lateral Insurance Program.
- 8 Develop specifications for departmental projects.
- 9 Perform interior and exterior inspections of residential and commercial units for code compliance upon reoccupancy, including scheduling and collection of fees.
- 10 Review and analysis of change of zoning petitions, request for Special Land Use Permits land disturbance permits and site plans
- 11 Oversee the administration and enforcement of the City of Hazelwood Zoning Ordinance, Subdivision Ordinance and Sign Ordinance

GOALS 2013/2014:

- 1 Refine the Occupancy Permit inspection program for existing homes and businesses.
- 2 Actively seek funds for various projects through grant applications.
- 3 Maintain a property data base to be used to monitor occupancy permits, building permits, warnings and summons
- 4 Continue cross training office personnel on software program for issuing building permits, occupancy permits and computerized inspections.
- 5 Complete engineering and right-of-way acquisition for Fee Fee Road between McDonald and Anglum
- 6 Complete the reconstruction of Fee Fee Road between Chapel Ridge and McDonnell
- 7 Prepare building inspection module for field inspections
- 8 Streamline driveway and storage building permits
- 9 Continue to update ITI forms to make Code Enforcement data tracking easier
- 10 Work with Communications Manager to upgrade Code Enforcement web page
- 11 Provide customers with fillable forms online and through email

FUND
General

DEPT #
441



DEPARTMENT
Public Works Administration

DEPARTMENT SUMMARY					
CLASSIFICATION	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014	INCREASE/ (DECREASE)
Personnel	740,350	828,000	823,053	854,314	3.2%
Professional Services	30,052	57,140	35,000	35,080	-38.6%
Property Services	353,692	369,350	368,100	370,075	0.2%
Other Services	30,110	31,785	31,002	28,230	-11.2%
Supplies	18,229	23,750	19,400	22,350	-5.9%
Property	8,216	5,940	4,533	4,500	-24.2%
GRAND TOTAL	1,180,648	1,315,965	1,281,088	1,314,549	-0.1%
	-	27,905	-	-	

PERSONNEL SCHEDULE				
POSITION TITLE	REQUIREMENTS		BUDGET 2013	BUDGET 2014
	2013	2014		
P.W. DIRECTOR/C	1.00	1.00	109,499	112,152
ADMIN ASST II to	1.00	1.00	42,415	44,682
CODE ADMINISTF	1.00	1.00	80,372	80,372
CITY PLANNER	1.00	1.00	66,886	66,886
CODE ENFORCEM	5.00	5.00	190,255	186,726
BLDG. INSP/CEO	0.00	0.00	0	
CLERICAL SUPPO	1.00	1.00	28,926	37,864
CLERICAL SUPPO	1.00	1.00	31,500	36,109
PT PLAN REVIEW	0.00	0.46	19,500	26,000
TOTAL	11.00	11.46	\$569,353	\$590,791



FUND
General

DEPT #
441



DEPARTMENT
Public Works Administration

CLASSIFICATION	ACCOUNT NO.	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014
Full Time Salary	101	528,434	573,921	534,853	564,791
Part Time Salary	103	0	0	34,500	26,000
Overtime pay	105	1,541	3,000	1,200	2,000
Holiday pay	107	0	0	0	0
Accrued Leave	120	0	0	0	0
Unemployment Comp.	122	0	0	0	0
Social Security	124	37,571	44,184	43,872	45,574
Retirement Fund	126	83,520	73,538	74,448	74,289
Worker's Compensation	128	1,470	18,175	18,175	21,755
Health Insurance	130	81,475	105,105	109,049	112,829
Life/Disability Insurance	132	2,420	2,577	2,576	2,576
Other Personnel Costs	150	3,918	7,500	4,380	4,500
Total Personnel		740,350	828,000	823,053	854,314
Professional Service	200	30,052	57,140	35,000	35,080
Total Professional Service		30,052	57,140	35,000	35,080
Rental Equipment	320	0	100	0	100
Utilities	330	295,786	308,400	308,700	311,600
Vehicle Maintenance	350	1,702	2,500	3,000	2,000
Equipment Maintenance	360	43,227	48,900	47,000	49,900
Building Maintenance	370	12,976	9,400	9,400	6,425
Other Property Services	380	0	50	0	50
Total Property Services		353,692	369,350	368,100	370,075
Special Programs	400	155	300	0	6,000
Credit Card Expenses	410	0	0	0	0
Liability/Property/Auto Ins.	420	11,671	12,300	11,502	12,100
Communications	430	8,337	4,720	6,000	7,965
Travel/Training/Mileage	440	9,946	14,365	13,500	2,065
Contingencies	495	0	100	0	100
Total Other Services		30,110	31,785	31,002	28,230
General Supplies	500	5,124	6,250	5,900	6,850
Vehicle Supplies	530	2,132	2,500	1,500	2,500
Motor Fuel/Lube	560	10,973	15,000	12,000	13,000
Street Maintenance Supplies	580	0	0	0	0
Total Supplies		18,229	23,750	19,400	22,350
Improvements	600	5,167	1,300	800	500
Furniture/Equipment	620	0	1,000	833	1,000
Computers/IS	650	3,050	3,640	2,900	3,000
Vehicle Equipment	670	0	0	0	0
Items for Resale	695	0	0	0	0
Total Property		8,216	5,940	4,533	4,500
GRAND TOTAL		1,180,648	1,315,965	1,281,088	1,314,549

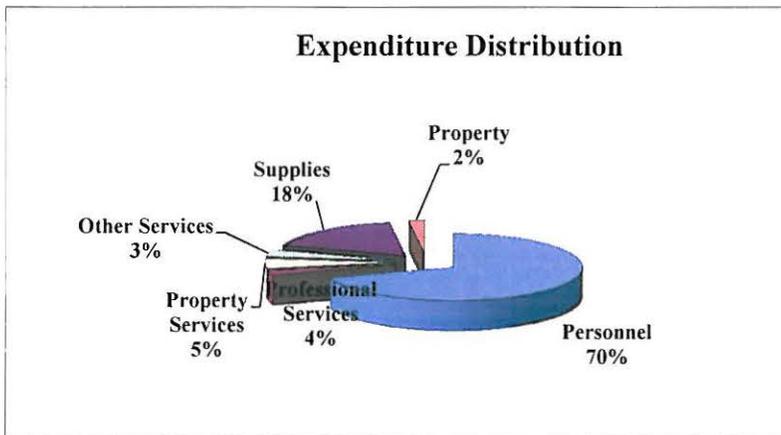
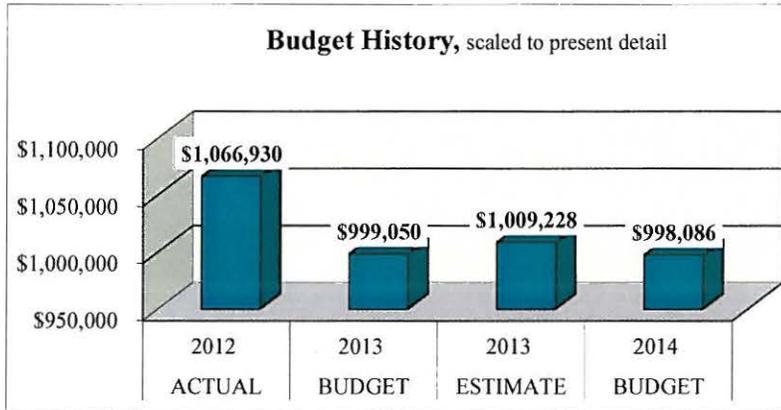


FUND
General

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 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. There was \$220,670 spent on concrete replacement throughout the city.
2. We continued street and rights of way maintenance (pot hole repair, sweeping, grass cutting of right of way).
3. 1 track loader was received and 1 cutoff saw was purchased.
4. Cracksealing - Cracksealing was done in specific areas throughout the city.

FUND
General

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DEPARTMENT
Street Maintenance

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. Asphalt

GOALS AND OBJECTIVES FOR 2013/2014

1. Continue Rights of Way and Street Maintenance.
2. Continue the Mosquito Fogging Program.
3. 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.
4. New Equipment to be purchased this year, 2013/2014:
Walkbehind paint sprayer, tire machine, camera and scanner update for diesel engines
5. Continue the Street Sealing Program.
6. Continue the Crack Sealing Program.

FUND
General

DEPT #
443



DEPARTMENT
Street Maintenance

DEPARTMENT SUMMARY					
CLASSIFICATION	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014	INCREASE/ (DECREASE)
Personnel	\$595,250	\$689,168	\$664,286	\$695,266	0.9%
Professional Services	\$26,699	\$30,225	\$43,261	\$24,000	-20.6%
Property Services	\$43,469	\$48,580	\$87,438	\$46,240	-4.8%
Other Services	\$33,938	\$33,447	\$33,976	\$32,940	-1.5%
Supplies	\$321,508	\$188,830	\$170,467	\$179,840	-4.8%
Property	\$46,067	\$8,800	\$9,800	\$19,800	125.0%
GRAND TOTAL	\$1,066,930	\$999,050	\$1,009,228	\$998,086	-0.1%

PERSONNEL SCHEDULE				
POSITION TITLE	REQUIREMENTS		BUDGET 2013	BUDGET 2014
	2013	2014		
P.W. Superintndt.	0.50	0.50	\$40,452	\$40,452
Crew Leader	1.00	1.00	\$53,330	\$53,330
Mechanic	1.00	1.00	\$42,673	\$43,839
Maint. Worker II	7.00	7.00	\$282,580	\$311,002
Secretary I	0.50	0.50	\$19,666	\$10,067
Seasonal -Chipping & Leaf Vacuuming 2400 Hours	0.00	0.00		
TOTAL	10.00	10.00	\$438,701	\$458,690



FUND
General

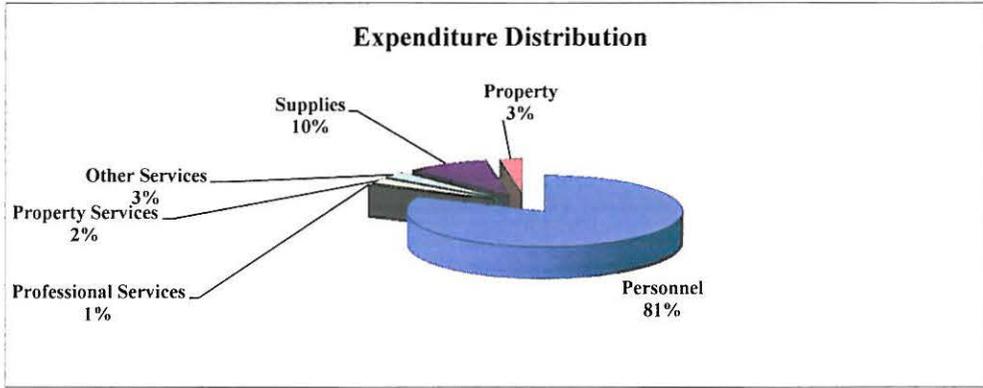
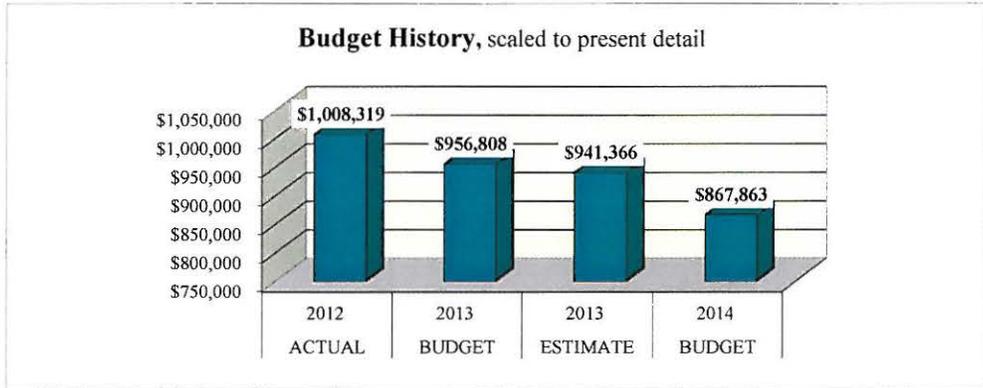
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DEPARTMENT
Street Maintenance

CLASSIFICATION	ACCOUNT NO.	ACTUAL	BUDGET	ESTIMATE	BUDGET
		2012	2013	2013	2014
Full Time Salary	101	\$404,979	\$470,325	\$438,701	\$458,690
Part Time Salary	103	0	0	0	0
Overtime pay	105	3,898	13,000	9,000	8,000
Holiday pay	107	0	0	0	0
Accrued Leave	120	0	0	0	0
Unemployment Comp.	122	0	0	0	0
Social Security	124	29,636	37,067	34,342	35,795
Retirement Fund	126	63,312	60,496	61,245	60,098
Worker's Compensation	128	18,400	21,209	27,957	34,087
Health Insurance	130	66,478	76,650	82,808	87,379
Life/Disability Insurance	132	1,977	2,296	2,268	2,293
Other Personnel Costs	150	6,570	8,125	7,965	8,925
Total Personnel		\$595,250	\$689,168	\$664,286	\$695,266
Professional Service	200	\$26,699	\$30,225	\$43,261	\$24,000
Total Professional Service		\$26,699	\$30,225	\$43,261	\$24,000
Rental Equipment	320	4,456	5,600	50,844	5,650
Utilities	330	24,060	24,480	24,811	25,865
Vehicle Maintenance	350	5,218	6,000	4,200	6,000
Equipment Maintenance	360	5,667	3,800	5,929	5,525
Building Maintenance	370	4,069	8,500	1,654	3,000
Other Property Services	380	0	200	0	200
Total Property Services		\$43,469	\$48,580	\$87,438	\$46,240
Special Programs	400	0	0	0	0
Credit Card Expenses	410	0	0	0	0
Liability/Property/Auto Ins.	420	27,780	29,200	27,800	29,200
Communications	430	3,476	2,000	5,506	3,000
Travel/Training/Mileage	440	2,182	1,247	670	740
Contingencies	495	\$500	\$1,000	\$0	\$0
Total Other Services		\$33,938	\$33,447	\$33,976	\$32,940
General Supplies	500	63,871	59,150	55,738	57,400
Vehicle Supplies	530	40,454	58,400	48,488	56,000
Motor Fuel/Lube	560	31,751	33,230	32,506	34,190
Street Maintenance Supplies	580	185,431	38,050	33,735	32,250
Total Supplies		\$321,508	\$188,830	\$170,467	\$179,840
Improvements	600	0	0	0	0
Furniture/Equipment	620	40,167	8,500	9,500	19,500
Computers/IS	650	0	0	0	0
Vehicle Equipment	670	5,900	300	300	300
Items for Resale	695	0	0	0	0
Total Property		\$46,067	\$8,800	\$9,800	\$19,800
GRAND TOTAL		\$1,066,930	\$999,050	\$1,009,228	\$998,086





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. Installed dog-eared fence at Sports Complex
6. Installed metal roof on Auboshon and Queen Ann pavillion and repaired roof at Little Red School House
7. Electric water and sewer was hooked up at Beldt's building
8. Batting cages were installed at the Sports Complex



GOALS FOR FISCAL YEAR 2013/2014

1. Continue excellent maintenance of the Parks' equipment and grounds. .
2. Continue conducting a monthly playground inspection.
3. Overseed and fertilize all Park grounds spring and fall
4. Work on improving the maintenance garage at the old Beldt's property.
5. Continue to improve the Sports Complex building and grounds and to finish any blocked walls.
6. Replace the roof on handball courts in Howdershell and Pershall Park.
7. Install metal roof at St. Cin and White Birch Park

FUND
General

DEPT #
445



DEPARTMENT
Park Maintenance

DEPARTMENT SUMMARY					
CLASSIFICATION	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014	INCREASE/ (DECREASE)
Personnel	\$758,502	\$780,638	\$755,442	\$707,673	-9.3%
Professional Services	\$3,629	\$7,000	\$7,830	\$6,500	-7.1%
Property Services	\$54,312	\$24,100	\$22,315	\$20,600	-14.5%
Other Services	\$22,457	\$24,550	\$22,340	\$24,550	0.0%
Supplies	\$96,260	\$82,120	\$90,556	\$85,390	4.0%
Property	\$73,159	\$38,400	\$42,883	\$23,150	-39.7%
GRAND TOTAL	\$1,008,319	\$956,808	\$941,366	\$867,863	-9.3%

PERSONNEL SCHEDULE				
POSITION TITLE	REQUIREMENTS		BUDGET	BUDGET
	2013	2014	2013	2014
Pw Superintendent	0.50	0.50	\$40,452	\$40,452
Crew Leader	1.00	1.00	\$51,827	\$51,827
Mechanic	1.00	1.00	\$50,696	\$50,696
Maint. Worker II	8.00	8.00	\$351,711	\$314,125
Pay Plan increases				
Secretary I Mgt. Pool	0.50	0.50	\$19,666	\$10,067
Seasonal Workers-Fogging	0.13	0.13	\$2,937	\$4,050
TOTAL	11.13	11.13	\$517,289	\$471,217



FUND
General

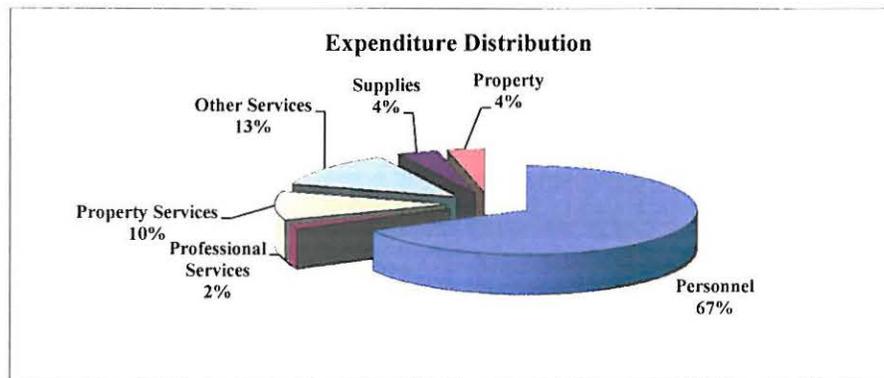
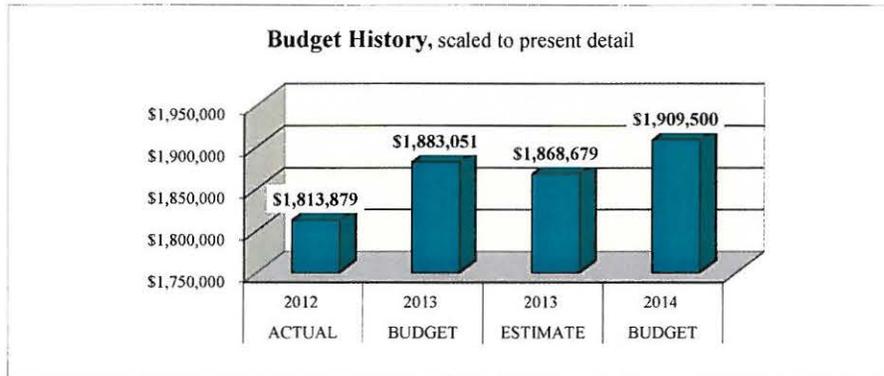
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DEPARTMENT
Park Maintenance

CLASSIFICATION	ACCOUNT NO.	ACTUAL	BUDGET	ESTIMATE	BUDGET
		2012	2013	2013	2014
Full Time Salary	101	\$505,428	\$521,052	\$514,352	\$467,167
Part Time Salary	103	2,609	4,050	2,937	4,050
Overtime pay	105	14,530	16,000	15,500	9,000
Holiday pay	107	0	0	0	0
Accrued Leave	120	0	0	0	0
Unemployment Comp.	122	0	0	0	0
Social Security	124	37,955	41,444	40,808	36,787
Retirement Fund	126	82,053	67,088	67,918	67,205
Worker's Compensation	128	21,400	24,677	21,048	25,590
Health Insurance	130	88,639	98,851	87,382	90,865
Life/Disability Insurance	132	2,574	2,526	2,132	2,535
Other Personnel Costs	150	3,314	4,950	3,365	4,475
Total Personnel		\$758,502	\$780,638	\$755,442	\$707,673
Professional Service	200	\$3,629	\$7,000	\$7,830	\$6,500
Total Professional Service		\$3,629	\$7,000	\$7,830	\$6,500
Rental Equipment	320	355	2,000	5,500	3,000
Utilities	330	0	9,750	1,600	9,750
Vehicle Maintenance	350	878	700	250	700
Equipment Maintenance	360	3,595	2,000	1,290	2,000
Building Maintenance	370	49,485	9,500	13,575	5,000
Other Property Services	380	0	150	100	150
Total Property Services		\$54,312	\$24,100	\$22,315	\$20,600
Special Programs	400	0	0	0	0
Credit Card Expenses	410	0	0	0	0
Liability/Property/Auto Ins.	420	22,102	23,200	22,100	23,200
Communications	430	0	0	0	0
Travel/Training/Mileage	440	355	350	240	350
Contingencies	495	\$0	\$1,000	\$0	\$1,000
Total Other Services		\$22,457	\$24,550	\$22,340	\$24,550
General Supplies	500	48,654	37,900	46,750	40,700
Vehicle Supplies	530	17,311	9,000	7,800	9,000
Motor Fuel/Lube	560	27,425	31,820	33,506	34,690
Street Maintenance Supplies	580	2,870	3,400	2,500	1,000
Total Supplies		\$96,260	\$82,120	\$90,556	\$85,390
Improvements	600	55,258	28,000	38,408	15,000
Furniture/Equipment	620	17,902	10,400	4,475	8,150
Computers/IS	650	0	0	0	0
Vehicle Equipment	670	0	0	0	0
Items for Resale	695	0	0	0	0
Total Property		\$73,159	\$38,400	\$42,883	\$23,150
GRAND TOTAL		\$1,008,319	\$956,808	\$941,366	\$867,863





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 2013 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 2012-2013

- * 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.

FUND
General

DEPT #
446



DEPARTMENT
Parks & Recreation

- * 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.
- * Continue to dazzle our residents and patrons with our unique 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, tournaments and cooperatively working with other local baseball associations.
- * Establish new travel based and outdoor adventure programming opportunities.

FUND
General

DEPT #
446



DEPARTMENT
Parks & Recreation

DEPARTMENT SUMMARY					
CLASSIFICATION	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014	INCREASE/ (DECREASE)
Personnel	\$1,226,883	\$1,264,808	\$1,253,435	\$1,286,143	1.7%
Professional Services	\$25,545	\$32,221	\$36,092	\$38,400	19.2%
Property Services	\$183,900	\$192,350	\$192,454	\$198,132	3.0%
Other Services	\$228,453	\$243,102	\$235,361	\$246,695	1.5%
Supplies	\$77,963	\$72,440	\$69,557	\$72,720	0.4%
Property	\$71,136	\$78,130	\$81,780	\$67,410	-13.7%
GRAND TOTAL	\$1,813,879	\$1,883,051	\$1,868,679	\$1,909,500	1.4%
		(12,000)			

PERSONNEL SCHEDULE				
POSITION TITLE	REQUIREMENTS		BUDGET 2013	BUDGET 2014
	2013	2014		
F/T				
SUPERINTENDEN	1.00	1.00	\$94,925	\$94,925
FACILITY MGR.	2.00	2.00	\$120,454	\$121,888
SUPERVISORS	3.00	3.00	\$138,865	\$143,043
PRO SPECIAL.	0.00	0.00	\$0	\$0
CUSTODIAN	1.00	1.00	\$43,036	\$43,037
ADMIN. SEC.	1.00	1.00	\$40,633	\$40,633
Pay Plan increases				
TOTAL F.T.	8.00	8.00		
P/T REGULAR				
REC LEADER	5.71	6.08	\$132,345	\$135,000
SECRETARY	0.46	0.46	\$13,400	\$13,500
CUSTODIAN	5.44	4.85	\$121,500	\$125,000
RANGER	1.80	1.80	\$44,015	\$44,000
BUS DRIVER	1.05	1.05	\$26,070	\$27,000
TOTAL PT REG.	14.46	14.24		
P/T SEASONAL				
POOL MANAGER	0.23	0.23	\$5,313	\$5,300
POOL ASST MGR.	0.22	0.22	\$4,311	\$4,350
SWIM TM COACH	0.08	0.08	\$1,600	\$1,600
POOL ASST COAC	0.30	0.21	\$2,300	\$2,300
LIFEGUARDS	11.00	6.20	\$106,000	\$108,000
POOL CASHIERS	3.25	0.92	\$15,470	\$15,500
CASHIER S.C.	0.50	0.80	\$9,675	\$10,000
INSTRUCTORS	0.65	0.52	\$16,622	\$16,475
SKATEPARK ATI	0.62	0.55	\$7,000	\$8,100
CAMP STAND	0.95	0.95	\$15,300	\$15,500
FIELD MAINT. S.C	1.22	2.50	\$35,000	\$35,000
PARK MAINT.	0.75	0.75	\$12,000	\$13,500
TOTAL SEASONAL	19.77	13.93		
TOTAL	42.23	36.17	\$1,005,834	\$1,023,651



FUND
General

DEPT #
446



DEPARTMENT
Parks & Recreation

CLASSIFICATION	ACCOUNT NO.	ACTUAL 2012	BUDGET 2013	ESTIMATE 2013	BUDGET 2014
Full Time Salary	101	\$425,379	\$437,913	\$437,913	\$443,526
Part Time Salary	103	549,708	578,150	567,921	580,125
Overtime pay	105	2,828	1,650	1,500	1,650
Holiday pay	107	0	0	0	0
Accrued Leave	120	0	0	0	0
Unemployment Comp.	122	0	0	0	0
Social Security	124	73,217	77,855	77,061	78,436
Retirement Fund	126	67,710	56,417	57,115	58,099
Worker's Compensation	128	41,850	35,263	34,483	42,414
Health Insurance	130	59,092	69,140	69,000	73,382
Life/Disability Insurance	132	1,883	1,925	1,929	1,929
Other Personnel Costs	150	5,216	6,495	6,513	6,582
Total Personnel		\$1,226,883	\$1,264,808	\$1,253,435	\$1,286,143
Professional Service	200	\$25,545	\$32,221	\$36,092	\$38,400
Total Professional Service		\$25,545	\$32,221	\$36,092	\$38,400
Rental Equipment	320	0	0	0	0
Utilities	330	148,056	163,125	163,313	168,807
Vehicle Maintenance	350	2,001	1,500	1,500	1,500
Equipment Maintenance	360	28,445	22,025	25,246	22,825
Building Maintenance	370	5,399	5,700	2,395	5,000
Other Property Services	380	0	0	0	0
Total Property Services		\$183,900	\$192,350	\$192,454	\$198,132
Special Programs	400	184,271	195,284	191,857	200,872
Credit Card Expenses	410	0	0	0	0
Liability/Property/Auto Ins.	420	14,974	15,700	14,701	15,500
Communications	430	24,850	28,418	25,613	28,398
Travel/Training/Mileage	440	1,698	2,700	1,490	925
Contingencies	495	\$2,660	\$1,000	\$1,700	\$1,000
Total Other Services		\$228,453	\$243,102	\$235,361	\$246,695
General Supplies	500	53,929	49,340	47,257	49,620
Vehicle Supplies	530	851	1,100	1,300	1,100
Motor Fuel/Lube	560	23,183	22,000	21,000	22,000
Street Maintenance Supplies	580	0	0	0	0
Total Supplies		\$77,963	\$72,440	\$69,557	\$72,720
Improvements	600	0	0	0	0
Furniture/Equipment	620	22,665	33,930	37,157	21,710
Computers/IS	650	0	0	0	0
Vehicle Equipment	670	766	1,500	1,500	1,500
Items for Resale	695	47,705	42,700	43,123	44,200
Total Property		\$71,136	\$78,130	\$81,780	\$67,410
GRAND TOTAL		\$1,813,879	\$1,883,051	\$1,868,679	\$1,909,500



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