



CITY OF O'FALLON, MISSOURI

2024 Annual Budget



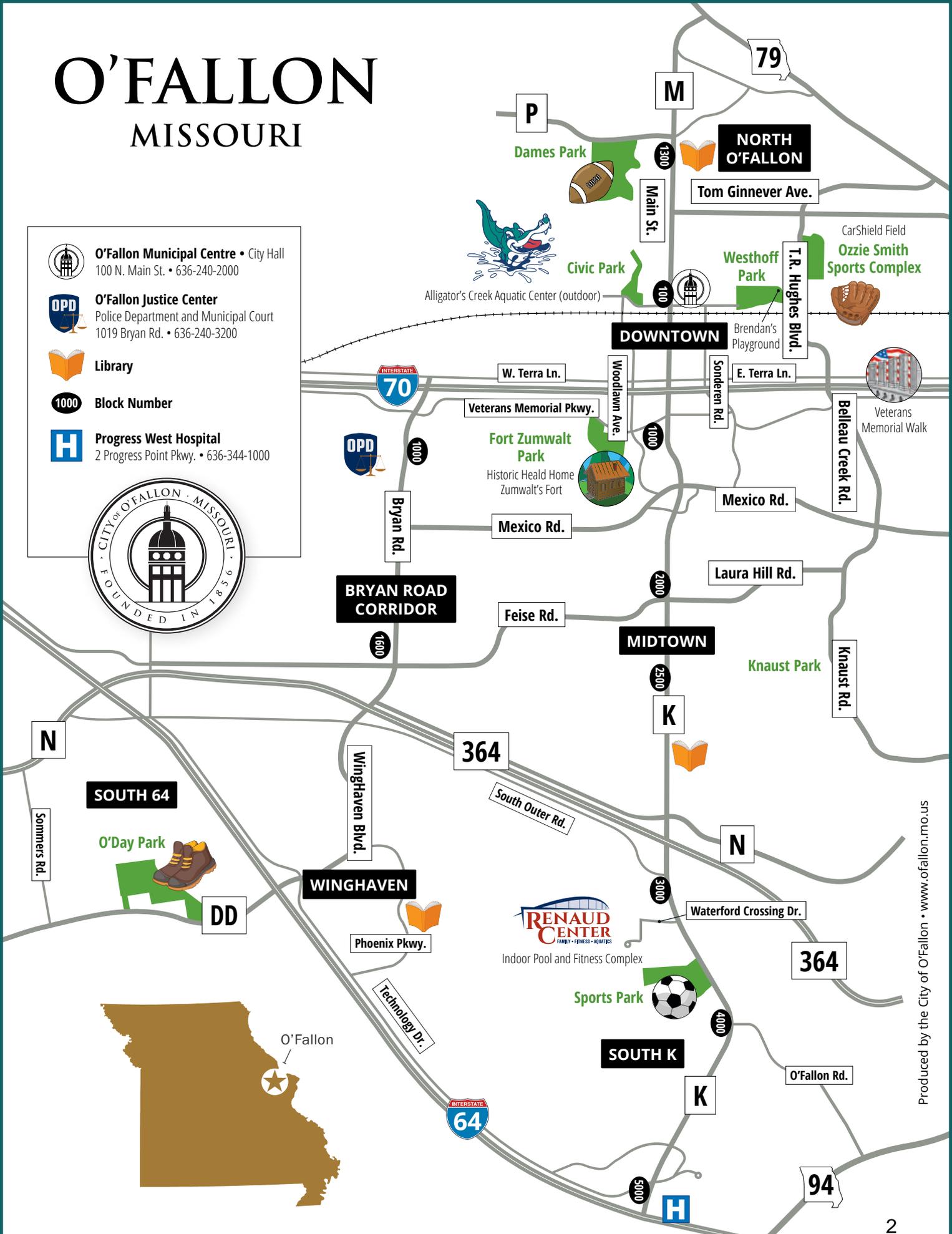
SCAN WITH PHONE CAMERA TO VISIT O'FALLON'S FINANCE WEBPAGE

100 NORTH MAIN STREET • O'FALLON, MO 63366 • www.ofallon.mo.us

O'FALLON

MISSOURI

-  **O'Fallon Municipal Centre • City Hall**
100 N. Main St. • 636-240-2000
-  **O'Fallon Justice Center**
Police Department and Municipal Court
1019 Bryan Rd. • 636-240-3200
-  **Library**
-  **Block Number**
-  **Progress West Hospital**
2 Progress Point Pkwy. • 636-344-1000





- COMMUNITY PROFILE
- GFOA BUDGET AWARD
- HOW TO USE THIS DOCUMENT
- ORGANIZATIONAL VALUES STATEMENT
- STRATEGIC PLAN
- MAYOR'S TRANSMITTAL LETTER
- CITY ADMINISTRATOR'S TRANSMITTAL LETTER
- CITY OFFICIALS
- ORGANIZATION CHART
- POLICIES

Introduction

The City of O'Fallon supports certain values that guide our direction in carrying out our mission.

We accept the fundamental principle that the sole function of local government is the efficient provision of services and facilities deemed essential by City residents, affirm the dignity and worth of the services rendered by government, maintain a constructive, creative and practical attitude toward urban affairs and maintain a deep sense of social responsibility as a trusted public servant.



O'Fallon is home to over 91,000 residents.
[See what the City of O'Fallon has to offer.](#)

O'Fallon, in the beginning....

In 1912, the City incorporated with about 600 residents. O'Fallon's first mayor, Fred Jacoby, built the first drug store and started the first telephone service, which he installed himself, including a switchboard in his store. Mayor Jacoby also started the town's first band and invented a grain reaper.

By 1956, O'Fallon's population had grown to 1,357. The City's three-day Centennial celebration, which included a beard-growing contest, drew spectators from many neighboring towns. About this time, O'Fallon's first subdivisions were started. A sign was posted along the highway, "O'Fallon, a Good Place to Live." Many residents commuted to manufacturing jobs in St. Louis.

Until the early 1970's, O'Fallon remained roughly 20 square blocks in size.

In the mid 1990's, O'Fallon began an aggressive program of City-wide infrastructure improvements that supported phenomenal residential, retail and manufacturing growth. According to the U.S. Census Bureau, O'Fallon's population went from 18,698 in 1990 to 33,835 in 1996, an increase of 80%! This tremendous growth that continues today. With more than 1,800 licensed businesses and over 91,000 residents, O'Fallon is now the largest City in St. Charles County, the 7th-largest City in the State of Missouri and the 2nd largest in the St. Louis Metro Area.

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City of O’Fallon, Missouri

Community Profile

2024

Founded	1856
Date of Incorporation	1912
Form of Government	Home Rule Charter Mayor – City Council – City Administrator
2023 Estimated Population*	94,920
Estimated Housing	31,855**
Land Area	30.64 square miles
Miles of Streets	438.44 miles
Police Protection	
# of Stations	1
# of Policemen	121
Fire Protection	
# of Stations	5
# of Firemen	63
Public Education	3 – AAA rated School Districts overlap within the City boundaries.
Higher Education	None at this time.
Recreation and Culture	
Park Acreage	433.13 Acres
# of Libraries	3
Median Household Income	
2022 Estimate	\$104,863***

Visit www.ofallon.mo.us for additional information.

Note: The Fire Protection and Education are separate government agencies and are not part of the City.
 * Estimates from the Finance Department based on US Census Bureau Quickfacts July 2022 + ((prior year residential building permits + added units such as apartments) x Average People Per Household x 97% occupancy rate).

** This figure represents the number of single-Family Houses, Villas and Duplexes. It does not include Apartments or empty lots.

*** Source - [U.S. Census Bureau QuickFacts: Missouri](https://www.census.gov/quickfacts/mo)



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of O'Fallon
Missouri**

For the Fiscal Year Beginning

January 01, 2023

Christopher P. Morill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) has presented a Distinguished Budget Presentation Award to the City of O'Fallon, Missouri for its annual budget for the fiscal year beginning January 1, 2023. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to the GFOA to determine its eligibility for another award.

2024 Budget Ordinance

BILL No. 7602

ORDINANCE No. 7064

Sponsored by: Mayor Hennessy

AN ORDINANCE APPROVING THE 2024 BUDGET FOR THE PERIOD OF JANUARY 1, 2024, THROUGH DECEMBER 31, 2024, FOR THE CITY OF O'FALLON, MISSOURI, AND PROVIDING FOR THE APPROVAL OF EXPENDITURES MADE PURSUANT TO SAID BUDGET.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF O'FALLON, STATE OF MISSOURI, AS FOLLOWS:

SECTION 1: The form of budget marked Exhibit "A" and retained in the Finance Department is hereby approved as the budget for the City of O'Fallon beginning January 1, 2024 and ending December 31, 2024.

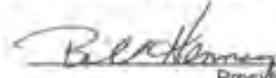
SECTION 2: The expenditures provided in the form of budget marked Appendix "A" are hereby approved subject to the provisions of the laws of the State of Missouri and of the City of O'Fallon, and such expenditures are authorized provided compliance with all applicable State Laws and City Ordinances first occurs.

SECTION 3: Property tax funds collected during 2024, and within 60 days after year-end, are considered available in accordance with Governmental Accounting Standards Board Statement No. 33. The City is using the available taxes to fund liabilities of the fiscal year 2024 budget; therefore, the current property tax estimates in the proposed 2024 budget are based on the estimated assessed values as of the January 1, 2024 levy date.

SECTION 4: The budget as presented is a balanced budget and represents a financing plan where current expenditures are financed with current revenues and estimated balances do not exceed the available accumulated reserve funds.

SECTION 5: This Ordinance shall be in full force and effect from and after its passage and approval by the Mayor as provided by law.

PASSED BY THE CITY COUNCIL FOR THE CITY OF O'FALLON, MISSOURI, THIS 14th DAY OF DECEMBER 2023.

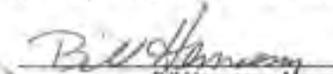

Presiding Officer

Attest


Bess Bacher, City Clerk



APPROVED BY THE MAYOR FOR THE CITY OF O'FALLON, MISSOURI, THIS 14th DAY OF DECEMBER 2023.


Bill Hennessy, Mayor

Attest


Bess Bacher, City Clerk



Approved as to Form:

Kevin M. O'Keefe, City Attorney

The Fiscal Year 2024 Budget document is organized into nine sections - Introduction, Revenues & Projections, Budget Summaries, General Government, Debt Obligation, Special Revenue Funds, Capital Project Funds, Capital Improvements Program, and Enterprise Funds & Other Information.

Introduction

The Introduction begins with the City's Organizational Value Statement. This summarizes the City's core values, mission, vision and strategic plan. Next, are letters from the Mayor transmitting the Fiscal Year 2024 Budget Document to the citizens and a transmittal letter from the City Administrator to the citizens, Mayor and City Council follows. A list of City officials and an organization chart are presented next. The next section, Policies, includes the City's Debt Policy, Financial Policies Summarized and other Significant Accounting Policies which helped establish the foundation for City programs and services and an overview of relevant topics included in the 2017 Financial Policies and Procedures Manual adopted by the City. The last few pages outlines the Budget Process and Financial Monitoring.

Revenues & Projections

This section provides a comprehensive discussion of revenues for the City's General Government Fund, Debt Service Fund, Special Revenue Funds, and Capital Project Funds, Revenues and Projections. The Revenues for all of the Enterprise Funds are reported in Enterprise Fund section of this Budget book, along with their Expenditures.

Budget Summaries

The Budget Summary section is designed to provide the reader with an overview of the City's Fiscal Year 2024 Budget. This section consists of summaries by major category and by the five major fund types: General Government Fund, Debt Service Fund, Special Revenue Funds, Capital Project Funds and Enterprise Funds. A Personnel Summary is at the end of this section.

General Government

This section presents the operating budget for each of the General Fund divisions. Budgets for the individual divisions include the following:

- Organization Chart
- Introduction/Overview
- Fiscal Year 2024 Goals
- Performance Measurements
- Prior Year's Goals
- Budget Category Summary
- Budget Highlights
- Budget Category Explanations

Debt Obligations

This section presents information regarding outstanding debt obligations of the City. In addition to the Debt Service Fund budget, this section includes the City's debt management policies, key ratios and analysis.

Special Revenue Funds

This section presents the budgeted expenditures for the City's Special Revenue Funds with a summary recap of the revenues. This information includes budget category summaries, budget highlights and budget category explanations for Community Development Block Grant (CDBG) Fund, Inmate Security Fund, Police POST Training Fund, Police & Road Improvement Use Tax Fund, Recreation Fund, Sewer Lateral Insurance Fund, Storm Water Fund, Street & Road Improvement Fund, Transient Guest Tax Fund and Water Service Line Insurance Fund.

Capital Project Funds

This section presents the Justice Facility Fund and the Parks Improvement Fund history. The projects are complete. These funds are for construction of major capital facilities.

Capital Improvements Program Summary

Capital Improvements Program Summary identifies the items or projects incorporated in the Fiscal Year 2024 Budget. This section provides a brief description of the item(s) or project(s), the budgeted amount, the fund where the amount is budgeted, any savings anticipated (if any) and the department/division responsible for administering the expenditure(s). The funds included in this summary are Capital Expenditures Fund (a division of the General Fund), Recreation Fund, Storm Water Fund, Street & Road Improvement Fund, Water Fund, Sewer Fund, Environmental Services Fund, Renaud Center Fund, Public Venue Fund and Police Training Facility Fund. The City prepares and adopts a five-year Capital Improvement Program annually (Ordinance #7068 approved 12/14/2023 [753012315.pdf \(ecode360.com\)](#)). The 5-year CIP incorporates the effects of capital items in future operating budgets.

Enterprise Funds and Other Information

This section presents information on the Enterprise Funds operated by the City. This section is comprised of five operational areas: Environmental Services Fund, Police Training Facility Fund, Public Venue Fund, Renaud Center Fund, Sewer Fund, and Water Fund. These are the only enterprise funds operated by the City. The Revenues, Expenditures and Capital Expenditure are all presented in the same section.

Information is also provided regarding the significant accounting principles and policies followed by the City in the administration and development of the budget. A copy of the current Budget Ordinance is presented. A glossary of commonly used governmental budgeting and accounting terms has also been provided.

The City of O'Fallon has always supported certain values to guide our direction in carrying out its mission. The City as a whole created the Core Values, Mission and Vision Statements. 'Team O'Fallon' is the spirit of all City employees working together with the community to fulfill the needs and exceed the expectations of our community, both now and long-term. Department and Division goals support the City's Core Values, Mission Statement, Vision Statement and its Strategic Plan below.

Core Values

1. Trust and Respect

We maintain an open, honest and compassionate environment valuing and appreciating all individuals and keeping commitments.

2. Team

We are a responsive unit, working cooperatively to fulfill the needs of our citizens and community.

3. Service

We meet citizen and community needs and exceed expectations in a positive, timely manner.

Mission Statement

Provide quality services and allocate resources responsibly to our citizens and community stakeholders through teamwork, transparency, trust and respect.

Vision Statement

A place where safety, quality of life, diversity and culture come together to make a home for our residents and businesses.

The Strategic Plan is developed with the assistance of a professional consultant guiding the Council and Executive staff every three to five years. The Directors and Management staff, report weekly updates on the progress. The Strategic Plan is the direction from the Council that the Directors/Managers used when preparing their annual Budget requests. Some of the divisions will have goals that directly support the Strategic Plan and this is noted in the Division's section of the budget book. In FY 2023, the City Council formally adopted the 2023 Strategic Plan. The Strategic Plan outlined below are the outstanding, continuous and long-term goals.

I. Process Improvements

**Estimated Goal Completion:
Year and Department**

A. Process Improvements - Service

1 Economic Development Incentives Policy Review and Updated	FY 2024	Economic Dev
2 ERP Module Implementations	FY 2024	Finance & Building
3 City Financial Policies: Review and Refinement	FY 2024	Finance
4 Update Business License Ordinance	FY 2024	Finance
5 Convenience Fee Report and Direction	FY 2025	Finance
6 Software Exploration and Integration for information sharing	Continuous	Information Technologies
7 Evaluate Recording Plat Approval Process	FY 2024	Planning & Development

B. Process Improvement - Technological Improvements

1 Website Rebuild	FY 2024	Communications
2 Information Security Strategy: Review and Upgrade	Continuous	IT
3 Laptop Conversion	FY 2028	IT
4 Review and Evaluate GIS Offerings	FY 2025	IT / Engineering / P&D
5 Emerging Technologies: Investigate Future EV Options	FY 2025	IT / Police / Facilities
6 Emerging Technologies: Research Solar Options	Continuous	IT / Police / Facilities
7 Technology & Documentation: Updating Specs and Ordinance(s)	FY 2024	IT / Water / Sewer
8 Institute Mobile Ticketing for Code Enforcement	FY 2024	P&D / Municipal Court
9 Additional Website Features: Expand On-line Services for Recreation	FY 2024	Recreation

C. Process Improvements - Employee Relations

1 Employee Health & Wellness:		
• Mental Health & Wellness Coordinator Access	FY 2024	Human Resources / Police
• Promote Healthy Living Practices	FY 2024	Human Resources
• Ergonomic Program	FY 2024	Human Resources
2 Competitive Pay / Employee Retention:		
• Hard-to-Fill Position Evaluation	Continuous	Human Resources
• Citywide Compensation Preparation	FY 2025	Human Resources
• Pursuing & Retaining Top Employees	Continuous	Human Resources
• Development Training Programs	FY 2024	Human Resources
3 Recruitment: Hard-to-Fill Position Focus	FY 2025	Human Resources

II. Great Place to live (Safety, Quality Neighborhoods, Opportunities to Live and Play)

- A. Sr Recreation, Facilities & Service Needs Assessment: Sr Programs FY 2024 Recreation
- B. Coaching Officiating: Support and Training FY 2024 Recreation
- C. Aquatics: Safety Program FY 2024 Recreation
- D. Improve Recycling Opportunities FY 2024 Recreation
- E. Establish an Alternative Court FY 2024 Municipal Court
- F. Branding Efforts & Style Guide: Internal and External FY 2025 Communications
- G. HOA Communications Efforts: Roles & Responsibilities Education FY 2024 Comm./Administration

III. Upgraded City Facilities and Infrastructure

- A. Law Enforcement Training Center LT Goal Police / Engineering
- B. Evaluate Renaud Center Expansion Opportunities LT Goal Recreation
- C. Parks & Recreation Revenue Generating Opportunities LT Goal Parks / Recreation
- D. Sidewalk Maintenance Standards FY 2024 Engineering
- E. Improve Connectivity of Trails and Sidewalks throughout the City LT Goal Engineering / Parks
- F. Street Improvement Process: Monitor New Product and Guidelines FY 2024 Engineering
- G. Public Works Building and Locations LT Goal Public Works Depts
- H. Water System Upgrades: Complete Design Projects FY 2025 Public Works Depts
- I. Water System Upgrades: Research DNR Program Requirements FY 2024 Public Works Depts
- J. Wastewater System Upgrades: Complete Design Projects FY 2025 Public Works Depts
- K. New Water Tower LT Goal Public Works Depts
- L. Right-of-way / Easement Improvements FY 2024 Public Works Depts
- M. Veterans Memorial Walk Update FY 2025 Admin (Citizens1st)
- N. Partnerships with Neighboring Cities Continuous Public Works Depts
- O. CAD/RMS Project FY 2024 Police
- P. Upgrading Sports Facilities: Focus on Sports Tourism Opportunities FY 2025 Parks / Recreation
- Q. Convert Sports Lighting to LED FY 2025 Parks
- R. Improve Network & Security Cameras in Parks FY 2024 Parks / IT
- S. Complete ADA transition plan for City Hall FY 2024 Parks / Fac Maint

IV. Vibrant Community

- A. Downtown Development: Create Vision and Action Plan LT Goal Economic Dev
- B. Fiscal Impact Analysis for New Development FY 2024 Planning & Dev

V. City Code Updates

- A. Food Truck Code Review FY 2024 EconDev/ P&D
- B. Building Code Review FY 2024 Planning & Dev





OFFICE OF THE MAYOR

BILL HENNESSY

January 2024

To the Citizens and Business Owners of O'Fallon, Missouri:

As elected officials, we continue to be guided by the City's tradition of conservative financial projections and responsible spending. In conjunction with City staff, we have developed our budget with these principles in mind. Along with our City Council, Staff, residents and businesses, we are dedicated to maintaining our reputation as one of this country's best places to live, work, and play.

We continue to receive national recognition as one of America's best and safest places to live. These accolades reflect the residents and businesses who are dedicated to keeping our hometown great. The City was listed as #7 of Missouri's "Safest Places to Live" in 2023, and a new survey has the City as #74 on the "Best US Suburbs to Buy your First Home" list out of over 20,000 municipal governments throughout the United States.

Protecting your safety continues to be one of our top priorities, and we will continue to invest in our Police Department to ensure that O'Fallon remains one of the country's safest cities. Increase in technologies, like drones, with optical and thermal cameras help our officers keep O'Fallon neighborhoods and businesses safe. Also, beginning in 2024, the City will be deploying more officers by restructuring the City into 10 police sectors (from 8 police sectors). We look forward to, adding an additional Park Patrol Officer to assist visitors and residents in the great parks in O'Fallon.

As we move forward in 2024, we will continue to invest in our infrastructure to ensure O'Fallon can continue to grow in future years. This year, our Engineering staff is investing nearly five million dollars in concrete repairs to our roadways. In addition to the concrete maintenance, and with the assistance of the Use Tax funds, we will improve the asphalt roads and parking lots and will utilize a new partial depth repair program, a nearly \$1.8 million dollar investment.

One of the things that makes O'Fallon such a great place to live, work, and play is having a well-trained and highly knowledgeable City staff. Our staff is truly second to none, and in today's environment, keeping quality employees at all levels is a significant challenge. After the successful implementation of the new salary administration plan and an expansion of the employee orientation program, the Human Resources Department is continuing their efforts to increase recruitments and employee retention.

Once again this year, O'Fallon continues to grow economically. Our sales tax revenues are meeting expectations and our local businesses are thriving. This continued positive trend is a testament to the more than 93,000 residents and 1,800+ businesses who choose to not only call O'Fallon home, but who also choose to expand and grow in our great community.

Our elected officials and City staff are dedicated to serving our residents and protecting the future of our community. With this budget, I believe that we will continue to exceed these goals throughout 2024 and beyond.

Thank you for your continued support and participation.

Warmest regards,

Bill Hennessy Mayor





January 2, 2024

TO: Honorable Mayor Bill Hennessy
The City Council
The Citizens of the City of O'Fallon, Missouri

I am pleased to present the annual budget document of the City of O'Fallon, Missouri, for the fiscal year beginning January 1, 2024. As stewards of our city's financial well-being, the City of O'Fallon staff has diligently worked to formulate a comprehensive budget that aligns with the strategic goals of our community while addressing the current and anticipated needs of our residents.

The budget preparation process is a collaborative effort involving all departments, each contributing valuable insights and perspectives to ensure that our fiscal plan reflects the priorities set forth by the elected officials and most importantly, the expectations of the citizens we serve.

This letter serves as a precursor to the detailed budget presented in this document, offering a high-level overview of our financial strategy, key focus areas, and the opportunities we aim to address in the upcoming fiscal year. Throughout the budget process, our commitment to fiscal responsibility, accountability, and transparency has remained top of mind. This itemized budget includes anticipated revenues and expenses for all City of O'Fallon funds.

Below, you will find the highlights of this year's budget and many of the projects we will be working on. There are numerous capital investments that will assist in responding to our residents' needs and improving efficiencies among our staff. We believe this responsible approach to the budget will ensure our City is well-positioned for both the near- and long-term and will help uphold our City's well-earned reputation as one of the country's safest and best places to live, work, and play.

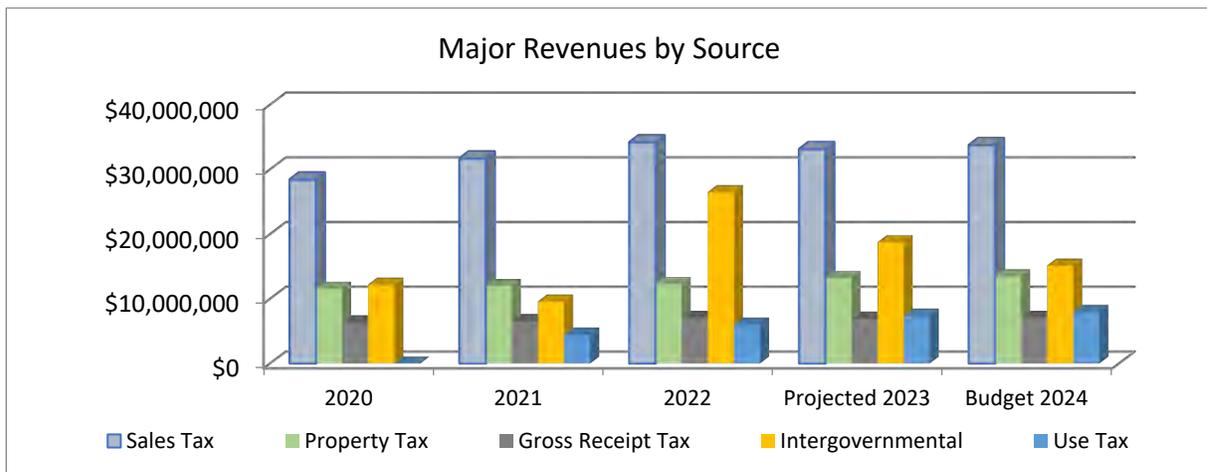
REVENUES

Revenues for the 2024 budget total \$132,439,654. These anticipated revenues include transfers and were calculated based on a careful and conservative consideration of our City's economic condition. This is a net increase over the projected 2023 revenues of \$126,674,529. This increase is made up primarily of bond proceeds for the water fund (\$8.29M).

Property taxes and sales taxes are the City's largest revenue sources in the General Fund. The 2024 budget is based on the estimation that the City's property tax revenue will increase by 3.5%, even though the property tax rate was reduced by \$0.0341 to \$0.4459 (\$0.2909 General Fund; \$0.1550 Debt Fund). The reduction is due to growth in the City's assessed valuation.

The City’s sales tax projection is flat in 2024 as compared to the 2023 projected rate. Sales tax continues to come in consistent with prior year collections. These projections are both sound and in keeping with the City’s tradition of conservative financial forecasting.

Recreation Fund revenues, which are primarily sales tax and program fees, are expected to be \$7,969,558. With the direction provided by the City Council, the Recreation Fund will receive 75 percent of the revenues from the shared Parks and Stormwater half-cent sales tax and 25 percent will go to the Storm Water Fund. Revenues for other funds include the Enterprise Funds (sales and services), Special Revenue Funds (sales tax, property tax, and various fees), and the Debt Service Fund (property tax).



Note: FY 2022 Intergovernmental includes \$7.77M for the American Rescue Plan Act.

	Sales Tax	Property Tax	Gross Receipt Tax	Intergovernmental	Use Tax
2019	\$27,046,842	\$12,004,156	\$6,682,059	\$9,565,511	\$0
2020	\$28,455,017	\$11,549,034	\$6,396,890	\$12,197,206	\$0
2021	\$31,710,221	\$11,988,262	\$6,583,052	\$9,588,879	\$4,490,583
2022	\$34,204,636	\$12,258,357	\$7,059,741	\$26,489,754	\$6,026,399
Projected 2023	\$33,151,071	\$13,210,191	\$6,952,410	\$18,729,643	\$7,406,351
Budget 2024	\$33,768,975	\$13,502,737	\$7,063,755	\$15,131,678	\$7,998,859

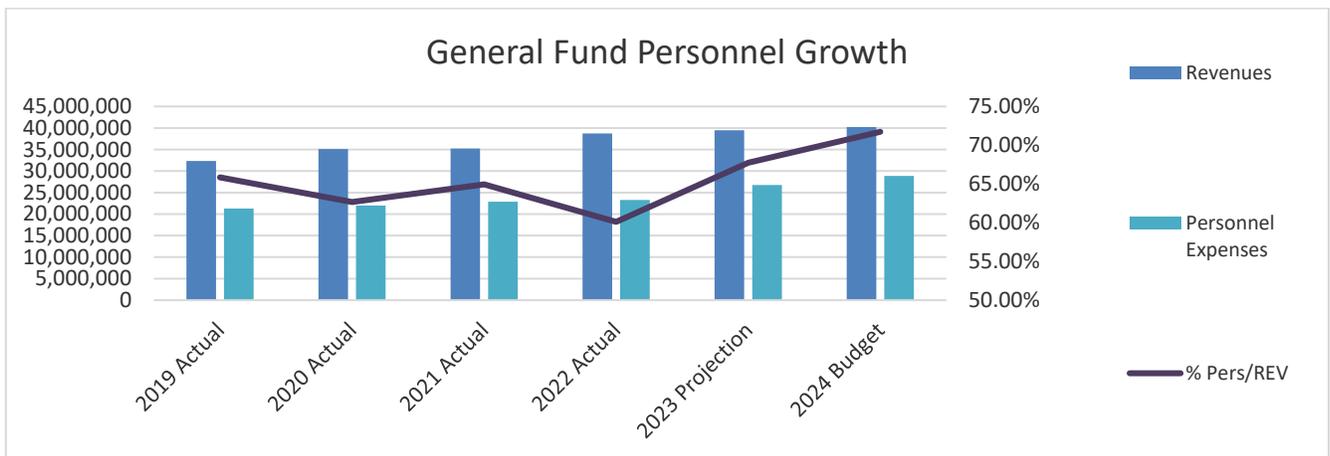
The City of O’Fallon has established a tradition of conservative and responsible financial management, which means we meet the standards set forth by the Government Finance Officers Association, the various bond agencies which evaluate the City’s financial health and the City’s own policies. In keeping with this tradition, and the City Council’s ongoing goals, we are maintaining a General Fund unreserved balance that will continue to exceed 40% in 2024. This continues to demonstrate prudent financial management by protecting the City against temporary revenue shortfalls, economic downturns, disasters, or unexpected major expenses. It also affords the City the financial freedom to capitalize on unanticipated opportunities which may present themselves in the coming years.

EXPENDITURES

The City remains committed to providing affordable healthcare benefits to our full-time employees. The proposed budget anticipates a slight increase in healthcare cost paid for by the employee at 1%. This represents an increase of \$0.39 (Plan B) and a \$0.29 (Plan C) increase for a single employee and an increase of \$1.16 (Plan B) and a \$0.86 (Plan C) increase for an employee with family coverage, each pay period. The City also will continue to offer a \$0 premium qualified high-deductible plan for employees who are interested in participating. In 2024, the IRS is requiring an increase in deductible for that plan of \$200 per year for individuals and \$400 for families. All other lines of coverage remain unchanged.

Additional staffing requests for 2024 were carefully reviewed. Six full-time and two part-time positions are included in the General Fund. These additions include one full-time Building Inspector Supervisor, four Police Officers, and one Construction Inspector. The wages for the Construction Inspector position are allocated to the General and Street and Road Improvement Funds. The two part-time positions are for a part-time Administrative Assistant and a part-time Warrant Clerk. It is important to note that the additional police officer positions are being requested earlier than the 2021 staffing report advised they would be needed but the police department is committed to moving to a ten-sector patrol plan that requires this additional staff to ensure adequate coverage in the fastest growing parts of the city.

In other funds, the Parks Department added an additional Park Ranger position and upgrading a part-time Administrative & Budget Coordinator to full-time. Project Management added an additional Project Manager position from our Street and Road Improvement Fund. Finally, the Water and Sewer Divisions are adding an Operator I and a Maintenance Mechanic to be split 25% Water and 75% Sewer.



General Fund	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Projection	2024 Budget
Revenues (w/o Transfer In)	32,339,368	35,112,903	35,225,707	38,735,209	39,486,398	40,226,021
Personnel Expenses	21,296,964	22,004,844	22,877,108	23,283,012	26,746,341	28,854,543
% Pers/REV	65.85%	62.67%	64.94%	60.11%	67.74%	71.73%

Note: FY 2022 does not include the \$7.77M from the American Rescue Plan Act.

The City’s infrastructure is a priority for our City Council, and this budget reflects a strong emphasis in this area. In 2024, there is more than \$16.54M in street and road projects, which includes \$13,540,297 from the Street and Road Improvement Fund and \$3.0M from the Police & Road Improvement Use Tax Fund.

These funds are allocated to address our ongoing street and road maintenance needs with \$5M dedicated to concrete improvements, \$300,000 allocated to asphalt repairs, and \$300,000 to fund the crack seal program. Other major streets projects include \$3.3M for Weldon Springs Road improvements, \$2.3M for Sommers Road widening, \$2.2M for Main Street (Pitman Avenue to Hwy 70), and \$1.88M for the Hwy K & Hwy N intersection improvements. It should be noted that the City routinely requests funding from the St. Charles County Road Board, the Missouri Department of Transportation, and the federal government through various grant opportunities to supplement the available City funds. To that end, the projects mentioned above are slated to receive approximately \$7.3M dollars from our partner agencies in addition to our own funds.

The Water Fund includes \$7.9M in water capital projects to include well upgrades, water treatment plant improvements, and the water treatment plant valve improvements. The Sewer Fund includes \$1.27M for lift station upgrades, \$735K for collection system improvements, and \$100K for clarifier rehab.

The General Fund budget includes numerous expenditures to address public safety with \$18,849,893 included in the Public Safety budget. The Police and Road Improvement Use Tax Fund also has \$3,877,593 for Police operations and equipment, including additional drones, drone tethers, and tasers. This also includes an amount carried over from past years to purchase a new computer system for dispatching and records management. In 2024, approximately 50% of the expenses of the fund are for the Police Department with \$3M going towards street and road improvements.

Because the safety and security of our citizens remain a top priority for the Parks Department, additional cameras are budgeted as part of an ongoing upgrade and replacement plan. Additionally, Parks will also start the 2-year conversion to LED lighting at the Ozzie Smith Sports Complex. In 2024, the department has allocated design funds for a new City park and the regional Blueway access point.

The Recreation Department will continue to offer popular events, such as Celebration of Lights, Heritage & Freedom Fest, and ongoing programming for residents and visitors to our great city. In 2024, the popular lazy river at the Alligator’s Creek Aquatic Center will also have some repairs done to ensure it remains a vibrant attraction.

As a result of the planned renovations to the City Council Chambers, the Communications Department will be updating the lighting, audio, and camera equipment to accommodate the new room configuration.

Finally, the Community Development Block Grant Fund continues to enhance our residents’ quality of life by funding the transportation program and assisting with structural improvements through the City’s popular Home Improvement Loan programs. These programs are funded through more than \$520,000 in grants from the United States Department of Housing and Urban Development’s Community Development Block Grant program.

In conclusion, I would like to thank our Assistant City Administrator Lenore Toser-Aldaz, our Deputy City Administrator Tom Drabelle, our Finance Director Vicki Boschert, our Finance Analyst Kelly Perano and all the department heads for their expertise and recognition of the City’s needs as we prepared this budget.

In O’Fallon, we are proud of our continued national recognition as “One of America’s Safest Cities” and as one of the country’s best places to live, and we are committed to maintaining that status for generations to come. Through our cooperative efforts, we present this 2024 budget with its focus on ensuring public safety, increasing economic development, and improving our infrastructure.

Sincerely,

A handwritten signature in black ink, appearing to read "MS", followed by a long horizontal flourish.

Michael Snowden
City Administrator



**City of O’Fallon
City Officials**

Mayor

William Hennessy (2025*)

City Council

Ward 1

Ron Epps (2026*)

Deana Smith (2025*)

Ward 3

Nathan Bibb (2026*)

Steve Koskela (2025*)

Ward 5

Linda Ragsdale (2026*)

Debbie Cook (2025*)

Ward 2

Lisa Thompson (2026*)

Tom Herweck, Pres Pro Tem(2025*)

Ward 4

Jeff Kuehn (2026*)

Jim Ottomeyer (2025*)

City Administrator

Michael Snowden

City Attorney

Kevin O’Keefe

Municipal Judge

Tim Engelmeyer

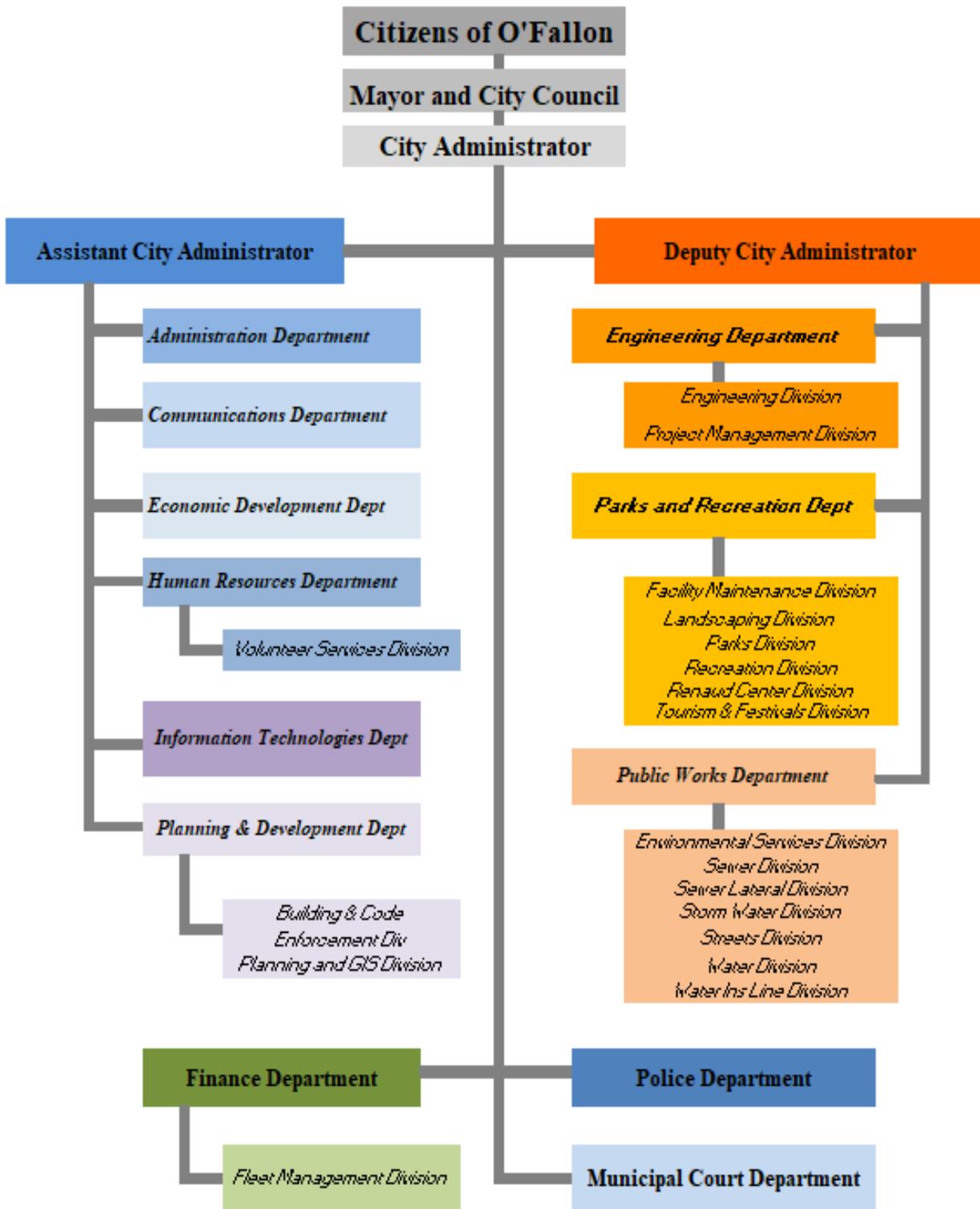
Director of Finance

Vicki M. Boschert, CPA

Assistant City Administrator.....	Lenore Toser-Aldaz
Deputy City Administrator	Tom Drabelle
City Clerk.....	Bess Bacher
Public Works Director	Steve Bender
Planning & Development Director	David Woods
Chief of Police.....	Frank Mininni
Director of Human Resource.....	Tanya Davies
Parks Director	Bill Mitchison
Recreation Director	Craig Feldt
Economic Development Director	Patrick McKeehan
Director of Communications.....	Tony Michalka
City Auditor	Carl Zilch

* Denotes term expiration, all terms expire in April.

2024 Citywide Organization Chart



2024 Fund Type Chart

Structure by Fund	
Debt Service Fund	Managed by Finance Director
Enterprise Funds	
Environmental Services Fund	Managed by Public Works Director
Police Training Facility Fund	Managed by Chief of Police
Public Venue Fund	Managed by Parks & Recreation Director
Renaud Center Fund	Managed by Parks & Recreation Director
Sewer Fund	Managed by Public Works Director
Water Fund	Managed by Public Works Director
General Fund	Managed by Department Directors
Special Revenue Funds	
Community Dev Block Grant Fund	Managed by Communication Director
Inmate Security Fund	Managed by Chief of Police
Police POST Training Fund	Managed by Chief of Police
Police & Road Improvement Fund	Managed by Chief of Police & Public Works Director
Recreation Fund	Managed by Parks & Recreation Director
Sewer Lateral Insurance Fund	Managed by Finance & Public Works Director
Storm Water Fund	Managed by Public Works Director
Street & Road Improvement Fund	Managed by Public Works Director
Transient Guest Tax Fund	Managed by Finance Director
Water Service Line Insurance Fund	Managed by Public Works Director

The City adopts an annual budget for each of the funds listed above. Each are subject to annual appropriation and all active funds would also be included in the Annual Financial Certification Report. The Capital Projects Funds listed below are completed and only historical information is provided.

Capital Projects Fund	
Justice Center Fund	Completed FY 2020 - History only
Parks Improvements Fund	Completed FY 2020 - History only

A more detailed description of each fund can be found in the Budget Summaries Section of this book (pages 72 - 73).



Approved Budget Summary vs Proposed Request

Fund	Estimated Balance As of 1/1/2024	Approved Revenues & Other Financing Sources	Approved Expenditures & Other Financing Uses	Approved Net Change in Fund Balance	Estimated Balance As of 12/31/2024	Change in Fund Balance From the Proposed Request
General Fund	29,749,833	40,340,591	(40,301,321)	39,270	29,789,103	(45,280)
Special Revenue						
Street & Road Improvement Fund	4,633,779	21,869,260	(24,791,726)	(2,922,466)	1,711,313	0
Recreation Fund	5,860,594	7,969,558	(9,222,013)	(1,252,455)	4,608,139	0
Storm Water Fund	2,727,125	2,066,073	(2,101,317)	(35,244)	2,691,881	0
Police & Road Imp Use Tax Fund	3,866,574	8,138,859	(8,427,593)	(288,734)	3,577,840	0
POST Police Training Fund	40,914	14,500	(30,000)	(15,500)	25,414	0
Water Service Line Insurance Fund	240,425	372,896	(256,853)	116,043	356,468	0
Sewer Lateral Insurance Fund	1,145,027	934,616	(971,183)	(36,567)	1,108,460	0
Transient Guest Tax Fund	1,450,187	910,000	(942,840)	(32,840)	1,417,347	0
CDBG Fund	0	520,785	(520,785)	0	0	0
Inmate Security Fund	95,491	10,000	(38,700)	(28,700)	66,791	0
	20,060,116	42,806,547	(47,303,010)	(4,496,463)	15,563,653	0
Debt Service Fund	7,651,108	4,545,692	(4,333,634)	212,058	7,863,166	0
Enterprise						
Water Fund	1,877,600	17,365,140	(16,676,138)	689,002	2,566,602	(16,625)
Sewer Fund	12,482,568	13,720,527	(21,088,415)	(7,367,888)	5,114,680	0
Environmental Services Fund	5,262,370	6,023,276	(5,924,136)	99,140	5,361,510	0
Renaud Center Fund	1,038,928	3,379,881	(3,242,041)	137,840	1,176,768	(2,664)
Public Venue Fund	713,950	458,000	(469,689)	(11,689)	702,261	0
Police Training Facility Fund	5,000	3,800,000	(3,770,000)	30,000	35,000	0
	21,380,416	44,746,824	(51,170,419)	(6,423,595)	14,956,821	(19,289)
Total Proposed Budget	73,742,013	132,439,654	(143,108,384)	(10,668,730)	68,172,743	(64,569)

Any requests to revise the budget are made during the presentation of the budget to the elected officials. These changes may be additional, removal, updating trends, clarifications and corrections.

In the General Fund there were five accounts that changed. New Safety Equipment (\$50,400) budgeted for the new Officers was increased and moved to better account assignment: Small Equipment \$45,680 and Range Supplies \$5,000. An additional \$10,000 was added for Organizational Training for Leadership training Opportunities. There was also an increase in the General Fund Transfer Out for \$35,000.

The Storm Water Fund received \$35,000 and increased the budget for additional StormWater Community Sharing Projects as requested by the elected officials.

The Water Fund corrected the budget for principal debt payment, adding \$16,625. There was also an update on the ERP Cost Allocation for the Renaud Center Fund of \$2,664.

Overall, the difference between the budget submitted and the budget approved was an increase in expenses of \$64,569. That is less than a 1% change in the budget presented.

City of O'Fallon Growth Tables

Commercial and Residential Building Construction				
Last Ten Fiscal Years				
Fiscal Year	Commercial Construction Permits	Commercial Construction Value	Residential Construction Permits*	Residential Construction Value
2023	256	\$153,756,840	314	\$69,810,164
2022	265	119,952,276	307	72,945,942
2021	262	48,159,788	357	79,935,191
2020	245	155,842,881	425	94,328,637
2019	265	75,336,705	403	82,575,526
2018	324	44,236,754	309	62,019,622
2017	253	56,143,945	245	44,351,803
2016	193	60,958,682	437	72,914,421
2015	244	45,029,397	434	60,895,449
2014	229	46,297,665	432	51,398,331

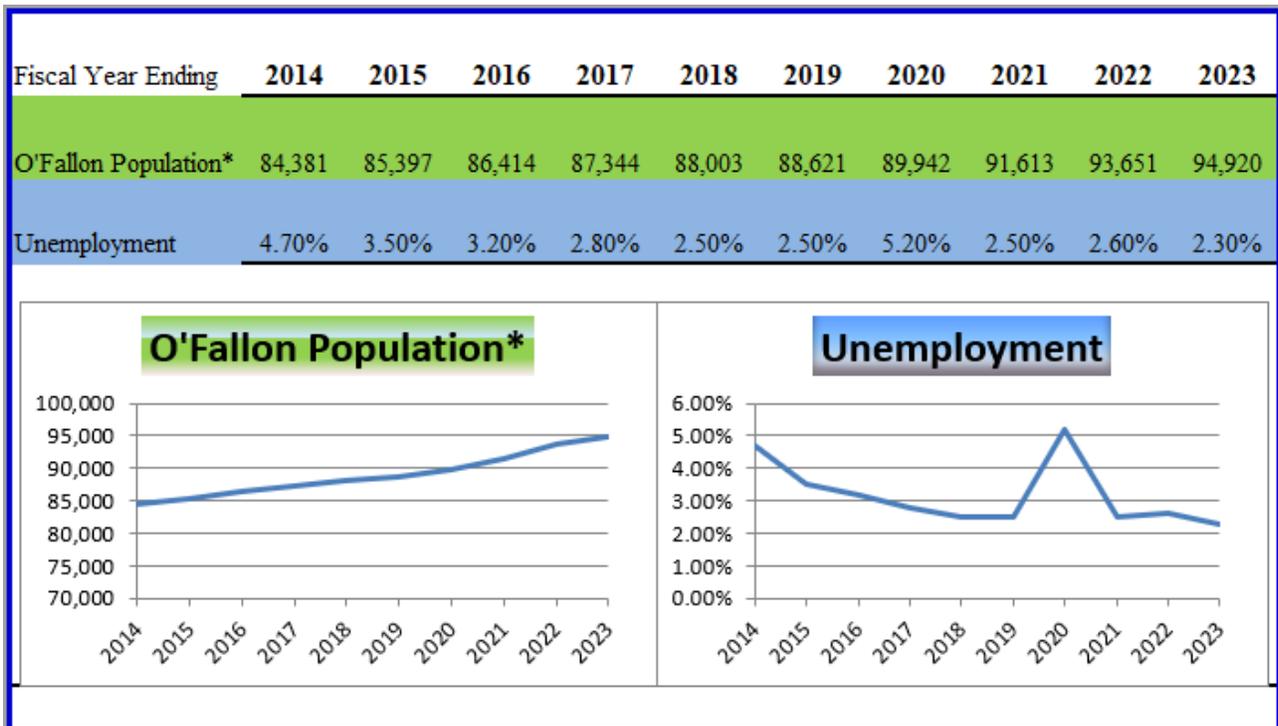
*Residential Construction includes Single Family and Villa units.

Assessed and Estimated Actual Value of Taxable Property					
Last Ten Fiscal Years					
Fiscal Year	Real Property	Personal Property	Railroad & Utility	Total Assessed Value	Total Estimated Actual Value
2023	\$2,371,218,850	\$513,415,396	\$33,924,832	\$2,918,559,078	\$13,226,196,624
2022	1,948,582,710	504,454,067	26,560,022	2,479,596,799	11,021,334,283
2021	1,910,288,670	418,404,480	25,462,236	2,354,155,386	10,565,602,498
2020	1,756,595,364	359,168,705	24,571,532	2,140,335,601	9,583,322,602
2019	1,707,997,686	330,359,631	23,542,056	2,061,899,373	9,283,312,626
2018	1,526,302,851	320,435,974	22,206,561	1,868,945,386	8,374,500,148
2017	1,499,539,903	308,813,420	24,439,052	1,832,792,375	8,217,944,272
2016	1,350,464,041	298,136,072	24,454,933	1,673,055,046	7,442,486,976
2015	1,325,309,114	286,646,872	26,159,704	1,638,115,690	7,284,798,819
2014	1,238,899,765	276,239,383	24,209,274	1,539,348,422	6,816,342,940

In 1984, the state underwent a general reassessment program. Effective January 1, 1985, all real properties were appraised, and current market values were assigned. Reassessments are currently performed every other year. In the past, the assessed value was equal to one-third of the properties' market value; however, after reassessment, residential property assessed valuation equaled 19% of appraised value, agricultural equaled 12%, and commercial and industrial equaled 32%. Personal property continues to be valued at one-third of the properties' market value.

Source: St. Charles County Assessor

Demographic Statistics Last Ten Fiscal Years



* The 2020 census population as of March 31, 2020 for the City of O'Fallon was published as 91,316. The City's estimate is from the 4th quarter of the year. The 2023 population estimates is from the Finance Department based on US Census Bureau Quickfacts July 2022 + ((prior year residential building permits + added units such as apartments) x Average People Per Household x 97% occupancy rate). Unemployment is from the US Department of Labor, Bureau of Labor Statistics, Local Area Unemployment Statistics Data, annual average. (www.bls.gov/data/)

City of O'Fallon - Top 10 Major Employers 2023

Rank	Business	Product or Service	Employees
1	Mastercard	Global Technology Headquarters	3,450
2	True Manufacturing Company Inc	Freezers and Commercial Coolers Manufacturer	N/A ⁽¹⁾
3	Citimortgage	Financial Services	1,662
4	Carshield (NRRM, LLC)	Insurance	653
5	SAK Construction , LLC	Construction	502
6	Progress West HealthCare Center	Hospital	424
7	WalMart #2616	Retail Store	383
8	MEMC	Sunedison Semiconducotr	370
9	Aldi	Warehouse and distribution	319
10	Delmar Gardens of O'Fallon, LLC	Senior Living	272

Source: City of O'Fallon, Missouri, Economic Development Department.

(1) Business requested actual number not be published. They fall in at the 2nd largest employer in the City.

City of O'Fallon - Top 10 Taxpayers 2023

Property Name / Owner	Type of Business	2023 Assessed Valuation of Real & Personal Property	% of Total Assessed Valuation
Mastercard	Global Technology Headquarters	69,467,432	2.38%
True Manufacturing Company Inc	Freezers and Commercial Coolers Manuf.	30,995,946	1.06%
Centene Data Center	Computer Technology	16,071,143	0.55%
Citimortgage	Financial Services	14,787,871	0.51%
MEMC	Sunedison Semiconducotr	13,593,489	0.47%
Watermark at O'Fallon MO LLC	Apartments	9,657,811	0.33%
Garden Villas of O'Fallon RE LLC	Delmar Gardens	8,445,166	0.29%
Prairie Point LL LLC	Apartments	7,929,041	0.27%
Darlington Enclave at WingHaven	Enclave at WingHaven	7,827,208	0.27%
Aldi	Warehouse and Distribution	6,958,582	0.24%

Source: St. Charles County Assessor's Office, Market Research Division.



In April 2009, the residents of the City voted and approved for the City to become a Home Rule Charter. The structure of the Charter City consists of an elected Mayor and ten elected City Council members, in whom the legislative power of the City is vested. The Mayor is elected to a four-year term, while the City Council members are elected to alternating three-year terms. These elected officials represent the citizens through the establishment and adoption of policies to govern the provision of City services. These policies take the form of ordinances or resolutions which establish laws, rules, and regulations.

The annual budget process is designed to be reflective of the sentiments of the citizens, City officials, and staff, as well as the basic values of the City organization. The Mayor and City Council refine and direct the City organization's objectives to reflect the needs and desires of citizens.

Similar to any growing community, the Mayor and City Council face the challenge of preparing for future needs and issues. To meet this challenge, the Mayor and City Council participate in Strategic Planning meetings which is part of the process to proactively manage change. The process helps develop a consensus of purpose to work towards common goals. It also requires a uniform commitment and recognition that City achievements are the result of combined efforts and leadership. This process is repeated every 3-4 years. The Department Heads (Directors and Executive team) review and update the status of the goals within the plan every month or sooner to report activity and progress.

The following pages include the City's Debt Policy, Financial Policies Summarized and other Significant Accounting Policies the City complies with. These policies are reviewed and updated as needed and required, to address changes in Local, State and Federal requirements, GAAP, etc. as well as system and economic changes.



Debt Policy

Policy No.: 700

Purpose: The purpose of this policy is to establish debt issuance guidelines.

Scope: This policy is applicable to all debt issuance for the City of O'Fallon.

1: **The City will seek to maintain, and if possible, improve its current bond rating so its borrowing costs are minimized and its access to credit is preserved.**

Sound financial practices, debt management and capacity, and competent management support the maintenance of the City's current bond rating. In its relations with rating agencies and the investment community, the City will follow a policy of full disclosure, as required by legal and professional practices.

2: **The City will have a specific set of debt issuance guidelines consistent with Federal, State, and local laws and policies.**

The debt guidelines will recognize how much debt the community can support, not only based on debt of the City, but debt of overlapping jurisdictions, as well. Debt should not be used for the provision of routine operation unless it is only for cash flow purposes or the borrowing costs are less than the rate of invested funds. Debt should never be issued for a period longer than the estimated useful life of an improvement or asset.

3: **Credit Worthiness**

The City will seek to maintain, and as possible, improve its current credit rating so its borrowing costs are minimized and its access to credit is preserved and enhanced.

The City will maintain good communications about its financial condition with bond and credit rating institutions.

The City will follow a policy of full disclosure for all disclosure documents which meets or exceeds the disclosure guidelines as developed by the Government Finance Officers Association.

4: **Borrowing Purposes**

The City will not fund current operations from the proceeds of borrowed funds, except for short term cash flow borrowing such as Tax Anticipation Notes.

The City will confine long-term borrowing to capital improvements, projects, or equipment which cannot be funded from current revenues.

5: **Debt Repayment**

When the City uses long-term debt financing, it will repay the debt within a period not to exceed the useful life of the improvements or equipment.

Whenever possible, debt shall be self-supporting, and will be revenue debt, leasehold purchase, special obligation bonds or revenue-backed with a general obligation pledge.

The general obligation pledge will be used only for projects which have a general benefit to City residents which cannot be self-supporting.

Neighborhood Improvement Bonds may be issued for extra-territorial assessments. Such bonds shall be secured by the assessment payments and by reserves funded from other payments made by the benefited parties. The term of the bonds shall match the projected cash-flow from assessment payments and foreclosure sales.

Advance refunding will be undertaken only when the restructuring of debt is in the City's financial interest.

Lease purchase debt, including certificates of participation and special obligation bonds, will be considered as an alternative to long-term vendor leases when cost effective. Such debt will be subject to annual appropriation and administered by the Finance Department.

Long-term lease purchases for buildings and facilities will be used when the cost of a lease purchase is lower than other options or if deemed appropriate because of time constraints, etc.

6: Key Debt Ratios

There are several key debt ratios that investors and financial analysts use when reviewing a city's credit worthiness. The City of O'Fallon has established a set of guidelines which are to be used when reviewing the key debt ratios. These numbers are indicators of financial stability.

The City's key debt ratios will be defined in the stated procedures for issuing debt and will be reviewed and updated at least once every three years.

7: Conduit Financing

Recognizing that the City is able to issue debt for broad purposes, it may be appropriate to issue on behalf of another party when the Council, after a complete review process, determines that the proposed project will provide a general benefit to City residents.

The City will consider issuing conduit financing which will not impair the City's credit rating. Any financing issued through the City shall qualify for an investment grade rating by one or both of the two top rating agencies.

All expenses related to conduit financing will be borne by the applicants. The City shall establish review procedures for projects, including public contracting and financial fees.

8: Other Financing

Entities associated with the City, such as the Tax Increment Financing Commission, may issue debt subject to the same criteria listed above. Debt issued by City agencies shall be approved by the City Council.



Financial Policies Summarized

Excellent financial management is the key to successfully completing the goals of citizens, elected officials and City staff. Strategic management and community planning are dependent on the availability of resources and the ability to obtain financing.

Financial Management

Prudent management of the City's financial resources allows for the continued ability to provide quality municipal services. Responsible financial management is critical to making effective and efficient use of available resources. In September 2015 (June 2017 Revised), the City Council approved the policy section of the Financial Policies and Procedures Manual to provide the foundation for financial and operational systems management. These policies are designed to ensure the financial integrity of the City and to provide cost-effective services to the citizens.

The Financial Policies and Procedures Manual contains specific financial management policies/procedures to guide short-term decision-making. These policies/procedures specifically address functional areas of the financial operation, including debt, investments, purchasing, payroll, accounts payable and cash collections. The following are examples of some of the policies used to guide daily operations.

- The City budget will support the goals and policies of the City Council, Council adopted strategic plans and service needs of the community.
- The City will maintain an accounting and financial reporting system that conforms with Generally Accepted Accounting Principles and applicable Missouri Statutes, and will issue a Comprehensive Annual Financial Report (Audit Report) each fiscal year.
- The City will not fund current operations from the proceeds of borrowed funds. The City will confine long-term borrowing to capital improvements, projects, or equipment which cannot be funded from current revenues. Debt issued through a general obligation pledge will be used only for projects that have a general benefit to City residents and cannot be self-supporting.
- It is the policy of the City to invest public funds in a manner which will provide maximum security of capital with the highest return on investment while meeting daily cash flow demands of the City and conforming to all Missouri statutes governing the investment of public funds.
- When the City uses long-term debt financing, it will repay the debt within a period not to exceed the useful life of the improvements or equipment.
- The City has two financial concepts that drive the way in which the finances are maintained and reported: "Basis of Accounting" and "Budget vs. GAAP reporting."

The following summarizes information regarding other topics contained in the Financial Policies and Procedures Manual.

Budgeting

The City Council adopts an annual budget on the *modified accrual basis of accounting* for all governmental fund types, which is the same basis of accounting used for financial reporting. The modified accrual basis recognizes revenues, when they are both available and measurable, and recognizes expenditures when the liability is incurred.

Propriety funds are used for business-like activities and budgets are prepared on an accrual basis. The revenues are recognized when earned and the expenses are recognized when incurred. The receipt of long-term debt proceeds, capital outlays, and debt service principal payments are reported in the budgetary basis of accounting but differ from the GAAP financial statement reporting where allocations for depreciation and amortization expenses are recorded.

The City uses encumbrances to record a commitment of funds for a specific purpose. Encumbrances are classified as expenditures when created in the budgetary basis of accounting. Outstanding encumbrances at year-end lapse in the current fiscal year but are reappropriated in the following year to authorize the continuation of the transaction. Encumbrances are reported as a reservation of fund balance in the GAAP financial reports as they do not represent expenditures or liabilities.

For financial reporting purposes, items reported as “other financing sources” and “other financing uses” under the GAAP basis of accounting are classified as revenues and expenditures under the budgetary basis of accounting for both governmental and proprietary funds.

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

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

City officials review budget appropriations and actual financial requirements again at mid-year. The City Council may amend or adjust the budget, by adoption of an amending budget ordinance, which adjusts the revenue and expenditure authorization during the budget year.

A sample calendar illustrating the timing and responsibility of issues related to the budget process can be found on pages 42-43.



Significant Accounting Policies

The City of O'Fallon, Missouri (the City) was incorporated September 12, 1912. The City operates under a Home Rule Charter with a Mayor/City Council/City Administrator form of government and provides the following services as authorized by its bylaws: public safety (police), highways and streets, culture and recreation, public improvements, planning and zoning, and general administrative services.

The general purpose financial statements of the City have been prepared in conformity with Generally Accepted Accounting Principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the City's accounting policies are described below:

(a) Reporting Entity

The City defines its reporting entity in accordance with the provisions of GASB Statement No. 14, *The Financial Reporting Entity* (GASB 14). GASB 14 requirements for inclusion of component units are based primarily upon whether the City's governing body has any significant amount of financial accountability for potential component units (PCU). The City is financially accountable if it appoints a voting majority of a PCU's governing body and is able to impose its will on that PCU, or there is potential for the PCU to provide specific financial benefits to, or impose specific financial burdens on, the City. Based upon these criteria, the general purpose financial statements include all funds, agencies, boards, commissions, and authorities for which the City is financially accountable.

(b) Fund Accounting

The City uses funds to report its financial position and results of operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. Funds are classified into three categories: governmental, proprietary, and fiduciary. Each category, in turn, is divided into separate "fund types."

Governmental Fund Types

Governmental funds are those through which most governmental functions of the City are financed. The acquisition, use, and balances of the City's expendable financial resources and related liabilities are accounted for through governmental funds. The following are the City's governmental fund types:

General

The general fund is used to account for resources traditionally associated with government activities which are not required legally or by sound financial management to be accounted for in another fund.

Special Revenue

Special Revenue funds are used to account for specific revenues (other than major capital projects) that are legally restricted to expenditures for specified purposes.

Capital Project Fund

Capital Project Funds are used to account for financial resources to be used for acquisition of major capital facilities (other than those financed by proprietary funds).

Debt Service

Debt service funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.

Enterprise Funds - Proprietary Fund Type

Proprietary funds are used to account for activities similar to those found in the private sector. Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The activities of the City's water, sewer, public venue, recreation facility and environmental services operations are accounted for in the enterprise funds.

In reporting the financial activity of its proprietary funds, the City applies all applicable Governmental Accounting Standards Board (GASB) pronouncements, as well as the following pronouncements issued on or before November 30, 1989, unless these pronouncements conflict with or contradict GASB pronouncements: Financial Accounting Standards Board (FASB) Statements and Interpretations, Accounting Principles Board (APB) Opinions and Accounting Research Bulletins (ARBs) of the Committee on Accounting Procedure.

Fiduciary Fund Type - Agency

Agency funds are used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governmental units, or other funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of the results of operations.

(c) Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental fund types are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

All proprietary funds are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operation of these funds are included on the combined balance sheet. Fund equity (i.e., net total assets) is segregated into contributed capital and retained earnings (deficit) components. Proprietary fund type

operating statements present increases (i.e., revenues) and decreases (i.e., expenses) in net total assets.

The *modified accrual basis* of accounting is used by all governmental fund types and agency funds. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The City considers property taxes as available if they are collected within 60 days after year-end. Expenditures are recognized in the period in which the related fund liability is incurred, if measurable, except for principal and interest on general long-term debt which is recognized when due.

Revenues considered susceptible to accrual are property taxes, sales taxes, gross receipts taxes, interest income, and certain intergovernmental revenues. In applying the susceptible to accrual concept to intergovernmental revenues, the legal and contractual requirements of the individual programs are used as guidelines. There are essentially two types of these revenues. In one, monies must be expended on the specific purpose or projected bases before any amounts will be paid to the City; therefore, these revenues are recognized based upon the expenditures recorded. Intergovernmental revenues received by the City prior to recognition as revenues and related expenditures are classified as deferred revenue. In the other, monies are virtually unrestricted as to purpose of expenditure and are usually revocable only for failure to comply with prescribed compliance requirements. These resources are reflected as revenues at the time of receipt or earlier if they meet the available and measurable criteria.

Licenses and permits, charges for services, fines and forfeitures, and miscellaneous revenues are recorded when received because they are not generally measurable until actually received.

Under the accrual basis of accounting used by the proprietary fund type, revenues are recognized when earned and expenses are recognized when incurred. Within the City’s water, sewer and environmental services funds, an estimated amount has been recorded for services rendered but not yet billed as of the close of the fiscal year. The receivable was arrived at by taking the subsequent cycle billings and prorating the number of days applicable to the current fiscal year.

(d) Fund Equity

Contributed Capital

Contributed capital in the enterprise funds consists primarily of that portion of property, plant and equipment which was financed through the receipt of federal and state grant revenues. Contributed capital also consists of contributions from developers.

Retained Earnings

Retained earnings of the enterprise funds consist of the results of operation that are available to finance future activities.

Fund Balances - Reserved

Reserved fund balances in the governmental fund types consist of reserves for advances to

other funds, encumbrances, future capital projects, debt service, prepaid assets and street improvements.

Fund Balances - Unreserved

Unreserved fund balances in the governmental fund types are the residual of the City's assets less liabilities and reservations.

(e) Budgetary Data

The City Council follows the procedures outlined below in establishing the budgetary data reflected in the general purpose financial statements:

1. Prior to December 31, the City Council appropriates, by ordinance, the annual operating budget for the fiscal year beginning the following January 1. The operating budget includes proposed revenues and expenditures for the General Fund, Special Revenue Funds, and Debt Service Fund; the City Council also adopts, as a management control device only, a budget for the Enterprise Funds. Budgetary control is achieved at the fund level.

The City's budgetary process is based upon accounting for certain transactions on a basis other than Generally Accepted Accounting Principles (GAAP). To provide a meaningful comparison of actual results with the budget, the actual results of operations are presented in the combined statement of revenues, expenditures and changes in fund balances - budget and actual - all governmental fund types, in accordance with the budget basis of accounting. The major differences between the budget and GAAP bases of accounting are that encumbrances are recorded when encumbered (budget) as opposed to when the obligation is incurred (GAAP).

2. The City Administrator may authorize budget transfers for unexpected budget balances within each fund. The City Administrator may not transfer monies between funds or allow expenditures in excess of the adopted budget.
3. The City Council may, by ordinance, make supplemental appropriations for revenues in excess of original budget estimates or reduce appropriations should revenues and available reserves be insufficient to meet the amount appropriated.

The City's budget for the governmental fund types is prepared under the modified accrual basis of accounting.

The City sets the maximum level of expenditures at the amount authorized when the budget ordinance is passed. Expenditures may not legally exceed budget appropriations at the fund level.

State statutes prohibit deficit budgeting by requiring that estimated expenditures for the period do not exceed estimated revenues for the period plus unencumbered budget basis fund balances at the beginning of the period (also see balanced budget definition page 317).

(f) Encumbrances

Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of funds are recorded in order to reserve the portion of the applicable appropriation, is employed in the governmental fund types. At the end of each budget period, unencumbered and unexpended appropriations lapse. Appropriations in the governmental fund type are charged for encumbrances when commitments are made. Outstanding encumbrances at year-end lapse in the current fiscal year but are reappropriated in the following fiscal year to authorize the continuation of the transaction. Encumbrances are reported as a reservation of fund balance in the GAAP financial reports as they do not represent expenditures or liabilities.

(g) Inventories

Purchases of materials and supplies in the governmental and proprietary fund types are charged to expenditures/expenses when purchased; except for minimal inventory of daily operating supplies purchased by the City's Office Center for subsequent purchases by the City departments. Amounts of inventories in such funds are not material.

(h) Capital Assets and Depreciation

Capital assets, which include property, plant, equipment and certain infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements in the Comprehensive Annual Financial Report. Capital assets are defined as assets with an initial, individual cost of \$5,000 or more for general capital assets and \$25,000 or more for infrastructure, and an estimated useful life in excess of two years. Such assets are recorded at historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair value at the date of donation.

The costs of normal maintenance and repairs that do not enhance functionality or materially extend the life of an asset are not capitalized.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

	<u>Years</u>
Buildings	35-45
Structures and improvements	30-45
Water and Sewer lines	30-50
Streets, bridges and sidewalks	30-50
Furniture and other equipment	5
Vehicles	5
Computer equipment	3-5
Software	3-5
Land improvements	30-45

(i) Compensated Absences

City employees earn vacation based on length of service. Vacations accrue on the anniversary

date of employment and must be taken within one year. Upon termination, employees are paid for unused vacation. Accrued vacation pay is recorded as earned in the governmental fund as it is expected to be paid with available expendable resources. Employees may accumulate up to 480 hours of sick leave at a rate of eight hours per month. Employees who accumulate more than 480 hours shall thereafter be paid for 75% of unused sick leave beyond the 480 hours at their regular hourly rate at the end of the year if funds are appropriated by City Council.

(j) Bond Discount

Bond discount on revenue bonds is recorded as a reduction of the debt obligation.

(k) Interfund Transfers

The City has the following types of transactions among funds:

Reimbursements

Reimbursement of expenditures made by one fund for another are recorded as expenditures in the reimbursing fund and as a reduction of expenditures in the reimbursed fund.

Quasi-External Transactions

Charges or collections for services rendered by one fund for another are recognized as revenues of the recipient fund and expenditures or expenses of the disbursing fund. These transactions are recorded as quasi-external transactions because they would be treated as revenues and expenditures or expenses if they involved organizations external to the City.

Residual Equity Transfers

The transfer of a fund's equity to another fund in order to permanently close a fund to future activity.

(l) Statement of Cash Flows

For purposes of the statement of cash flows, the proprietary fund type considers all highly liquid investments (including restricted assets) with a maturity of three months or less when purchased to be cash equivalents.



Budget Process Timeline

The City budget is an ongoing process in which departments start identifying and measuring costs for budgetary needs well before the formal budget process begins.

June	●	City Council Budget Kickoff Meeting and adoption (if updated) of the City's Strategic Plan which identifies the priorities of the upcoming budget year.
July	●	Departmental Budget Kickoff Meeting to review the City's budget process with the departments and discuss how to integrate the newly adopted Strategic Plan into the department budgets.
July	●	Revenue projections due to the Director of Finance.
July - September	●	New Personnel and Capital requests are due to the Director of Finance and Financial Analyst. Divisions enter budget expenses and capital expenses into system. Finance enters wages and benefits.
August - September	●	City Administrator, Assistant City Administrator, Director of Finance, Financial Analyst and City Auditor meet with all divisions to review their budget entries.
September	●	City Administrator meets with all Department Directors to review the final budget recommendation and any final changes to the requested budgets.
October	●	City Administrator, Assistant City Administrator, Director of Finance and Financial Analyst meets with the Mayor and President Pro Tempore to review the budget recommendation and make any changes that the City Council would like staff to incorporate into the proposed budget. These changes are in addition to the Strategic Plan and other requests identified in the City Council Budget Kickoff meeting.
October	●	Distribute proposed budget to City Council.
October	●	There is at least one public meetings where staff presents their departmental budgets to City Council. The draft budget is available to the public at this time on the City's website.
October - November	●	The Director of Finance prepares the 5 year Capital Improvement Program (CIP) utilizing the final proposed budget as the first year of the CIP and adding an additional 5 years of departmental capital budget requests.
November	●	There is a public hearing (10 day notice required) and first reading of the proposed budget ordinance.
November	●	There is a public hearing (14 day notice required) and first reading of the proposed 5 year CIP.
December	●	Second reading and final adoption of the proposed budget ordinance and the proposed 5 year CIP occurs. The budget goes into effect on January 1st.
January - December	●	Budget amendments are presented to Council for approval and require two readings. Budget adjustments can be approved by the department supervisors.

The Director of Finance monitors the performance of the annual budget once adopted. Periodically throughout the fiscal year, the Director of Finance will prepare and submit an ordinance to amend the current budget due to changes in estimates, unanticipated needs, emergency repairs, etc. The City Administrator has the ability to approve transfers of appropriations as long as the transfer is between operating accounts or capital accounts within the same fund.

Financial Monitoring

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

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

Independent Audits and Financial Reports

Sound business practice and federal and state laws require annual, independent audits of the City's financial statements. The independent accounting firm of Hochschild, Bloom & Co., LLP performed the City's 2020 audit and issued an opinion on the City's General Purpose Financial Statements and other reports as required by the Single Audit Act of 1984.

The City's Finance staff prepares substantial analytical documentation for the annual audit and produces the Comprehensive Annual Financial Report in accordance with generally accepted accounting principles and statutory requirements. Historically, the auditor's opinions on the City's financial statements have been unqualified and the Auditor's reported the City to be in compliance with the Single Audit.

Working Capital

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

Financial Planning

The City Council requires the preparation of a five-year (5) Capital Improvement Program (CIP) each year. It is a listing of capital projects over a specified period of time. The purpose of the CIP is to systematically plan, schedule and finance capital projects to ensure cost effectiveness as well as conformance with established policies. Future years in the CIP may be revised as necessary as changes occur in economic conditions, public needs, changes in priorities, etc. This five-year Capital Improvement Program requires a 14-day public hearing notice and is adopted by the Council by December 31st of each year.

Controls

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

- **Purchasing** - The procurement process utilizes a centralized purchase order system, on all purchases exceeding \$4,000, requiring division authorization within approved limits. Controls on both dollar value and individual staff purchasing authorization have been implemented through the use of purchasing cards.
- **Expenditures** - The City’s automated expenditure processing system compares requested expenditures against current budget availability to monitor spending in excess of appropriations.
- **Investment Ratios** – The City’s Investment Policy purpose is to establish investment guidelines. The Finance Division prepares a quarterly report that, among other things, reports composition and maturity breakdowns to compare to the suggested guidelines. The primary objective of the City of O’Fallon’s investment activities is the preservation of capital. Below is a chart with the ratio guidelines.

Composition Guidelines			Maturity Guidelines		
Investment Type	Suggested Limit	As of 12/31/23	Days Remaining to Maturity	Suggested Limit	As of 12/31/23
U.S. Treasury Bills & Notes	90%	0.00%	Less than 30	0%	95.25%
U.S. Government Agencies*	75%	0.59%	Less than 90	0%	95.25%
Certificates of Deposit (ICS)**	90%	19.52%	Less than 180	0%	100%
Repurchase Agreements* (overnight & short-term)	90%	3.56%	Less than 365	50%	100%
U.S. Government Instrumentalities	75%	0.00%	Less than 1,825 (5 years)	100%	100%

*The funds included in the ‘U.S. Government Agencies’ funds are in an Investment account that is collateralized with US Government Agencies. These funds, along with the cash and Overnight Repurchase Agreements (3.56% of portfolio), are available daily so they are 100% liquid and 104% collateralized with US Government Agencies.

**Certificates of Deposits (ICS) – These funds are in an ICS (Insured Cash Sweep) Deposit Placement Agreement account thru the City’s bank.





GENERAL FUND REVENUES
& PROJECTIONS

DEBT SERVICE FUND REVENUES
& PROJECTIONS

SPECIAL REVENUE FUNDS REVENUES
& PROJECTIONS

CAPITAL PROJECT FUNDS REVENUES

Revenues & Projections

This section provides a comprehensive discussion of revenues and projections for the City's General Fund, Debt Service Fund, Special Revenue Funds and Capital Project Funds.



Citizens First Center

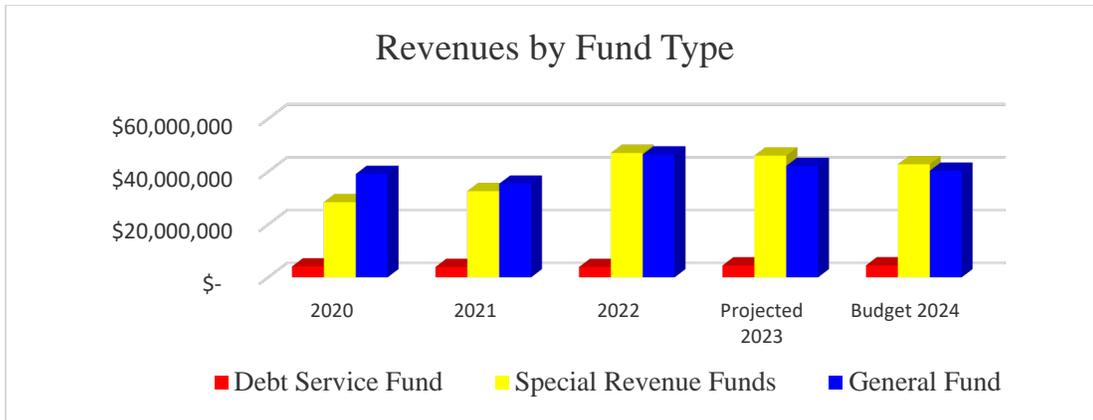
For O'Fallon residents, contacting Citizens First is the easiest way to get in touch with City staff and ask a question, make a request, or report a concern, 24/7.

The key thing for residents to remember is that Citizens First is the go-to source for getting information or reporting a concern.

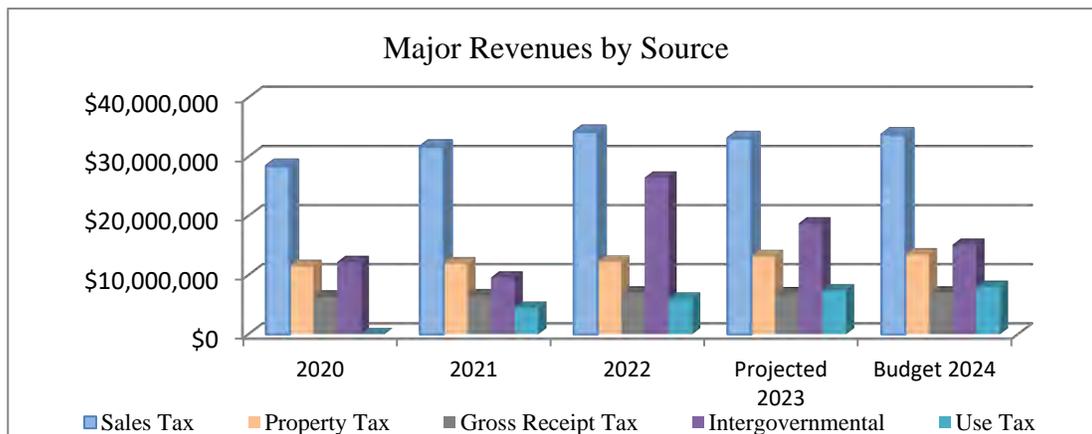
Citizens First is set up so that residents don't need to know what department to contact for answers or help. Just call or log onto Citizens First at any time with needs, questions or concerns, and we'll handle it for you. It's like having City Hall at your fingertips, around the clock.

The following section presents an analysis of revenues, including actual collections from prior years, projected budget amounts for 2022, budgeted amounts for 2023 and projections for future years are from the City’s 5-year CIP. This section includes revenues for the General Fund, Debt Service Fund and Special Revenue Funds.

The following chart shows the total actual revenues for 2020 to 2022, projected budget revenues for 2023 and budget revenues for 2024.



The chart below has the Major Revenues by Source for the funds above. These major revenue sources account for over 75% of the total revenues in the funds.



Note: This is for total tax collected for all three fund types. Intergovernmental revenues are based on projects and available grant versus trends.

Annual % Change	Actual 2020	Actual 2021	Actual 2022	Projected 2023	Budget 2024	Future Years
Sales Tax	5.21%	27.22%	11.13%	0.81%	2.98%	.5-3.0%
Use Sales Tax	0.00%	0.00%	34.20%	3.21%	0.98%	<1%
Property Tax	(3.79%)	3.80%	2.25%	7.76%	2.21%	1.5-4.0%
Gross Receipt Tax	(4.27%)	2.91%	7.24%	(1.52%)	1.60%	<1%
Intergovernmental	27.51%	(21.38%)	176.25%	(29.29%)	(29.21%)	<1%

General Fund Revenue

Fiscal Year 2024

Revenue Source	Actual 2021	Actual 2022	Projected Budget 2023	Budget 2024
Taxes				
Property Taxes	\$7,429,607	\$7,761,414	\$8,219,199	\$8,490,041
Surtax - Commercial Real Property	643,551	648,450	647,005	647,004
Gross Receipts Tax	6,583,052	7,059,741	6,952,410	7,063,755
Sales Tax	15,312,637	16,778,656	16,346,011	16,846,011
Institutional Tax	718,226	407,992	250,000	250,000
Total Taxes	\$30,687,073	\$32,656,253	\$32,414,625	\$33,296,811
Intergovernmental Revenues	\$496,959	\$8,268,651	\$560,000	\$581,323
Licenses, Fees & Other Revenue				
Home Occupation Permits, Merchants & Liquor Licenses	\$177,762	\$253,454	\$244,296	\$408,237
Sign & Fence Permits	33,997	33,319	29,500	30,000
Residential & Commercial Building Permits	1,094,915	1,587,974	2,225,866	1,814,778
Electrical, Plumbing, Subdivision Improvement, Temp & Demo Permits	432,848	776,072	680,737	626,757
Mobile Home Permits	0	0	0	0
Master House & Commercial Plan Review	10,156	7,403	27,000	27,000
Planning Services	403,686	339,443	185,162	185,000
Police Services	139,651	264,976	900	900
Court Fines, Crime Victims and Restitution	955,295	805,370	771,716	804,937
Parks & Recreation/Special Events	385,153	389,591	390,500	474,750
Misc. Revenues (Sale of Ppty & Misc. Permit)	518,063	638,461	3,332,161	660,528
Total Licenses, Fees & Other	\$4,151,526	\$5,096,063	\$7,887,838	\$5,032,887
Other Financing Sources	\$37,255	\$19,238	\$8,442	\$0
Transfers In	\$86	\$0	\$114,570	\$114,570
Interest	\$67,265	\$478,244	\$1,200,000	\$1,315,000
Total Revenue	\$35,440,165	\$46,518,450	\$42,185,475	\$40,340,591

General Fund Revenue - Projections

Fiscal Year 2024

Revenue Source	Fiscal Year 2025	Projections Fiscal Year 2026	Fiscal Year 2027
Taxes			
Property Taxes	\$8,822,597	\$8,991,049	\$9,248,780
Surtax - Commercial Real Property	666,414	686,407	706,999
Gross Receipts Tax	7,248,009	7,245,678	7,254,975
Sales Tax	17,749,851	18,097,348	18,625,119
Institutional Tax	250,000	250,000	250,000
Total Taxes	\$34,736,871	\$35,270,482	\$36,085,873
Intergovernmental Revenues			
Various Intergovernmental Agreements	\$590,043	\$598,894	\$607,877
Total Intergovernmental	\$590,043	\$598,894	\$607,877
Licenses, Fees & Other Revenue			
Home/Rental Occupation Permits, Merchants & Liquor Licenses	\$425,761	\$428,322	\$430,922
Sign & Fence Permits	29,827	30,261	30,702
Residential & Commercial Building Permits	1,600,000	1,300,000	1,200,000
Electrical, Plumbing, Subdivision Improvement & Demolition Permits	506,008	485,322	489,701
Master House & Commercial Plan Review	27,000	27,000	27,000
Planning Services	310,770	312,083	313,441
Police Services	900	900	900
Court Fines, Crime Victims and Restitution	804,650	804,650	804,650
Parks & Recreation Programs	484,810	495,123	505,696
Miscellaneous Revenue	789,597	801,518	813,333
Total Licenses, Fees & Other	\$4,979,323	\$4,685,179	\$4,616,345
Other Financing Sources	\$0	\$0	\$0
Transfers In	\$114,570	\$114,570	\$114,570
Interest	\$1,315,000	\$700,000	\$500,000
Total Revenue	\$41,735,807	\$41,369,125	\$41,924,665

Property Taxes**\$8,490,041**

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

Real property taxes are levied each August based on the assessed valuation of property located in the City, as of the previous January 1. Assessed valuations are established by the St. Charles County Assessor. The City tax rate for Fiscal Year 2024 is expected to be levied at \$0.4459 per \$100 of assessed valuation. This expected levy would include \$0.2909 for the General Fund and \$0.1550 for the Debt Service Fund. Residents are billed in November. Taxes are due and collectible on December 31, and are delinquent and represent a lien on related property on January 1 of the following year. Taxes are billed, collected and remitted to the City by the St. Charles County Collector for a fee of 2.1% (1.5% to County Collector and 0.6% to Assessor) of the taxes collected, except for railroad and utility.

Railroad and utility taxes are levied on property owned by the railroads and utilities within St. Charles County. The amount attributable to each municipality is based upon the holdings within the city limits of each jurisdiction. The tax rate for 2024 is \$0.4459 per \$100 of assessed valuation. These taxes are billed, collected and remitted to the City by the St. Charles County Collector for a fee of 1% per state statute.

Reassessments on real property are performed every two years (FY 2024 is a non-reassessment year). In the past, the assessed value was equal to one-third of the property's market value. However, after the state restructured the assessment process in 1984, assessed valuation of residential property equaled 19% of appraised value, agricultural equaled 12%, and commercial and industrial equaled 32%. Personal property continues to be valued at one-third of the property's true value in money.

The Assessor's Office is responsible for establishing the fair market value of all property within St. Charles County as of the tax date, January 1st. This assures the tax burden is distributed fairly among those responsible for payment. The market value of your property is multiplied by the statutory level of assessment to arrive at an assessed value. Personal Property is assessed at 33 1/3% of its true value in money (RSMo. 137.115), with the following exceptions: farm machinery and livestock at 12%; historic vehicles and historic aircraft at 5%; grain (un-manufactured) at .5%. The Assessor shall annually assess all personal property at thirty-three and one-third percent of its true value in money as of January 1 of each calendar year. Boats and other special vehicles are taxed on one-third of the Modified Accelerated Cost Recovery System life tables (per RSMo. 137.122), in general, however, special situations do exist for non-standard items. Personal property taxes are assessed, billed, collected and distributed at the same rate and in the same manner as real estate taxes.

Property Tax Projections for future fiscal years are based on the expected tax rate of \$0.4459 per \$100 of assessed valuation. The projections take into consideration the stability of property values and a slowing growth pattern of new construction. The City's tax base has the potential to grow even with the current housing market due to available land to be developed and possible voluntary annexation adjacent to the City limits. Actual, budgeted and projected amounts are net of collection fees and are estimated at 97% collection rate. For 2024, the City is expecting an increase of 3.25% in Property tax revenues. In FY 2025, the estimates are 4.0% then 1.9-2.9% increases alternating with reassessment years. In 2023, St.

Charles County adopted Senate bill #190 that freezes the assessed value of homes for seniors (eligible at age 62). The census has the City’s 65 years old and older population at 12%. The financial effect of this is estimated to be \$38,000 for FY 2024.

Surtax on Commercial Real Property

\$647,004

The surtax on commercial real property is \$0.53 per \$100 of assessed valuation. The tax is a replacement for the merchants and manufacturers tax, which was discontinued as a result of a reassessment in 1985. The tax is shared on a proportional basis within each county based on lost revenue from 1985. The assessed valuation on commercial real property is calculated at 32% of the market value.

Surtax Projections are based on previous year’s trend shown below. The more the City expands (or the less City contracts in comparison to other areas within the County), the higher percentage of the collected Surtax the City will receive. Surtax was allocated between the General and Debt Service Funds until FY 2021 when it was changed and all of the Surtax is now reported to the General Fund 100%.

For 2024, the City is expecting an increase of 3% in Surtax revenues. Beyond that, an estimated 3% each year.

Annual % Change	Actual 2021	Actual 2022	Projected 2023	Budget 2024
<i>(Dollars in Thousands)</i>				
General Fund	\$643,551	\$648,450	\$647,005	\$647,004
Total	\$643,551	\$648,450	\$647,005	\$647,004
Change in Surtax	9.07%	0.76%	(0.22%)	0.00%

Gross Receipts Tax

\$7,063,755

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

Gross Receipts Tax Projections

are based on historical trend and any changes in rates for energy expenses. License taxes on gas and electric are weather sensitive which makes them unpredictable. The City expects this revenue source to continue to fluctuate each year with a slight increase due to recent rate increases on gas and electricity.

Sales Tax

\$16,846,011

Sales taxes are collected on retail sales in the City. The tax rate of 7.950% is comprised of the following:

4.000%	State – General
0.125%	State – Conservation
0.100%	State – Parks & Soils
1.450%	County
0.100%	County – Regional Park Tax
0.125%	County – Community Services for Children
0.050%	County – Emergency Management System
<u>2.000%</u>	City
7.950%	Total Sales Tax

Sales tax collections are a strong source of revenue for the City and remain the largest source of income.

Up to an additional 1.00% Sales Tax may be added for Transportation Development Districts and Community Improvement Districts located throughout the City.

Sales Tax Projections for future years are based on the change in population and commercial development both within and outside of the City limits. It takes into account businesses that opened or closed in 2023 and retail expected to open during the 2024 Budget year. The City is projecting a 2.5% decrease for FY 2023. For 2024, the City is expecting no increase in Sales tax but will be adding the new Adult Use Sales tax revenues. Beyond that, the estimates are closer to 1-3% increases.

Intergovernmental Revenue

\$581,323

The City has entered into various contracts with the State of Missouri and various federal agencies for grants. The grants reimburse the City for a percentage of costs incurred to complete the project requirements. Current grants include, but are not limited to, MODOT Hwy Safety & Traffic, DARE, DEA, DTF and School Resource Officers.

Licenses, Fees & Other Revenue

\$5,032,887

A list of licenses, fees and other revenues that are collected by the City for services provided to the community is on the pages to follow (in alphabetical order).

Interest

\$1,315,000

Interest revenue is earned on the City’s investment portfolio. The City invests idle funds. Gains and losses on sales of investment securities and interest earned on investment securities and repurchase agreements are included. Projections are based on the existing portfolio’s performance and anticipated cash requirements that may reduce the amount available for investment. Since investment income is dependent on economic conditions, projected amounts are conservative.

License, Fees and other service-oriented revenues (in alphabetical order):

Basement finish fees are ((Gross area x \$22.45 Sq Ft) - \$75 minimum) *or* CofC x .0065. whichever is greater.

Boundary Adjustment or Condo Plat fees are \$100.

Building permits fee are calculated by taking the CofC (Cost of Construction) times a multiplier. The multiplier is based on the division's annual budget divided by historical annual construction value of permitted project within the City. The CofC is the larger of either (1) the reported construction cost provided by applicant, or (2) the value provided by the ICC valuation data which is revised twice a year and based on national construction cost averages. The multiplier rates as of January 1, 2021, are as follows: Residential CofC x .0065; Commercial Shell 80% of CofC x .0065 or ICC multiplier if greater; Multi-Family Permit and Commercial Tenant Finish is CofC x .0065 or ICC multiplier if greater; Basement Finish is CofC x .0065 (\$100 min).

Business licenses are required by all merchants conducting business in the City. The initial license is \$50. The annual renewal / delinquent renewal amount is \$15/\$30. Marijuana-related use is \$150 plus the \$50 fee (section 605.030).

Celebration of Lights Admission fees are \$12 per vehicle; \$25 per Passenger Van; \$35 minimum for buses, plus \$1 for every passenger above 25; Holiday Stroll is \$5 (at gate) per person over 2 years of age.

Clearing Plan (no grading included) - \$200.00

Commercial Fire Suppression System / Sprinklers/ Hoods are \$100.00.

Communication Tower Antenna Installation are \$100.00.

Conditional Use Permits– are \$100 plus the cost for notification and follow-up notifications, of adjacent property owners (within 300-foot radius of subject site).

Construction Site Plans and Inspections fees are 2% of the estimated cost of improvements reviewed by the Planning and Engineering Divisions, less the application fee (\$50/page for Residential and \$200 submittal fee for Commercial).

Deck fees are ((Gross area x \$20.76 Sq Ft) - \$75 minimum) *or* CofC x .0065. whichever is greater.

Deck with Cover fees are ((Gross area x \$31.49 Sq Ft) - \$75 minimum) *or* CofC x .0065. whichever is greater.

Demolition Fees are CofC x .0065; minimum \$100.

Display House Plat is \$100.

Driveway Permit Fee is \$50 per driveway.

Electrical permits are CofC x .0065; minimum \$75.

Escrow Renewal or Extension is \$100.

Excavation Permit is \$15 per lot or excavation plus \$150 facility fee.

Fence permits are CofC x .0065; minimum \$25.

Final Plan – Mixed-Use Traditional Development District, Planned Development and Planned Unit Development fees are \$300 plus the cost of the legal notice advertising the public hearing and for notification of adjacent property owners (within 300-foot radius of subject site).

Fireworks Stand – up to 1,000 sq ft \$2,000; over 1,000 sq ft \$4,000.

Flag Poles (over 35') are CofC x .0065; minimum \$100.

Furnace / Air Conditioners are CofC x .0065; minimum \$50.

Garage detached or addition permits are CofC x .0065; minimum \$150.

Gazebo permits are CofC x .0065; minimum \$50.

Grading Plan and inspection (if separate from construction site plans) is 2% of construction estimate less \$200 submittal fee (minimum \$200 review fee).

Home occupation permits are required by all individuals in the City who have an established occupation operated from their residence. The fee is \$15 with no additional charges for renewal.

Hot Tub permits are CofC x .0065; minimum \$75.

Inspections for Escrow or Commercial Finals (Engineering) there is no charge for the 1st or 2nd inspection. Each additional inspection is \$100. Weekend and Holiday Inspections are \$40 per hour.

Lawn Irrigation System permits are CofC x .0065; minimum \$75.

Liquor licenses have the following fee structure: Liquor by the drink with a full liquor license, MO produced wine by the drink, \$450 each; Sunday sales original package, Sunday sales restaurant/bar, Liquor Wholesaler – Solicitor License, \$300 each; original package retail, \$150 each; MicroBrewery License, \$150; (Late fees \$100, \$200, \$300.) .5% beer & light wine, 5% beer and light wine original package license, 5% beer - by drink, 5% beer only original package, \$75 each; Consumption Liquor License, \$90; Tasting license, \$37.50; Picnic/special event beer/liquor by the drink, \$37.50 each. Caterer's license is \$10.

Live Entertainment License are \$250 for a full license; \$50 for one-time event.

Mechanical permits are CofC x .0065; minimum \$75.

Miscellaneous permits are CofC x .0065; minimum \$100.

Mobile home permits are CofC x .0065; minimum \$75.

Patio cover permits are CofC x .0065; minimum \$75.

Pavilion permits are CofC x .0065; minimum \$75.

Pergola permits are CofC x .0065; minimum \$50.

Peddler/Solicitor License is \$7.50 per person per day (20-day maximum).

Photocopies are \$0.10 each page.

Planned Development (Area & Final Plan)- \$300 each plus the cost of public hearing publication and notification mailings.

Planned Unit Development (Area Plan)- \$300 plus the cost of public hearing publication and notification mailings.

Plan Reviews (Engineering) there is no charge for the 1st or 2nd review. Each additional review is \$200.

Plan Reviews fee are calculated by taking the CofC (Cost of Construction) times a multiplier. The multiplier is based on the division's annual budget divided by historical annual construction value of permitted project within the City. The CofC is the larger of either (1) the reported construction cost provided by applicant, or (2) the value provided by the ICC valuation data which is revised twice a year and based on national construction cost averages. The multiplier rates as of January 1, 2019 are as follows: Master Plan -Residential, Commercial and Multi-family fees are figured at CofC x .0012.

Plumbing / Irrigation permits are CofC x .0065; minimum \$75.

Pools (above ground or storable) permits are CofC x .0065; minimum \$50.

Pools (inground) permits are CofC x .0065; minimum \$100.

Preliminary plat review costs \$150 plus cost of the legal notice advertising the public hearing and for notification of adjacent property owners (within 300-foot radius of subject site).

Record Plat is \$200.

Rental Occupancy permits are \$75 for single family homes and \$50 for each Multi- family unit.

Request for Records fees are \$27 hourly rate, \$0.10 per page, \$7 plot plans, \$10 DVD of meeting, Stock maps range from \$0.25 - \$10 per printed map, large sheet scanning fee of \$2.70. Custom map or data (hourly rate, time estimated per project) is \$33 hourly rate plus map cost.

Return Check / Return ACH charges are \$20.00.

Remodel (kitchen/bath) permits are CofC x .0065; minimum \$100.

Retaining Wall is \$50.

Room addition permits are CofC x .0065; minimum \$150.
Shed permits are CofC x .0065; minimum \$50.
Sign permits (installed) are \$35 plus \$1.00 per square foot of sign area.
Sign permits (temporary/specialty display) are \$35 for first 30 days; \$55 for days 31-60; \$75 for next 61-90 days.
Sign permits (directional) are \$150 for initial permit plus \$1.00 per square foot of sign area.
Sign permit (directional) annual renewals are \$50 per sign.
Sign permit (directional) weekends only are \$150 per calendar year.
Site plan review (Planning & Zoning Commission) is \$150
Site plan review Residential - costs 2% of the construction estimate less application fee (\$50/page);
Commercial – costs 2% of construction estimate less \$200 submittal fee (minimum \$200 review fee).
Storage Unit / Bulk Container – Residential is \$0 for less than 5 days; \$15 for more than 5 but less than 30 days; \$15 additional beyond 30 days. **Commercial** is \$50 for industrial use; **Developmental** is \$50 for construction use.
Sunrooms / Screened Rooms are CofC x .0065; minimum \$100.
Temporary Structure/Tent permits are CofC x .0065; minimum \$150.
Temporary Use Permit is \$15 / \$200.
Transfer of a Conditional Use Permit Application is \$50.
Utility Permit is \$25 per lot or \$50 per open cut/hole (whichever is greater) plus inspect fee of \$0.20 / linear foot of utility installed (\$50 minimum).
Variance Request and Appeal of an Administrative Decision is \$100 base.
Zoning Verification Letter/Certificate of Zoning Compliance is \$15.
Zoning District Classification Amendment is \$100 plus cost of the legal notice advertising the public hearing and for notification of adjacent property owners (within 300-foot radius of subject site).
Zoning maps are \$10 each for large (36” x 50”) and \$5 for small (11” x 17”) versions.
Codes and documents listed above are available for printing or downloading on the City website for no cost.

Police Services include:

Alarm sounding fees that are assessed to the site after the third false alarm has occurred. The fourth and any subsequent false alarm is a fine of \$100 per occurrence.
Animal Release (Dog at Large) are \$20 for 1st offense; \$40 for 2nd offense; and \$60 for 3rd offense.
Background Checks are \$5.00
Police Reports are \$0.00 for copy and \$27/hr. for research fee.
Court Fines are assessed by the Municipal Court. Projections reflect any legislative changes by the State of Missouri,
Crime Victims Fund is a \$7.50 fee per violation (except seatbelt violations) collected by the City. The City remits 95% to the Missouri Department of Revenue.

Restitution is assessed by the Prosecuting Attorney’s office for acts in which damage to property is recovered.

Debt Service Fund Revenues and Projections

Fiscal Year 2024

Revenue Source	Actual 2021	Actual 2022	Projected Budget 2023	Budget 2024
Taxes				
Property Taxes	\$3,915,104	\$3,848,493	\$4,343,987	\$4,365,692
Interest	28,751	57,321	165,000	180,000
Total	\$3,943,855	\$3,905,814	\$4,508,987	\$4,545,692

Revenue Source	Projected		
	Fiscal Year 2025	Fiscal Year 2026	Fiscal Year 2027
Taxes			
Property Taxes	\$4,518,491	\$4,586,269	\$4,700,925
Interest	100,000	75,000	75,000
Total	\$4,618,491	\$4,661,269	\$4,775,925

Property Taxes

\$4,365,692

Real property taxes are levied each August based on the assessed valuation of property located in the City, as of the previous January 1. Assessed valuations are established by the St. Charles County Assessor. The City tax rate for Fiscal Year 2024 is expected to be levied at \$0.4459 per \$100 of assessed valuation. This expected levy would include \$0.2909 for the General Fund and \$0.1550 for the Debt Service Fund. The funds accumulated in the Debt Service Fund are used to pay principal and interest on general obligation bonds.

The Assessor's Office is responsible for establishing the fair market value of all property within St. Charles County as of the tax date, January 1st. This assures the tax burden is distributed fairly among those responsible for payment. The market value of your property is multiplied by the statutory level of assessment to arrive at an assessed value. Personal Property is assessed at 33 1/3% of its true value in money (RSMo. 137.115), with the following exceptions: farm machinery and livestock at 12%; historic vehicles and historic aircraft at 5%; grain (un-manufactured) at .5%. The Assessor shall annually assess all personal property at thirty-three and one-third percent of its true value in money as of January 1 of each calendar year. Boats and other special vehicles are taxed on one-third of the Modified Accelerated Cost Recovery System life tables (per RSMo. 137.122), in general, however, special situations do exist for non-standard items. Personal property taxes are assessed, billed, collected and distributed at the same rate and in the same manner as real estate taxes.

Railroad and utility taxes are levied on property owned by the railroads and utilities within St. Charles County. The amount attributable to each municipality is based upon the holdings within the city limits of each jurisdiction.

Property Tax Projections for future fiscal years are based on the expected tax rate of \$0.4459 per \$100 of assessed valuation. The projections take into consideration the stability of property values and a slowing growth pattern of new construction. The City's tax base has the potential to grow even with the current housing market due to available land to be developed and possible voluntary annexation adjacent to the City limits. Actual, budgeted and projected amounts are net of collection fees and are estimated at 97% collection rate. For 2024, the City is expecting an increase of 3.25% in Property tax revenues. In FY 2025, the estimates are 4.0% then 1.9-2.9% increases alternating with reassessment years.

Interest

\$180,000

Interest revenue is earned on the City's investment. The City invests idle funds. Gains and losses on sales of investment securities and interest earned on investment securities and repurchase agreements are included. Projections are based on the existing portfolio's performance and anticipated cash requirements that may reduce the amount available for investment. Since investment income is dependent on economic conditions, projected amounts are conservative.



Special Revenue Funds Revenue

Fiscal Year 2024

Revenue Source	Actual 2021	Actual 2022	Projected Budget 2023	Budget 2024
Community Development Block Grant (CDBG) Fund				
Intergovernmental Grant funds	\$261,116	\$543,447	\$599,555	\$520,785
Total	\$261,116	\$543,447	\$599,555	\$520,785
Inmate Security Fund				
Fines/Forfeitures/Interest/Misc	\$10,378	\$11,092	\$12,000	\$10,000
Total	\$10,378	\$11,092	\$12,000	\$10,000
Police & Road Improvement Use Tax Fund				
Taxes (Use)	\$4,490,583	\$6,026,399	\$7,406,351	\$7,998,859
Miscellaneous/Interest	1,924	80,459	135,000	140,000
Other Financing Sources	0	40,823	0	0
Total	\$4,492,507	\$6,147,681	\$7,541,351	\$8,138,859
Police POST Training Fund				
Fines & Forfeitures	\$9,984	\$9,154	\$7,500	\$7,500
Intergovernmental	5,827	4,120	6,000	5,500
Miscellaneous/Interest	163	789	2,000	1,500
Total	\$15,974	\$14,063	\$15,500	\$14,500
Recreation Fund				
Taxes (Regional & Sales)	\$5,837,630	\$6,304,553	\$6,150,697	\$6,168,601
Charges for Services	1,369,077	1,200,418	1,467,978	1,458,510
Miscellaneous/Interest	183,215	235,538	437,510	342,447
Other Financing Sources (Bonds/Transfers)	307,687	38,090	0	0
Total	\$7,697,609	\$7,778,599	\$8,056,185	\$7,969,558
Transient Guest Tax Fund				
Guest Tax	\$693,223	\$814,923	\$750,000	\$850,000
Miscellaneous/Interest	3,496	22,640	55,000	60,000
Total	\$696,719	\$837,563	\$805,000	\$910,000
Water Service Line Insurance Fund				
Taxes (Property) & Appl fees	\$332,267	\$350,551	\$353,408	\$361,896
Miscellaneous/Interest	0	963	10,053	11,000
Other Financing Sources (Bonds/Transfers)	0	1,097	0	0
Total	\$332,267	\$352,611	\$363,461	\$372,896
Sewer Lateral Insurance Fund				
Taxes (Property) & Appl fees	\$890,066	\$883,390	\$886,322	\$904,616
Miscellaneous/Interest	595	7,307	25,097	30,000
Other Financing Sources (Bonds/Transfers)	0	5,888	0	0
Total	\$890,661	\$896,585	\$911,419	\$934,616
Storm Water Fund				
Sales Tax	\$1,829,679	\$1,979,703	\$1,930,873	\$1,930,873
Miscellaneous/Interest	42,572	100,353	99,773	100,200
Other Financing Sources (Bonds/Transfers)	2,300	1,132,087	0	35,000
Total	\$1,874,551	\$3,212,143	\$2,030,646	\$2,066,073
Street & Road Improvement Fund				
Transportation Sales Tax	\$7,318,829	\$7,918,811	\$7,723,490	\$7,723,490
State Motor Fuel Tax	3,462,934	3,932,619	4,339,388	4,556,358
Intergovernmental (Other)	435,476	4,725,718	2,470,529	4,106,494
County TST Funds	2,143,171	5,328,794	7,195,231	2,903,032
County Road & Bridge	2,267,958	2,362,588	2,409,692	2,457,886
Interest	22,692	101,943	275,000	45,000
Miscellaneous (i.e. property sale, etc)	431,553	749,851	1,148,916	45,000
Other Financing Sources (Bonds/Transfers)	283,600	2,152,422	172,154	32,000
Total	\$16,366,213	\$27,272,746	\$25,734,400	\$21,869,260
Total Special Revenue Funds	\$32,637,995	\$47,066,530	\$46,069,517	\$42,806,547

Special Revenue Funds -Projections

Fiscal Year 2024

Revenue Source	Projections		
	Fiscal Year 2025	Fiscal Year 2026	Fiscal Year 2027
Community Development Block Grant Fund			
Intergovernmental Grant Funds	\$385,000	\$435,000	\$450,000
Total	\$385,000	\$435,000	\$450,000
Inmate Security Fund			
Fines & Forfeitures	\$14,000	\$13,500	\$13,000
Total	\$14,000	\$13,500	\$13,000
Police & Road Improvement Use Tax Fund			
Taxes (Use)	\$8,118,842	\$8,240,625	\$8,364,234
Interest	\$120,000	\$100,000	\$100,000
Total	\$8,238,842	\$8,340,625	\$8,464,234
Police POST Training Fund			
Fines & Forfeitures	\$7,500	\$7,500	\$7,500
Interest	1,000	750	500
Total	\$8,500	\$8,250	\$8,000
Recreation Fund			
Taxes (Regional & Sales)	\$6,455,831	\$6,530,133	\$6,605,317
Charges for Services	\$1,472,187	\$1,486,894	\$1,501,751
Miscellaneous/Interest	183,750	176,200	177,412
Total	\$8,111,768	\$8,193,227	\$8,284,480
Transient Guest Tax Fund			
Transient Guest Tax	\$860,000	\$875,000	\$885,000
Interest	50,000	40,000	30,000
Total	\$910,000	\$915,000	\$915,000
Water Line Insurance Fund			
Tax (Property)	\$348,950	\$350,695	\$352,449
Application Fee	\$14,700	\$15,400	\$16,100
Miscellaneous / Interest	253,754	2,000	2,000
Total	\$617,404	\$368,095	\$370,549
Sewer Lateral Fund			
Tax (Property)	\$875,282	\$879,659	\$884,057
Application Fee	35,000	35,000	35,000
Miscellaneous / Interest	972,604	10,700	10,700
Total	\$1,882,886	\$925,359	\$929,757
Storm Water Fund			
Sales Tax	\$2,008,108	\$5,048,270	\$2,109,718
Miscellaneous / Interest	25,500	25,500	25,500
Other Financing Sources	1,513,134	0	100,000
Total	\$3,546,742	\$5,073,770	\$2,235,218
Street & Road Improvement Fund			
Transportation Sales Tax	\$8,032,430	\$8,193,078	\$8,438,871
State Motor Fuel Tax	4,864,309	4,912,952	4,962,081
County Road & Bridge	2,507,044	2,557,185	2,608,328
Intergovernmental Revenue (incl Cnty TST)	9,103,795	7,983,850	4,374,000
Interest	75,000	42,000	42,000
Miscellaneous (i.e. property sale, etc.)	10,438,977	327,000	77,000
Total	\$35,021,555	\$24,016,065	\$20,502,280
Total Special Revenue Funds	\$58,736,697	\$48,288,891	\$42,172,518

Community Development Block Grant Fund

Intergovernmental

\$520,785

The revenues for this fund are from a grant that the City administers. Additional funding for COVID-19 grants contributed to the increase in the 2020-2023 fiscal years.

Inmate Security Fund

Fines/Forfeitures/Interest

\$10,000

Revenues are from a \$2.00 fee on all tickets and interest earned on the fund's balance.

Police & Road Improvement Use Tax Fund

Use Tax

\$7,998,859

These revenues are taxes on purchases made outside of one's state of residence.

Use Tax Projections for FY 2024, there is an 8% increase projected. The increase is based on the year-to-date actual increase trend in 2023 which is attributed to the senate bill 153, referred to as the Wayfair provision. Missouri was the last state to adopt the Wayfair provision. The City has seen an increase in the FY 2023 revenues projected to be 23% over the FY 2022 actuals. The 8% projection is a conservative figure.

Police POST Training Fund

Intergovernmental

\$5,500

These revenues are distributed to the City from the state of Missouri police training fund which is generated by charging \$1.00 for each moving violation ticket.

Fines & Forfeitures

\$7,500

The major revenue source of fines and forfeitures in the Police POST Training Fund are fees collected by the Municipal Court. The Court collects \$2.00 for each ticket issued, except for non-moving traffic violations. The fee is used for basic police training.

Recreation Fund

Sales Tax

\$6,168,601

The Parks Storm Water Sales Tax is collected on all retail sales at a rate of 1/2¢. The City Council determines how these funds are split with the Storm Water Fund on an annual basis. The Regional Parks Sales Tax is collected at a rate of 1/10¢ and disbursed by the county to municipalities based upon population.

Sales Tax Projections for future years are based on the change in population and commercial development both within and outside of the City limits. It takes into account businesses that opened or closed in 2023 and retail expected to open during the 2024 Budget year. For 2024, the City is expecting no increase in Sales tax and a slight increase in the Regional Sales Tax. Based upon upcoming projects, the City Council determines how these funds are split with the Storm Water Fund.

Charges for Services

\$1,458,510

These are the revenues for programs provided by the Recreation Department. [Parks & Rec Guide and Annual Report | City of O'Fallon, Missouri \(ofallon.mo.us\)](#)

Miscellaneous / Other Financing Sources

\$342,447

These revenues include sale of property, lease revenue & other small revenues that do not fit into other categories and Transfer from other funds.

Transient Guest Tax Fund

Guest Tax

\$850,000

Hotel tax of 5% charged on transient rooms rented. Revenue will be used to promote tourism for the City.

Water Service Line Insurance Fund

Assessment Fees

\$361,896

These revenues are fees paid by residential property owners, restricted to 6 units or less. The fees are used to pay for certain repairs to residents' water lines as restricted by the City's repair program. The Assessment Fees are approved annually in August by the City Council. The Council adopted a fee of \$12.00 in 2021.

Sewer Lateral Insurance Fund

Assessment Fees

\$904,616

These revenues are fees paid by residential property owners, restricted to 6 units or less. The fees are used to pay for certain repairs to residents' laterals as restricted by the City's repair program. The Assessment Fees are approved annually in August by the City Council. The Council adopted a fee of \$30.00 in 2021.

Storm Water Fund

Sales Tax

\$1,930,873

The Parks Storm Water Sales Tax is collected on all retail sales at a rate of 1/2¢. The City Council determines how these funds are split with the Recreation Fund on an annual basis.

Miscellaneous / Other Financing Sources

\$135,200

These revenues include sale of property, lease revenue & other small revenues that do not fit into other categories and Bond proceeds.

Street & Road Improvement Fund

Transportation Sales Tax

\$7,723,490

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

Sales Tax Projections for future years are based on the change in population and commercial development both within and outside of the City limits. It takes into account businesses that opened or closed in 2023 and retail expected to open during the 2024 Budget year. No increase is expected in 2024.

State Motor Fuel Sales Tax **\$4,556,358**

The State Motor Fuel Tax is comprised of three components: Gasoline Tax, Motor Vehicle Sales Tax, and Motor Vehicle Fee increases. The tax is remitted to the Missouri Department of Revenue and allocated to municipalities based on census population.

- The Gasoline Tax is \$.17 per gallon from April 1996 and thereafter. Fifteen percent is allocated to cities.
- Motor Vehicle Sales Tax is collected on all motor vehicles, and trailers, which shall be dedicated for highway and transportation use. Fifteen percent of this tax is allocated to cities.
- Motor Vehicle Fee increases is a tax based on all state license fees and taxes upon motor vehicles, trailers and motor vehicle fuels.

State Motor Fuel Sales Tax Projections The City has seen a 15% growth rate compared to the 3% increase for the State. This translate to a increased allocation of the gasoline tax.

Intergovernmental **\$4,106,494**

Funds from other governmental entities such as MoDOT, East West Gateway, State and Federal Grants and Salt COOP reimbursements.

County TST Funds **\$2,903,032**

St. Charles County will remit Transportation Sales Tax Revenues to support certain road projects in a joint effort with the City.

Road & Bridge Tax - County **\$2,457,886**

The road and bridge tax is collected by St. Charles County at a rate of \$0.2025 per \$100 of assessed valuation on all taxable property. The county reviews the allocation annually and sets the allocation method according to the directive of the County Council.

Interest **\$45,000**

Interest revenue is earned on idle funds. Projections are based on the performance of the City's existing portfolio and anticipated cash requirements that may reduce the amount available for investment.

Miscellaneous **\$45,000**

This category includes Miscellaneous revenues such as sale of City property and insurance reimbursements.

Other Financing Sources **\$32,000**

This category includes Operating Transfers-In, Proceeds from Capital Lease and Developer Payments for Improvements.

Capital Project Funds

Fiscal Year 2024

	Actual 2021	Actual 2022	Projected Budget 2023	Budget 2024
Revenues				
Justice Facility Fund				
Interest	\$163	\$0	\$0	\$0
Bond Proceeds	0	0	0	0
Total	\$163	\$0	\$0	\$0
Parks Improvement Fund				
Interest	\$0	\$0	\$0	\$0
Bond Proceeds	0	0	0	0
Other Financing Sources	0	0	0	0
Total	\$0	\$0	\$0	\$0
Total Capital Projects Funds	\$163	\$0	\$0	\$0

Justice Facility Fund

The City issued bonds in 2016 to cover design and construction cost to build and equip the Justice Facility.

Interest \$ 000

The Interest revenue was earned on idle funds during the construction time of the project. The projects were completed in 2021 with previously encumbered funds. Any remaining funds were applied to debt payments (legally allowed).

Parks Improvement Fund

The City issued bonds in 2017 to cover design and construction cost to design, build and equip the Parks Improvements. In 2016 and 2017, the City transferred funds to the Parks Improvement Fund to cover cost to start the design of the projects prior to bonds being issued.

Interest \$ 000

The Interest revenue was earned on idle funds during the construction time of the project. The projects were completed in 2021 with previously encumbered funds.





- BUDGET SUMMARIES
 - GENERAL FUND BUDGET SUMMARY & PROJECTIONS
 - GENERAL FUND RESERVES
 - DEBT SERVICE FUND BUDGET SUMMARY & PROJECTIONS
 - SPECIAL REVENUE FUNDS BUDGET SUMMARY & PROJECTIONS
 - CAPITAL PROJECT FUNDS BUDGET SUMMARY
 - CAPITAL IMPROVEMENTS PROGRAM SUMMARY
 - ENTERPRISE FUNDS BUDGET SUMMARY & PROJECTIONS
 - PERSONNEL SUMMARIZED

Budget Summaries

The Budget provides an overview of the City's current Fiscal Year Budget with summaries listed by major categories and by the major funds.



O'Fallon's Heritage & Freedom Fest is July 1-4. [Learn more about the event.](#)



Capital Improvement Plan (CIP)

The City adopts a 5-year CIP plan annually. This plan establishes a long-range plan for acquiring buildings, land and major equipment in relationship to operating cost, potential revenue generation, other financing sources and current available funds. The approval of this plan is a statement of present goals and objectives subject to actual annual appropriation by budget procedure and adoption.

The CIP plan takes into consideration economic factors such as projected interest rates, fuel cost and unemployment rates, as well as world wide events.

The projections in this publication includes three of the five years presented and approved by City Council.

The information in this section is intended to provide an overview of the major aspects of the City's budget for Fiscal Year 2024. To locate a more comprehensive discussion of these topics, please refer to the Table of Contents of this document. The following provides a brief introduction to the schedules presented in this section.

Total Expenditure Budget – This schedule summarizes the revenues and expenditures for Fiscal Year 2024 for all fund types by category and includes the impact to each fund's balance.

General Fund Budget Summary – This schedule summarizes the revenues and expenditures for the General Fund. Revenues are categorized by source. Expenditures are summarized by the functional purpose of the expenditure. The General Fund Budget Summary presents two years of historical information, the prior year's projected budget, the current year's budget and three years of projections. The ending fund balance for each of the fiscal years is also provided.

General Fund Revenues and General Fund Expenditures – These sections include charts for the General Fund's revenues and expenditures to demonstrate the proportional relationships. Also included are comparative summaries of major categories of revenues and expenditures.

General Fund Reserves – This section provides historical presentation of the General Fund reserves.

Debt Service Fund Budget Summary – This schedule summarizes the revenues and expenditures of the Debt Service Fund, including two years of historical information, the prior year's projected figures, current budget and three years of projections.

Special Revenue Funds Budget Summary – The Special Revenue Funds Budget Summary presents three years of historical information, the prior year's projected figures, the current year's budget and two years of projections. This section includes the Community Development Block Grant Fund, Inmate Security Fund, Police POST Training Fund, Police and Street Improvement Use Tax Fund, Recreation Fund, Sewer Lateral Insurance Fund, Storm Water Fund, Street & Road Improvement Fund, Transient Guest Tax Fund and Water Service Line Insurance Fund.

Capital Project Funds Budget Summary – This section presents the funding and expenses of the Justice Facility Fund and Parks Improvement Fund historical information only since the projects are completed.

Enterprise Funds Budget Summary – This section provides an overview of the fiscal operations of the City's stadium, recreational center, waste hauling service, and the waterworks and sewerage systems. The summary presents two years of historical information, the prior year's projected figures, the current year's budget and three years of projections. In addition to revenues and expenditures, the retained earnings for each period are included.

Capital Improvement Program Summary – This section identifies the funding sources and uses by functional objective and dollar amounts for the current fiscal year.

Personnel Summarized – This section summarizes the City's workforce, including Fiscal Year 2024 and prior years. Changes in personnel are discussed by department/division in the General Government section.

Budget Summaries

Fiscal Year 2024

	General Fund	Debt Service Fund	Special Revenue Funds	Enterprise Funds	Total Fiscal Year 2024 Budget	Change from Projected 2023
Revenues and Other Sources:						
Taxes	\$33,296,811	\$4,365,692	\$30,442,693	\$0	\$68,105,196	\$1,853,428
Licenses and Permits	2,879,772	0	0	0	\$2,879,772	(300,627)
Intergovernmental	581,323	0	10,001,197	2,250,000	\$12,832,520	(492,454)
Charges for Services	692,950	0	1,510,510	29,885,610	\$32,089,070	1,046,448
Fines and Forfeitures	804,937	0	7,500	0	\$812,437	33,221
Investment Earnings	1,315,000	180,000	625,000	1,148,000	\$3,268,000	13,500
Interest on Leases	143,554	0	0	365,464	\$509,018	4,784
Miscellaneous	511,674	0	152,647	57,750	\$722,071	(4,133,021)
Transfer from Other Funds/Bonc	114,570	0	67,000	11,040,000	\$11,221,570	7,739,846
Total	40,340,591	4,545,692	42,806,547	44,746,824	132,439,654	5,765,125
Expenditures and Other Uses:						
Contract Services	\$638,145	\$0	\$770,534	\$1,213,047	\$2,621,726	(\$60,226)
Election	55,000	0	0	0	\$55,000	0
Insurance	3,993,136	0	1,576,580	1,696,046	\$7,265,762	157,641
Maintenance	1,625,953	0	1,664,405	2,398,591	\$5,688,949	(1,871,267)
Operating	1,617,593	0	2,288,064	3,429,973	\$7,335,630	(980,754)
Personnel	28,854,543	0	9,829,192	9,149,047	\$47,832,782	3,040,014
Petroleum	504,743	0	332,367	643,131	\$1,480,241	(67,331)
Professional	1,235,677	0	314,034	155,364	\$1,705,075	1,419
Programs	0	0	785,130	0	\$785,130	28,356
Public Information	195,075	0	147,365	99,850	\$442,290	(2,116)
Rental	5,900	0	73,600	60,500	\$140,000	(97,029)
Utilities	655,431	0	1,751,326	1,692,826	\$4,099,583	165,488
Capital Outlay	735,625	0	23,468,158	25,317,492	\$49,521,275	(8,738,588)
Contingency	30,000	0	0	0	\$30,000	(14,050)
Debt Service	75,000	4,333,634	1,552,255	5,199,982	\$11,160,871	(3,027)
Team O'Fallon/Youth Council/Ot	12,500	0	0	0	\$12,500	2,500
Transfers to Other Funds	67,000	0	2,750,000	114,570	\$2,931,570	(550,154)
Total	\$40,301,321	\$4,333,634	\$47,303,010	\$51,170,419	\$143,108,384	(\$8,989,124)
Excess/(Deficit)	\$39,270	\$212,058	(\$4,496,463)	(\$6,423,595)	(\$10,668,730)	
Fund Balance/Retained Earnings:						
Estimated Beginning FB/RE*	\$29,749,833	\$7,651,108	\$20,060,116	\$21,380,416	\$78,841,473	
Estimated Ending FB/RE	\$29,789,103	\$7,863,166	\$15,563,653	\$14,956,821	\$68,172,743	

* Estimated Beginning Fund Balance/Retained Earnings above and in the Fund Summary sections are based on the 2023 Projected figures.

Changes in Fund Balance are due to the following:

The increase in the General Fund's fund balance is minimal and could be attributed to the reduction in capital Outlay in FY 2024 vs 2023. The increase in Debt Service Fund balance is due to the City's growth in property taxes due to new builds while still decreasing the property tax rate. The decrease in Special Revenue Funds' fund balance is due to the higher amount of Developer Contributions and Intergovernmental proceeds projected for FY 2023. The decrease in the Enterprise Funds' fund balance due to over \$11 million in Sewer capital expenses. There is also over \$8 million in Water capital expenses that are offset by bond proceeds.

Citywide Budget History

	Actual 2021	Actual 2022	Projected Budget 2023	Budget 2024
Revenues and Other Sources:				
Taxes	\$55,994,451	\$64,668,894	\$66,251,768	\$68,105,196
Licenses and Permits	1,737,823	2,650,819	3,180,399	2,879,772
Intergovernmental	9,450,358	21,868,933	13,324,974	12,832,520
Charges for Services	27,602,478	30,107,793	31,042,622	32,089,070
Fines and Forfeitures	975,942	1,078,640	779,216	812,437
Interest	227,524	1,278,687	3,254,500	3,268,000
Miscellaneous	1,629,224	1,647,334	4,855,092	722,071
Transfer from Other Funds	2,023,932	7,748,026	3,481,724	11,221,570
Other Financing	65,075	611,398	504,234	509,018
Total	\$99,706,807	\$131,660,524	\$126,674,529	\$132,439,654
Expenditures and Other Uses:				
Contract Services	\$2,366,470	\$1,915,636	\$2,681,952	\$2,621,726
Election	31,048	24,764	55,000	55,000
Insurance	5,825,400	7,091,743	7,108,121	7,265,762
Maintenance	3,997,170	4,483,722	7,560,216	5,688,949
Operating	2,614,732	5,233,579	8,316,384	7,335,630
Personnel	37,394,939	38,193,032	44,792,768	47,832,782
Petroleum	792,394	1,148,851	1,547,572	1,480,241
Professional	1,313,778	1,051,723	1,703,656	1,705,075
Programs	866,496	772,639	756,774	785,130
Public Information	316,152	290,281	444,406	442,290
Rental	66,493	149,587	237,029	140,000
Utilities	3,140,865	3,462,554	3,934,095	4,099,583
Capital Outlay	33,205,955	37,402,839	58,259,863	49,521,275
Contingency	10,546	49,822	44,050	30,000
Debt Service	14,056,953	11,116,069	11,163,898	11,160,871
Team O'Fallon/Youth Council/Other	5,103	4,636	10,000	12,500
Transfers to Other Funds	1,998,571	7,672,462	3,481,724	2,931,570
Total	\$108,003,065	\$120,063,939	\$152,097,508	\$143,108,384

Fund Types 2024 Budget

Below is a listing of the fund types, and the purpose of each.

- I. **General Funds** account for all financial resources except those accounted for in another fund.
 - A. General Fund – this fund includes expenses for the following department/divisions; Administration, Municipal Court, Communications, Economic Development, Legal, Information Technologies, Facilities Maintenance, Fleet Management, Human Resources, Volunteer Services, Building & Code Enforcement, Planning & GIS, Finance, Landscaping, Tourism & Festivals, Police, Project Management and Engineering.

- II. **Debt Service Fund** accounts for the accumulation of resources for, and the payment of, general long-term debt principal and interest.
 - A. Debt Service Fund - This fund is monitored by the Director of Finance.

- III. **Special Revenue Funds** account for the proceeds of specific revenue sources that are legally restricted to expenditures with specified purposes.
 - A. Community Development Block Grant Fund - supervised by the Communications Director.
 - B. Inmate Security Fund – the Police Department oversees this fund. The Chief of Police monitors this Fund.
 - C. Police POST Training Fund – the Police Department oversees this fund.
 - D. Police & Road Improvement Use Tax Fund – the Police and Public Works Departments expenses.
 - E. Recreation Fund – this fund covers expenses for the Recreation, Parks, Project Management, Facilities Maintenance and Fleet Management Divisions. This fund is monitored by the Parks Director and the Recreation Director.
 - F. Water Service Line Insurance Fund – this fund is monitored by the Asst Public Works Director.
 - G. Sewer Lateral Insurance Fund – this fund is monitored by the Asst Public Works Director.
 - H. Storm Water Fund – this fund is supervised by the City Engineer.
 - I. Street & Road Improvement Fund – this fund covers expenses for the Streets Division and part of the expenses for the Project Management, Fleet Management and Landscaping Divisions. The fund is monitored by the Public Works Director and the Engineering Director /City Engineer.
 - J. Transient Guest Tax Fund – the Finance Division monitors this fund.

- IV. **Enterprise Funds** account for operations (a) that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

- A. Environmental Services Fund – this fund is overseen by the Public Works Director.
- B. Police Training Facility Fund – this fund is overseen by the Chief of Police.
- C. Public Venue Fund – this fund is monitored by the Parks Director.
- D. Renaud Center Fund – this fund is monitored by the Recreation Director.
- E. Sewer System Fund - this fund is monitored by the Public Works Director.
- F. Water System Fund - this fund is monitored by the Public Works Director.

V. Capital Project Funds is used to account for financial resources committed to expenditures for the acquisition and construction of major capital facilities. Upon completion, the assets were transferred to the appropriate fund(s). Nothing is budgeted for this in 2024. The projects were completed and accounts closed out in 2021. Only historical information is presented.

- A. Justice Facility Fund – this fund was overseen by the Police Chief and Project Manager.
- B. Parks Improvement Fund – this fund was overseen by the Parks Director and Project Manager.

VI. Capital Improvements Program Summary is a list of Capital expenses by Fund and by Department/Division within the General Fund.

A chart of the funds can be found in the Introduction section of this book (page 25).



General Fund Budget Summary

Fiscal Year 2024

Additional information regarding revenues can be found in the Revenue & Projections section and information regarding expenditures can be found in the General Fund section.

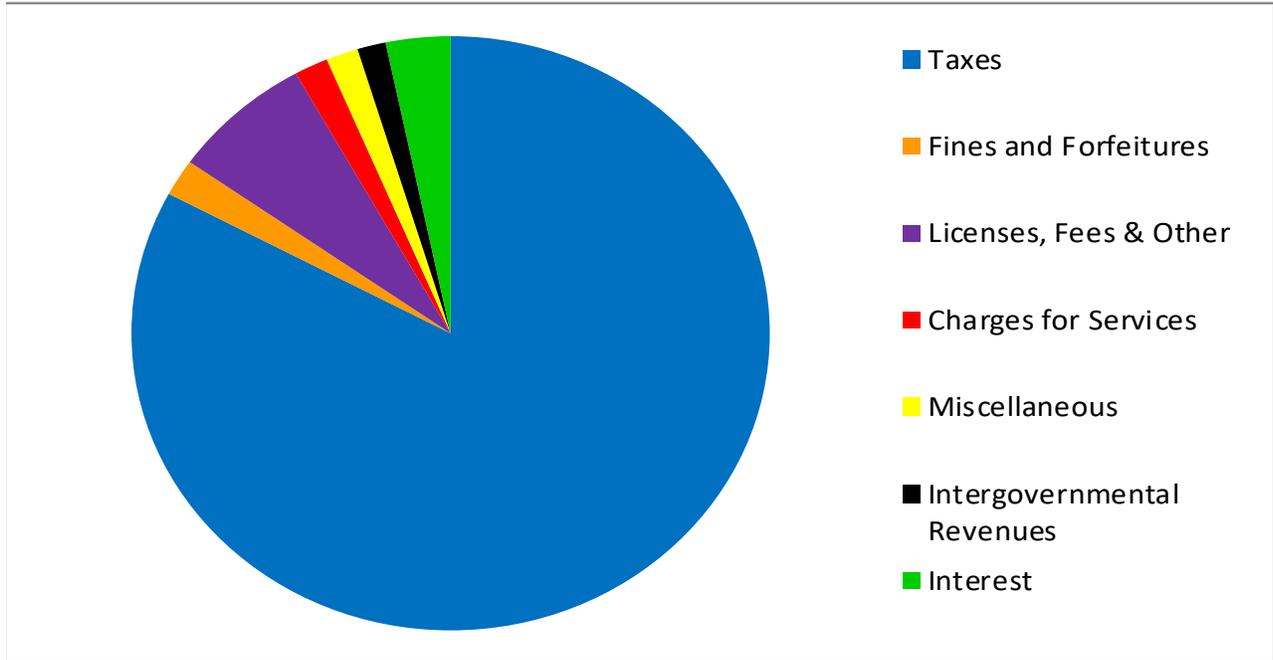
	Actual 2021	Actual 2022	Projected Budget 2023	Budget 2024
Revenues				
Taxes	\$30,687,073	\$32,656,253	\$32,414,625	\$33,296,811
Intergovernmental	496,959	8,268,651	560,000	581,323
Licenses and Permits	1,739,523	2,650,819	3,180,399	2,879,772
Charges for Services	806,124	729,798	608,562	692,950
Fines and Forfeitures	1,093,566	1,069,486	771,716	804,937
Interest	67,265	478,244	1,200,000	1,315,000
Miscellaneous	549,569	665,199	3,335,603	655,228
Total Revenues	\$35,440,079	\$46,518,450	\$42,070,905	\$40,226,021
Expenditures				
General Government	\$ 14,488,723	\$ 14,400,067	\$18,855,865	\$ 14,726,380
Police	15,564,265	16,140,953	18,353,622	18,849,893
Planning & Development	1,782,175	1,847,313	2,017,347	2,444,447
Public Works	1,023,878	1,174,578	1,413,249	1,663,274
Parks and Recreation	1,412,158	1,466,752	1,876,698	1,922,576
Municipal Court	442,443	456,174	534,577	627,751
Total Expenditures	\$34,713,642	\$35,485,837	\$43,051,358	\$40,234,321
Other Financing Sources/(Uses):				
Operating Transfers In	\$86	\$0	\$114,570	\$114,570
Operating Transfers Out	(283,600)	(6,512,462)	(1,355,000)	(67,000)
Bond Proceeds	0	0	0	0
Total Other Financing	(\$283,514)	(\$6,512,462)	(\$1,240,430)	\$47,570
Revenues and Other Financing Sources				
Over/(Under) Expenditures and Other Financing Uses	\$442,923	\$4,520,151	(\$2,220,883)	\$39,270
Beginning Fund Equity	\$24,986,760	\$25,383,913	\$31,970,716	\$29,749,833
Adjustment	(\$45,770)	\$2,066,652	\$0	
Ending Fund Equity	\$25,383,913	\$31,970,716	\$29,749,833	\$29,789,103

Note In FY 2022 Intergovernmental increase is due to over \$7.7M from the American Rescue Plan Act funds. FY 2022 fund balance adjustment of \$2,066,652 is the amount of the outstanding encumbrances (change in calculating the modified accrual budget method).

General Fund Budget Summary - Projections

Fiscal Year 2024

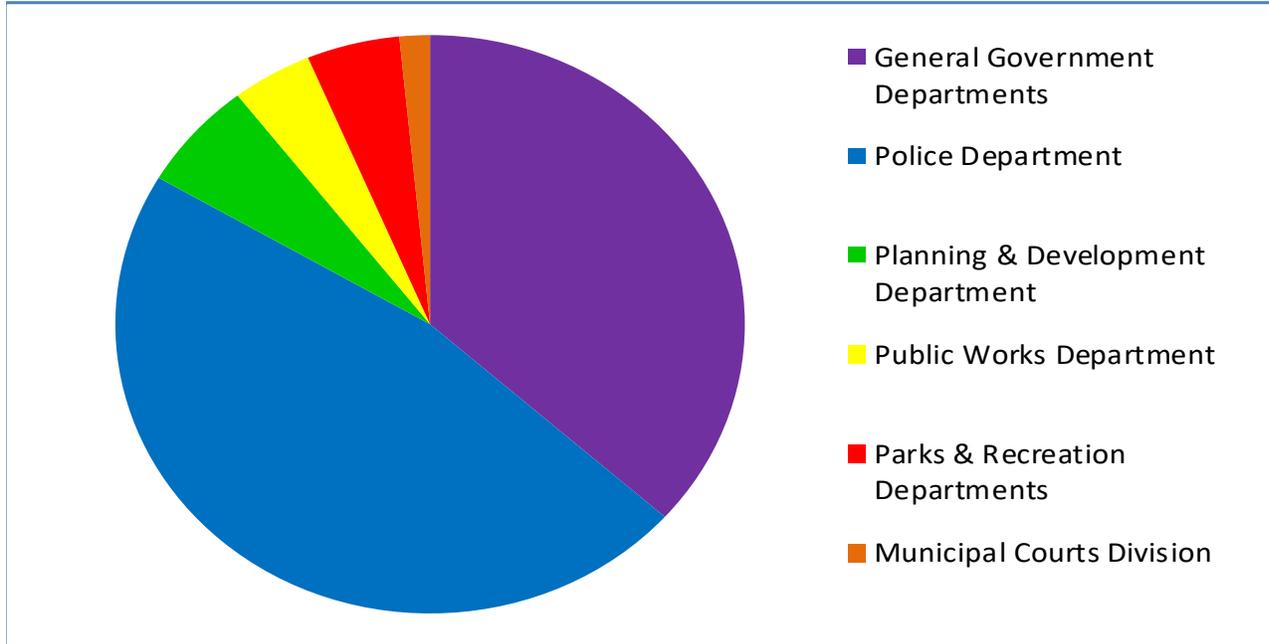
	Fiscal Year 2025	Projected Fiscal Year 2026	Fiscal Year 2027
Revenues			
Taxes	\$34,736,872	\$35,270,482	\$36,085,873
Intergovernmental	590,043	598,894	607,877
Licenses and Permits	2,561,596	2,243,906	2,151,325
Charges for Services	828,870	840,588	852,312
Fines and Forfeitures	804,650	804,650	804,650
Interest	700,000	500,000	300,000
Miscellaneous	784,207	796,035	808,059
Total Revenues	\$41,006,238	\$41,054,555	\$41,610,096
Expenditures			
General Government	\$14,466,040	\$14,755,067	\$15,014,296
Public Safety	18,881,875	19,259,512	19,644,703
Planning & Development	2,343,727	2,378,883	2,414,567
Public Works	1,659,208	1,694,133	1,729,975
Parks and Recreation	1,898,077	1,926,547	1,955,446
Municipal Court	637,167	646,725	656,426
General Fund Capital	7,105,158	736,500	926,500
Total Expenditures	\$46,991,252	\$41,397,367	\$42,341,913
Other Financing Sources/(Uses):			
Operating Transfers In	\$114,570	\$114,570	\$114,570
Operating Transfers Out	(32,000)	(32,000)	(32,000)
Total Other Financing	\$82,570	\$82,570	\$82,570
Revenues and Other Financing Sources			
Over/(Under) Expenditures and Other Financing Uses	(\$5,902,444)	(\$260,242)	(\$649,247)
Beginning Fund Equity	\$29,789,103	\$23,886,659	\$23,626,417
Ending Fund Equity	\$23,886,659	\$23,626,417	\$22,977,170



General Fund Revenues

(Dollars in Thousands)

	Projected Budget Fiscal Year 2023		Budget Fiscal Year 2024	
	Amount	Percent	Amount	Percent
Taxes	\$32,415	77.1%	\$33,297	82.8%
Fines and Forfeitures	772	1.8%	805	2.0%
Licenses, Fees & Other	3,180	7.6%	2,880	7.2%
Charges for Services	608	1.4%	693	1.7%
Miscellaneous	3,335	7.9%	655	1.6%
Intergovernmental Revenues	560	1.3%	581	1.4%
Interest	1,200	2.9%	1,315	3.3%
Total	\$42,070	100.0%	\$40,226	100.0%



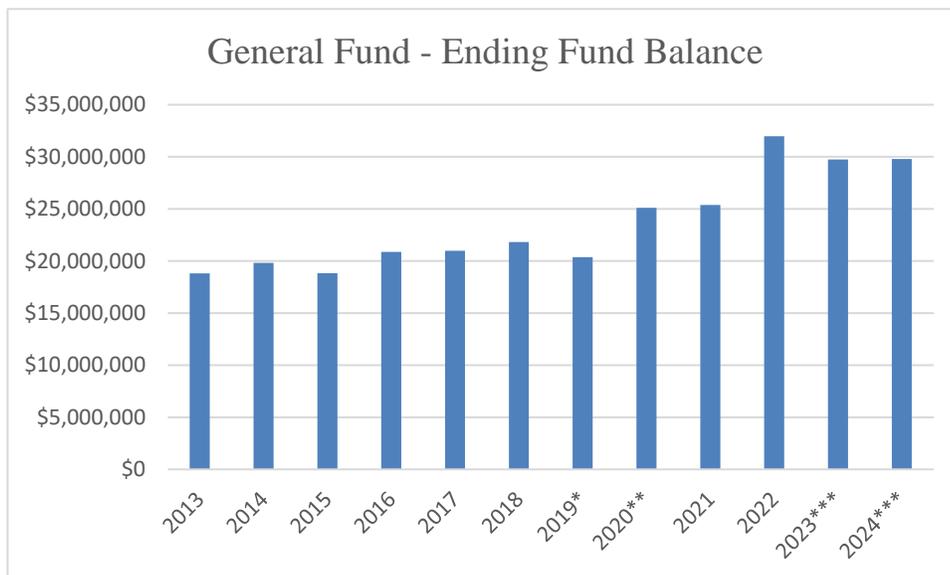
General Fund Expenditures

(Dollars in Thousands)

	Projected Budget Fiscal Year 2023		Budget Fiscal Year 2024	
	Amount	Percent	Amount	Percent
General Government Departments	\$18,856	43.8%	\$14,726	36.6%
Police Department	18,354	42.6%	18,850	46.9%
Planning & Development Department	2,017	4.7%	2,444	6.1%
Public Works Department	1,413	3.3%	1,663	4.1%
Parks & Recreation Departments	1,877	4.4%	1,923	4.8%
Municipal Courts Division	534	1.2%	628	1.6%
Total	\$43,051	100.0%	\$40,234	100.0%

Note: Capital Expenditures included above. Transfer to Other Funds is not included.
 General Government category for this chart is comprised of the Administration, Legal, Human Resources, Volunteer Services, Communications, Economic Development, Information Technologies, Facilities Maintenance, Fleet Management and Finance Departments.
 Parks and Recreation only consist of Landscaping and Tourism & Festivals Divisions.

The City has experienced rapid growth since the early 1980’s. The City has utilized this period to make several major infrastructure improvements such as the Highway M expansion, the Bryan Road Interchange, the Wastewater Treatment Plant expansion, the Mexico Road West expansion and the Highway K expansion. The City has also used the increased resources to improve basic services to the citizens, such as, police protection, building inspections, street repair and maintenance, and park improvements. The City has been able to make necessary improvements while increasing the dollar amount of General Fund reserves. General Fund reserves will allow the City to make future improvements, one-time capital expenditures and for fund stabilization. The City has a fund balance reporting policy in which unrestricted fund balance in the General Fund is maintained as not less than 40% of operating expenditures. The following illustrates the growth trend of these reserves.



Fiscal Year	Unreserved Ending Fund Balance	Fiscal Year	Unreserved Ending Fund Balance
2013	\$18,815,659	2019*	\$20,366,384
2014	\$19,825,681	2020**	\$25,101,330
2015	\$18,829,427	2021	\$25,383,913
2016	\$20,866,526	2022	\$31,970,716
2017	\$20,977,466	2023***	\$29,749,833
2018	\$21,815,765	2024***	\$29,789,103

*Includes the \$3.5M transfer out to Water Fund.
 **Includes the \$3.5 M transfer back from Water Fund.
 ***Figures are unaudited estimates.

Debt Service Fund Budget Summary

Fiscal Year 2024

Additional information regarding revenues can be found in the Revenue & Projections section and information regarding expenditures can be found in the Debt Obligations section.

	Actual 2021	Actual 2022	Projected Budget 2023	Budget 2024
Revenues	\$3,934,809	\$3,905,814	\$4,508,987	\$4,545,692
Expenditures				
Debt Service	\$4,289,419	\$4,290,094	\$4,335,296	\$4,333,634
Total Expenditures	\$4,289,419	\$4,290,094	\$4,335,296	\$4,333,634
Other Financing Sources/(Uses):				
Bond Proceeds				
Bond Refunding to Escrow	\$0	\$0	\$0	\$0
Revenues Over/(Under)				
Expenditures	(\$354,610)	(\$384,280)	\$173,691	\$212,058
Beginning Fund Balance	\$8,216,308	\$7,861,697	\$7,477,417	\$7,651,108
Ending Fund Balance	\$7,861,698	\$7,477,417	\$7,651,108	\$7,863,166
Projections				
	Fiscal Year 2025	Fiscal Year 2026	Fiscal Year 2027	
Revenues	\$4,618,491	\$4,661,269	\$4,775,925	
Expenditures				
Contract Services	\$0	\$0	\$0	
Debt Service	\$4,377,008	\$4,406,207	\$3,828,408	
Total Expenditures	\$4,377,008	\$4,406,207	\$3,828,408	
Revenues Over/(Under)				
Expenditures	\$241,483	\$255,062	\$947,517	
Beginning Fund Balance	\$7,863,166	\$8,104,649	\$8,359,711	
Ending Fund Balance	\$8,104,649	\$8,359,711	\$9,307,228	

Special Revenue Funds Budget Summary

Fiscal Year 2024

Additional information regarding revenues can be found in the Revenue & Projections section and information regarding expenditures can be found in the Special Revenue Fund section.

	Actual 2021	Actual 2022	Projected Budget 2023	Budget 2024
Revenues				
Comm Development Block Grant Fund	\$261,116	\$543,447	\$599,555	\$520,785
Inmate Security Fund	10,378	11,092	12,000	10,000
Police and Road Improvement Use Tax Fund	4,492,507	6,147,682	7,541,351	8,138,859
Police POST Training Fund	15,974	14,063	15,500	14,500
Recreation Fund	7,389,922	7,740,509	8,056,185	7,969,558
Transient Guest Tax Fund	696,719	837,563	805,000	910,000
Sewer Lateral Ins Fund	890,661	890,697	911,419	934,616
Storm Water Fund	1,874,552	2,493,496	2,030,646	2,031,073
Water Service Line Ins Fund	332,268	351,514	363,461	372,896
Street & Road Impr Fund	16,082,614	25,120,325	25,562,246	21,837,260
Total Revenues	\$32,046,711	\$44,150,388	\$45,897,363	\$42,739,547
Expenditures				
Capital Outlay	\$8,262,188	\$21,166,193	\$33,286,788	\$23,468,158
Program Costs	295,522	772,639	756,773	785,130
Professional/Operating Costs	13,152,597	13,973,522	18,511,506	18,750,967
Debt Service:				
Principal	3,566,245	933,137	1,142,747	1,192,747
Interest	521,726	427,702	398,557	356,008
Total Expenditures	\$25,798,278	\$37,273,193	\$54,096,371	\$44,553,010
Other Financing Sources/(Uses):				
Operating Transfers In	591,287	2,916,144	172,154	67,000
Operating Transfers Out	(1,400,000)	(1,160,000)	(2,012,154)	(2,750,000)
Payment to Escrow Agent	0	0	0	0
Bond Proceeds	0	0	0	0
Total Other Financing	(\$808,713)	\$1,756,144	(\$1,840,000)	(\$2,683,000)
Revenues and Other Financing Sources				
Over/(Under) Expenditures and Other Financing Uses	\$5,439,720	\$8,633,339	(\$10,039,008)	(\$4,496,463)
Beginning Fund Equity				
<i>Adjustment</i>	(1,413,127)	(\$4)	(\$1)	
Ending Fund Equity	\$21,465,790	\$30,099,125	\$20,060,116	\$15,563,653

Special Revenue Funds Budget Projections

Fiscal Year 2024

	Projections		
	2025	2026	2027
Revenues			
Comm Development Block Grant Fund	\$485,000	\$455,000	\$450,000
Inmate Security Fund	10,000	8,000	8,000
Police & Road Improvement Use Tax Fund	8,238,842	8,340,625	8,464,234
Police POST Training Fund	10,000	8,000	8,000
Recreation Fund	8,085,708	8,179,580	8,387,620
Transient Guest Tax Fund	915,000	920,000	925,000
Sewer Lateral Ins Fund	920,982	925,359	929,757
Storm Water Fund	2,133,608	2,073,770	2,235,218
Water Service Line Ins Fund	365,650	368,095	370,549
Street & Road Impr Fund	24,627,577	23,734,064	20,470,280
Total Revenues	\$45,792,367	\$45,012,493	\$42,248,658
Expenditures			
Capital Outlay	\$36,517,812	\$23,014,854	\$15,932,137
Program Costs	815,130	840,250	865,450
Professional/Operating Costs	20,562,839	\$21,383,129	\$22,120,314
Debt Service:			
Principal	1,593,798	1,795,411	1,816,295
Interest	1,438,472	1,160,406	1,091,607
Total Expenditures	\$60,928,051	\$48,194,050	\$41,825,803
Other Financing Sources/(Uses):			
Operating Transfers In	284,850	282,000	32,000
Operating Transfers Out	1,302,850	1,350,000	1,100,000
Bond Proceeds	13,365,826	0	0
Total Other Financing	\$14,953,526	\$1,632,000	\$1,132,000
Revenues and Other Financing Sources			
Over/(Under) Expenditures and Other Financing Uses	(\$182,158)	(\$1,549,557)	\$1,554,855
Beginning Fund Equity	\$15,563,653	\$15,381,495	\$13,831,938
Ending Fund Equity	\$15,381,495	\$13,831,938	\$15,386,793

Capital Project Funds Budget Summary

Fiscal Year 2024

Capital Project Funds is a temporary fund used as needed for specific projects. These projects usually are short in duration, thus, no future projections. Additional information regarding the expenses can be found in the Capital Improvement Project section.

	Actual 2021	Actual 2022	Projected Budget 2023	Budget 2024
Revenues				
Justice Facility Fund				
Interest	\$163	\$0	\$0	\$0
Parks Improvement Fund				
Interest	0	0	0	0
Total Revenues	\$163	\$0	\$0	\$0
Expenses				
Justice Facility Capital	\$111,557	\$0	\$0	\$0
Parks Improvement Capital	10,381	0	0	0
Total Expenses	\$121,938	\$0	\$0	\$0
Other Financing Sources/(Uses):				
Operating Transfers In	\$0	\$0	\$0	\$0
Operating Transfers Out	(\$314,972)	\$0	\$0	\$0
Total Other Financing	(\$314,972)	\$0	\$0	\$0
Revenues and Other Financing Sources				
Over/(Under) Expenditures and Other Financing Uses	(\$436,747)	\$0	\$0	\$0
Beginning Fund Equity	\$436,747	\$0	\$0	\$0
Ending Fund Equity	\$0	\$0	\$0	\$0

Capital Improvement Program Summary

Fiscal Year 2024

The resources for the City’s capital improvements are budgeted in the General Fund, Special Revenue Funds, and Enterprise Funds. These funds provide the means to implement the City’s Comprehensive Plan and Parks Improvement Plan.

Both plans outline capital improvements over a fixed period of years. Preparation and maintenance of the Comprehensive Plan is the responsibility of the Planning & Development Department. The Parks Improvement Plan was developed by the Parks and Recreation Departments. These plans present information about anticipated capital projects, including the expected beginning and end for each project, the funds to be expended each year, and the method of financing the projects. Both the Comprehensive Plan and the Parks Improvement Plan were updated and approved by the City Council. The implementation of the plans is based on available fiscal resources and established community priorities. The City prepares a 5-year Capital Improvement Plan (CIP) annually to monitor and plan for future capital purchases and projects. The 5-year CIP helps reduce funding and scheduling challenges. (Capital Improvement Program, Dec 14, 2023, Ordinance # 7068.)

The following is a summary of the capital improvement expenditures for Fiscal Year 2024. Additional details can be found in the Capital Improvement Program Section/Tab.

Fund		Departmental	
<i>Governmental Fund</i>		General Governmental Departments	596,431
General Fund	735,625	Engineering Department	86,644
<i>Special Revenue Funds</i>		Environmental Services Department	830,500
Police & Road Improvement Use Tax Fund	5,901,536	Landscaping Department	89,900
Recreation Fund	1,435,329	Parks Department	1,333,329
Sewer Lateral Insurance Fund	29,500	Police / Public Safety Department	6,671,536
Storm Water Fund	531,449	Project Management Department	10,645,797
Street & Road Improvement Fund	15,473,344	Recreation Department	102,000
Transient Guest Tax Fund	97,000	Sewer Department	11,640,412
Water Service Line Insurance Fund	0	Storm Water Department	531,449
<i>Enterprise Funds</i>		Streets Department	7,805,047
Environmental Services Fund	830,500	Water Department	8,547,511
Police Training Facility Fund	3,770,000	Non-Departmental	
Public Venue Fund	263,300	Public Venue Fund (Parks)	263,300
Renaud Center Fund	250,919	Renaud Center Fund (Recreation)	250,919
Sewer Fund	11,647,837	Sewer Lateral Insurance Fund (Water/Sewer)	29,500
Water Fund	8,554,936	Transient Guest Tax Fund (Festival & Tourism)	97,000
TOTAL BY FUND	\$49,521,275	TOTAL	\$49,521,275

Enterprise Funds Budget Summary

Fiscal Year 2024

Additional information on these funds can be found in the Enterprises Funds and Other Information section of this budget book.

	Actual 2021	Actual 2022	Projected Budget 2023	Budget 2024
Revenues				
Sales	\$24,906,385	\$27,897,168	\$28,458,832	\$29,685,610
Connection Charges	393,500	233,608	460,000	200,000
Interest	99,395	438,385	1,063,000	1,148,000
Miscellaneous	536,864	769,823	733,718	2,673,214
Total Revenues	\$25,936,144	\$29,338,984	\$30,715,550	\$33,706,824
Expenses				
Contract Services	\$548,158	\$863,300	\$1,064,063	\$1,213,047
Operations	14,249,732	15,510,531	21,288,778	\$19,334,831
Capital	19,159,713	13,658,578	19,545,621	25,317,492
Principal	3,991,621	3,758,902	3,796,345	3,863,426
Interest	1,682,715	1,551,041	1,437,953	1,327,053
Total Expenses	\$39,631,939	\$35,342,352	\$47,132,760	\$51,055,849
Operating Transfer In (Out)	1,400,000	4,755,180	3,080,430	2,635,430
Bond Proceeds/Other	0	75,564	0	8,290,000
Revenues and Other Financing Sources				
Over/(Under) Expenses and				
Other Financing Uses	(\$12,295,795)	(\$1,172,624)	(\$13,336,780)	(\$6,423,595)
Beginning Fund Equity	\$47,860,614	\$35,889,819	\$34,717,195	\$21,380,415
<i>Adjustments</i>	<i>\$325,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>
Ending Fund Equity*	\$35,889,819	\$34,717,195	\$21,380,415	\$14,956,820

Note:

*Ending Fund Equity for the Enterprise Funds is equivalent to the Total Net Asset found in the Annual Comprehensive Financial (ACFR) Statement less the Invested in Capital Assets (net of related debt). The state auditor recommended the two documents tie together so the figure in the Adjustments is the manual adjustment to tie the figures together. This figure may consist of accumulated depreciation, accrued accounts receivables, deferred charges, deferred revenues, and current portion of a future debt payment. In FY 2021 & FY 2022 the City switched ERP system which updated the way encumbrances were accounted for and made the proper 'Adjustment'.

Enterprise Funds Budget Projections

Fiscal Year 2024

	2025	Projections 2026	2027
Revenues			
Sales	\$22,424,557	\$23,657,908	\$24,959,093
Connection Charges	125,000	125,000	125,000
Interest	390,000	325,000	315,000
Miscellaneous	529,255	415,453	419,196
Total Revenues	\$23,468,812	\$24,523,361	\$25,818,289
Expenses			
Contract Services	1,057,152	532,821	454,202
Operations	12,905,682	12,638,027	13,325,676
Capital	13,358,805	736,900	10,782,500
Principal	4,050,000	4,170,000	4,325,000
Interest	2,217,844	2,127,751	1,983,501
Total Expenses	\$33,589,483	\$20,205,499	\$30,870,879
Operating Transfer In (Out)	0	0	0
Bond Proceeds/Other	6,308,055	7,800,000	0
Revenues and Other Financing Sources			
Over/(Under) Expenses and			
Other Financing Uses	(\$3,812,616)	\$12,117,862	(\$5,052,590)
Beginning Fund Equity	\$14,956,820	\$11,144,204	\$23,262,066
Ending Fund Equity	\$11,144,204	\$23,262,066	\$18,209,476

Personnel Summarized

Fiscal Year 2024

This is by Organizational Structure (reporting). The funding is detailed in each of the Department / Division sections found in the General Fund, Special Revenue Funds and Enterprise Funds & Other tabs.

Department/Division	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Changes	Fiscal Year 2024
Administration Dept	10.00	10.00	10.00		10.00
Human Resources Dept					
Human Resources	6.00	6.00	5.50		5.50
Volunteer Services	3.00	3.00	3.00		3.00
Communications Dept (w/CDBG)	9.25	9.25	10.25		10.25
Economic Development Dept	5.00	5.00	5.00		5.00
Engineering Dept					
Engineering	13.25	15.75	16.50		16.50
Project Mgmt	9.10	9.10	10.00	1.00	11.00
Finance Dept					
Finance	17.00	17.00	18.00		18.00
Fleet Management	7.75	7.75	8.75		8.75
Information Technologies Dept	6.00	7.00	8.00		8.00
Municipal Court Dept	6.25	6.25	6.75		6.75
Parks & Recreation Dept					
Facilities Maintenance	14.60	14.60	14.50		14.50
Landscape	12.50	12.50	11.85		11.85
Parks	30.00	30.00	30.00	2.00	32.00
Recreation	33.50	33.50	33.50		33.50
Renaud Center (RC)	32.50	32.50	32.50		32.50
Tourism & Festivals	3.85	3.85	3.85		3.85
Planning & Development Dept					
Building & Code Enforcement	14.50	15.00	15.00	1.00	16.00
Planning & GIS	7.00	7.00	7.00		7.00
Police Department	159.00	163.50	166.00	4.00	170.00
Public Works Dept					
Environmental Services	28.50	30.50	30.00		30.00
Sewer System	20.00	21.00	21.25	1.00	22.25
Sewer Lateral	5.00	5.00	6.00		6.00
Storm Water	7.25	7.25	7.25		7.25
Streets	35.00	39.50	38.00		38.00
Water Service Line	0.00	2.00	1.00		1.00
Water System	30.00	33.00	33.25	1.00	34.25
Total	525.80	546.80	552.70	10.00	562.70

Note: The FY 2021 – 2023 are based on positions funded at the end of each year. The FY 2024 includes new positions. Full Time Equivalents include part-time employees. Elected Officials are not included in these figures.

Personnel Changes from 2023 to 2024

This is a brief synopsis of the changes in personnel from December 2022 through January 2024.

Human Resources Department - The part-time fitness instructors were reduced then removed from the department. No wages for the fitness instructors were included in the 2024 Budget.

Communications Department - In FY 2023 Communication and Public Relations Departments merged and additional CDBG position was added. No changes are budgeted for FY 2024.

Engineering Department - In FY 2023 an additional PT Construction Inspector position was added, increasing the FTE by .75. No changes are budgeted for FY 2024.

Project Management Department - In FY 2023 one Project Manager position was added and PT hours were adjusted. In FY 2024 the department is looking to fill another Project Manager position.

Finance Department - In FY 2023 the department added an Accounting Services Representative position. No changes are budgeted for FY 2024.

Fleet Management Department - In FY 2023 an additional Mechanic position was added. No changes are budgeted for FY 2024.

Information Technologies Department - In FY 2023 this department budgeted to add two part-time positions. It was later amended to one FT position. No changes are budgeted for FY 2024.

Municipal Court Department – In FY 2023 a PT Court Clerk position was added. No changes are budgeted for FY 2024.

Facilities Maintenance & Landscape Departments – The changes in FY 2023 are related to converting PT wages into FTE. If wages increase and PT budget remains the same, the FTE will decrease. No changes are budgeted for FY 2024.

Parks Department – The FY 2024 includes two new positions, an Office Manager position, and a Park Ranger position. The Ranger will be a commissioned officer, with wages covered by the Parks Department.

Building & Code Enforcement Department – The FY 2024 budget includes a new Building Inspector Supervisor position. This position will oversee the daily inspection duties, allowing the Manager time to address long term and high priority goals.

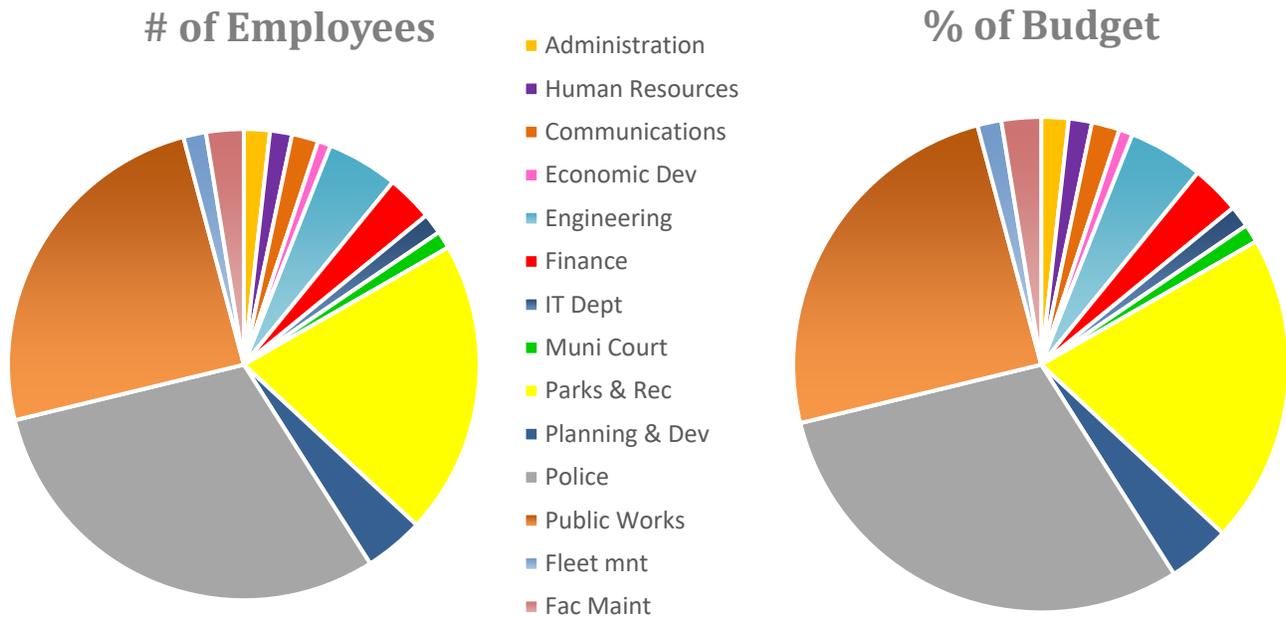
Police Department – In FY 2023, one Police Officer position and additional part-time hours were added. In FY 2024, four additional Police Officer positions will be added in an effort to expand the number of patrol sectors from 8 to 10, thus reducing the size of the sectors and decreasing response times.

Environmental Services Department – In FY 2023, the PT Recycle Quality Control Specialist position was removed. No changes are budgeted for FY 2024.

Sewer and Water Departments – In FY 2023, two Interns for summer support were added. In FY 2024, a Maintenance Mechanic and an Operator I position will be added. The wages will be split between the two departments, adding one FTE to each department.

The City has made appropriations for personnel to focus on providing the highest quality of services to the citizens. Personnel is divided up into twelve separate Group/Departments; Administration Department, Communications Department, Economic Development Department, Engineering Department, Finance Department, Human Resources Department, Information Technologies Department, Municipal Court, Parks and Recreation Department, Planning and Development Department, Police Department and the Public Works Department. These departments supply personnel for eleven different funds; General Fund, Community Development Block Grant Fund (CDBG Fund), Police & Road Improvement Fund, Recreation Fund, Sewer Lateral Insurance Fund, Storm Water Fund, Street & Road Improvement Fund (S&RI Fund), Water Service Line Insurance Fund, and Enterprise Funds which includes Environmental Services Fund, Public Venue Fund, Renaud Center Fund, Sewer Fund and Water Fund.

Below is a graph that displays the breakdown of the employees into their respected departments by number of employees and as a percentage of all City employees. The table on the next page shows the breakdown by divisions.





ADMINISTRATION GROUP
COMMUNICATIONS DEPARTMENT
ECONOMIC DEVELOPMENT DEPARTMENT
ENGINEERING DEPARTMENT
FINANCE DEPARTMENT
HUMAN RESOURCES DEPARTMENT
INFORMATION TECHNOLOGIES DEPARTMENT
MUNICIPAL COURT DEPARTMENT
PARKS & RECREATION DEPARTMENTS
PLANNING & DEVELOPMENT DEPARTMENT
POLICE DEPARTMENT
PUBLIC WORKS DEPARTMENTS

General Fund

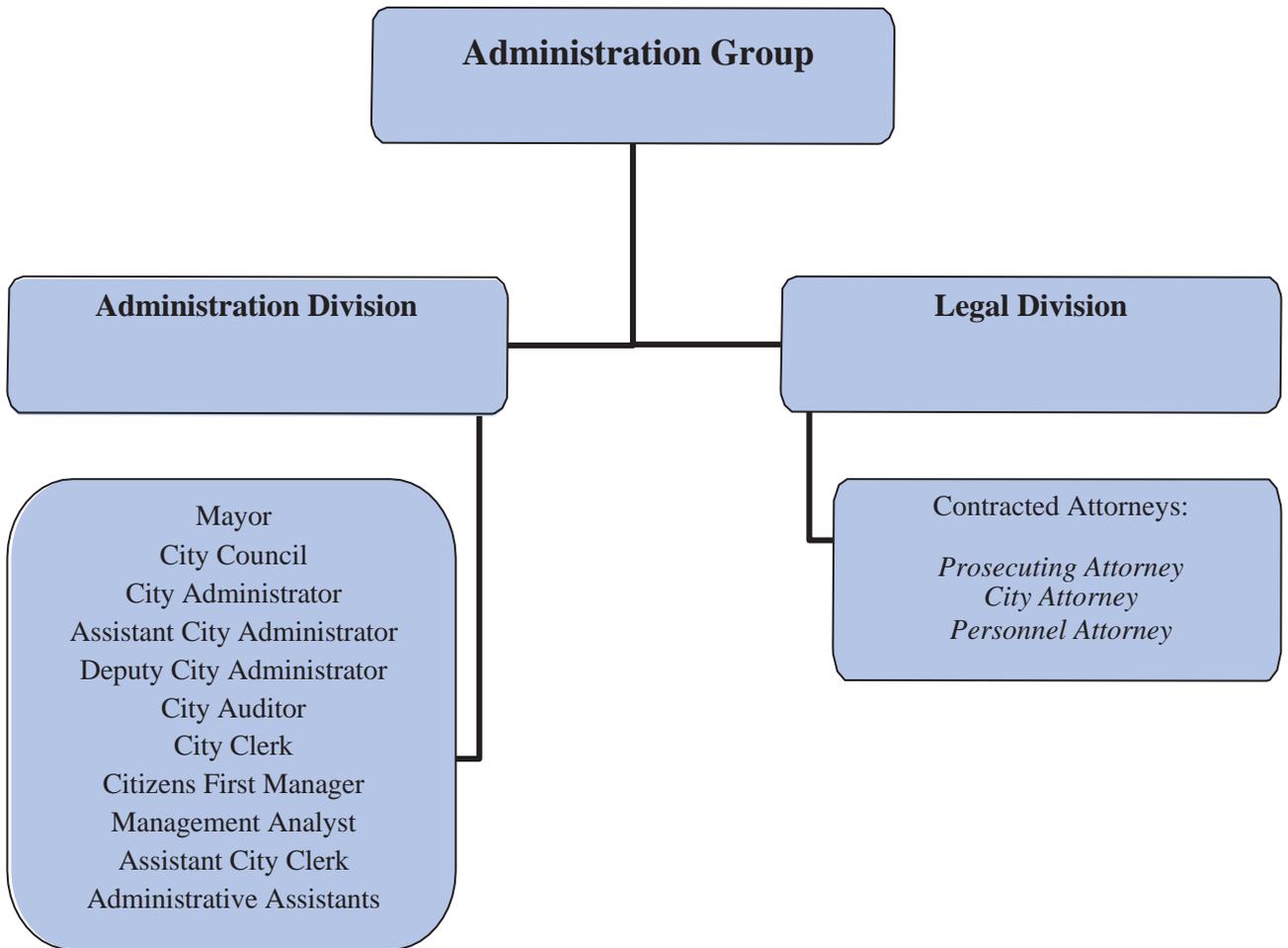
This section presents the General Fund operating budget for the Administration Group, the Communications Department, the Economic Development Department, the Engineering Department, the Finance Department, the Human Resources Department, the Information Technologies Department, the Municipal Court Department, the Parks & Recreation Departments, the Planning & Development Department, the Police Department and the Public Works Departments. The budget information includes organization charts, overviews, fiscal year goals, performance measurements, budget summaries and budget highlights.



Heritage & Freedom Fest

More than 100,000 patrons help celebrate America's birthday with an explosion of fun and music at O'Fallon's Heritage & Freedom Fest on July 2, 3 and 4 each year. Admission to the festival grounds at the Ozzie Smith Sports Complex is free. The colorful carnival and midway are the focus on Family Night, July 2. The excitement builds on July 3-4, with fireworks spectacles, free concerts by nationally-recognized musicians, entertaining side shows, free kids' activities, carnival rides, crafters and merchandise vendors, and festival food and beverages.

**Administration Group
Organization Chart
2024 Budget**



Administration Group

The Administration Group is managed by the City Administrator and consists of the Administration Division and the Legal Division.

The mission of the City Administrator's Office is to ensure the efficient and effective implementation of the City Council's policies and priorities by providing leadership to the City's departments, with an emphasis on professional management, transparent communication with the Council and public, building a cohesive team amongst the staff, sound financial planning, continuous innovation, and excellent customer service.



Administration Group – Administration Division

The Administration Division serves the Mayor and the City Council. The City Administrator supervises and coordinates the day-to-day activities of the City. The division provides staff and administrative services for operating divisions, oversees the implementation of policies and ordinances adopted by the Mayor and City Council, and manages municipal resources for the provision of public services. In addition, this division is responsible for informing the public of City services and programs and maintaining intergovernmental relations. This division also provides staff support to various boards and commissions, prepares meeting agendas, and coordinates management review of proposed policies, programs, plans, budgets, and regulations. The Administration Division also develops a proposed budget for the City Council to review, amend, and adopt each fiscal year; as well as making sure the budget is implemented as per Ordinance.

The Administration Division consists of the City Administrator, the Assistant City Administrator, a Deputy City Administrator, a City Auditor, a City Clerk, a Citizens First Manager (Deputy City Clerk), a Management Analyst/Deputy City Clerk, an Assistant City Clerk, two Administrative Assistants and one part-time Administrative Assistant.

The City Administrator supervises the Finance Department, Police Department, the Legal Division and the City Auditor. The Assistant City Administrator supervises the Directors of the Human Resources Department, Communications Department, Economic Development Department, Information Technologies Department, Planning & Development Department and the Citizens First Manager. The Deputy City Administrator oversees the Engineering Department, Parks Department, Recreation Department, and the Public Works Departments which consist of Streets, Stormwater, Sewer Lateral, Water Service Line, Water System, Sewer System and Environmental Services. Together with the City Administrator, Assistant City Administrator and the Deputy City Administrator, the Department Directors constitute the Management Team along with the City Clerk, City Auditor, Court Administrator and City Attorney. The Municipal Court reports directly to the State of Missouri but operates under the City Administrator.

The City Clerk position was created by state statute and City ordinance and reports to the City Council. The City Clerk's primary responsibilities are Recording Secretary for the City Council, custodian of records, election authority and licensing agent.

Fiscal Year 2024 Goals

- I. Educate residents on the roles and responsibilities of Home Owners Associations (HOA) by expanding the current information available on the City's website. (*Strategic Plan – Great Place to Live*)
- II. Evaluate record plat review process and present options to Council by the end of the 3rd quarter, FY 2024. (*Strategic Plan – Process Improvement*)
- III. Assist Human Resources Department prepare for the next compensations study to be done in FY 2025. (*Strategic Plan – Process Improvement*)

- IV. Work with the Veteran Commission to develop a plan to honor the Space Force at the Veterans Memorial Walk. Present plan to Council by 3rd quarter, FY 2025. (*Strategic Plan – Upgraded City Facilities & infrastructure*)

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Citizens' First Calls						
Total # of Incoming Calls to Citizens First	35,102	31,407	16,937*	17,000	9729**	11,000

* A telephone tree was instituted during the first quarter of 2022, reducing the number of calls being transferred.

** Estimate since the telephone tracking system was down for part of the year.

Previous Year’s Goals

In 2023 the department established the Deputy City Administrator position. They also worked with Council, Directors and a professional consultant, to create the 2023 – 2025 Strategic Plan. Renovations at City Hall were completed. Administration worked with a consultant on completing and implementing a comprehensive salary study, including the wage scale adjustment for FY 2024. Administration and Economic Development continued to work together on promoting O’Fallon Station property, Chapter 100 Public-Private Partnerships and Main Street opportunities including continuation of the infrastructure improvement and implementation of the Community Showcase Banners program. The Sports Tourism process was completed. Helped in the creation of the ‘Path of Heroes’.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$1,146,414	\$1,100,195	\$1,178,516	\$152,740	\$1,331,256	13.0%
Contract Services	13,312	18,152	16,600	(1,100)	15,500	(6.6%)
Insurance	8,743	8,925	9,346	967	10,313	10.3%
Equipment Maintenance	864	876	890	60	950	6.7%
Election Expenses	31,048	24,764	55,000	0	55,000	0.0%
Operating Supplies	29,408	18,417	25,254	61,396	86,650	243.1%
Professional Expenses	57,895	83,310	102,140	(6,985)	95,155	(6.8%)
Public Information	17,991	8,909	10,500	0	10,500	0.0%
Utilities	6,108	4,974	6,300	200	6,500	3.2%
Leases and Contingency	15,649	54,458	54,050	(11,550)	42,500	(21.4%)
Subtotal	1,327,432	1,322,980	1,458,596	195,728	1,654,324	13.4%
Capital	699,010	514,942	2,246,215		0	
Transfers	283,600	6,512,462	1,355,000		67,000	
Total	\$2,310,042	\$8,350,384	\$5,059,811	195,728	\$1,721,324	3.9%

Budget Highlights

The increase in Personnel can be partly due to the wage scale adjustment and a new part-time Administrative Assistant position. The increase in Operating Supplies is partly due to moving software system expenses to the division / department level from the IT Department. Also, the one-time purchase of fireproof cabinets for official documentation storage. The decrease in Professional Expenses is due to the Strategic Planning Sessions in FY 2023 that will not be repeated until FY 2025 or later. The decrease in Leases and Contingency is due to the completion of the Senior Center repairs being completed after the water damage in FY 2022.

Transfers: In 2024, it is projected that the General Fund will transfer \$32,000 to the SRI Fund to cover commercial waste hauling fees and \$35,000 to the Storm Water Fund to assist with Community Sharing Projects.

Budget Category Explanations

Personnel \$1,331,256

This category includes the salaries, wages, and benefits for the City Administrator, the Assistant City Administrator, the Deputy City Administrator (34%), the City Clerk, the City Auditor, the Citizen's First Manager/Deputy City Clerk, Assistant City Clerk, the Management Analyst/Deputy City Clerk, two Administrative Assistants and one part-time Administrative Assistant. This budget category also includes the compensation for the Mayor and ten Council members.

Contract Services \$15,500

This category contains the appropriations for recording fees, annexation expenses code books, record maintenance or other services provided to the City.

Insurance \$10,313

This amount is allocated to each department, division, or section based upon the number of full-time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, errors and omissions and property insurance.

Equipment Maintenance \$ 950

This amount will cover cost related to the copier maintenance agreement.

Election Expenses \$55,000

This category includes all expenses related to municipal elections held by the City for elected positions and ballot issues.

Operating Supplies \$86,650

This category includes the cost of necessary supplies used by the Administration Division, the Mayor's Youth Advisory Council and the City Council. This includes postage, pens, staples, and paper, supplies for the fax/copier/scanner machine and laser printers. This also includes small equipment, furniture and fixtures that are valued less than \$5,000. All software system(s) utilized by the department are budgeted in this section.

Professional Expenses \$95,155

Included in this category are dues and subscriptions to various organizations and publications to which individual members of the administrative staff are involved. This also includes training and travel expenses for the Division, the City's Lobbyist and tuition reimbursement for continuing education. Travel expenses for the Mayor and the City Council are also funded from this category.

Public Information \$10,500

Advertising expenses related to public bid notices and requests for proposals are found in this category. The costs of printing public notices, handbooks, manuals, and other documents are also in this category.

Utilities \$6,500

This amount funds telephone and other utility expenses incurred by the Administration Division.

Leases and Contingency

\$42,000

This account is used for unanticipated expenditures. It also includes expenses associated with the Team O'Fallon, the annual Mayoral luncheon, the State of the City (as required by the City Charter approved by voters in 2009) and other events hosted by the City.

Transfers

\$67,000

All transfers from the General Fund to all other funds are budgeted within the Administration Division.

Capital

\$000

Capital expenditures approved by the Council for the current fiscal year.



Administration Group – Legal Division

The City contracts with a legal firm from which a City Attorney is appointed who consults with and advises the Mayor, City Council and City staff on various legal issues concerning the City and determines the legal impact of decisions and actions of City representatives and staff. The City Attorney conducts research, reviews and drafts ordinances, contracts, intergovernmental agreements, conveyances and other legal documents. The City Attorney also attends and represents the City Council at Council meetings and other committee meetings, as necessary.

The City also contracts for specialized legal services pertaining to personnel issues, as well as for a Municipal Prosecuting Attorney who is appointed to serve in accordance with the provisions of the City Charter.

The City may still choose, from time to time, to contract for legal services pertaining to additional specialized issues.

Fiscal Year 2024 Goals

- I. Provide ongoing legal assistance to City staff and elected officials. *(To maintain a superior community.)*

Previous Year's Goals

In 2023, the Legal Division focused on various agreements and contracts to ensure the City is in compliance with City ordinances and with State Statute.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Professional Expenses	\$467,904	\$276,304	\$192,500	\$47,500	\$240,000	24.7%
Personnel	161,736	125,980	220,000	(45,000)	175,000	(20.5%)
Misc Fees	(\$13,647)	\$79,563	45,760	0	45,760	0.0%
Total	\$615,993	\$481,847	\$458,260	\$2,500	\$460,760	0.5%

Budget Highlights

The change in Professional Expenses and Personnel are due to changes in the Judge and Prosecuting attorney.

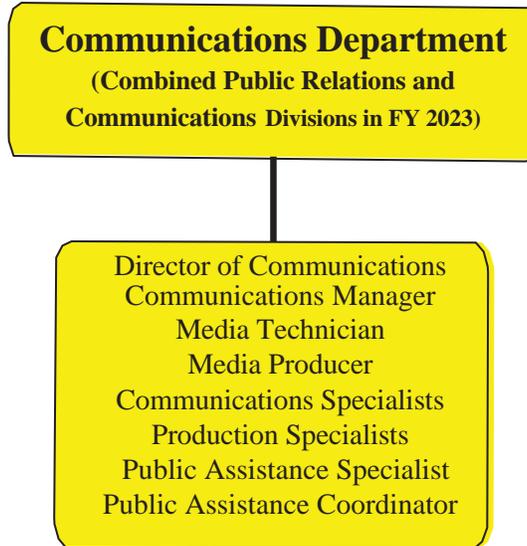
Budget Category Explanations

Professional / Personnel & Misc

\$460,760

This category includes the fees for the general counsel services and personnel issues.

**Communications Department
Organization Chart
2024 Budget**



Communications Department

The Communications Department reports to the Assistant City Administrator. It formerly consisted of two Divisions, the Public Relations Division and the Communications Division, that were combined in FY 2023 into one Department.

The Director of Communications is over the Community Development Block Grant Fund that is run by the Public Assistance Specialist and the Public Assistance Coordinator.

It is the mission of the Communication Department to promote transparent government operations by providing a window into O’Fallon’s operations for our residents. The Department informs, educates, interacts and ultimately serves our residents through video, print and electronic media.



Communications Department

The Communications Department reports to the Director of Communications. Responsibilities include coordinating and managing all City-related communication materials (electronic and printed) and promotion for all City activities, events, and activities. This includes but is not limited to: news-releases, brochures, posters, invitations, promotional letters, advertisements, signage, and the City's quarterly newsletter/parks-recreation guide, and the City's 24-hour government access cable channel (Channel 991), AT&T U-verse (Channel 99), live streaming and Video on Demand on the City's website, Facebook, and YouTube. The department also maintains six websites for various City divisions (www.ofallon.mo.us, www.ofallon.mo.us/parks&rec, www.renaudcenter.com, www.selectofallon.com, www.ofallon.mo.us/PD, and www.heritageandfreedomfest.com) and assists in preparing official presentations given by the Mayor/City Council.

Utilizing all the forms of communication, the mission of the department, and O'FallonTV, is to provide a window on local government for O'Fallon residents, to inform and educate our viewers about City operations, programs, services and events that make O'Fallon a great place to live. The department is responsible for recording all meetings and playing them back on a regular schedule on the government access cable channel which broadcast 24 hours a day, seven days a week. O'Fallon TV programs are also available on-line on demand as well as view O'Fallon TV live via the web. The department also covers local events and create programs, public service announcement, promotional spots and special productions to keep residents and non-residents informed of events that occur within the City limits. They also supply information to viewers through the Community Bulletin which displays announcements, agendas, job opportunities, program availability, and all news releases.

Fiscal Year 2024 Goals

- I. Explore programs that can be implemented to promote the identity of areas within the City (ex: the Rail District). Identify locations and promotion options to Council by 1st quarter 2025. (*Strategic Plan – Great Place to Live – Branding Efforts and Style Guide*).
- II. Continue to use available distribution channels to make our government as transparent as possible and keep residents up to date on what is going on around O'Fallon. (*Core Values of the City*)
- III. Create a Style Guide that identifies consistent branding (colors, fonts, logos, etc) to be utilized by all City communications, internal and external. (*Strategic Plan – Great Place to Live – Branding Efforts and Style Guide*).

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Programs Produced	290	312	264	270	294	275
Hours of Taped or Live Programming Per Day	24	24	24	24	24	24
Average Daily Hours of Locally Produced Programming	23.50	23.50	23.99	23.99	23.99	23.99

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Unique web page views by site						
www.ofallon.mo.us (includes PD site)	1,009,243	1,179,083	1,014,249	1,000,000	1,230,321	1,100,000
www.heritageandfreedomfest.com	35,683	216,061	175,220	175,000	235,047	200,000
www.selectofallon.com (launched March	42,022	46,763	12,189	20,000	9,526	10,000
Unique visitors by site						
www.ofallon.mo.us (includes PD site)	684,429	701,026	426,035	500,000	452,617	500,000
www.heritageandfreedomfest.com	9,653	110,903	52,099	50,000	56,906	55,000
www.selectofallon.com (launched March	9,114	12,046	3,488	10,000	4,872	5,000

Note: COVID-19 greatly impacted the website numbers in FY 2020. The cancellation of Heritage & Freedom Festival and the temporary closures the Renaud Center, drastically lowered the usage of the websites. COVID-19 actually significantly increased the traffic on the City's (including PD) websites as the public used it as a resource to obtain the most up-to-date information on the City's response efforts.

Previous Year's Goals

In 2023, the department merged the Communication and Public Relations division to make one Communications Department. The department produced over 260 videos in FY 2023 and over 65,000 since its creation in 1999. The videos included new business ribbon cuttings and segments highlighting existing businesses to help promote businesses within the City along with all the City meetings. The department also produced two voter education videos for the Marijuana Sales Tax Proposition and the Business License Fee Proposition. The page visits on Facebook has increase over 30% from last year and over 178 new followers on Instagram.

The Communications Department continued their popular O'Fallon 360 departmental overview series, highlighting the work of all departments by producing 31 individualized videos. O'FallonTV continued to provide a variety of programming and ways to distribute the programming to make the government operations as transparent as possible as well as inform and educate viewers on what is going on in the community. The department also continued working with the Recreation Department to inform, educate, and promote all the Renaud Center has to offer.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$758,022	\$697,068	\$812,185	56,901	\$869,086	7.0%
Insurance	3,604	4,525	4,552	1,675	6,227	36.8%
Maintenance	1,939	1,032	3,000	300	3,300	10.0%
Operating Supplies	31,781	421,820	55,942	51,991	107,933	92.9%
Professional Expenses	2,915	3,682	5,100	8,525	13,625	167.2%
Public Information	11,268	11,435	45,802	(17,002)	28,800	(37.1%)
Utilities	6,605	6,256	10,021	(1,871)	8,150	(18.7%)
Subtotal	\$816,134	\$1,145,818	\$936,602	\$100,519	\$1,037,121	10.7%
Capital	0	42,783	8,500		95,000	
Total	\$816,134	\$1,188,601	\$945,102	187,019	\$1,132,121	19.8%

Budget Highlights

The increase in Personnel can be partly due to the wage scale adjustment for FY 2024. The increase in Operating Supplies is due to the decentralizing of software cost to the departments. The increase in Professional Expenses is for additional Training & Travel along with Tuition reimbursement for employee(s). The decrease in Public Information is due to the voter education videos produced in FY 2023 that will not be repeated in FY 2024. The lower Utilities budget previous year's encumbered purchase order. The Capital request for additional upgrades will accommodate the remodel of the Council Chambers by updating to the additional microphones, lighting, and cameras.

Budget Category Explanations

Personnel

\$869,086

This category includes salaries, wages and benefits for a Director of Communications, a Communications Manager, a Media Technician, a Media Producer, two Communications Specialists, two Production Specialists, one Public Assistance Specialist (40%), one Public Assistance Coordinator (60%) and part-time employee(s).

Insurance **\$6,227**

This amount is allocated to each department, division, or section based upon the number of full-time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, errors and omissions, and property insurance.

Maintenance **\$3,300**

This category includes repairs and maintenance of all production and office equipment.

Operating Supplies **\$107,933**

The operating supply budget includes DVD stock, blank audio cassettes and video tapes, as well as copies, paper, pens, postage, and other miscellaneous office supplies. This also includes small equipment, furniture, and fixtures that are valued less than \$5,000. All software system(s) utilized by the department are budgeted in this section.

Professional Expenses **\$8,525**

This amount includes funds for programming, dues and subscriptions, professional fees, tuition, along with training and travel expenses.

Public Information **\$28,800**

This amount includes funding for advertising, printing, and promoting City events/information.

Utilities **\$8,150**

Funding for telephone service, direct internet access, and related equipment replacement.

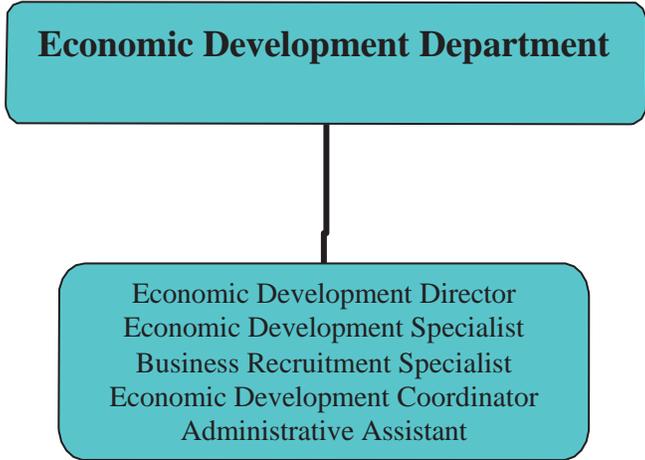
Capital **\$95,000**

Capital expenditures approved by the Council for the current fiscal year.

Equipment – Control Room and Chamber Upgrades \$95,000



**Economic Development Department
Organization Chart
2024 Budget**



Economic Development Department

The Economic Development Department reports to the Assistant City Administrator.

It is the mission of the Economic Development Department is to enhance the quality of life and lifestyle options for residents and businesses in the City of O'Fallon by strengthening our economic foundation and ensuring the City's financial stability.



Economic Development Department

Economic Development is the process of cooperative action between the public and private sectors, which results in widespread and sustained investment and wealth creation for the benefit of the community and its residents.

The Economic Development Department has the responsibility of influencing development in the community through expanding business opportunities, increasing the tax base, retaining current businesses and working with partners and stakeholders to improve the community.

Fiscal Year 2024 Goals

- I. Develop a clear vision and action plan for increasing business activity in downtown O'Fallon through consulting with real estate professional for evaluations and recommendations, by 3rd Quarter FY 2024. *(Strategic Plan - Vibrant Community – Aggressive Downtown Development)*
- II. Work with Council to update ED Incentive Policies 1st Quarter FY 2024. *(Strategic Plan – Process Improvement – ED Incentives policy)*
- III. Work with Planning Department to review City Codes pertaining to food trucks and outline any updates to Council 1st Quarter FY 2024. *(Strategic Plan - Vibrant Community – Food Truck Code Review)*
- IV. Maintain the occupancy rate for industrial/flex, commercial/retail, office space at 95% or greater.

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Business Retention & Assistance Visits	221	425	405	400	400	400
New Businesses Started	70	71	118	95	123	90
New Jobs Added						
Full-Time	319	600	105	160	198	125
Part-Time	68	266	78	150	123	150
Commercial Property Occupancy						
Retail	95.7%	95.7%	96.0%	95.0%	96.2%	95.0%
Office	93.3%	92.8%	91.3%	92.0%	92.1%	92.0%
Industrial	96.9%	98.3%	98.9%	98.0%	99.1%	98.0%

Previous Year's Goals

In 2023, staff assisted with several economic development project successes. These include Drake's Restaurant, Osteria Forto Restaurant, 7 Brew Drive-thru-Coffee (second location), SourceOne Solutions, Mercy Medical Facility and the expansion of First Community Credit Union. Staff reached its goal of 400 business retention calls for the fourth consecutive year. The SelectOFALLON social media sites generated over than 120,000 impressions. The department also sent out business surveys to over 1,300 storefronts in the City for the first time since the pandemic.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$370,769	\$440,417	\$464,499	\$27,828	\$492,327	6.0%
Contract Services	0	35,000	35,000	(35,000)	0	(100.0%)
Insurance	2,002	2,514	2,529	931	3,460	36.8%
Operating Supplies	4,715	5,099	6,700	54,400	61,100	811.9%
Professional Expenses	51,237	56,070	127,825	4,375	132,200	3.4%
Public Information	49,462	35,695	54,402	4,348	58,750	8.0%
Utilities	654	571	900	100	1,000	11.1%
Subtotal	\$478,839	\$575,366	\$691,855	\$56,982	\$748,837	8.2%
Capital	0	0	0		51,945	
Total	\$478,839	\$575,366	\$691,855	\$56,982	\$800,782	8.2%

Budget Highlights

The increase in Personnel is due, in part, to the adjustment to the FY 2024 wage scale and an extended vacancy in the Economic Development Coordinator position. The Contract Services expense in FY 2023 is a software system for business attraction that is now included in the department's Operating Supplies. The increase in Professional Expenses is primarily in Dues and Subscriptions and Training/Travel expenses. The increase in Public Information is for expanded public relations activities and higher advertising cost.

Budget Category Explanations

Personnel

\$492,327

This category includes the salary and benefits for the Economic Development Director, the Economic Development Specialist, the Business Recruitment Specialist, the Economic Development Coordinator and the Administrative Assistant.

Contractual Services

\$000

This category contains the appropriations for Contractual Services provided to the City.

Insurance

\$3,460

This amount is allocated to each department, division, or section based upon the number of full-time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, errors and omissions, and property insurance.

Operating Supplies

\$61,100

This category includes all office related supplies such as paper, pens, postage, computer supplies, software expenses, etc. needed to carry out the daily functions of the job. This also includes various events held for local businesses, small equipment, furniture and fixtures that are valued less than \$5,000. All software system(s) utilized by the department are budgeted in this section.

Professional Expenses

\$132,200

Included in this category are dues and subscriptions to various organizations and publications to which individual members of the staff are involved. This amount also includes funds for professional fees, along with travel and training expenses.

Public Information

\$58,750

This category includes advertising at trade shows, impact trips, advertising, brochures, and general marketing for Economic Development projects as well as printing costs incurred for demographics packets, informational mailers to citizens, presentations, flyers, and maps.

Utilities

\$1,000

This amount funds cellular telephone(s), tablet(s) and other utility expenses incurred by the Economic Development Department.

Capital

\$51,945

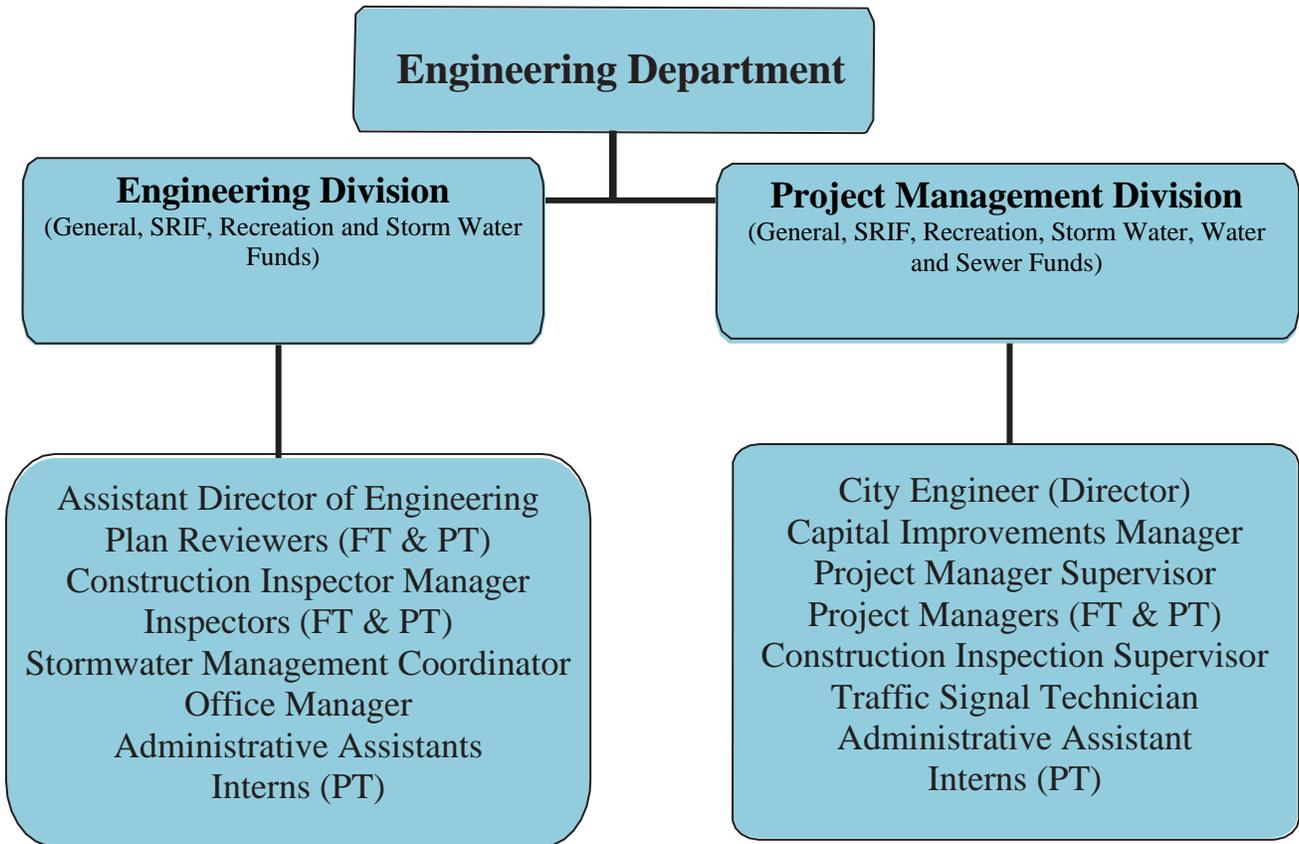
Capital expenditures approved by the Council for the current fiscal year.

Vehicle - Ford Explorer

\$51,945



**Engineering Department
Organizational Chart
2024 Budget**



Engineering Department

The Engineering Department is made up of two divisions: Project Management and Engineering. The Department manages expenses within seven different funds.

- General Fund
- Street and Road Improvement Fund
- Recreation Fund
- Storm Water Fund
- Water Fund
- Sewer Fund
- Sewer Lateral Insurance Fund

The Engineering Department provides services to the multiple funds based upon the Capital Projects and Capital Improvements budgeted each year.

The Engineering Department also works closely with the Planning and Development and Public Works Departments to manage the growth and development of the City, to promote the general welfare, and to enhance the quality of life for all City residents. In particular, the Engineering Division participates in the review and approval process for proposed site development projects. Once projects gain approval and site development begins, staff provides inspections, particularly during site grading and the installation of public infrastructure, such as water and sewer lines.

It is the mission of the Engineering Department to enhance the quality of life for our residents and promote development for our community by providing and maintaining public infrastructure in a sustainable manner to the highest standards within the available budget.

Engineering Department – Engineering Division

The Engineering Division has two groups, the plan review group and construction inspection group, that serve as the technical aspect of new developments, re-developments and work within the right-of-ways within the City limits.

Six Engineering functions: (1) review and process all site plans, grading plans, as built plans, and record plats; (2) provide information to the public and development community on goals and principles, the Traffic Management Code, Municipal Code and development policies of the City; (3) administer floodplain management program with related record keeping; (4) review and process all utility excavation permits within the City; (5) implement and maintain compliance with the NPDES Phase II Program in relation to storm water quality; and (6) contact with citizens and developers to assist them through the various application processes and assist in code related questions conducting residential and commercial construction inspections assuring compliance with site plans and specifications.

Construction Inspection group (Construction Inspector Manager and Inspectors) is responsible for over 150 combined residential plans and commercial sites within the City limits. The different inspections conducted are streets, sidewalks, sanitary sewers, lights and signs, water, storm sewers and grading. The group works with contractors, developers, other City Division and residents to find the best possible solution to situations as they arise assuring for professionalism, accuracy and quality. The group determines percentage of completion for escrow releases and acceptance and dedication for escrowed improvements. Additionally, construction inspection is responsible for inspecting all excavation permits (over 300 per year), driveway permits (approximately 50 per year) and house lot final inspections (over 150 per year).

Fiscal Year 2024 Goals

- I. Update City signage (landmarks, population signs, etc) to improve appearance, by 4th Quarter 2024. *(Strategic Plan – Great Place to Live – Branding efforts and Style Guide)*
- II. Continue to monitor the number of outstanding escrows, and work with the contractors to complete projects and final inspections to allow the City to approve the release of the escrow. *(Core Values – Trust and Respect)*
- III. Work with IT and Planning departments to develop a plan for technical upgrades, software exploration, integration, applications, etc. for sharing information with other departments and comparing to current system by 2nd Quarter FY 2025. *(Strategic Plan – Process Improvements – Review and evaluated GIS Offerings)*

Performance Measurements

Engineers	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Records Plats Reviewed	18	15	13	20	21	20
Construction Plans Reviewed	34	44	16	30	62	30
As Builts Reviewed	20	23	17	25	66	25
Floodplain Plans Reviewed	9	3	6	5	11	5
Grading Plans Reviewed	9	10	10	10	7	10
Utility Excavation Permits Reviewed	234	279	638	300	660	300
Plot Plans	447	379	402	400	419	400

Escrows	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Number of Escrows (total)	135	182	258	125	289	125
Number of Escrow (more than 3 years old)	21	26	29	10	32	10
Escrow Amount (total)	\$13.7M	\$15.5M	\$17.1M	\$8.6M	\$11.1M	\$10M
Escrow Amount (more than 3 years old)	\$0.5M	\$1.5M	\$2.3M	\$0.5M	\$7.5M	\$2.5M
Number of Escrow released (in full)	94	94	86	50	76	50

Previous Year's Goals

In 2023, the department presented changes to the City Code, Land Development section to Council for review and approval. The City received the 2023 Innovation Award from the Missouri Municipal League for the Heroes Way Program. Staff continues to reach out to developers on older projects to either wrap up the project or extend escrow agreements. The escrow list continues to be reviewed as appropriate.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$700,702	\$810,583	\$954,891	\$158,592	\$1,113,483	16.6%
Contract Services	11,560	17,206	22,140	23,064	45,204	104.2%
Insurance	5,208	17,545	9,010	0	9,010	0.0%
Maintenance	1,036	1,406	2,190	300	2,490	13.7%
Operating Supplies	6,928	9,950	11,495	9,246	20,741	80.4%
Professional Expenses	590	1,926	7,595	11,240	18,835	148.0%
Public Information	311	129	850	0	850	0.0%
Utilities	3,621	4,183	6,300	2,560	8,860	40.6%
Subtotal	\$729,956	\$862,928	\$1,014,471	\$205,002	\$1,219,473	20.2%
Capital	21,792	64,755	61,318		86,644	
Total	\$751,748	\$927,683	\$1,075,789	\$205,002	\$1,306,117	19.1%

Budget Highlights

The increase in Personnel is due, in part, to the increase in the wage scale, an additional Inspector (split with Street & Road Improvement Fund), and a part-time Plan Reviewer. The increase in Contract Services is for the Lot Surveying Contract included in FY 2024. The increase in Operating Supplies is mainly due to an increase in small tool purchases. The increase in Professional Expenses is for new ACI (American Concrete Institute) training and APWA-PWX (American Public Works Association - Public Works Exposition) Conference. The Utilities budget increased to cover additional phone and service for the new position.

Budget Category Explanations

Personnel

\$1,113,483

This category includes the wages, benefits, and overtime for the one Assistant Director of Engineering (100%), two Plan Reviewers (100%), one Construction Inspector Manager (70%), eight Inspectors (100%, 100%, 100%, 80%, 70%, 30%, 20%, 10%), Stormwater Coordinator (0%), Office Manager (90%), Administrative Assistants (90%), two part-time Plan Reviewers, part-time Inspector and intern(s). The remaining portion of the wages will be allocated between the Street and Road Improvement Fund, Storm Water Fund, Water Fund, Sewer Fund and the Environmental Services Fund base on workloads and special projects as budgeted.

Contract Services **\$45,204**
This amount covers expenses related to contractors that provide services to the City for Engineering Division.

Insurance **\$9,010**
This amount is allocated to each department, division, or section based upon the number of full-time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, errors and omissions, and property insurance.

Maintenance **\$2,490**
This category is for the repairs and maintenance of equipment used by the division.

Operating Supplies **\$20,741**
Office supplies such as paper and pens, postage, copies, uniforms and clothing for the inspectors, small tools, voltage meters and other safety equipment and miscellaneous supplies needed by division employees are funded in this category. This also includes small equipment, furniture and fixtures that are valued less than \$5,000. All software system(s) utilized by the department are budgeted in this section.

Professional Expenses **\$18,835**
Dues and subscriptions expenses for APWA, training and travel expenses, tuition reimbursement are covered with these funds.

Public Information **\$850**
This category contains the funding for the advertising of public hearing notices in the local newspaper and various printing needs.

Utilities **\$8,860**
This amount allocated for telephone and other wireless communication expenses.

Capital **\$86,644**
Capital expenditures approved by the Council for the current fiscal year.

Vehicle - Replacement extended cab 4X4 pick-up truck	\$54,644
Vehicle – New extended cab 4X4 pick-up truck (split with SRIF)	\$32,000



Engineering Department –Project Management Division

The Project Management Division oversees projects in several funds. The expenses for the projects they oversee are budgeted in the Fund the project is associated with along with a portion of the Personnel expenses. The Personnel expenses are split between the General, SRIF, Water, Sewer, Storm Water, and Environmental Services based on the supervisory time estimated and projects budgeted or in process.

Project Management is a carefully planned and organized effort to accomplish a specific task or project, for example, construct a new roadway or implement a new process into an existing system. These projects are provided to improve the community by improving the quality of life such as reducing the time it takes to drive through town, providing smoother and safer roadways and in general improving the City’s infrastructure. A list of projects is maintained on the City’s website at <http://www.ofallon.mo.us/apps/project-management>.

Project Management includes developing a project plan, which includes defining project goals and objectives, specifying tasks, what resources are needed, and associating budgets and timelines for completion. It also includes implementing the project plan, along with careful controls to stay on the “critical path”, that is, to ensure the plan is being managed according to plan. Project Management usually follows major phases, including feasibility study, project planning and design, right-of-way acquisition, implementation and construction, evaluation and support/maintenance. Major projects usually take multiple years to accomplish these tasks. The Construction Inspection Supervisor will utilize the Inspectors in the Engineering Division for inspection of any capital improvement project within the city limits. These inspections can include streets, sidewalks, sanitary sewers, stormwater, storm sewers and grading. The Inspectors work with contractors to ensure that construction is carried out in accordance with City standards and guidelines.

Project Management is also responsible for the upkeep and maintenance for traffic handling (signs, signals, and lights). The division receives requests and inquiries from residents for traffic and safety concerns. Project Management also aggressively pursues outside funding and grants to accomplish more projects with minimal City funds.

Fiscal Year 2024 Goals

- I. Manage and continue to implement the Annual Road Maintenance Projects.
- II. Evaluate development standards, excavation and repair standards for sidewalks to determine ways to reduce damage, shifting and settlement, by 4th Quarter 2024. (*Strategic Plan – Upgraded City Facilities and Infrastructure – Sidewalk Maintenance Standards*)
- III. Implement the City’s streets and infrastructure plan presented to Council (*Strategic Plan – Upgraded City Facilities and Infrastructure – Street Improvement Process*)
- IV. Evaluate additional opportunities to improve trail and sidewalk connectivity within the City by 4th Quarter 2024. (*Strategic Plan – Upgraded City Facilities and Infrastructure – Improve Connectivity of Trails and Sidewalks throughout the City*)

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Projects Substantially Completed	14	14	13	9	10	10
Final Plans Completed	14	14	9	18	16	15
Easements / ROW Acquired	32	23	45	50	35	50
In-House Design Completed	0	0	0	0	0	0
Outside Funding Acquired (in millions)	\$7.9	\$13.4	\$8.0	\$12.0	\$8.6	\$10.0
Signals Repaired	220	359	296	250	388	200
Street Light Repairs	65	66	53	50	35	40
Warrant/Evaluation Studies	33	14	18	15	7	15
Utility Locates	526	630	380	500	543	500

Previous Year's Goals

In 2023, the department was very active working on many major projects. The department obtained over \$6 million in project grant funding on current and future projects. The Division continues to look for additional funding opportunities for maintenance and other project priorities. Traffic signals studies and regular maintenance were completed in a timely manner along with several traffic calming evaluations.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$272,130	\$246,895	\$337,460	\$19,697	\$357,157	5.8%
Total	\$272,130	\$246,895	\$337,460	\$19,697	\$357,157	5.8%

Budget Highlights

The increase in Personnel is due, in part, to the increase in the wage scale and an additional Project Manager added mid-year in FY 2023. Changes in Personnel wage allocation may vary from year to year based upon projects scheduled for the budget year.

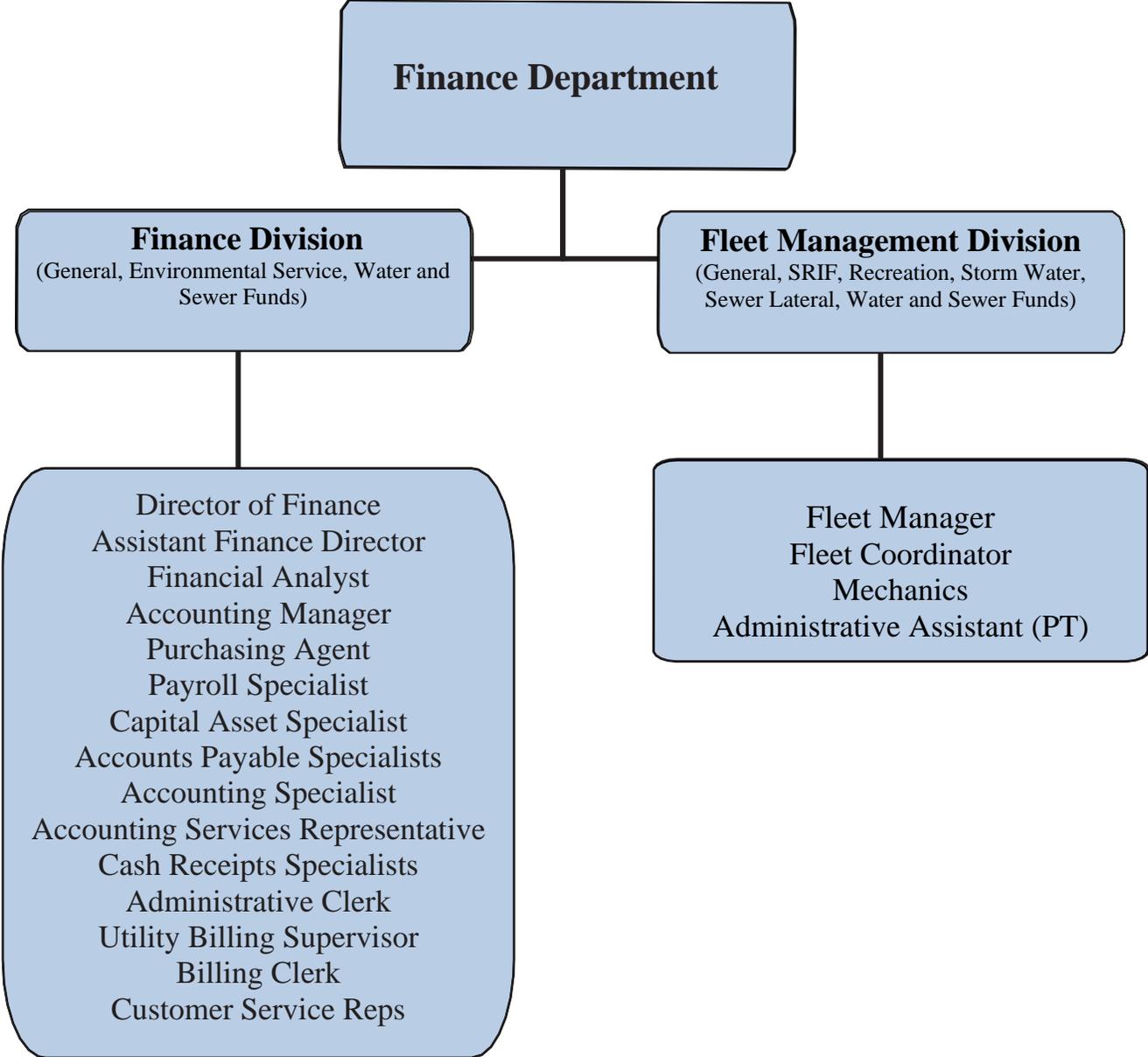
Budget Category Explanations

Personnel

\$357,157

This category includes the wages, benefits, and overtime for one City Engineer (65%), one Capital Improvements Manager (65%), one Project Manager Supervisor (40%), three Project Managers (30%, 20%, 20%), one Construction Inspector Supervisor (20%), one Traffic Signal Technician (0%) and one Administrative Assistant (35%). The remaining portion of the wages will be allocated between the Street and Road Improvement Fund, Recreation Fund, Stormwater Fund, Water Fund and Sewer Fund base on workloads and special projects as budgeted.

**Finance Department
Organization Chart
2024 Budget**



Finance Department

The Finance Department consists of the Finance Division and the Fleet Management Division. Both divisions report to the Director of Finance who reports to the City Administrator.

It is the mission of the Finance Department, through the spirit of integrity and dedication, to utilize the highest standards in financial reporting; to be a good steward of public assets; to foster innovation in processes and procedures; and, to provide support to other City departments and the community, with fairness, teamwork transparency and respect.



Finance Department – Finance Division

The Finance Division consists of five functional areas, including Accounting, Purchasing, Financing, Office Center and Utility Billing. Services provided to the City’s operating divisions include procurement, financial reporting, debt management, investment management, grant management, payroll, accounts payable, utility billing, capital asset control, centralized revenue collection, budget management, inventory supply control, copying, mail collection and distribution and supply requisition. The Department also functions as the plan administrator for deferred compensation programs and administers the Intergovernmental Agreement with the Waterbury Community Improvement District.

The Division provides administrative support and advice to the O’Fallon Convention and Visitor’s Bureau, the Mayor and City Council.

The City continues to participate in and receive the GFOA Award for Excellence in Financial Reporting and the GFOA Distinguished Budget Presentation Award Programs. The City currently holds an Aa1 debt rating through Moody’s Investors Service.

Fiscal Year 2024 Goals

- I. Earn a Certificate of Achievement for Excellence in Financial Reporting for the FY 2023 ACFR and a Distinguished Budget Presentation Award for the 2024 Budget. These documents are presented on the City’s website for transparency and openness to the community of the City’s financial information.
- II. City Financial Policies: Review and Refinement for approval, 1st Quarter 2024. *(Strategic Plan – Process Improvements – City Financial Policies: Review and Refinement)*
- III. Convenience Fees Report and Direction. Have recommendation to Council 2nd Qtr FY 2025. *(Strategic Plan – Process Improvements – Convenience Fees)*
- IV. Continue to implement additional modules in the City’s ERP system including cashiering, permitting, utility billing, etc. over the next year. *(Strategic Plan – Process Improvement – ERP Module Implementations)*

Performance Measurements

(Dollar amounts are in thousands.)	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Finance:						
Debt Rating (Moody's)	Aa1	Aa1	Aa1	Aa1	Aa1	Aa1
Debt Rating (S&P Global)	AA	AA	AA	AA	AA	AA
Number of Debt Issuance/Refundings	1	0	0	1	0	1
Value of Net General Obligation Debt	\$ 54,055	\$ 51,655	\$ 46,520	\$ 46,520	\$ 46,520	\$ 43,760
Funds Invested (Pooled Cash)	\$ 65,953	\$ 77,138	\$ 97,197	\$ 75,000	\$ 105,279	\$ 80,000
Average Return on Investments	0.52%	0.25%	1.36%	2.15%	4.38%	3.90%
Accounting:						
# of Accounts Payable Checks Issued	7,549	6,449	6,570	6,500	6,559	6,500
# of EFT wires processed	3,414	4,293	4,684	4,800	5,195	4,800
# of Utility Bills Generated (New in 2022)			171,921	175,000	174,120	175,000
Property Tax Rate (Rounded)	\$ 0.5162	\$ 0.4899	\$ 0.4800	\$ 0.4800	\$ 0.4459	\$ 0.4459
Annual Wages Processed	\$ 27,764	\$ 30,613	\$ 31,573	\$ 33,783	\$ 37,036	\$ 38,150
Purchasing						
# of Initial Purchase Orders Issued	464	348	402	400	494	400
Utility Billing						
# of Billed Utilities	57,158	58,375	58,648	58,900	59,330	58,900
# of Backflows	2,496	2,033	2,166	2,200	2,395	2,200
# of Water / Sewer Service Orders	3,628	3,294	3,011	new	2,682	3,000
# of Winter Avg Accounts (<i>other water provider</i>)	4,401	4,326	4,655	4,700	4,485	4,700

Previous Year's Goals

In 2023, the City earned a Certificate of Achievement for Excellence in Financial Reporting for the FY 2022 ACFR and a Distinguished Budget Presentation Award for the 2023 Budget. During FY 2023, the department implemented the invoice routing and cashiering modules and will continue to work towards the implementation of additional modules of the ERP system. In 2023, Proposition T passed. This changes the O'Fallon Business License Tax to be based on square footage. The department was also able to consolidate the deferred compensation bookkeepers into one.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$1,052,977	\$1,063,882	\$1,166,957	\$65,967	\$1,232,924	5.7%
Contract Services	82,286	99,102	119,104	(404)	118,700	(0.3%)
Insurance	6,410	8,548	8,600	3,207	11,807	37.3%
Maintenance	2,965	5,797	5,620	816	6,436	14.5%
Operating Supplies	17,432	23,058	21,898	384,799	406,697	1757.2%
Professional Expenses	50,852	51,086	111,717	(21,737)	89,980	(19.5%)
Public Information	1,030	305	1,725	750	2,475	43.5%
Utilities	48,519	44,962	51,888	(1,781)	50,107	(3.4%)
Rental	675	1,125	1,000	0	1,000	0.0%
Subtotal	\$1,263,146	\$1,297,865	\$1,488,509	\$431,617	\$1,920,126	29.0%
Debt	17,759	21,749	40,000	35,000	75,000	
Capital	5,356	0	34,000		0	
Total	\$1,286,261	\$1,319,614	\$1,562,509	\$466,617	\$1,995,126	29.9%

Budget Highlights

The increase in Personnel is due, in part, to the wage scale adjustment and fully staffed for the whole year after the Accounting Services Representative position was added in FY 2023. The increase in Operating Supplies is due to the decentralizing of the software to the department budgets. The decrease in Professional Expenses is due carryover expenses from FY 2022 paid in FY 2023. The decrease in Utilities is based on average usage.

Budget Category Explanations

Personnel

\$1,232,924

This category includes the salaries, wages, benefits, and overtime for the Finance Director, Assistant Finance Director, Financial Analyst, Accounting Manager, Purchasing Agent, Payroll Specialist, Accounting Specialist, Accounting Services Representative, Capital Asset Specialist, two Accounts Payable Clerks Administrative Clerk and two Cash Receipts Specialists. The Utility Billing Supervisor, Billing Clerk, one Customer Service Representative I and one Customer Service Representative II wages are split between the Environmental Services, Sewer, and Water Funds.

Contract Services **\$118,700**

This amount covers expenses related to credit card processing fees, banking fees and shredding expenses.

Insurance **\$11,807**

This amount is allocated to each department, division, or section based upon the number of full-time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, errors and omissions, and property insurance.

Maintenance **\$6,436**

This category is for the repairs and maintenance of the City's financial printers, and postage meter.

Operating Supplies **\$406,697**

Office supplies, such as paper and pens, computer supplies, such as toner cartridges, postage and office equipment are included in this category. All software system(s) utilized by the department are budgeted in this section.

Professional Expenses **\$89,980**

The majority of this budget item is for the cost of the annual external audit. Other expenses include dues and subscriptions to the GFOA, American Payroll Association, and the National Institute of Governmental Purchasing. Training and travel expenses are also covered with these funds.

Public Information **\$2,475**

Advertising and printing are appropriated in this category. Printing costs associated with the annual budget and ACFR, as well as various financial forms, are the typical printing costs incurred. Advertising goes mainly toward notices of public hearings, requests for bids, proposals, and job openings.

Utilities **\$50,107**

This amount is budgeted for the cost of the primary phone and pots lines used in City Hall.

Rental **\$1,000**

This amount is budgeted for the cost of the postage meter rental.

Debt **\$75,000**

This amount is budgeted for the 40DD Development Agreement.

Capital **\$ 000**

Capital expenditures approved by the Council for the current fiscal year.

Finance Department - Fleet Management Division

The Fleet Management Division maintains rolling stock, including police vehicles, for all departments except Environmental Services trash and recycle vehicles. The Fleet Management Division is responsible for maintaining service records on each vehicle, performing light to medium maintenance work, and scheduling intensive out-of-house repairs. The Environmental Services trash and recycle vehicles are maintained and tracked separately.

Fiscal Year 2024 Goals

- I. Continue the quality maintenance and repairs it provides to all the departments/divisions in the City while maintaining an average repair time to 3 hours or less.
- II. Work with vendors to negotiate and purchase vehicles off the lot when necessary. Tracking orders that are from multiple fiscal years will be a challenge. The vehicle replacement order may change due to catastrophic breakdowns beyond repair.
- III. Begin the process of in-house Police vehicle builds to ensure tracking of installed equipment, increased uniformity, and quicker repair time, when needed.

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Number of Basic Service Jobs	1,789	1,940	1,775	1,800	2,041	2,000
Number of Out-Sourced Repairs*	23	35	21	25	38	n/a
Average Time for Repair	2.8 hrs	3.0 hrs	2.3 hrs	3.0 hrs	2.0 hrs	3.0 hrs

*Discontinued Performance Measure

Previous Year's Goals

In 2023, the division successfully tracked expenditures to stay on budget, even given the increase in costs due to inflation. Used in-house resources and talent to find specialized solutions. The additional Mechanic position was able to build the Police vehicles (adding the computers, brackets, etc.) versus outsourcing this task. This allows the department to go a step further and program the car itself (lighting, wifi, maintenance reminders set up, etc). Filled the Part-time Administrative Assistant position which has improved processing in multiple areas of the department.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$175,938	\$181,144	\$230,637	\$67,464	\$298,101	29.3%
Contract Services	648	360	3,340	500	3,840	15.0%
Insurance	116,964	128,950	129,039	40,283	169,322	31.2%
Maintenance	131,524	148,671	195,014	60,580	255,594	31.1%
Operating Supplies	10,189	8,450	14,304	26,965	41,269	188.5%
Petroleum	267,838	365,381	533,581	(35,913)	497,668	(6.7%)
Professional Expenses	11,409	18,183	24,500	(8,400)	16,100	(34.3%)
Utilities	8,399	8,222	12,480	60	12,540	0.5%
Subtotal	\$722,909	\$859,361	\$1,142,895	\$151,539	\$1,294,434	13.3%
Capital	0	5,544	49,000		0	
Total	\$722,909	\$864,905	\$1,191,895	102,539	\$1,294,434	8.6%

Budget Highlights

The increase in Personnel is due to the allocation of wages to other funds based on historical information, the addition of the Mechanic position and the part-time Administrative Assistant position, both filled in FY 2023. The increase in Insurance is based on the expected number of vehicles on order that may be delivered in FY 2024. The increase in Maintenance is due to the anticipated purchase of tires and battery needs of the hybrid vehicles. The increase in Operating is for the potential purchase of small tools for in-house repairs and moving software cost out to the department/divisions from the IT Department. Petroleum is a calculation done annually based on the projected number of gallons and the current projected cost. The decrease in Professional Expenses is due to a cut in Due and Subscription cost, but the training budget still has funds for additional advance training.

Budget Category Explanations

Personnel

\$298,101

This category includes the wages, benefits, and overtime for one Fleet Manager (44%), one Fleet Coordinator (44%) and six Mechanics (100%, 99%, 22%, 21%, 14%, 12%) and a part-time Administrative Assistant.

The Fleet Maintenance Manager is the supervisor of seven full-time and one part-time employees. The wages are allocated to the other funds based upon historical information and projects assigned for the budgeted year.

Insurance **\$169,322**

This amount is allocated to each department, division, or section based upon the number of full-time employees. This amount also includes automobile insurance for all City owned vehicles, including Police Department. Coverage includes general liability, auto insurance, boiler and machinery, umbrella insurance, errors and omissions, and property insurance.

Contract Services **\$3,840**

This category includes the cost of contract for the division. The vehicle software maintenance system cost was moved to Operating Supplies with all technology expenses.

Maintenance **\$255,594**

This category is for the repairs and maintenance of various shop equipment, heavy machinery and vehicles (for the General Fund).

Operating Supplies **\$41,269**

Office supplies such as paper and pens, postage, copies, uniforms and clothing for the technicians, small tools, voltage meters, safety equipment and miscellaneous supplies needed are funded in this category. All software system(s) utilized by the department are budgeted in this section.

Petroleum **\$497,668**

This amount includes the costs incurred by General Fund division vehicles for oil and gas used.

Professional Expenses **\$16,100**

This amount provides funding for dues and subscriptions, training and travel expenses.

Utilities **\$12,540**

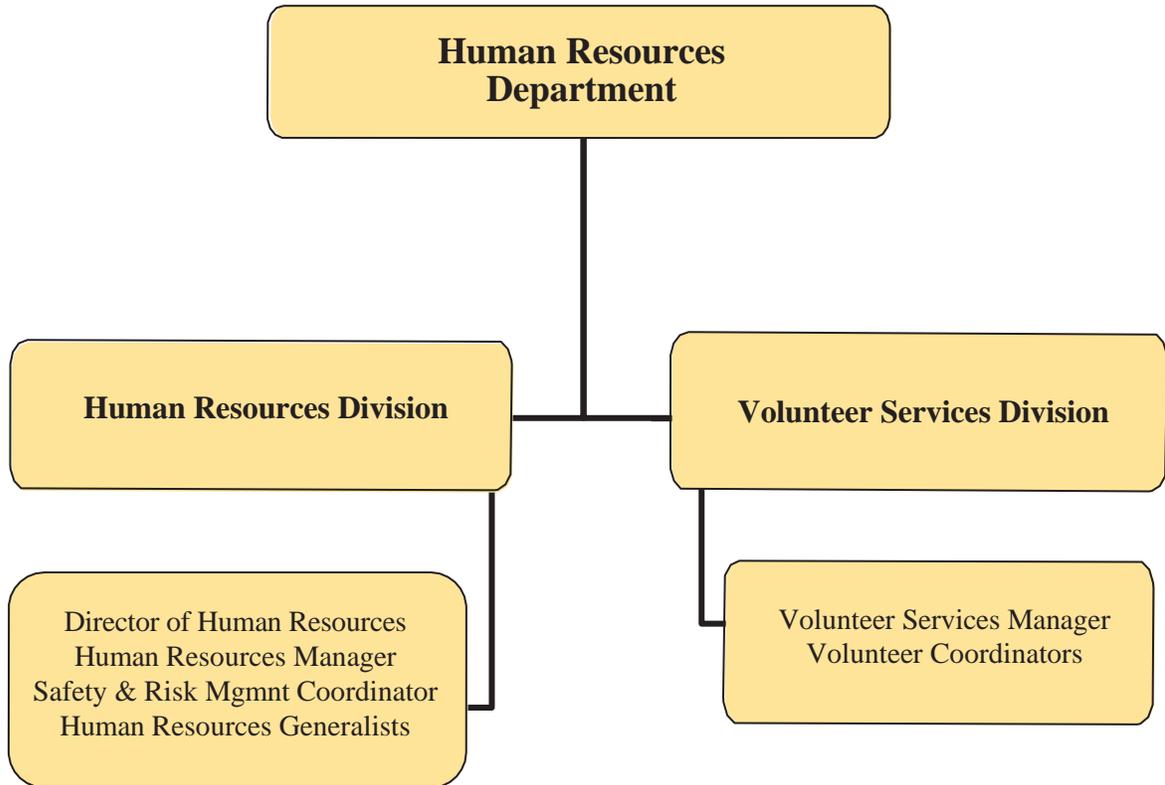
This amount covers the cost for telephone charges and the gas and electric utilities for the division's portion of the Public Works Building.

Capital **\$000**

Capital expenditures approved by the Council for the current fiscal year.



**Human Resources Department
Organizational Chart
2024 Budget**



Human Resources Department

The Human Resources Department is managed by the Director of Human Resources who reports directly to the Assistant City Administrator. This Department is divided into two sections – Human Resources and Volunteer Services Divisions.

It is the mission of the Human Resources Department to develop a mindset of teamwork and quality in our day-to-day operations; to pursue knowledge, enthusiasm and an improved quality of life for ourselves and our co-workers; to foster respect for values and ideals that may be different from others; and to interact in an honest and impartial manner with our fellow employees from whom the City draws its strength.



Human Resources Department - Human Resources Division

The Human Resources Division is responsible for all personnel functions including, but not limited to, assistance with recruitment, selection and placement of all City employees. Other responsibilities include monitoring all federal drug testing requirements, including the random drug testing program, and administering the City’s employee assistance program, employee training and development, safety trainings, employee relations, compensation and benefits administration, and all personnel policies and procedures, including disciplinary action. This division is responsible for the management of the City’s Property Casualty Insurance and Workers Compensation Insurance including all claims associated with them and securing the best insurance coverage for the City.

Fiscal Year 2024 Goals

- I. Develop strategies/materials for attending job fairs (Fall on 2024) to increase recruitment opportunities, focusing on the hard to fill positions. *(Strategic Plan – Process Improvements - Recruitment)*
- II. Develop training programs to focus on developing potential future City leaders. *(Strategic Plan – Process Improvements – Competitive pay / Employee Retention)*
- III. Refocus the wellness initiative towards stronger employee health – both mentally and physically. *(Strategic Plan – Process Improvements – Employee Health & Wellness)*

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Positions Filled						
Full-Time Employees	44	63	92	60	79	60
Part-Time Employees	222	166	168	200	223	200
Turnover (not including retirement or promotions)	37	32	32.5	20	28.2	20
Safety & Risk Management						
Annual # of City Wide Safety Trainings	144	144	144	144	144	144
Safety Trainings	12	12	12	12	12	12
Workers Compensation Claims filed	51	58	47	45	51	45
Number of Chargeable Accidents/Injuries	31	43	48	30	40	30

Previous Year’s Goals

In 2023, the Human Resources successfully implemented the salary administration plan and continues efforts to increase employee retention and attraction. The division also expanded the Employee Benefit Program with voluntary benefits (such as pet insurance). The new employee orientation training program was expanded will implement the new hire welcome programs and new orientation videos in FY 2024. The training program was revamped to focus on individual and City-wide needs with the partnerships. And the division held multiple employee appreciation events throughout the year.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$511,738	\$453,911	\$516,685	\$19,200	\$535,885	3.7%
Contract Services	81,676	181,466	115,177	(19,177)	96,000	(16.7%)
Insurance	2,886,906	3,418,627	3,461,542	13,361	3,474,903	0.4%
Maintenance	324	303	600	0	600	0.0%
Operating Supplies	5,319	4,550	10,230	48,500	58,730	474.1%
Professional Expenses	36,577	49,255	61,931	14,919	76,850	24.1%
Public Information	271	637	750	0	750	0.0%
Utilities	774	1,274	1,224	0	1,224	0.0%
Subtotal	\$3,523,585	\$4,110,023	\$4,168,139	\$76,803	\$4,244,942	1.8%
Capital	0	0	0		0	
Total	\$3,523,585	\$4,110,023	\$4,168,139	76,803	\$4,244,942	1.8%

Budget Highlights

In FY 2023, the decrease in Contract Services is due to the cost to set up the benefits administration system due to the change in insurance carriers and IRS limits. The City did receive a rebate, recorded as miscellaneous revenue, that offset the increase expenses. The increase in Operating Supplies is due to the City distributing Technology System expenses to the related department/division verses all combined in the IT Department’s budget. The department/division is better equipped to monitor the needs vs cost. The increase in Professional Expenses is due to the increase in Organizational Training budgeted for FY 2024.

Budget Category Explanations

Personnel **\$535,885**
 This category includes wages and benefits for the Human Resources Director, one Human Resource Manager, one Safety & Risk Management Coordinator, two Human Resource Generalists, and one part-time Human Resource Specialist.

Contract Services

\$96,000

This category contains the expenses for services provided to the Human Resources.

Insurance

\$3,474,903

This amount is to cover all the employee health insurance and claim deductibles. Each department, division, or section will be allocated their portion of the dental and life insurance based upon the number of full-time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, errors and omissions and property insurance.

Maintenance

\$600

This category is for the repairs and maintenance of office equipment used by Human Resources.

Operating Supplies

\$58,730

This category includes office supplies, such as paper, pens, postage, copies, and other miscellaneous items. This also includes small equipment, furniture and fixtures that are valued less than \$5,000. All software system(s) utilized by the department are budgeted in this section.

Professional Expenses

\$76,850

This amount is for expenses related to dues and subscriptions, in-house training, tuition reimbursement and drug testing. Travel and outside training program expenses are also included.

Public Information

\$750

Advertising and printing are accounted for in this category.

Utilities

\$1,224

This amount is for telephone charges.



Human Resources Department – Volunteer Services Division

The Volunteer Services Division commenced in October 2000. Responsibilities include coordinating and managing volunteers to support the City’s needs. Volunteers help various departments with tasks that range from office assistance and bulk mailings, to assisting at City events.

Fiscal Year 2024 Goals

- I. Expand participation of community partners. *(Core Values – Team; Service)*
 - a. Educational institutions/service learning.
 - b. Business engagement/corporate social responsibility (CSR).

- II. Increase citizen engagement by: *(Core Values – Team; Service)*
 - a. Develop volunteer opportunities that support City staff and division goals.
 - b. Modernize recruitment, recognition, and retention methods.

- III. Standardize processes to increase efficiency and accountability.
 - a. Organization of supply inventory, supply lists and ordering process.
 - b. Update volunteer handbook, position descriptions, training and safety policies.

- IV. Implement strategic staffing approaches.
 - a. Professional development in the areas of volunteer administration, social media and safety/risk management.
 - b. Identify national trends on volunteerism and adapt strategies to continue program growth.

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Number of Volunteers	908	1,516	1,731	1,800	1,924	1,900
Number of Volunteer Hours	6,923	11,278	12,291	12,500	11,427	11,500
Full-Time Equivalent (based on 2080 hrs = 1)	3.33	5.42	5.91	6.01	5.49	6.00

Previous Year’s Goals

In 2023, volunteer engagement remained comparable to previous years despite several events being cancelled. The department supported 62 events in FY 2023. These events included City events and festivals, as well as outreach projects, like food and blood drives. Volunteer engagement increased slightly over the previous year, however, the number of hours decreased. This was the result of the cancelation of several events due to low staffing. The department also went through a restructuring to improve efficiency and accountability.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$217,949	\$225,910	\$238,563	(\$711)	\$237,852	(0.3%)
Insurance	1,202	1,508	1,517	559	2,076	36.8%
Operating Supplies	20,104	28,779	36,247	2,677	38,924	7.4%
Maintenance	0	0	400	0	400	0.0%
Professional Expenses	579	3,702	6,385	(310)	6,075	(4.9%)
Public Information	1,722	1,762	2,400	0	2,400	0.0%
Utilities	1,338	949	1,216	348	1,564	28.6%
Subtotal	\$242,894	\$262,610	\$286,728	\$2,563	\$289,291	0.9%
Capital	0	0	0		0	
Total	\$242,894	\$262,610	\$286,728	\$5,837	\$289,291	2.0%

Budget Highlights

The increase in Operating Supplies is due to the City distributing Technology System expenses to the related department/division verses all combined in the IT Department's budget. The department/division is better equipped to monitor the needs vs cost. The decrease in Professional Expenses is due to a decrease in the dues and subscription cost estimates. The Utilities increase is for an additional cell phone allocated to the division.

Budget Category Explanations

Personnel

\$237,852

This category includes salaries, wages and benefits for one Volunteer Services Manager and two Volunteer Coordinators.

Insurance

\$2,076

This amount is allocated to each department, division, or section based upon the number of full-time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, errors and omissions, and property insurance.

Operating Supplies

\$38,924

The operating supply budget includes office equipment and supplies, postage, copies and other miscellaneous items. This also includes small equipment, furniture and fixtures that are valued less than \$5,000. All software system(s) utilized by the department are budgeted in this section.

Maintenance

\$400

This category is for the repairs and maintenance of office equipment used by Volunteer Services.

Professional Expenses

\$6,075

This amount includes funds for dues and subscriptions, professional fees, training and travel along with tuition reimbursement.

Public Information

\$2,400

This amount includes funding for advertising, printing and promoting volunteer events.

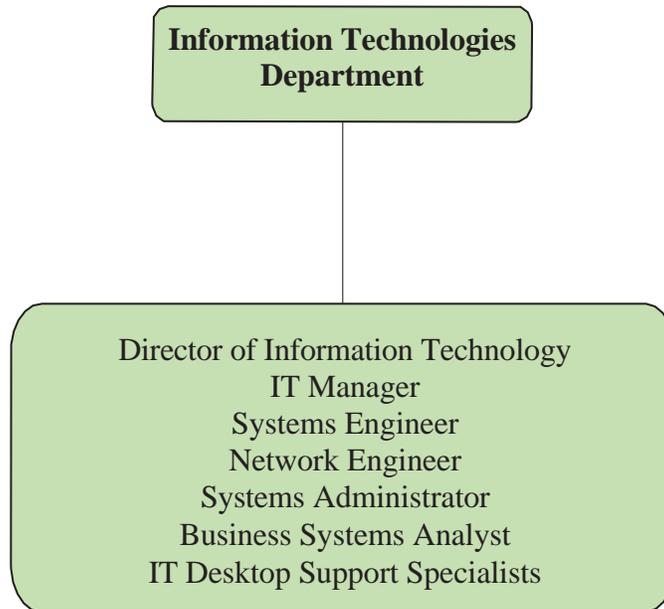
Utilities

\$1,564

This amount is allocated for telephones, tablets and/or air card expenses.



**Information Technologies Department
Organization Chart
2024 Budget**



Information Technologies Department

The Information Technologies (IT) Department reports to the Assistant City Administrator and is responsible for overall computer administration and telephone administration. The Information Technologies Director, one IT Manager, one Systems Engineer, one Network Engineer, one Systems Administrator, one Business Systems Analyst, and two IT Desktop Support Specialist support the divisions by maintaining the network and coordinating equipment acquisitions and installation to ensure compatibility with the network and software needs of the City.

Fiscal Year 2024 Goals

- I. Develop and maintain an Information Security Strategy that will identify gaps and propose actionable steps by the end of FY 2024. *(Strategic Plan – Process Improvements – Information Security Strategy)*
- II. Support Engineering Department to develop a plan for technical upgrades, software exploration, integration, applications, etc. for sharing information with other departments and comparing to current system by 2nd Quarter FY 2025. *(Strategic Plan – Process Improvements – Review and evaluated GIS Offerings)*
- III. Initiate the transitions from desktop to laptops for all users to be completed by FY 2028 *(Strategic Plan – Process Improvements – Laptop Conversion)*
- IV. Update the Water, Sewer and Stormwater divisions specs for improved written documentation. *(Strategic Plan – Process Improvements – Technology and Documentation)*

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
# of Computers (Added/Upgraded)	49	31	66	64	97	93
# of Software Systems (Added/Upgraded)	4	3	3	3	5	3

Previous Year’s Goals

In 2023, the Director of IT and the IT Manager started their cyber security leadership program. They should receive their certification in FY 2024. The department processed new laptop upgrades and improved their overall response time on help desk service calls. The department applied and received a VM ware disaster recovery grant solution and presented to Council. Multifactor authentication upgrade was rolled out to the employees and computers updated. Building access is transitioning to cloud based and allows more customized access and security.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$576,523	\$662,587	\$783,402	\$107,093	\$890,495	13.7%
Contract Services	52,517	86,325	125,430	(78,430)	47,000	(62.5%)
Insurance	2,404	3,017	3,035	1,116	4,151	36.8%
Maintenance	19,740	8,291	8,400	(2,000)	6,400	(23.8%)
Operating Supplies	905,330	1,341,499	1,683,544	(1,215,426)	468,118	(72.2%)
Professional Expenses	30,291	28,320	47,346	8,614	55,960	18.2%
Public Information	755	596	1,000	500	1,500	50.0%
Utilities	55,400	49,353	54,764	(920)	53,844	(1.7%)
Subtotal	\$1,642,960	\$2,179,988	\$2,706,921	(\$1,179,453)	\$1,527,468	(43.6%)
Capital	730,824	228,506	1,058,130		0	
Total	\$2,373,784	\$2,408,494	\$3,765,051	(\$1,179,453)	\$1,527,468	(31.3%)

Budget Highlights

The increase in Personnel is due, in part, to the implementation of the new salary study and the new position approved in FY 2023. The decrease in Contract Services is due to the reduction in specialized support budget that will not be needed since new Network Engineer position was filled. The large decrease in Operating Supplies is due to the decentralization of the City's software agreements. Each of the departments are now responsible for budgeting the software needs for their department / division. Then increase in Professional Expenses is for additional training and travel for the department and overall increase in cyber security training for all employees. Public Information increased for advertising for position opening(s).

Budget Category Explanations

Personnel

\$890,495

This category includes salary, wages, and benefits, for the Director of Information Technology, one IT Manager, one Systems Engineer, one Network Engineer, one Systems Administrator, one Business Systems Analyst, and two IT Desktop Support Specialist.

Contract Services

\$47,000

This category is for assistance in areas that are beyond the knowledge in and where training costs are prohibitive for a particular instance. Such areas may include cyber threat monitoring, firewall support, network support, hosted solutions, etc.

Insurance

\$4,151

This amount is allocated to the department, division, or section based upon the number of full-time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, errors and omissions and property insurance.

Maintenance

\$6,400

This category includes technology repairs and maintenance on hardware and software issues for higher-level technology items.

Operating Supplies

\$468,118

The operating supply budget includes paper, postage, pens and miscellaneous computer supplies. This also includes technology systems for the department and computer equipment for all General Fund departments. Small equipment, furniture and fixtures that are valued less than \$5,000 for the department is also included.

Professional Expenses

\$55,960

This category covers all expenses for dues and subscriptions and a software support agreement. The travel and training portion is also included in this amount.

Public Information

\$1,500

Advertising and printing are appropriated in this category. Advertising goes mainly toward notices of public hearings, requests for bids, proposals, and job openings.

Utilities

\$53,844

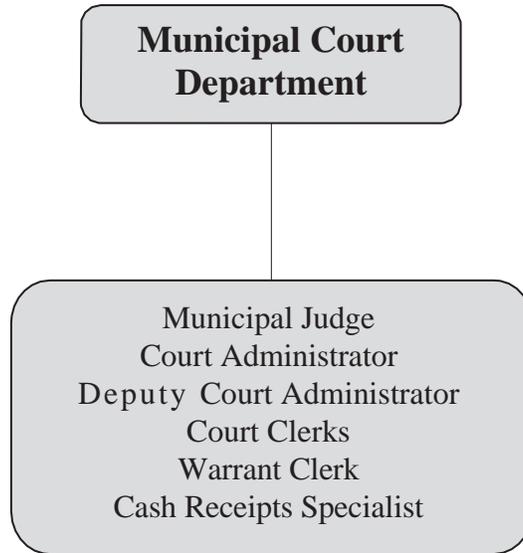
This category covers all expenses related to telephone lines, T-1 lines and internet access for the City's system.

Capital

\$000

Capital expenditures approved by the Council for the current fiscal year.

Municipal Court Department
(a Division of the 11th Judicial Circuit Court)
Organization Chart
2024 Budget



Municipal Court Department

The Municipal Court is a Division of the 11th Judicial Circuit Court. Administratively, the department reports to the City Administrator. The Municipal Court is responsible for the prosecution, adjudication, and recording of all cases tried in and for the City of O’Fallon. The Court Office has the primary responsibility for maintaining and updating all related court files, documents, and actions.

The Court staff acts as the primary administrator for all daily operations and requests of the Municipal Court. Duties include, but are not limited to, file maintenance, docket preparation, issuance of warrants, requests for information, interaction with other City departments, reporting of convictions to Missouri Highway Patrol and Missouri Department of Revenue, and correspondence with any involved outside agency or individual.

It is the mission of the Municipal Court to serve all citizens in a courteous, efficient and professional manner and to provide a forum for justice to ensure that all citizens served by the Municipal Court are treated fairly and equally, without discrimination, while abiding by all applicable guidelines and laws.

Fiscal Year 2024 Goals

- I. Continue research and development for the alternative courts. Review the various models and present to Council for consideration by the end of FY 2024. *(Strategic Plan – Great Place to Live – Establish an Alternative Court)*
- II. Enhance customer service responsiveness with all users of the municipal court, including attorneys, defendants and victims. *(Core Values – Service)*
- III. Assist with instituting mobile ticketing for Code Enforcement. *(Strategic Plan – Process Improvements - Mobile Ticketing)*

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Number of Cases	10,657	8,049	7,530	8,000	9,672	10,000
Collected Court Fines	\$1,133,132	\$751,221	\$588,152	\$481,879	\$622,955	\$625,000
Collected Court Costs	\$99,351	\$68,203	\$101,022	\$60,312	\$68,016	\$70,000
Avg Fine Collected per Case	\$115.67	\$93.33	\$78.11	\$80.00	\$64.40	\$62.50
Court Sessions	46	71	69	70	70	70
Warrants Issued	2,219	2,200	2,037	N/A	1,678	N/A

Previous Year’s Goals

In 2023, Municipal Court took on the additional court duties for two smaller cities in the area. The department continued to collect outstanding fines owed to the Court(s) by offering the online payment options and issuing ‘collection’ notifications to recover fines before sending to a collection agency. The Judges for City have transitioned several times over the year.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$419,987	\$434,969	\$502,070	\$77,076	\$579,146	15.4%
Contract Services	459	336	1,500	0	1,500	0.0%
Insurance	2,404	3,017	3,035	1,116	4,151	36.8%
Maintenance	324	303	360	0	360	0.0%
Operating Supplies	7,440	6,736	9,411	11,843	21,254	125.8%
Professional Expenses	10,174	8,960	14,876	1,264	16,140	8.5%
Public Information	1,655	1,853	3,325	1,675	5,000	50.4%
Utilities	0	0	0	200	200	100.0%
Subtotal	\$442,443	\$456,174	\$534,577	\$93,174	\$627,751	17.4%
Capital	0	0	0		0	
Total	\$442,443	\$456,174	\$534,577	93,174	\$627,751	17.4%

Budget Highlights

The increase in Personnel can be due to the FY 2024 wage scale adjustment, the additional part-time Warrant Clerk and an increase in overtime cost for Police (Bailiff) coverage at court. The increase in Operating Supplies is for the software systems utilized by the department that were decentralized from the IT Department. The increase in Public Information is for the printing of court forms. The Utilities expense in FY 2024 is for an additional phone line for the part-time Warrant Clerk.

Budget Category Explanations

Personnel

\$579,146

This category includes the salaries, wages, benefits, and overtime for one Court Administrator, one Deputy Court Administrator, two Assistant Court Clerks, one Warrant Clerk, one Cash Receipt Specialist and one Municipal Judge.

Contract Services

\$1,500

This category is for services not performed by the Municipal Court such as an off-site storage, and records destruction.

Insurance

\$4,151

This amount is allocated to the department, division, or section based upon the number of full-time employees. Coverage includes general liability, machinery, umbrella insurance, errors and omissions, and property insurance.

Maintenance

\$360

This category is for repairs and maintenance of equipment, such as fax, copier, scanning equipment, used by Municipal Court.

Operating Supplies

\$21,254

Office supplies such as pens and pencils, file folders, labels, computer paper, postage, copies, uniforms, etc. are budgeted in this account. This category also includes small equipment, furniture and fixtures that are valued less than \$5,000. All software system(s) utilized by the department are budgeted in this section.

Professional Expenses

\$16,140

This category includes the dues and subscriptions to the MSLACA, MACA, and Missouri Supreme Court Rules of Court. This category also funds the provisional Municipal Judge and funds for travel and training expenses.

Public Information

\$5,000

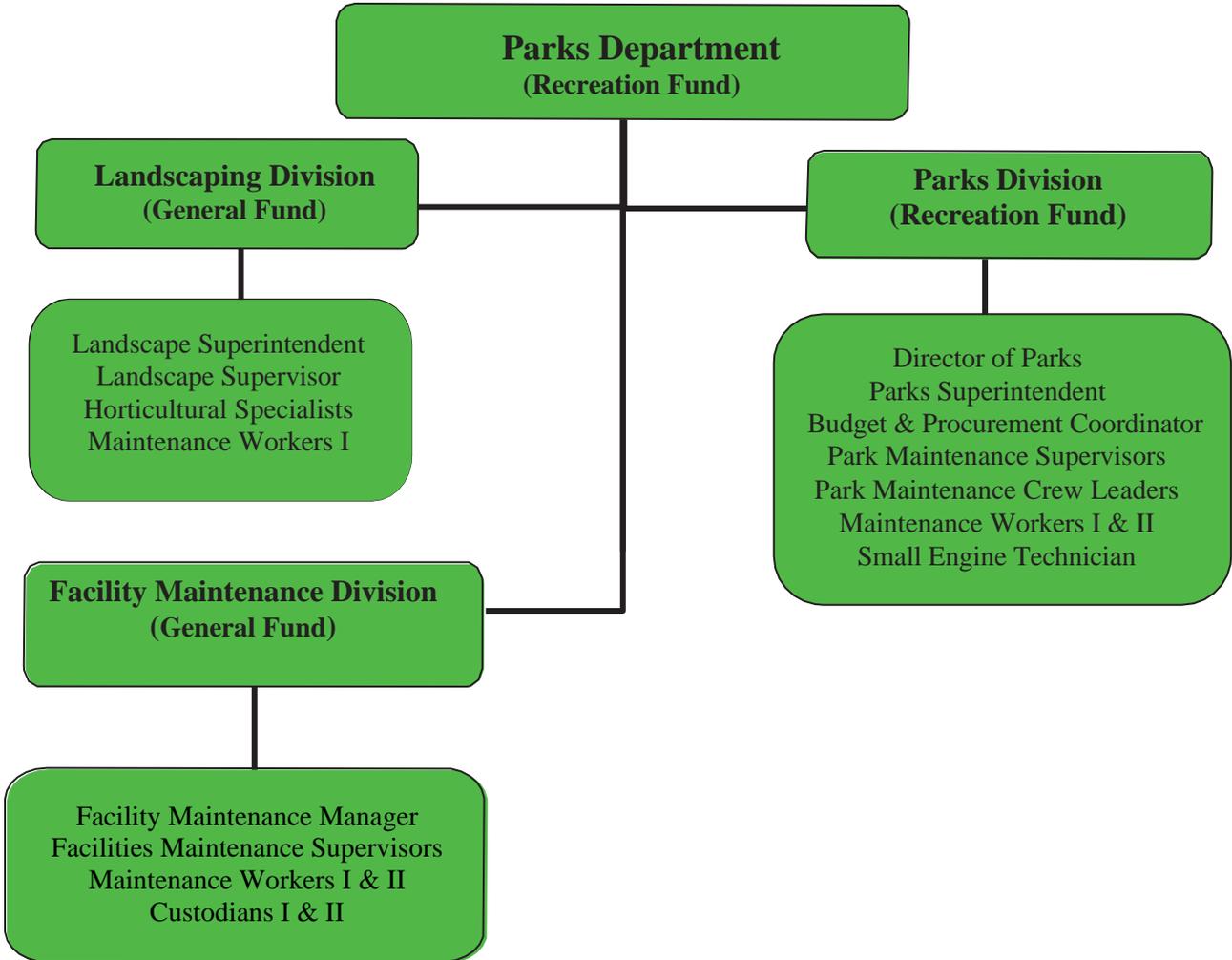
These expenses are for the printing of court forms.

Utilities

\$200

This category covers all expenses related to telephone lines, T-1 lines and internet access for the City's system.

**Parks Department
Organizational Chart
2024 Budget**



Parks Department (Recreation Fund)

In April 2008, the residents voted to eliminate the Parks & Recreation portion of the Property Tax and created a ½ cent Sales Tax increase to be used to cover Recreation, Parks and Storm Water expenses. To facilitate this change, the Parks and Recreation Fund that existed prior to the vote will only be funded with delinquent property taxes funds as they are collected. The new Sales Tax will be deposited into the new Recreation Fund where the Parks Department, Recreation Department and their portion of other overlapping divisions' expenses will be reported.

The Parks Department consist of three divisions – Facilities Maintenance, Landscaping, and Parks. They are responsible for tending to all the buildings, parkland and right-of-way property within the City's limits. The Parks Director reports to the Deputy City Administrator.

The expenses for the Facility Maintenance and Landscaping Division are expensed to the General Fund and several other funds; and the Parks Department is expensed out of the Recreation Fund (a Special Revenue Fund).

It is the mission of the Parks and Recreation Departments to enrich the quality of life through people, parks and programs and remain one of the premier park and recreation destinations within the greater St. Louis area and the state of Missouri.



Parks Department – Facilities Maintenance Division

The Facilities Maintenance Division was created as a result of the reorganization in 1998 and 1999. The expenses for Facilities Maintenance are split between the General Fund, the Street & Road Improvement Fund, the Recreation Fund and all the Enterprise Funds based on the estimated time/projects receiving the maintenance. The Facilities Maintenance Manager reports to the Parks Director. A portion of the employee wages will be split according to the fund they are maintaining. This division covers the upkeep of the Municipal Complex, Parks facilities, RC and other city facilities and includes minor construction and repairs such as painting, plumbing and electrical repairs. This is the General Fund portion of the division’s expenses.

Fiscal Year 2024 Goals

- I. Bid out the replacement of the hot water boiler at Renaud Center and the heat exchanger at City Hall.
- II. Continue to update indoor lighting fixtures to LED energy efficiency fixtures.
- III. Complete the ADA ramps at City Hall to remain in compliance. (*Strategic Plan – Upgraded City Facilities – ADA transition plan for City Hall*)

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Work Order Program Volume						
Number of Help Desk Work Orders	833	891	819	820	819	820
# of Help Desk Work Orders Outstanding	15	24	15	15	10	15
% of Help Desk Work Orders Outstanding	3.0%	2.0%	2.0%	3%	2%	3%

Previous Year’s Goals

In 2023 the division had continued working with Project Managers regarding the ongoing tuckpointing projects. The division started the LED light conversion and updated the interior building signage. At the Justice Center, the division did maintenance on the parking lot and replaced the security gates. The outstanding work orders were kept to less than 15%.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$515,540	\$510,461	\$588,282	\$17,555	\$605,837	3.0%
Contract Services	92,026	70,343	119,018	12,419	131,437	10.4%
Insurance	24,846	31,483	34,159	2,018	36,177	5.9%
Maintenance	25,847	36,365	29,100	1,700	30,800	5.8%
Operating Supplies	18,398	20,733	35,436	7,178	42,614	20.3%
Professional Expenses	0	0	8,452	0	8,452	0.0%
Utilities	125,208	138,260	155,110	0	155,110	0.0%
Petroleum	282	744	1,075	0	1,075	0.0%
Rental	0	0	0	1,500	1,500	100.0%
Subtotal	\$802,147	\$808,389	\$970,632	\$42,370	\$1,013,002	4.4%
Capital	1,599,735	542,293	1,110,884		314,130	
Total	\$2,401,882	\$1,350,682	\$2,081,516	(754,384)	\$1,327,132	(36.2%)

Budget Highlights

The increase in Personnel is due, in part, to the wage scale adjustment and due to change in wages allocated to the General Fund. The wage allocation percentages can change each year based upon projects in the annual budget. The increase in Contract Services is due to higher HVAC service contract and to contract out the LED conversion. The increase in Operating Supplies is due to the decentralization of the division software. The Rental budget is for the use of a scissor lift at the Senior Center for light upgrade.

Budget Category Explanations

Personnel

\$605,837

This category includes the wages, benefits, and overtime for one Facilities Maintenance Manager (47%), two Facility Maintenance Supervisors (56%, 46%), six Maintenance Workers (100%, 100%, 74%, 9%, 8%, 0%), eight Custodians (100%, 100%, 100%, 100%, 100%, 0%, 0%, 0%), one Director of Parks (10%) and one Budget & Procurement Coordinator (15%). The wages are allocated to other funds based upon historical information and projects assigned for the budgeted year.

Contract Services

\$131,437

This category includes the cost of contract services for trash removal, ice machine rental, telephone maintenance, custodial services and the HVAC monitoring at the City facilities.

Insurance **\$36,177**

This amount is allocated to each department, division, or section based upon the number of full-time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, errors and omissions, and property insurance. The property insurance for General Fund facilities is also budgeted in this amount.

Maintenance **\$30,800**

This category is for the repairs and maintenance of various shop equipment, and heavy machinery used by the section. This amount also includes building materials needed to repair any of the City's facilities.

Operating Supplies **\$42,614**

Office supplies such as paper and pens, postage, copies, uniforms and clothing, small tools, voltage meters and other safety equipment and miscellaneous supplies needed by Facilities Maintenance for the General Fund is included in this category. This also includes small equipment, furniture and fixtures that are valued less than \$5,000. All software system(s) utilized by the department are budgeted in this section.

Professional Expenses **\$8,452**

This amount provides funding for dues and subscriptions, training and travel expenses.

Utilities **\$155,110**

This amount includes the costs incurred by Facilities Maintenance for phone use. It also includes gas and electric service in City facilities.

Petroleum **\$1,075**

This amount includes the costs incurred by division for gas used for the back-up generators.

Rental **\$1,500**

This amount is allocated for rental of equipment not routinely used by staff.

Capital **\$314,130**

Capital expenditures approved by the Council for the current fiscal year.

Improvement – Restroom remodel at Senior Center	\$ 90,000
Improvement – Tuckpointing continued on City Hall	\$ 75,000
Improvement – Doors replaced at Senior Center	\$ 11,600
Vehicles – Service truck replacement (F350)	\$ 80,836
Vehicles – Extended cab replacement (F150)	\$ 56,694

Parks Department – Landscaping Division

The Landscaping Division expenses are part of the General Fund but the Parks Director oversees the operation. Landscaping Division is responsible for the horticultural beautification of City Hall, the City’s parks, highway overpasses, selected thoroughfares, and other City properties by planting and maintaining the trees, shrubs, flowers, and lawns in the cityscape. The Landscaping Division employs sound horticultural practices to bring out the best in the landscape plants through proper nutrition, pest control, weed control, irrigation, and cultural practices. Activities of the division include landscape design, installation, plant propagation, purchasing, and maintenance of interior and exterior plants. The Landscaping Division also coordinates the Commemorative Tree and Bench Program and keeps O’Fallon eligible for Tree City USA recognition. The Landscaping Division is responsible for the mowing of non-park properties such as City Hall, Justice Center, Water and Sewer properties and mowing of the City’s rights-of-way and maintaining traffic line of sight throughout O’Fallon. The Landscaping Division assists O’Fallon’s Code Enforcement group by participating in code violation remediation that pertain to grounds care by consulting and taking action on problems and performing grounds maintenance of derelict property.

Fiscal Year 2024 Goals

- I. Restore landscape beds at the Hwy K and 70 interchange site after the lane construction is complete.
- II. Renovate the raingarden at the Renaud Center.

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Number of Annuals Planted	15,000	16,000	16,000	16,000	16,000	16,000
Number of Perennials Planted	2,561	5,300	7,000	250	475	500
Moss Baskets	72	72	67	67	67	20
Trees Planted	43	37	21	30	48	40
Shrubs Planted	751	87	237	50	157	100

Previous Year’s Goals

In 2023, the division took on a task of identifying sites that were vulnerable to mowing and edging equipment and upgraded them to protect the site while improving the ease of maintain the area. The division assisted with the landscaping at the new CLIP sign location at Hwy K and Hwy 364.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$497,709	\$511,117	\$600,614	\$25,793	\$626,407	4.3%
Contract Services	16,885	16,189	19,325	5,775	25,100	29.9%
Insurance	2,804	3,519	3,541	1,303	4,844	36.8%
Maintenance	16,915	22,600	18,000	0	18,000	0.0%
Operating Supplies	69,026	64,872	68,751	4,090	72,841	5.9%
Professional Expenses	1,726	258	350	0	350	0.0%
Utilities	27,649	46,049	39,697	0	39,697	0.0%
Rental	3,129	1,337	11,900	(8,500)	3,400	(71.4%)
Subtotal	\$635,843	\$665,941	\$762,178	\$28,461	\$790,639	3.7%
Capital	8,500	26,806	98,000		52,550	
Total	\$644,343	\$692,747	\$860,178	(16,989)	\$843,189	(2.0%)

Budget Highlights

FY 2024 - Increase Contract Service for hazardous tree removal that are beyond the scope of the division. Equipment Rental in FY 2023 was for summer crew vehicles that is not expected to be need in FY 2024.

Budget Category Explanations

Personnel

\$626,407

This category includes the wages and benefits for one Director of Parks (5%), one Budget & Procurement Coordinator (10%), one Landscape Manager (86%), one Landscape Supervisor (86%), three Horticultural Specialists (100% each), two Maintenance Workers (43% each) and additional part-time help. A portion of the Manager and Supervisor's wages are allocated to the Street & Road Improvement Fund for right-of-way maintenance supervision.

The Landscape Manager supervises six full-time employees and several seasonal employees.

Contract Services

\$25,100

This amount is for charges for contract services such as CLIP site mowing, mulch application to highway landscape beds, hazardous tree removal and yard waste disposal.

Insurance **\$4,844**

This amount is allocated to each department, division, or section based upon the number of full-time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, errors and omissions, and property insurance.

Maintenance **\$18,000**

This category is for the repair and maintenance of equipment and irrigation used in landscaping duties.

Operating Supplies **\$72,841**

This category provides the funding for a wide range of supplies, including seeds, plants, trees, mulch, chemicals and small tools. All software system(s) utilized by the department are budgeted in this section.

Professional Expenses **\$ 350**

This category includes expenses for dues, subscriptions and tuition reimbursement. Training and travel expenses are also budgeted from this category.

Public Information **\$000**

Advertising and printing are expensed from this category. This includes fliers to advertise special events, gardening tips and brochures.

Utilities **\$39,697**

This category covers charges for telephone services, green house utility bills and CLIP utilities.

Rental **\$3,400**

This amount is allocated for rental of equipment not routinely used by staff.

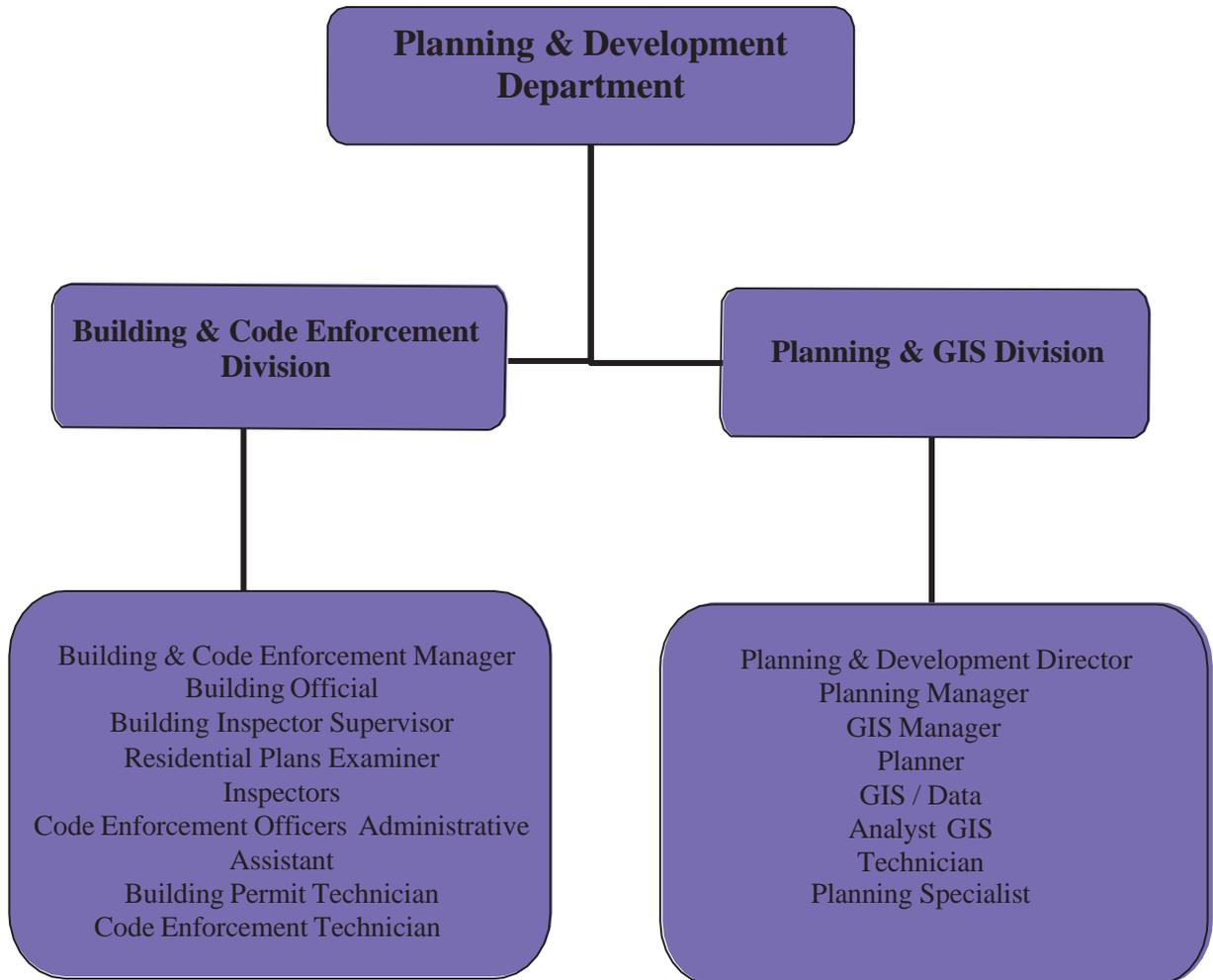
Capital **\$52,550**

Capital expenditures approved by the Council for the current fiscal year.

Equipment – Zero Turn Mowers (2)	\$ 30,200
Equipment – ROW Zero Turn Mower (1) (Split between 4 Funds)	\$ 7,650
Equipment – Enclosed Trailer	\$ 14,700



**Planning & Development Department
Organizational Chart
2024 Budget**



Planning & Development Department

The Planning & Development Department is managed by the Planning and Development Director who reports to the Assistant City Administrator. The Department consists of two divisions; Building & Code Enforcement Division, and Planning & GIS Division. These two divisions cover a range of services for the City from building safety, code enforcement, planning, zoning and GIS.

The Planning & Development Department provides basic infrastructure services for a growing community of over 91,000 residents. Each resident is impacted daily by the Planning & Development Department, such as city planning, and inspection services. When functioning properly, these services generally go unnoticed.

Planning and approval of all new development begins with the Planning & Development Department.

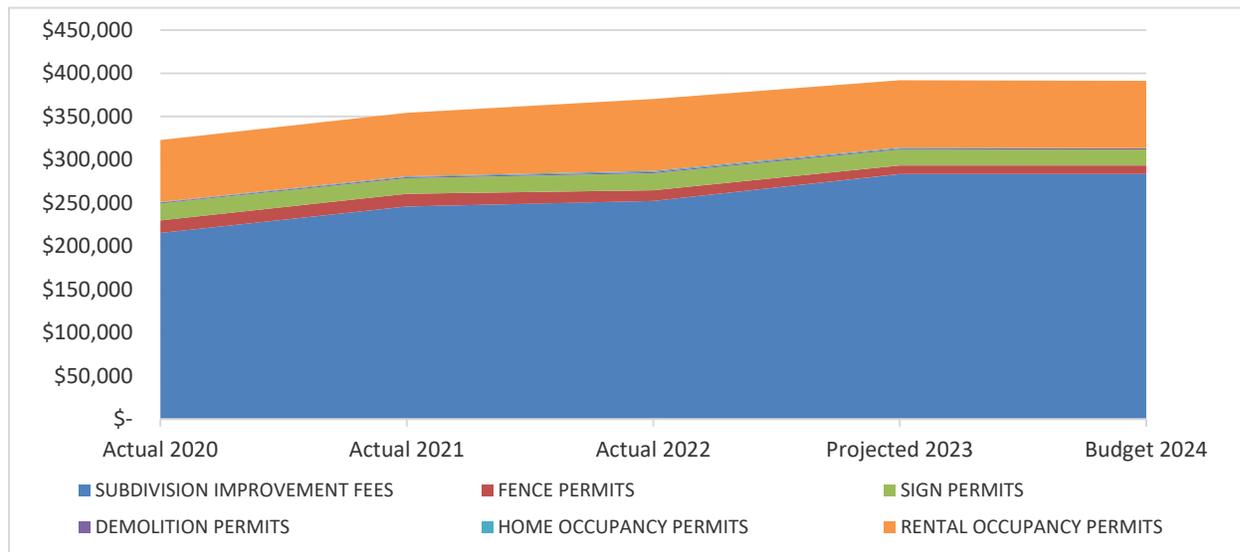
O'Fallon is a historic and growing community that presents unique challenges for the Planning & Development Department. The employees that are a part of this Department are dedicated to providing the community with exceptional service.

The mission of the Planning and Development Department is to provide professional advice, services and technical expertise to elected officials, appointed boards and commissions, City departments and citizens, and to assist in understanding and addressing key community issues and priorities. We also partner with the construction industry and property owners to promote safety and quality in the built environment by ensuring that development is built and maintained to City standards.



Planning & Development Department - Building & Code Enforcement Division

The Building & Code Enforcement Division is responsible for reviewing, approving, and issuing permits for residential and commercial buildings, electrical, mechanical, plumbing, fire protection and rental occupancy. Additionally, the division monitors construction through inspections assuring compliance with their respective approval and verifying zoning compliance with Planning and Zoning Commission approvals. These reviews and inspections also verify compliance with minimum standards adopted by the Council. The Division is also responsible for enforcing the City's Property Maintenance and Nuisance codes and ordinances throughout the City. These ordinances include weeds, debris, derelict vehicles, zoning violations, sign violations and many more. They monitor existing structures for safety and ensure occupancy requirements are within City ordinances. This also includes the condemnation of structures found unfit or unsafe for occupancy upon proper approval from the Building and Code Enforcement Manager.



Fees & Permit Revenues

Fiscal Year 2024 Goals

- I. Continue implement additional modules in the City's ERP system including permitting, billing, etc. over the next year. *(Strategic Plan – Process Improvement – ERP Module Implementations)*
- II. Institute electronic summons writing and issuance software that will allow for mobile ticketing for Code Enforcement. *(Strategic Plan – Process Improvements – Technological Improvements)*
- III. Update Rental Property Code and adopt the latest building codes.

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Building						
# of Single Family Permits Issued	425	357	307	385	314	360
# of Multi Family Permits Issued	12	0	5	24	18	27
# of Commercial Permits Issued	220	262	260	265	238	280
Combined Estimated Construction Cost (in millions)	\$250	\$128	\$193	\$200	\$224	\$180
Code Enforcement						
Ordinance Violations	3,027	2,570	3,690	3,800	4,593	4,000
Enforcement Activity	16,114	17,231	23,593	24,000	29,986	25,000

* Single Family Permits include Villa Permits.

** Commercial Permits include new, additions and alterations.

Previous Year's Goals

In 2023, the complexity of new home construction as well as the size, have increased the inspector's workload. The number of inspections has increased around 20%. The fully staffed, five members of Code Enforcement, were able to increase activities by approximately 40%, allowing for more proactive actions. The additional Plan Reviewer position was essential during the spikes in permits and inspections, allowing the department to continue to provide timely and quality services.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$1,014,970	\$1,087,148	\$1,143,256	\$159,070	\$1,302,326	13.9%
Contract Services	1,533	2,085	6,200	0	6,200	0.0%
Insurance	5,608	7,039	7,082	2,605	9,687	36.8%
Maintenance	526	918	1,000	0	1,000	0.0%
Operating Supplies	16,938	11,496	19,360	8,050	27,410	41.6%
Professional Expenses	6,766	8,927	11,985	3,550	15,535	29.6%
Public Information	0	0	2,800	0	2,800	0.0%
Utilities	7,520	7,225	5,536	0	5,536	0.0%
Subtotal	\$1,053,861	\$1,124,838	\$1,197,219	\$173,275	\$1,370,494	14.5%
Capital	26,073	28,195	0		35,460	
Total	\$1,079,934	\$1,153,033	\$1,197,219	\$208,735	\$1,405,954	17.4%

Budget Highlights

The increase in Personnel is due to an additional Building Inspector Supervisor and the wage scale adjustment. This will with the additional foundation inspections that are being added to the division's workload (estimated to be 750 inspections). The increase in Operating Supplies is to purchase a 3-year subscription to the on-line building codes. This will result in a 20% savings compared to annual subscriptions rate over the next 3 years. The increase in Professional Expenses is for the drone pilot school, testing and certification. The division utilize the drones with the assistance of Police department.

Budget Category Explanations

Personnel \$1,302,326

This category includes the wages, benefits, and overtime for one Building & Code Enforcement Manager, one Building Official, one Building Inspector Supervisore, one Residential Plans Examiner, four Inspectors, five Code Enforcement Officers, one Administrative Assistant, one Building Permit Technician and one Code Enforcement Technician.

Contract Services \$6,200

This amount covers expenses related to contractors that provide services to the City for Building & Code Enforcement purposes including abatement of nuisances.

Insurance \$9,687

This amount is allocated to each department, division, or section based upon the number of full- time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, errors and omissions, and property insurance.

Maintenance \$1,000

This category is for the repairs and maintenance of the equipment used by the division.

Operating Supplies \$27,410

Office supplies such as paper and pens, postage, copies, uniforms and clothing for the inspectors, small tools, voltage meters and other safety equipment and miscellaneous supplies needed by department employees are funded in this category. This also includes small equipment, furniture and fixtures that are valued less than \$5,000. All software system(s) utilized by the department are budgeted in this section.

Professional Expenses \$15,535

This is for dues and subscriptions expenses along with tuition reimbursement, training and travel expenses.

Public Information \$2,800

Advertising and printing are accounted for in this category. Printing costs include permits, applications, handbooks, stickers, and inspection reports.

Utilities \$5,536

This amount allocated for telephone, tablet and/or wireless communication expenses.

Capital

\$35,460

Capital expenditures approved by the Council for the current fiscal year.

VEH Ford Escape – Additional Vehicle \$35,460



Planning & Development Department – Planning & GIS Division

The Planning & GIS Division is responsible for the following functional areas: review and make recommendation to the Planning and Zoning Commission and City Council as to whether proposals are consistent with good planning processes, City initiatives and ordinances; review and make recommendation to the Board of Adjustment on all variance requests and interpretation requests; prepare and present staff reports and Zoning and Subdivision Code amendments to the Board of Adjustment, Planning and Zoning Commission and/or the City Council; review and process all sign, business license, home occupation permits and temporary use permits; review all construction site plans, grading plans and record plats in conjunction with the building permit processes; develop and implement planning goals and principles; follow and make recommendations based on the City's Comprehensive Plan; maintain and update the City's Geographic Information System (GIS); review and process all Site Plans, Preliminary Plats, Conditional Use Permits and Zoning requests; provide information to the public and development community on planning goals and principles, assist citizens, builders and developers with the various application processes and assist in code related questions; and review all building permits for all new homes and commercial/industrial buildings.

Fiscal Year 2024 Goals

- I. Continue working on the Downtown Vision action plan and direction. (*Strategic Plan - Vibrant Community*)
- II. Evaluate record plat review process and present options to Council by the end of the 3rd quarter, FY 2024. (*Strategic Plan – Process Improvement*)
- III. Work with Economic Development to review City Codes pertaining to food trucks and outline any updates to Council 1st Quarter FY 2024. (*Strategic Plan - Vibrant Community – Food Truck Code Review*)

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Conditional Use Permits Request	27	27	23	25	18	20
Zoning/Rezoning Request	7	11	13	10	6	10
Area and Final / Site Plans Reviewed	13/26	12/26	3/48	10/25	4/52	6/25
Preliminary Plats Reviewed	7	7	12	9	15	10
Display House Plat Reviewed	4	2	3	2	8	4
Ordinance Revisions	3	1	3	3	4	3
Business Licenses Received (New)	154	173	249	200	243	200
Home Occupation Permits Received	51	70	68	60	n/a	n/a
Sign Permit Requests	218	208	212	210	184	200
Voluntary Annexations	9	6	4	4	4	4
Zoning Verification Letters	28	46	41	40	29	35
Variance Requests	23	43	18	20	15	15
Temporary Use Permit Requests	24	17	31	25	34	30

Note: The Sign Permit Requests includes Weekend Directional Permits, Permanent and Temporary, and Subdivision Identification.

Previous Year's Goals

In 2023, the division upgraded the online mapping available on the City's website. The map is coded to current activity, upcoming and completed projects with links to plans, meeting information, etc. They are also able to link QR codes printed on the Public Hearing notices to the information on the City's website making it easier to obtain information, much more accessible and easier to update. The division also updated and adopted the Zoning Code revisions that make the Code easier to navigate and interpret.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$628,171	\$622,764	\$723,321	\$31,225	\$754,546	4.3%
Contract Services	54,498	50,720	67,894	(46,537)	21,357	(68.5%)
Insurance	2,804	3,519	3,541	1,303	4,844	36.8%
Maintenance	324	328	960	0	960	0.0%
Operating Supplies	2,601	3,931	9,100	132,930	142,030	1460.8%
Professional Expenses	1,704	2,743	5,780	0	5,780	0.0%
Public Information	10,610	9,472	8,000	0	8,000	0.0%
Utilities	1,529	803	1,532	(452)	1,080	(29.5%)
Subtotal	\$702,241	\$694,280	\$820,128	\$118,469	\$938,597	14.4%
Capital	0	0	0		99,896	
Total	\$702,241	\$694,280	\$820,128	\$218,365	\$1,038,493	26.6%

Budget Highlights

The increase in Personnel is due in part to the wage scale adjustment. The decrease in Contract Services is due to cost analysis services not needed for FY 2024. The increase in Operating Supplies is mainly due to decentralizing the software expenses from the IT Department to the department utilizing the software.

The Capital expense is to migrate from servers to cloud based system for the GIS system. There will be an ongoing annual software cost for this item.

Budget Category Explanations

Personnel

\$754,546

This category includes the wages and benefits for one Planning & Development Director, one Planning Manager, one Planner, one Geographic Information Systems (GIS) Manager, one GIS / Data Analyst, one GIS Technician, and one Planning Specialist.

Contract Services **\$ 21,357**

This category includes the funding for Commissioner meeting reimbursements, Comprehensive Plan consultant (FY 2023), aerial photography, temporary services, and the review of new development traffic related issues.

Insurance **\$4,844**

This amount is allocated to each department, division, or section based upon the number of full- time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, errors and omissions, and property insurance.

Maintenance **\$960**

This category moved the cost of maintenance on the copier and other office equipment.

Operating Supplies **\$142,030**

This category includes the cost of necessary supplies used by Planning including pens, staples, postage, copies and paper, a laser printer and large plan scanner. This also includes small equipment, furniture and fixtures that are valued less than \$5,000. All software system(s) utilized by the department are budgeted in this section.

Professional Expenses **\$5,780**

Professional expenses include dues and subscriptions to various state and national organizations. Training and travel expenses are also included in this section.

Public Information **\$8,000**

This category contains the funding for the advertising of public hearing notices in the local newspaper and various printing needs.

Utilities **\$1,080**

Funding for wireless phone service and other utilities.

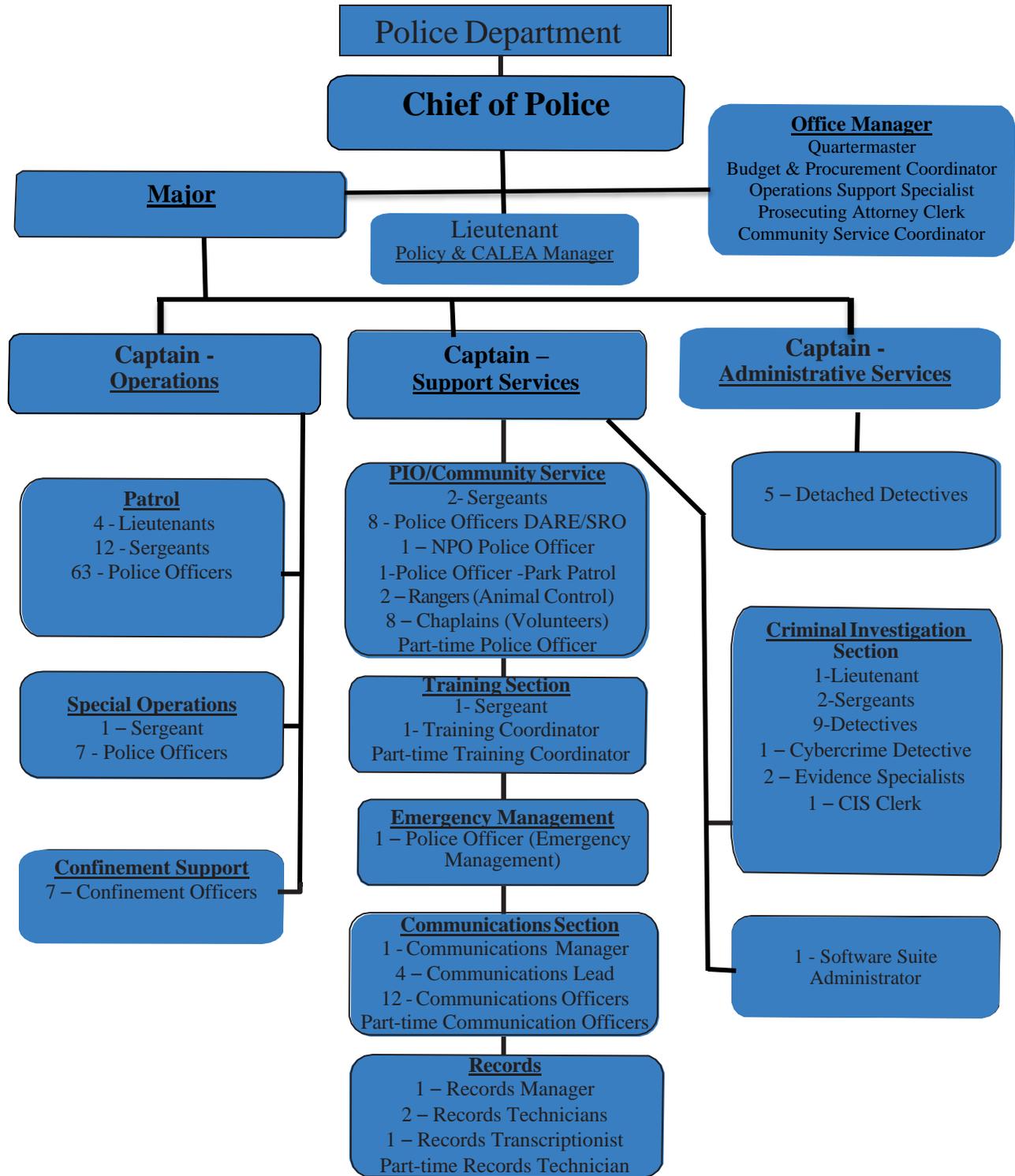
Capital **\$99,896**

Capital expenditures approved by the Council for the current fiscal year.

EQP Migration of GIS Servers to Cloud System \$99,896



**Police Department
Organizational Chart
2024 Budget**



Police Department

The Police Department is managed by the Chief of Police. The Chief of Police reports directly to the City Administrator.

It is the mission of the O'Fallon Police Department to enhance the quality of life in the City of O'Fallon through the protection of life and property, the reduction of crime, the preservation of peace, and the protection of individual rights.

The Police Department's Vision Statement: A Partnership with the Community to ensure the safety of O'Fallon and to provide professional police services with integrity, commitment and respect.

The Police Department is committed to providing professional police services on a 24-hours a day basis every day of the year. All requests for police services will be handled with efficiency and to the satisfaction of our customers, the public which live, work, play, attend school, shop or pass-through O'Fallon every day.

The Police Department continues to subscribe to the Community Oriented Policing & Problem Solving (COPPS) philosophy of police services. This philosophy requires the group to interact with the public and to be proactive in their approach to crime prevention. A large part of this program includes the education programs in the schools and to the community at large.

It is essential for the department to be dedicated to providing a quality work environment for its employees. The quality work environment includes a fair wage and benefit plan, career enhancement opportunities, good employee morale and effective leadership and training. Experienced, dedicated and professional employees enhance the image of the City and foster a feeling of security and satisfaction throughout the community.

Fiscal Year 2024 Goals

- I. Explore opportunities to increase access to mental health and wellness coordinators for the department. (*Strategic Plan – Process Improvement – Employee Health & Wellness*)
- II. Research potential locations, cost and partnerships for a network of EV charging stations throughout the City by the 1st quarter of FY 2025. This may also include solar car ports, solar farms, etc. (*Longer-Term, Ongoing goal*) (*Strategic Plan- Process Improvements – Emerging Technologies*)
- III. Increase the effectiveness of the various community outreach programs with the use of social media and assistance from the Communications Department. Utilize social media to get the City's story out to have an informed community. (*Great Place to Live – Strategic Plan*)
- IV. Obtain and configure new CAD/RMS software, which will allow new sectors and officer identifiers to aid in our response to call for service. (*Strategic Plan – Upgraded City Facilities and Infrastructure – CAD/RMS Project*)

- V. Increase the number of sectors to ten to assist in reducing the response time. The additional officers requested will be necessary to accomplish this goal. Long-term considerations of satellite office(s).
- VI. Work toward the accreditation of the Communications Officers (Dispatchers).

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Motor Vehicle Accidents	1,177	1,346	1,225	1,310	2,281	2,000
DWI Arrest	110	225	190	190	188	190
Drug Arrest	667	673	640	500	297	325
Total Arrest	3,208	2,187	2,065	1,523	1,979	2,340
Summons/Warnings	23,321	14,419	15,462	16,000	16,704	18,000
Miles Driven	1,234,138	1,057,422	1,295,867	1,300,000	1,173,858	1,300,000
Average Response Time					5.75 minutes	< 5 min
Call for Service*	23,295	26,558	29,190	32,346	25,993	29,000
Officer Initiated Calls**	42,091	36,562	31,356	37,000	32,051	34,000
Other Activity ***	29,436	14,655	11,899	12,000	4,943	6,500

*The Call for Service figure is the # of calls from residents/businesses.

**Officer Initiated Calls are from officers in the field for traffic stops ,business checks, traffic services, etc.

***Other Activity are internal calls for services such as prisoner check, meal pickup, evidence check, court, etc.

Previous Year's Goals

In 2023, the Police Department participated in the Peer-to-Peer Support program, that benefits officer wellness and mental health. They will continue to take this to the next level in FY 2024. The department is replacing their 20-year-old CAD/RMS system with a new one with technological advances that will have many process improvements to benefit from. The department has started the rotation of specialized assignments, increasing the number of officers to be educated and experienced in multiple assignment areas. Higher level and sought after command school training has been attended and hosted at the City. Partnering with various media outlets and community events participation to be able to get our story out. Increase the use of technology through drones. The department is currently holds the DTF Lead position and will for the next several years. They also have an Executive Board position at the Police Academy Board.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$13,641,647	\$13,911,231	\$16,088,235	\$1,045,515	\$17,133,750	6.5%
Contract Services	146,929	99,158	131,345	11,102	142,447	8.5%
Insurance	238,601	288,701	252,724	(12,636)	240,088	(5.0%)
Maintenance	27,809	47,308	79,601	(30,551)	49,050	(38.4%)
Operating Supplies	405,705	333,188	563,154	183,575	746,729	32.6%
Professional Expenses	93,763	96,147	183,217	27,498	210,715	15.0%
Public Information	7,441	6,878	12,500	750	13,250	6.0%
Utilities	208,651	242,181	275,407	32,457	307,864	11.8%
Petroleum	3,082	3,909	6,000	0	6,000	0.0%
Subtotal	\$14,773,628	\$15,028,701	\$17,592,183	\$1,257,710	\$18,849,893	7.1%
Capital	790,634	1,112,252	761,439		0	
Total	\$15,564,262	\$16,140,953	\$18,353,622	\$496,271	\$18,849,893	2.7%

Budget Highlights

The total number of Police personnel budgeted for 2024 will be as follows:

- One hundred twenty-one (125 sworn Police officers, including command officers, road officers, detectives, and special assignment officers).
- Seven Confinement Officers.
- Seventeen (17) Communications (civilian) positions: sixteen (16) Communications Officers and one Police Communications Supervisor.
- Seventeen (17) civilian support personnel (One Office Manager, one Budget and Procurement Coordinator, one Operations Support Specialist, one Quartermaster, one Public Safety Software Suite Administrator, one Prosecuting Attorney Clerk, one Records Manager two Evidence Specialists, two Rangers, two Records Technicians, one Criminal Investigation Clerk, one Records Transcriptionist, one Community Service Coordinator and one PD Training Coordinator).
- Part-time personnel include SRO Police Officer, Communications Officers, Records Technicians, Training Coordinator, and Safety Town Instructor).

The increase in Personnel is due to four additional Police Officers being added to the force. There is also an additional Park Ranger that will be budgeted out of the Park's department budget. Increase in Contract Services is due to an increase in the HVAC contract. The decrease in Maintenance is due to the radio service agreement ending and safety equipment parts purchased in FY 2023. The increase in Operating Supplies is due to reallocating the software and software maintenance cost to the departments versus consolidating into the IT department. Professional Expenses is due to additional Training and Travel opportunities. The increase in Utilities is due to additional MIFI services in the vehicles.

Budget Category Explanations

Personnel \$17,133,750

This category includes the salaries, wages, benefits, and overtime for all 166 FT and numerous PT employees.

Contract Services \$142,447

This amount budgeted is for the contract services provided by outside contractors to the Justice Facility for services such as pest control, preventative elevator maintenance, etc.

Insurance \$240,088

This amount is allocated to each department, division, or section based upon the number of full-time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, errors and omissions, and property insurance.

Maintenance \$49,050

This category provides for the maintenance service agreements with various vendors for maintenance of our radios, dispatch equipment, radar equipment and non-mechanical maintenance of police vehicles. This category also includes the purchase of equipment parts such as portable radio batteries and parts, Taser cartridges, and key pegs. This category also includes repair and maintenance of the equipment in the Police Department.

Operating Supplies \$746,729

This category provides the funding for a wide range of supplies and services. Canine Patrol and Bike Patrol receive funding for their operations through the operating supply category as well as Community Services and the Chaplains. Uniforms, computer supplies, shooting range supplies, ammunition, civil defense, photo & ID supplies, safety equipment and general office supplies, are all included in this category. This is also used to cover the contractual costs to the Department for participation in the Drug Task Force Unit, and Community Emergency Response Team supplies. All software system(s) utilized by the department are budgeted in this section.

Professional Expenses \$210,715

This category covers expenses for promotional and hiring processes, Hepatitis B vaccines and boosters. Tuition reimbursement, dues and subscriptions to various local, state, and national police societies as well as on-going training, seminars and conferences for civilians is also covered. Travel expenses for training are also covered with this amount.

Public Information

\$13,250

This category covers the expenses for printing costs associated with bond forms, summons, warning tickets, animal control forms, business cards, tow stickers, and various other forms as needed.

Utilities

\$307,864

This category covers the telephones (landlines and cellular), modems, and terminals expenses for the Department at the Justice Facility.

Petroleum

\$6,000

This amount includes the costs incurred by division for gas used for the back-up generators.

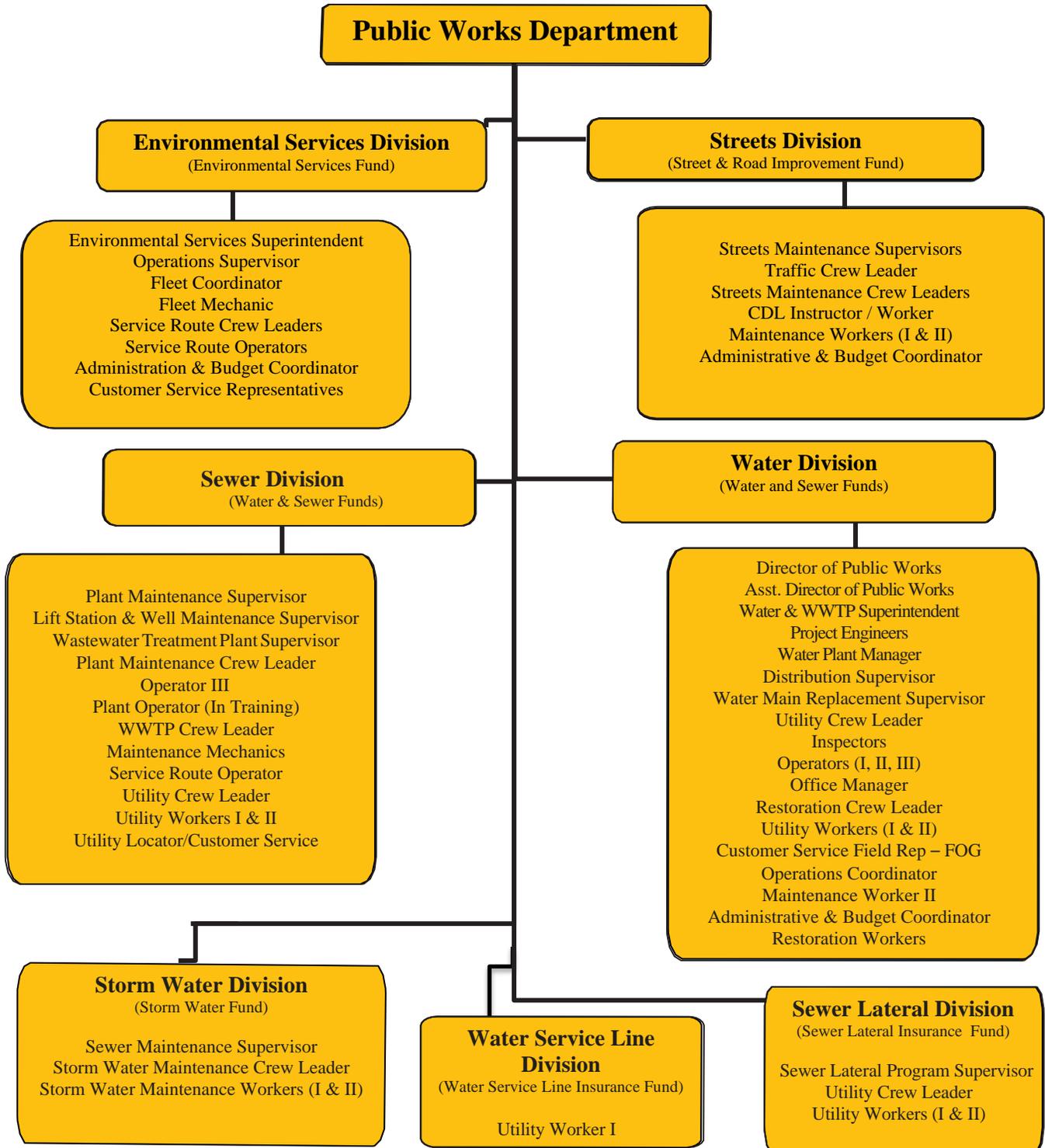
Capital

\$ 000

Capital expenditures approved by the Council for FY 2024 can be found in the Police and Road Improvement Use Tax Fund.



Public Works Department Organizational Chart 2024 Budget



Public Works Department

O'Fallon's Public Works Department was split up in 2019. The Project Management and Engineering Divisions were pulled out to create a separate Engineering Department. Public Works Department manages expenses within seven different Funds.

Street and Road Improvement Fund
Storm Water Fund
Water Fund
Sewer Fund
Sewer Lateral Insurance Fund
Water Service Line Insurance Fund
Environmental Services Fund

The Public Works Department provides vital services to the O'Fallon residents and businesses. The department is dedicated to maintaining and improving O'Fallon's quality of life by planning for future needs, building and maintaining municipal infrastructure and promoting environmental health and safety. The Public Works Department is responsible for regular maintenance on City roads, storm sewers, water mains and sewer lines, and also provides for residential trash, recycling and yard waste collection. When it snows, staff provides around-the-clock snow and ice removal on public thoroughfares throughout the City. All of the Divisions within the Public Works Department ultimately report to the Public Works Director through various Managers and Superintendents.

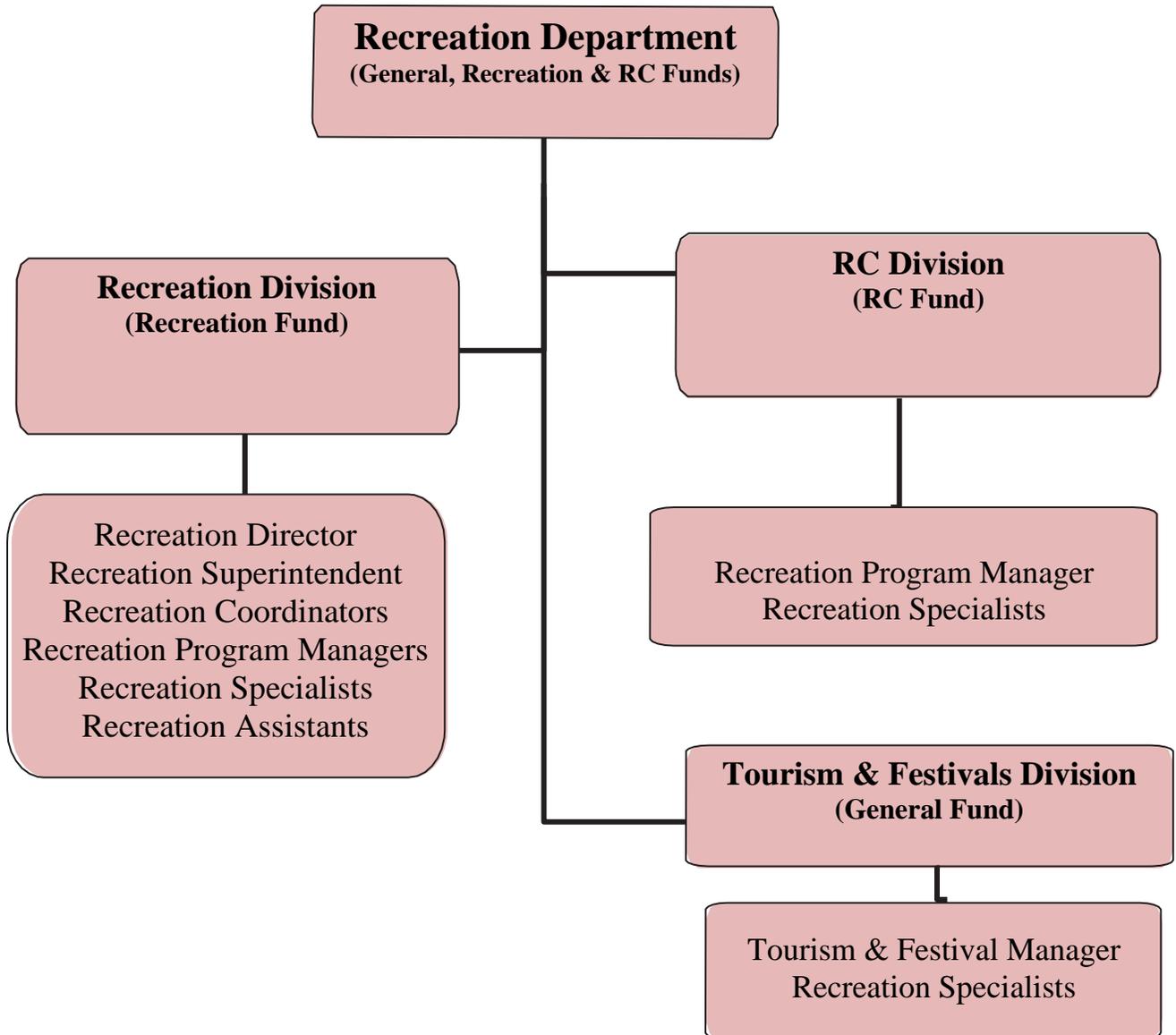
The Department also remains ready to provide emergency response to ensure consistent infrastructure services such as the windstorm in July 2006, the ice storms of November 2006 and January 2007 and the flooding of June 2008 and December 2015.

O'Fallon is a growing community with historic roots that presents unique challenges for the Public Works Department. The employees that are a part of this Department are dedicated to providing the community with exceptional service.

It is the mission of the O'Fallon Public Works Department to enhance the quality of life for our residents and promote development for our community by providing and maintaining public infrastructure in a sustainable manner to the highest standard.



**Recreation Department
Organizational Chart
2024 Budget**



Recreation Departments – Recreation Fund

In April 2008, the residents voted to eliminate the Parks & Recreation portion of the Property Tax and created a ½ cent Sales Tax increase to be used to cover Recreation, Parks and Storm Water expenses. To facilitate this change, the Parks and Recreation Fund that existed prior to the vote will only be funded with delinquent property taxes funds as they are collected. The new Sales Tax will be deposited into the new Recreation Fund where the Parks Department, Recreation Department and their portion of other overlapping divisions' expenses will be reported.

The Recreation Department consist of three divisions –Recreation, Renaud Center and Tourism & Festival. They also help design, implement and monitor City events and programs such as sporting events and leagues along with summer camps and other recreational classes. All the divisions report to the Recreation Director, who reports to the City Administrator.

The expenses for the Tourism & Festival Division are expensed to the General Fund; the Parks Department is expensed out of the Recreation Fund (a Special Revenue Fund), the Renaud Center is monitored as a separate Enterprise Fund.

It is the mission of the Parks and Recreation Departments to enrich the quality of life through people, parks and programs and remain one of the premier park and recreation destinations within the greater St. Louis area and the state of Missouri.

Recreation Department – Tourism & Festivals Division

The Tourism & Festivals Division was created in 2004 to oversee the City’s festivals and tourist attractions. The division is funded from the General Fund while supervised by the Recreation Director. The division works with the Greater St. Charles Convention & Visitors Bureau and St. Louis destination management companies to bring tourists to the O’Fallon Veterans Memorial Walk, O’Fallon Historical Society’s Log Cabin, Darius Heald Home, Zumwalt’s Fort and the 911 Memorial. The division also plans and implements the City’s major festivals including the Heritage & Freedom Festival, Celebration of Lights, O’Fallon Food Truck Frenzy, O’Fallon Fall into the Arts and the O’Fallon Jammin’ Concerts.

Fiscal Year 2024 Goals

- I. Assist in Sport Tourism Development Report and Direction. (*Vibrant Community – Strategic Plan*)
- II. Work with Recreation and Parks Departments in evaluating revenue generating opportunities. (*Strategic Plan – Upgraded City Facilities & Infrastructure – Revenue Generating Opportunities*)

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
# Vehicles through Celebration of Lights	13,776	12,008	12,490	14,000	12,463	14,500
# Visitors at Celebration of Lights Holiday Stroll	5,051	7,799	10,000	10,000	15,146	10,000
# Visitors to Heald Home during COL Holiday Stroll	0	835	1,500	1,200	1,700	1,200
# Visitors to Heald Home/Zumwalt's Fort	100	359	49	175	95	225
# Attendees at Jammin Summer Concerts	2,200	10,300	12,200	12,000	12,750	12,000
# Participants in Food Truck Fenzy	1,800	1,900	1,500	3,000	2,400	2,500
# Visitors to Veterans Memorial Walk	0	725	575	450	525	450

Note: In 2020, COVID-19 caused cancelations and modifications to most events going forward. In 2021, the Veterans Memorial Walk hosted 5 events.

Previous Year’s Goals

In 2023, the division had many successful events. The Heritage and Freedom Festival, four day event, was a hit. The country musical act is drawing more each year. The Fall into the Arts event was the largest one to date with over 30 vendors. The division is seeing event sponsorship grow. The Celebration of Lights was able to go totally cashless with all tickets purchased electronically. The additional walk-through night was well received, will all three walk through nights selling out.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$375,916	\$322,728	\$416,768	\$77,197	\$493,965	18.5%
Insurance	1,202	1,508	1,517	559	2,076	36.8%
Operating Supplies	341,283	384,706	522,284	(14,258)	508,026	(2.7%)
Professional Expenses	4,030	6,917	12,351	814	13,165	6.6%
Public Information	43,369	44,208	61,100	(1,100)	60,000	(1.8%)
Utilities	2,015	1,944	2,500	(345)	2,155	(13.8%)
Subtotal	\$767,815	\$762,011	\$1,016,520	\$62,867	\$1,079,387	6.2%
Capital	0	11,994	0		0	
Total	\$767,815	\$774,005	\$1,016,520	62,867	\$1,079,387	6.2%

Budget Highlights

In 2023, the increase in Personnel is due, in part, to the wage scale adjustment and for being fully staffed. The decrease in Operating Supplies is due to the purchase of small equipment in FY 2023.

Budget Category Explanations

Personnel

\$493,965

This category includes the salary and benefits for the Tourism & Festival, the Parks, and the Recreation Department / Divisions as broken down below:

Tourism & Festival Division expenses consist of one Tourism & Festivals Manager (100%) and two Recreation Specialists (100%).

Parks Department expenses consist of one Director of Parks (2%), one Parks Superintendent (3%) one Office Manager (12%), one Administrative & Budget Coordinator (12%) and two Parks Maintenance Supervisors (10%), one Small Engine Technician (10%), seven Parks Maintenance Crew Leaders (10%) and fourteen Maintenance Workers (10%).

Recreation Department expenses consist of one Recreation Director (20%) and one Recreation program Manager (Community Engagement Coordinator) (20%).

Insurance

\$2,076

This amount is allocated to each department, division, or section based upon the number of full-time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, errors and omissions, and property insurance.

Operating Supplies

\$508,026

The operating supply budget includes copies, paper, pens, postage and other miscellaneous office supplies, along with small equipment, furniture and fixtures that are valued less than \$5,000. This also includes the cost associated with specific annual festivals such as the Heritage and Freedom Festival and the Celebration of Lights, along with the smaller events. All software system(s) utilized by the department are budgeted in this section.

Professional Expenses

\$13,165

This amount includes dues and subscriptions, reimbursements for employee(s) tuition, training and travel expenses.

Public Information

\$60,000

Advertising expenses related to public bid notices and requests for proposals are found in this category. The costs of billboard advertising, printing public notices, handbooks, public awareness handouts, manuals, and other documents are also in this category.

Utilities

\$2,155

Funding for telephone bills and any other utilities for the division.

Capital

\$000

Capital expenditures approved by the Council for the current fiscal year.





DEBT OBLIGATIONS
DEBT MANAGEMENT
LONG-TERM DEBT OUTSTANDING
DEBT SERVICE FUND BUDGET

Debt Obligations

This section presents the Debt Service Fund budget with information regarding the City's outstanding debt obligations and the City's debt management.





The Walk

No other monument in the United States of America is quite like it.

The O'Fallon Veterans Memorial Walk – which honors all U.S. military personnel, veterans, and American soldiers from all eras – invites visitors to walk in the footsteps of the men and women who serve or have served our nation.

Front and center of the memorial, a platoon of bronze military boots are positioned as though marching in unison, left foot forward. Boots are the common denominator of all U.S. military branches of service.

Visitors may notice that a single set of boots is absent from the ranks. In remembrance of American soldiers that remain missing in the field, the 65th pair is positioned at the foot of the POW/MIA flag. To the rear, an eternal flame burns in a 15-foot stainless steel brazier.

Towering over the platoon of marching boots are five white marble, white granite and stainless steel monoliths, each bearing a bronze seal from one branch of the U.S. Armed Forces. A row of American military flags along the perimeter instills a sense of honor and ceremony to the Walk, and a reflecting pool adds a feeling of peace.

In 2023 the City of O'Fallon the 7th largest city in the state of Missouri based on population. As the city continues to grow it faces many demands for infrastructure and capital projects. O'Fallon citizens expect fundamental services and facilities, including parks, streets, refuse and solid waste facilities. To meet these challenges, the City has financed capital projects to expand existing operations and acquire or construct new facilities.

The City has completed many capital projects using various financing methods. These include general obligation bonds, revenue bonds, certificates of participation, lease agreements, tax increment financing bonds and special obligation bonds.

The City received an upgrade on its general obligation debt rating by Moody's Investors Service, Inc. during 1994 from "A" to "A-1". In 2003, Moody's upgraded this rating again to "Aa3". In 2009, S&P Global (fka: Standard and Poor's) gave the City a long-term rating of AA / Stable after evaluating the City's financial and overall condition. In 2020, Moody's again upgraded the City's rating to Aa1. The City is proud of its prudent financial management and will continue to maintain or improve.

Debt Management

The City's objective in debt management is to keep the level of indebtedness within available resources and to comply with legal debt limitations established by Missouri Statutes.

During 1997, the City defeased a portion of the \$2 million Parks System Bonds, Series 1996. Approximately \$950,000 from Debt Service Fund reserves was placed into an escrow account. These funds were invested at yields equal to the yields for bonds maturing in 2010 through 2016. This provided the most effective application of accumulated reserves and increased the City's future bonding capacity. The balance was refunded in 2003.

During 1997, the City entered into a lease agreement with the O'Fallon Public Facilities Authority (OPFA) for the purpose of financing the design, construction, renovation, equipment and furnishings of a municipal complex. Leasehold revenue bonds in the amount of \$10.6 million were issued by the OPFA. In accordance with the terms of the lease agreement, the City will make annual lease payments equal to the annual debt service on the bonds. The municipal complex was completed March 1999. This issued was advance refunded in 2004.

During 1998, the City refunded water and sewer revenue bonds issued in 1990. The City issued \$2.85 million Sewerage System Refunding Revenue Bonds and \$1.41 million Waterworks System Refunding Revenue Bonds. These bonds were refunded in March 2009 as noted below.

In May 1998, the City issued \$19.5 million General Obligation Bonds, \$18.5 million for Street Improvements and \$1 million for Senior Center construction. The four road projects and their respective completion dates are: Hoff Road/RR intersection, Fall 1998; Sonderen Overpass, Winter 2000; Woodlawn Overpass, Spring/Summer 2000; and TR Hughes Boulevard, Winter 2000. The Senior Center was completed Spring 1999. In 2005 the City issued 2005 General Obligation Refunding Bonds for the advance refunding of the bonds that matured on and after March 1, 2009. The City realized a 4.19% savings over the life of the bonds.

In September 1998, the City entered into a lease agreement with the O'Fallon Public Facilities Authority (OPFA) for the purpose of financing the construction of a water line, well and biosolids treatment facility. The City also refunded a 1986 Water Lease Obligation and a 1990 Water and Sewer Lease Obligation at this time to obtain better interest rates. Leasehold revenue bonds in the amount of \$15.175 million were issued. In accordance with the terms of this lease agreement, the City will make annual lease payments equal to the annual debt service on the bonds. The water line and well improvements were completed in fall 1998 and the biosolids facility was completed in 2000. Full certification to sell Nature's Blend fertilizer was received in 2001. In 2006 the City issued the 2006A Refunding Certificates of Participation. This refunding will save the City an estimated 4.272% over the life of the bonds.

In July 1999, the City issued taxable leasehold revenue bonds through the O'Fallon Public Facilities Authority (OPFA) for the purpose of financing the construction of the T. R. Hughes Ballpark, a minor-league baseball facility. The amount of the bonds issued totaled \$4.655 million. In accordance with the terms of this agreement, the City will make annual payments equal to the annual debt service on the bonds. The stadium construction was completed in May 1999. In 2006 the City issued the 2006B Refunding Certificates of Participation. This refunding will save the City an estimated 4.342% over the life of the bonds.

In July 1999, the City also entered into a Lease Purchase Agreement for the engineering, design, construction, pavement warranty and financing services of the Cool Springs Interchange and the WingHaven Road. The amount of the agreement was \$23.58 million. In accordance with the terms of this agreement, the City will make annual payments equal to the annual debt service on the bonds. These were defeased in November 2001.

In November 2000, the voters approved the issuance of \$17 million in General Obligation Bonds for park improvements within the City. In December 2000, \$5 million bonds were issued to start many of the park projects including renovations to the Civic Park Pool. A portion of these were advance refunded in 2007.

In February 2001, the City issued the remaining \$12 million in General Obligation bonds for the parks improvements and an additional \$1.015 million to refund the 1991 General Obligation Storm Drainage System Extension and Improvement bonds. A portion of these were advance refunded in 2007. The final crossover payment was made in 2011.

In November 2001, the City issued \$55.760 million in Certificates of Participation to acquire and construct improvements and extensions to the City's waterworks and sewerage systems including a new water treatment plant, expansion of the wastewater treatment plant and construct improvements to the T.R. Hughes Ballpark. It also defeased to maturity the \$23.580 million Certificates of Participation, Series 1999 (outstanding principal amount was \$20.915 million). These bonds were partially refunded in January 2012 with Special Obligation Bonds. The final payment of the non-refunded portion was made in November 2019.

In February 2002, the City issued \$17.670 million in Certificates of Participation to construct various roadway improvement projects (Route N, Tom Ginnever Avenue and T.R. Hughes Blvd). These were refunded in December 2009 with Special Obligation Bonds.

In August 2002, the City issued \$4.475 million in Certificates of Participation (Solid Waste Bonds) to design, construct, furnish and equip a sanitation transfer station and acquire sanitation vehicles

and equipment, allowing the City to provide waste hauling services to its residents. A portion of this was defeased in 2007 with Certificates of Participation Bonds and the remaining amount was refunded in December 2009 with Special Obligation Bonds.

In March 2003, the City issued \$4.165 million in Certificates of Participation to provide additional funds to pay the costs of the construction of improvements to Route N and the construction, extension and improvement of additional transportation projects. In July of 2003, the City refunded \$1.14 million outstanding principal amount of the City's General Obligation Storm Drainage System Refunding Bonds, Series 1994. In November 2003, the City issued \$3.91 million in Certificates of Participation to provide funds to construct improvements and repairs to the City's sewerage system, acquire refuse and recycling containers, collection vehicles and other equipment and facilities for the City's refuse and recycling program. These bonds were refunded in March 2011 with Special Obligation Bonds.

In 2004, the City issued \$8.505 million in Certificates of Participation to advance refund all of the outstanding Leasehold Revenue Bonds, Series 1997A, (Municipal Complex) issued by the O'Fallon Public Facilities Authority and fund a debt service reserve fund for the Certificates. These bonds were refunded in March 2011 with Special Obligation Bonds.

In March 2005, the City issued \$16.755 million in General Obligation Refunding Bonds to advance refund a portion of the 1998 Multiple Purpose General Obligation maturing on or after March 1, 2009, through 2018. The term of the new bonds was not extended and the City will realize a 4.19% savings over this term. These bonds were refunded with the issuance of the 2016 General Obligation Bonds.

In March 2006, the City issued \$15.835 million in Certificates of Participation to advance refund the outstanding 1998 Water and Sewer Improvement Revenue Bonds and the 1999 OPFA Stadium Bonds and fund a debt service reserve fund for the Certificates. The combined savings to the City is estimated at 4.291% for both bonds over the life of the bonds. These bonds were refunded in June 2013.

In January 2007, the City issued \$13.860 million in General Obligation Refunding Bonds to advance refund a portion of the 2000 Parks General Obligation maturing on or after March 1, 2010, and advance refund a portion of the 2001 Parks General Obligation maturing on or after March 1, 2011, along with refunding costs. These bonds were refunded with the issuance of the 2016 General Obligation Bonds.

In September 2007, the City issued \$700,000 in Certificate of Participation to defease a portion of the 2002A Certificate of Participation pertaining to the waste transfer station. These were paid in full in August 2013.

In December 2008, the City issued \$9.22 million in Certificates of Participation to provide funds to construct, install, and equip improvements to the City's Sewerage system. These bonds were refunded in June 2013.

In March 2009, the City issued \$6.930 million in Certificates of Participation to provide funds to acquire, construct, install and equip improvements to the City's Sewerages and Waterworks systems, refund the 1998 Waterworks System Refunding Revenue Bonds and the 1998 Sewerage System Refunding Revenue Bonds. These bonds were refunded, defeased or paid off in

April 2017.

In December 2009, the City issued \$16.545 million in Special Obligation Bonds to provide funds to construct, extend and improve storm water control within the City and refund the 2002 Certificates of Participation and refund the 2002A Certificates of Participation (Solid Waste Bonds).

In March 2011, the City issued \$7.925 million in Special Obligation Bonds for the refunding of the 2003, 2003A and 2004 Certificates of Participation Bonds. These were paid in full in October 2022.

In January 2012, the City issued \$23.230 million in Special Obligation Bonds for the partial refunding of the 2001 Certificates of Participation Bonds. Partially refunded again in 2020B Special Obligation Bonds.

In June 2013, the City issued \$20.805 million in Special Obligation Bonds for the refunding of the 2006A&B, 2008 COP Bonds, an Automated Meter Read System Lease and purchase of a new Water Storage Tank and 3 Media Filter Enhancement replacements.

In March 2016, the City issued \$41.645 million in General Obligation Bonds for the refunding of the 2005 & 2007 General Obligation Bonds and to fund the cost to design, construct and furnish a new Justice Facility. The City also issued \$5.475 million in Special Obligation Bonds to refund storm water portion of the 2009 Special Obligations Bonds and fund the cost for several new storm water projects.

In April 2017, the City issued \$20.7 million in General Obligation Bonds for the cost to design, construct and furnish the Civic Park renovations and the O'Day Park development. The City also issued \$19.515 million in Special Obligation Bonds to fund the new water, sewer and street projects and to refund a portion of the 2009A Certificate of Participation Bonds for a Sewer. The remaining portion of the 2009A Bonds were defeased or paid off.

In November 2020, the City issued \$40.695 million in Special Obligation Bonds. 2020A for \$28,770 million will cover the cost of upgrading the wastewater treatment plant and improve two wells. The 2020B portion for \$11.925 million will be used to refund a portion of the 2012 Special Obligation Bond maturing after December 2021, relating to the Water and Sewer Fund projects.

There were no bonds issued in Fiscal Years 2010, 2014, 2015, 2018, 2019, 2021, 2022 or 2023.

Long Term Debt Outstanding

General Obligation Bonds Outstanding

General Obligation Bond Issue	Balance January 1, 2023	Additions	Principal Reductions	December 31, 2023 Outstanding Balance	
				Principal	Interest
2016 GO Refunding Bonds, in varying amounts through 2036; interest ranges from 3.00% - 5.00%	32,595,000	0	1,670,000	30,925,000	7,055,556
2017 GO Bonds, in varying amounts through 2037; interest ranges from 2.00% - 5.00%	16,565,000	0	970,000	15,595,000	4,304,603
Total	\$49,160,000	\$0	\$2,640,000	\$46,520,000	\$11,360,159

Note: City received a rating of AA on both GO Bonds from S&P.

Computation of Legal Debt Margin

Net Assessed Value at December 31, 2023	\$2,918,559,078
Debt Limit- 20% of Assessed Value	583,711,816
Amount of Debt Applicable to Debt Limit:	
Total Bonded Debt	46,520,000
Less Amount available in Debt Service Fund ¹	(7,772,282)
Total Amount of Debt Applicable to Debt Limit	38,747,718
Legal Debt Margin	\$544,964,098

Debt Capacity Percent	93%
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Under Article VI, Section 26 of the Missouri Constitution, the issuance of general obligation bonds requires the approval of four-sevenths (4/7) of the qualified voters voting thereon for elections held at the general municipal election day, primary or general elections, and two-thirds (2/3) of the qualified voters voting at all other elections. The Missouri Constitution provides that the amount of bonds payable from tax receipts shall not exceed 10% of the total assessed valuation of the taxable property of the City. The Missouri Constitution permits the City to become indebted for an additional 10% of the value of taxable, tangible property for the purpose of acquiring rights-of-way, constructing, extending and improving streets and avenues, and constructing, extending and improving sanitary or storm systems.

1-This figure is an unaudited estimate.

Computation of Direct and Overlapping Debt - December 31, 2023

Name of Governmental Unit	Bonded Debt Outstanding	Percentage Applicable to City of O'Fallon	Amount Applicable to City of O'Fallon
Direct - City of O'Fallon	\$46,520,000	100.00%	\$46,520,000
Overlapping:			
St. Charles County	0	21.68%	\$0
St. Charles County Ambulance District	60,505,000	21.68%	13,117,484
St. Charles County Community College	35,320,000	21.80%	7,699,760
Fort Zumwalt School District	147,250,000	51.60%	75,981,000
Francis Howell School District	298,150,000	7.49%	22,331,435
Wentzville School District	297,461,049	19.77%	58,808,049
Central County Fire Protection District	9,728,589	2.39%	232,513
Cottleville Fire Protection District	16,485,000	16.68%	2,749,698
Lake St. Louis Fire Protection District	5,815,000	0.90%	52,335
New Melle Fire Protection District	6,640,000	13.06%	867,184
O'Fallon Fire Protection District	14,695,000	74.58%	10,959,531
Wentzville Fire Protection District	20,425,000	21.18%	4,326,015
Total Overlapping Debt	\$912,474,638		\$197,125,005
Total Direct and Overlapping Debt	\$958,994,638		\$243,645,005

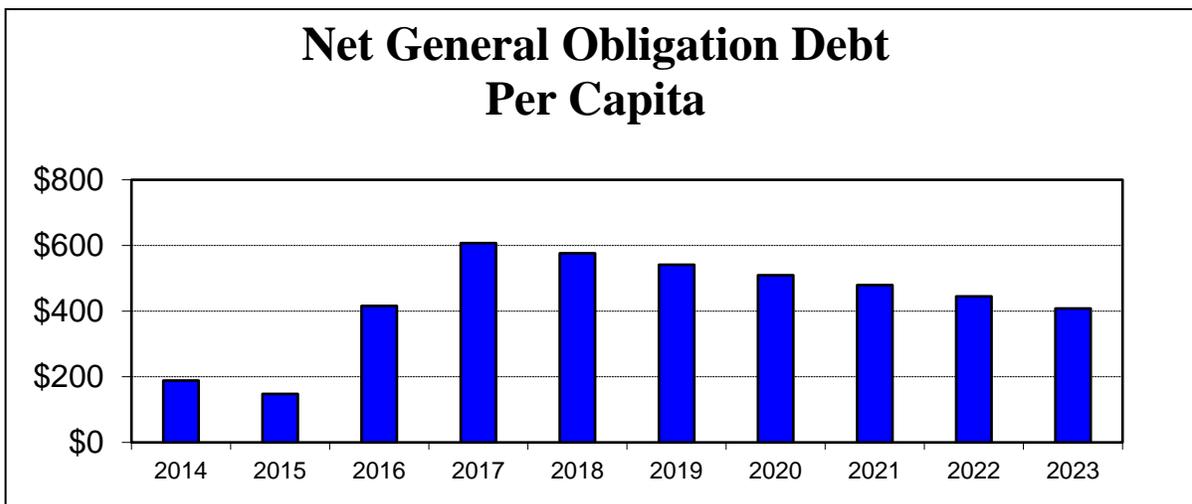
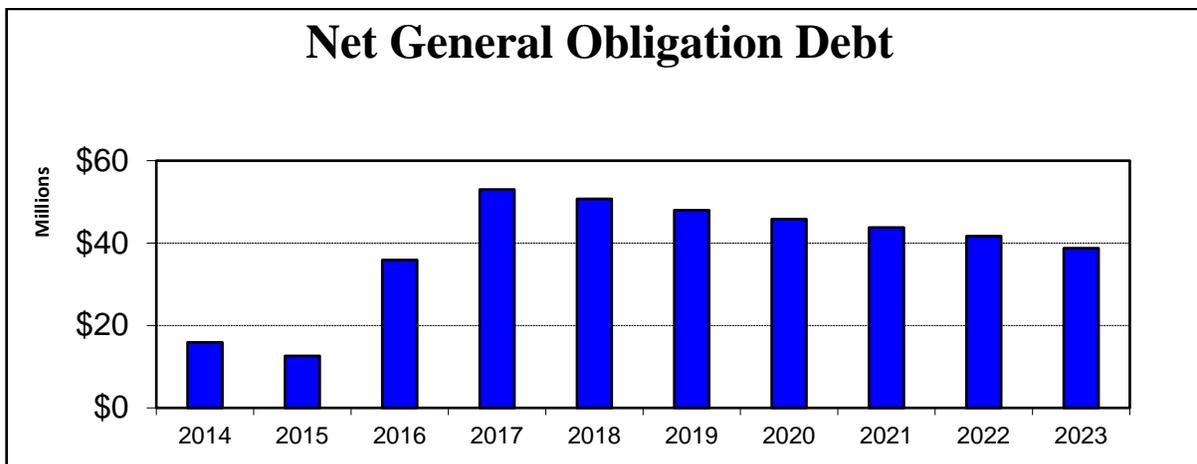
Note: Figures are unaudited estimates.

Source: Outstanding debt was obtained by contacting the taxing jurisdiction and/or the financials on their website. The percentage applicable to the City of O'Fallon is based on the jurisdiction's assessed value within the boundaries of the City as provided by the St. Charles County Assessor Office, Market Research Division.

Ratio of Net General Obligation Bonded Debt to Assessed Value and Net General Obligation Bonded Debt Per Capita

Fiscal Year	Population (1)	Assessed Value	Gross Bonded Debt	Less Debt Service Fund	Net Bonded Debt	Ratio of Net Bonded Debt to Assessed Value	Net Bonded Debt per Capita
2023	94,920	\$2,918,559,078	\$46,520,000	\$7,772,282	\$38,747,718	1.3%	\$408.21
2022	93,651	2,479,596,799	49,160,000	7,477,418	41,682,582	1.7%	445.08
2021	91,316	2,354,155,386	51,655,000	7,868,685	43,786,315	1.9%	479.50
2020	89,942	2,140,335,601	54,055,000	8,232,476	45,822,524	2.1%	509.47
2019	88,621	2,061,899,373	56,310,000	8,339,232	47,970,768	2.3%	541.30
2018	88,003	1,868,945,386	58,455,000	7,733,679	50,721,321	2.7%	576.36
2017	87,344	1,832,792,375	60,165,000	7,141,674	53,023,326	2.9%	607.06
2016	86,414	1,673,055,046	41,645,000	5,728,687	35,916,313	2.1%	415.63
2015	85,397	1,638,115,690	17,950,000	5,330,808	12,619,192	0.8%	147.77
2014	84,381	1,539,348,422	20,835,000	4,920,104	15,914,896	1.0%	188.61

Note: (1) Figures are unaudited estimates by City of O'Fallon.



Special Obligation Bonds Issued

In December 2009, the City issued \$16.545 million in Special Obligation Bonds to provide funds to construct, extend and improve storm water control within the City and refund the 2002 Certificates of Participation (issued \$17.67 million for road improvements) and refund the 2002A Certificates of Participation (issued \$4.475 million for Solid Waste Bonds). The storm water portion of these bonds were refunded in 2016.

In March 2011, the City issued \$7.925 million in Special Obligation Bonds for the refunding of the 2003 Certificates of Participation (\$4.165 million for road improvements), 2003A Certificates of Participation (\$3.91 million for sewerage system repairs and additional facility equipment, vehicles and carts for Environmental Services Fund) and 2004 Certificates of Participation Bonds (\$8.505 million for the refunding of the 1997A OPFA Leasehold Revenue Bonds that was originally issued \$10.6 million to design, construct, renovate, furnish and equipment the City Hall facility). These were paid in full in October 2022.

In January 2012, the City issued \$23.230 million in Special Obligation Bonds for the partial refunding of the 2001 Certificates of Participation Bonds. The years 2015 through 2019 were not refunded. The City will realize a 10.8% savings over the term of the refunding. The Water and Sewer Fund portions were refunded into the 2020B Special Obligation Bonds listed below.

In June 2013, the City issued \$20.805 million in Special Obligation Bonds for the refunding of the 2006A&B, 2008 COP Bonds, an Automated Meter Read System Lease and the purchase of a new Water Storage Tank and 3 Media Filter Enhancement replacements.

In March 2016, the City issued \$5.475 million in Special Obligation Bonds for the refunding of the storm projects in the 2009 Special Obligation bonds and cover the cost of several storm water capital improvements.

In April 2017, the City issued \$19.515 million in Special Obligation Bonds to refund a portion of the 2009A Certificates of Participation and to cover the cost of several water, sewer and street capital improvements.

In November 2020, the City issued \$40.695 million in Special Obligation Bonds to: A) \$28.770 million to fund the Wastewater Treatment Plant upgrades, improvements to two existing wells and B) \$11.925 million to refund a portion of the 2012 Special Obligation Bonds pertaining to projects Water and Sewer Funds.



Special Obligation Bonds Outstanding

Special Obligation Bond Issue	Balance January 1, 2023	Additions	Principal Reductions	Balance December 31, 2023
2013 Special Obligation Bonds				
2008 Portion (Sewer Proj/Trucks)	\$3,305,000	\$0	\$510,000	\$2,795,000
Meter Lease Portion (Water portion)	\$1,335,000	\$0	\$430,000	\$905,000
due in varying amounts through 2028; interest ranges from 3.0% - 5.0%				
2016 Special Obligation Bonds				
Storm Water Portion	\$4,035,000	\$0	\$260,000	\$3,775,000
due in varying amounts through 2035; interest ranges from 2.0% - 4.0%				
2017 Special Obligation Bonds				
2009A Portion (Sewer Refunding portion)	\$1,300,000	\$0	\$210,000	\$1,090,000
Water Portion	\$3,995,000	\$0	\$0	\$3,995,000
Sewer Portion	\$5,120,000	\$0	\$0	\$5,120,000
Street Portion	\$7,435,000	\$0	\$695,000	\$6,740,000
due in varying amounts through 2036; interest ranges from 2.0% - 5.0%				
2020 Special Obligation Bonds				
2020A Water Portion (New)	\$4,750,000	\$0	\$130,000	\$4,620,000
2020A Sewer Portion (New)	\$21,760,000	\$0	\$1,055,000	\$20,705,000
2020B Water Portion (2012 SpOB Refunding)	\$7,072,275	\$0	\$824,600	\$6,247,675
2020B Sewer Portion (2012 SpOB Refunding)	\$3,562,725	\$0	\$415,400	\$3,147,325
due in varying amounts through 2040; interest ranges from 2.0% - 4.0%				
Total	\$63,670,000	\$0	\$4,530,000	\$59,140,000

Note: City received a rating of Aa2 from Moody's on the 2020 bonds and AA- from S&P all the other bonds outstanding.

Certificates of Participation Issued

In 2003, the City issued Certificates of Participation in the amounts of \$4.165 million for additional road improvements and \$3.91 million for sewerage system repairs and additional facility equipment, vehicles and carts for the Environmental Services Fund. These bonds were refunded with the 2011 Special Obligation Bonds that were paid off in October 2022.

In February 2004, the City issued Certificates of Participation in the amount of \$8.505 million for advance refunding of the OPFA Leasehold Revenue Bonds, Series 1997A (Municipal Complex), allowing the City to reduce the amount of remaining payments without extending the term of the debt. These bonds were refunded with the 2011 Special Obligation Bonds that were paid off in October 2022.

In March 2006, the City issued Certificates of Participation in the amount of \$15.835 million for the refunding of the 1998 Water and Sewer Improvement Leasehold Revenue Bonds and the 1999 OPFA Stadium Bonds. This refunding is estimated to save the City 4.291% over the life of the bonds. These bonds were refunded with the 2013 Special Obligation Bonds.

In December 2008, the City issued \$9,220,000 in Certificates of Participation to fund sewer system improvements. These bonds were refunded with the 2013 Special Obligation Bonds.

Other Financings

The City has also entered into a few smaller lease purchase agreements for the acquisition of certain property and equipment, such as postage meters, copy machines, HVAC system, vehicles and exercise equipment.



Debt Service Fund Budget

Fiscal Year 2024

The Debt Service Fund is used to account for the resources accumulated for the payment of the City's General Obligation debt. Debt repayments for all other bonds are budgeted in the appropriate funds.

The Debt Service Fund revenues are comprised of property tax revenues and interest income. Expenditures are for the principal, interest and fees on outstanding bonds.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Debt Service	\$4,289,419	\$4,290,094	\$4,335,296	(\$1,662)	\$4,333,634	(0.04%)
Total	\$4,289,419	\$4,290,094	\$4,335,296	(\$1,662)	\$4,333,634	(0.04%)

Budget Highlights

In 2023 the City did not issue any additional General Obligation bonds.

Budget Category Explanations

Debt Service

\$4,333,634

The following table shows the 2024 budgeted expenditures for the general obligation bond.

Bond Issue	Principal Payment	Interest Payment	Fees
2016 Justice Facility Bonds	\$1,760,000	\$1,020,814	\$1,000
2017 Civic and O'Day Park Bonds	\$1,000,000	\$550,820	\$1,000
Total	\$2,760,000	\$1,571,634	\$2,000





- COMMUNITY DEVELOPMENT BLOCK GRANT FUND
- INMATE SECURITY FUND
- POLICE POST TRAINING FUND
- POLICE & ROAD IMPROVEMENT USE TAX FUND
- RECREATION FUND
- SEWER LATERAL INSURANCE FUND
- STORM WATER FUND
- STREET & ROAD IMPROVEMENT FUND
- TRANSIENT GUEST TAX FUND
- WATER SERVICE LINE INSURANCE FUND

Special Revenue Funds

The Special Revenue section presents the budgeted expenditures for the City's Special Revenue funds and includes the budget category summaries, budget highlights and budget category explanations for the Community Development Block Grant Fund, Inmate Security Fund, Police **POST** Training Fund, Police & Road Improvement Use Tax Fund, Recreation Fund, Sewer Lateral Insurance Fund, Storm Water Fund, Street & Road Improvement Fund, Transient Guest Tax Fund and Water Service Line Insurance Fund.



Our Celebration of Lights festival draws tens of thousands of visitors each year. [Learn more about the display.](#)





Special Revenue Funds

Fiscal Year 2024

The Special Revenue Funds account for revenues collected by the City that will be expended for a designated purpose. The Special Revenue Funds include the Community Development Block Grant Fund, Inmate Security Fund, Police Training Fund, Parks & Recreation Fund, Recreation Fund, Sewer Lateral Insurance Fund, Storm Water Fund, Street & Road Improvement Fund and the Transient Guest Tax Fund. The Waterbury Storm Water CID Fund was dissolved in 2011 but is presented in this section for historical information. The following are summaries of expenditures for each fund. The Recreation Fund and the Street & Road Improvement Fund are outlined in more detail in the Special Revenue Fund Additional Information section following the summary section.

Community Development Block Grant Fund

The CDBG Fund is established through a Federal Grant to assist low - to moderate - income residents to maintain their homes. It also funds the emergency homeless prevention program and provides medical and essential living transportation assistants for eligible residents.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Administration Expenses	\$91,184	\$102,894	\$229,177	(\$129,022)	\$100,155	(56.3%)
Program Expenses	169,932	440,553	370,378	50,252	420,630	13.6%
Total	\$261,116	\$543,447	\$599,555	(\$78,770)	\$520,785	(13.1%)

Budget Highlights

In 2023, the program funds were able to assist 11 households with interior repairs and 10 households with exterior repairs. Funds were exhausted within two weeks of opening the program for applications, and a second round of funding arrived late in the year. In FY 2024, the decrease in Administration expenses is due to the decrease in the COVID Administration and prior grant year Administration allocations. The Program Expenses will fluctuate each year based on the outstanding and new projects expected to be completed.

Budget Category Explanations

Administration Expenses

\$100,155

This category includes salaries, wages, and benefits for the Public Assistance Specialist (60%), and one Public Assistance Coordinator (40%) and other costs associated with administering the CDBG Programs overall, as well as the CDBG funded Home Repair Programs.

Program Expenses

\$420,630

This amount is for the funding expenses to low- to moderate -income residents for home repair, homeless prevention, and transportation services.

Inmate Security Fund / (BioMetric Fund)

The Revenues for the Inmate Security Fund are generated from a \$2.00 charge added to every ticket issued by the City. The funds may be utilized to pay for any expenses related to custody, housing and other prisoner expenses.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Program Expenses	\$14,248	\$15,793	\$50,118	(\$11,418)	\$38,700	(22.8%)
Total	\$14,248	\$15,793	\$50,118	(\$11,418)	\$38,700	(22.8%)

Budget Highlights

The 2024 budget continues to include funds for a prisoner housing cost. The decrease in FY 2024 is due to lower prisoner expenses based on trend of actual expenses.

Budget Category Explanations

Program Expenses

\$38,700

These funds will be used to cover expenses related to housing and feeding prisoners including maintenance, sanitary supplies, court receipt books and Narcan for overdose victims.

Police POST Training Fund

The revenues for this fund are distributed to the City from the state of Missouri police training fund which is generated by charging \$2.00 for each moving violation ticket. In addition, the City receives funds from the State of Missouri as a redistribution of monies generated statewide by charging \$1.00 for each moving violation ticket.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Professional Expenses	\$17,751	\$23,889	\$30,000	\$0	\$30,000	0.0%
Total	\$17,751	\$23,889	\$30,000	\$0	\$30,000	0.0%

Budget Category Explanations

Profession Expenses

\$30,000

The expenditures budgeted are for police training as set forth by state statute. The amount of training may vary from year to year.

Police & Road Improvement Use Tax Fund

In FY 2020 the residents of the City voted in favor of implementing a Use Tax to be used for police and road improvement expenses. The collection of the tax began in October 2020.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$25,242	\$0	\$0	\$0	\$0	0.0%
Contract Services	0	13,831	167,331	(152,856)	14,475	(91.3%)
Insurance	(507)	(39)	0	0	0	0.0%
Maintenance	0	0	3,000	(3,000)	0	(100.0%)
Operating Supplies	62,498	79,784	578,352	219,730	798,082	38.0%
Professional Fees	199,703	23,290	112,676	50,824	163,500	45.1%
Capital	2,465,677	2,810,848	7,844,891	(1,943,355)	5,901,536	(24.8%)
Transfer Out	0	0	730,000	820,000	1,550,000	112.3%
Total	\$2,752,613	\$2,927,714	\$9,436,250	(\$1,008,657)	\$8,427,593	(10.7%)

Budget Highlights

The decrease in Contract Services is due to Project Management purchase of digital infrastructure asset data in FY 2023. The decrease in Maintenance is due to the maintenance performed in FY 2023 on the fingerprinting machine(s). The increase Operating Supplies is partial due to the City's portion of the upgrade to the County's dispatch system. The increase in Professional Fees is due to additional specialized training and travel opportunities and the cost for a Wellness Coordinator service. Capital expenses will fluctuate annually for the purchase or new or replacement heavy-duty equipment, vehicles for the Streets projects and additional/replacement police vehicles. A list of the budgeted Capital items are listed in the section below.

Budget Category Explanations

Personnel

\$ 000

This category formerly included the salary and benefits for one Evidence Specialist and one Police Officer in FY 2021 but these were moved to the General Fund in FY 2022.

Contract Services

\$14,475

This category contains the appropriations for Contractual Services provided to the City. Technology related expenses are included in Maintenance.

Insurance

\$000

This amount is allocated to each department, division, or section based upon the number of full-time employees.

Maintenance

\$000

This category is for the repairs and maintenance of the equipment used by the division.

Operating Supplies

\$798,082

Office supplies such as paper and pens, postage, copies, chemicals, uniforms, small tools, safety equipment and miscellaneous supplies needed are funded in this category. All software system(s) utilized by the department are budgeted in this section.

Professional Expenses

\$163,500

This amount provides funding for dues and subscriptions, training and travel expenses.

Capital

\$5,901,536

This category is for Police and Road Improvement items that are funded in Fiscal Year 2024. A listing of these capital items can be found below and more detail descriptions can be found in the Capital Improvements Program section.

2024 Capital Outlay for Police & Road Improvement Use Tax Fund

Description	Amount
Road Improvement Projects / Capital	
IMPRV Concrete Repairs	\$2,000,000
IMPRV Partial Depth Replacement Program	1,000,000
	<u>\$3,000,000</u>
Police Projects / Capital	
EQP Software System (CAD/RMS/ MDT/ JMS)	\$1,200,000
EQP Drones with maintenance	27,500
EQP Drone Tether System	14,000
EQP Metal Detector	11,000
VEH Patrol Vehicles and Builds - 10 Hybrids	896,727
VEH Patrol Vehicle Builds - 10 Hybrids	331,899
VEH Patrol Vehicle and Build w/ Drones - 2 F-150	270,019
VEH Detective Vehicles and Builds - 2 Ford Escape	98,519
VEH Police Vehicle and Build - 1 Ford Explorer	51,872
VEH Public Relations Vehicle	
	<u>\$2,901,536</u>
Total Capital for Use Tax Fund	<u><u>\$5,901,536</u></u>

Recreation Fund

In April 2008, the residents voted to approve a half-cent sales tax to fund a Recreation Fund and a Storm Water Fund. The half-cent sales tax went into effect October 1, 2008, and the Parks portion of the City's Property tax was rolled back to zero. Due to this change the Parks and Recreation Fund essentially was reduced to funding from delinquent property tax revenues. All future expenses were moved to the Recreation Fund that is funded with a portion of the new half-cent Sales tax and under the direction of the City Council. This fund also relies on the outdoor pool and concessions, various camps held in the parks during school breaks and other programs that utilize the parks, Krekel House and City Hall facilities.

Below is a summary of the Revenues and Expenses. The Revenues are explained in more detail in the 'Revenues & Projections' section of this Budget book. The Expenses are split by Division and explained in more detail in the latter part of this section.

Revenues	Actual 2021	Actual 2022	Projected Budget 2023	Amount Changed	Budget 2024	% Change
Taxes (Surtax, & Sales)	\$5,837,630	\$6,304,553	\$6,150,697	\$17,904	\$6,168,601	0.3%
Charges for Services	1,369,077	1,200,419	1,467,978	(9,468)	1,458,510	(0.6%)
Miscellaneous/Interest	169,838	215,148	389,682	(47,235)	342,447	(12.1%)
Other Financing Sources	321,064	58,479	47,828	(47,828)	0	(100.0%)
Total	\$7,697,609	\$7,778,599	\$8,056,185	(\$86,627)	\$7,969,558	(1.1%)

Expenses	Actual 2021	Actual 2022	Projected Budget 2023	Amount Changed	Budget 2024	% Change
Parks Division	\$2,427,286	\$2,740,138	\$3,101,976	\$251,499	\$3,353,475	8.1%
Recreation Division	2,128,806	2,120,597	2,781,421	369,824	3,151,245	13.3%
Facilities Maintenance Div.	259,271	270,242	244,046	4,403	248,449	1.8%
Fleet Management Div.	49,701	53,703	69,461	8,921	78,382	12.8%
Landscape Division	1,308	1,502	1,633	78	1,711	4.8%
Project Manager Division	38,746	24,659	38,414	2,508	40,922	6.5%
Capital Outlay	\$735,903	\$523,036	\$1,147,074	288,255	\$1,435,329	25.1%
Debt Payment	38,647	4,348	12,500	0	12,500	0.0%
Transfer Out	1,200,000	900,000	1,022,154	(122,154)	900,000	(12.0%)
Total	\$6,879,668	\$6,638,225	\$8,418,679	\$803,334	\$9,222,013	9.5%

Detail for each division is presented on the following pages.

Recreation Fund - Parks Department

The Parks Department is responsible for over 433 acres of parkland. This system is comprised of eight major parks and one smaller facility for leisure activities in the community.

Fort Zumwalt Park, purchased from the state in 1978, is a 48-acre park located off Veteran's Memorial Parkway. Fort Zumwalt Park provides a passive environment for picnics and fishing in the three-acre Lake Whetsel. In 2019 the lake was drained, cleaned out, and reconstructed with a boardwalk, landscaping, walking trail, forebays and aeration. A one-mile loop road opens the entire park for the public. The park includes pavilions that can be reserved and playground equipment. Within the park are the historic Heald Home and the remains of "Fort Zumwalt" constructed in 1798, making it the first hand-hewn log cabin north of the Missouri River. Fort Zumwalt Park is the site for the annual Celebration of Lights. In 2019, the City purchased approximately 1/3 of an acre property on Plackemeier Drive that backs up to the park near a secondary entrance to the park.

Civic Park is 16 acres and is the oldest park in the City's system. This park is located along the railroad tracks west of Main Street. Civic Park contains Alligator Creek Aquatic Center, the Krekel Civic Center, Parks field office, one playground area, picnic areas and two pavilions. Civic Park is home to the O'Fallon Historical Society's Log Cabin Museum.

O'Fallon SportsPark is 95 acres located on the west side of Highway K at Dardenne Creek. The O'Fallon SportsPark is a soccer complex with fields for all ages, two concession stands, restrooms, cricket field, walking trails, outdoor basketball court, two pickleball courts, parking areas and playgrounds. There are two pavilions available for rent.

Westhoff Park is 56 acres located north of the railroad track and just west of T.R. Hughes Blvd. This park is the home of Brendan's Playground with splash pad and the Westhoff Plaza (skate/bike park). The park also contains seven softball/baseball fields, basketball court, in-line hockey, four pickle-ball courts, one set of horseshoes, tennis courts, sand volleyball, concessions stands, restrooms, pavilion and play areas. Four of the softball/baseball fields are lit along with basketball court, in-line hockey and the pickle-ball courts.

Ozzie Smith Complex is 69 acres located south of Tom Ginnever Blvd and east of T.R. Hughes Blvd bordering the T.R. Hughes Ballpark. There are seven lighted softball/baseball fields, two concessions, restrooms and a playground. This is the home of the annual Heritage and Freedom Festival.

Dames Park is 58 acres and is located south of Highway P in the northern section of the City. It has three lighted football fields: one game field, two full size practice fields, one 80-yard practice field, two pickle-ball courts, concession stands/restrooms, three pavilions and two playground areas.

O'Day Park is 59 acres located one mile south of Hwy 40 on the east side of Hwy DD. O'Day Park opened in 2019 and contains the Lodge, amphitheater, walking trails, one concession stand, two campsites, one adventure playground with water feature and three pavilions.

Knaust Park is 5.5 acres located off of Sea Side Rd. in Hutchinson Farm subdivision. This is a passive park with a playground, walking path, in-line hockey and basketball court, and picnic tables.

The Veteran Memorial Walk is almost 4 acres and located just south of I-70 at the corner of TR Hughes/Belleau Creek and Veteran Memorial Drive. The monument honors all U.S. soldiers and has a platoon of cast bronze boots marching.

In 2007, the City purchased approximately 21 acres of undeveloped park land which is called Winterhaven Park. The land is located on the northwest corner of Mexico Rd and Woodlawn Drive.

Fiscal Year 2024 Goals

- I. Convert sports lighting to LED by end of FY 2025. *(Strategic Plan - Upgraded City Facilities and Infrastructure – Conver to LED)*
- II. Implement security improvements at Ozzie Park by adding security cameras throughout the park. *(Strategic Plan - Upgraded City Facilities and Infrastructure – Improve Network & Security Cameras in Parks)*
- III. Complete upgrades to Brendan’s Playground to bring it back up to the proper standard and continue with preventative maintenance to maintain and improve all facilities and amenities. *(Vibrant Community – Strategic Plan)*
- IV. Evaluate current Needs Assessment and Parks & Recreation Masterplan to better outline the 5-year CIP for larger projects in the Parks. *(Great Place to Live – Strategic Plan)*

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Host Baseball Tournaments	14	14	15	20	20	23
Prep for Baseball/Softball Games	2,440	2,449	2,890	3,000	3,000	3,000
Host Flag and Football Games	68	42	77	60	44	60
Prep for Soccer Games	620	600	600	600	600	600
Host Festivals	35	56	54	52	55	56

Previous Year’s Goals

In 2023, the Department installed two new Pickleball courts in Westhoff Park. New security cameras have been installed in Westhoff Park, which has aided in the reduction of vandalism in the park. Infield Improvements were made to Diamond A at the Ozzie Smith Complex. The Department has also completed the update of smart locks to all park restroom facilities.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Changed	Budget 2024	% Change
Personnel	\$1,866,506	\$1,980,099	\$2,162,796	\$137,674	\$2,300,470	6.4%
Contract Services	11,410	59,601	68,259	45,031	113,290	66.0%
Insurance	372,501	395,093	404,255	28,883	433,138	7.1%
Maintenance	133,964	180,794	256,341	29,359	285,700	11.5%
Operating Supplies	121,851	153,839	198,743	39,827	238,570	20.0%
Petroleum	60,477	96,811	115,662	(17,660)	98,002	(15.3%)
Professional Expenses	5,885	9,320	6,060	6,735	12,795	111.1%
Public Information	3,428	1,890	2,350	0	2,350	0.0%
Utilities	196,349	209,593	232,464	(1,440)	231,024	(0.6%)
Rental	3,940	3,204	8,600	(1,000)	7,600	(11.6%)
Subtotal	\$2,776,311	\$3,090,244	\$3,455,530	\$267,409	\$3,722,939	7.7%
Debt Payment	38,647	4,348	12,500		12,500	
Capital Outlay	722,693	452,611	1,038,392		1,333,329	
Transfer Out	1,200,000	900,000	1,022,154		900,000	
Total	\$4,737,651	\$4,447,203	\$5,528,576	\$440,192	\$5,968,768	8.0%

Budget Highlights

The increase in Personnel can be partly due to the wage scale adjustment for FY 2024, the upgrading of a part-time position to full-time and the new Park Ranger Position. The increase in Contract Services is due to adding hazardous tree removal services and an increase in the administrative costs allocation (for services provided by the General Fund). The increase in Maintenance is mainly due to the large increase in building materials for special projects including new roofing and siding on select concession stands. The increase in Operating Supplies includes an increase in the supplies for recreation amenities at the parks such as nets, grills, and waste collection bags. This also includes safety equipment is for the new Park Ranger (Police Officer) special equipment. The budget for Petroleum is based on future estimated cost and trending use from previous years. The increase in Professional Expenses is due to an additional conference to be attended by two employees, out of state. Capital Outlay and Transfer Out budgets fluctuate based upon needs identified in the 5-year plan.

Budget Category Explanations

Personnel

\$2,300,470

This category includes the salaries, wages, overtime, and benefits for the Parks Department, and a portion of the Recreation Department, Landscaping Division, Facilities Maintenance Division, Fleet Management Division, and Project Management/Engineering Department as broken down below:

Parks Department expenses consists of one Deputy City Administrator (16%), one Director of Parks (78%), one Parks Superintendent (92%), one Office Manager (35%), one Administration & Budget Coordinator (35%), two Parks Maintenance Supervisors (90%, 88%), one Small Engine Technician (90%), seven Park Crew Leaders (90%, 90%, 90%, 90%, 90%, 90%, 80%), fourteen Parks Maintenance Workers (10 @ 90%, 3 @ 80%, 1 @ 32%), one Park Ranger (100%) and seasonal employees.

Recreation Department expenses consists of one Recreation Program Manager (Community Engagement Coordinator) (20%).

Landscape Division expenses consist of two Landscape Workers (1%, 1%).

Facilities Maintenance Division expenses consist of one Facility Maintenance Manager (23%), one Facility Maintenance Supervisor (47%) and three Maintenance Workers (80%, 79%, 21%)

Fleet Management Division expenses consist of one Fleet Manager (5%), one Fleet Coordinator (5%) and four Mechanics (11%, 9%, 8%, 5%)

Project Management / Engineering Department expenses consist of one Inspector (10%).

Contract Services

\$113,290

This account is for A/C, Heating, ice services, portable rest rooms, and exterminating.

Insurance

\$433,138

This amount is allocated to the department, division, or section based upon the number of full-time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, errors and omissions, and property insurance.

Maintenance

\$285,700

This amount is for the repair and maintenance of Parks equipment, vehicles and facilities, as well as asphalt, cement, and gravel for the parking lots and streets in the City's parks. It also covers the cost for the top dressing on soccer fields and maintenance of the goal posts.

Operating Supplies

\$238,570

This category provides the funding for a wide range of supplies and services. Uniforms and tools for the employees, chemicals and cleaning supplies for the buildings and mosquito control, seed and plants for the parks, and general office supplies for the administrative staff are included in this category. This also includes small equipment, computers, furniture, and fixtures that are valued less than \$5,000. All software system(s) utilized by the department are budgeted in this section.

Petroleum

\$ 98,002

This expense is for gas & oil costs incurred by the division.

Professional Expenses **\$12,795**
 This category includes funding for membership dues, subscriptions, and tuition reimbursement for Parks employees. Training and travel expenses are also included in this category.

Public Information **\$2,350**
 Advertising and printing are included in this category. Printing and advertising costs associated with signs, brochures, and mailers are the typical costs incurred.

Utilities **\$231,024**
 This amount is for telephones used at the City Parks Shed as well as the streetlights, water and sewer expenses at the parks, concession stands, and various other Parks Section facilities.

Rental **\$7,600**
 This amount is allocated for the rental of equipment not routinely used by the staff.

Debt Payment **\$12,500**
 This amount is allocated for the principal, interest and fees for the 40 DD Sports Development Agreement. *(Principal & Interest \$12,500)*

Capital Outlay **\$1,333,329**
 This amount is allocated for the Capital Item purchases the department / division expects to make during the budgeted year.

2024 Capital Outlay for Parks Department

<u>Description</u>	<u>Amount</u>
BLDG City Park - Design	\$200,000
BLDG Restroom - Design - Civic Bandstand	25,000
BLDG Parking Lot Expansion - Sports Park	15,000
BLDG Blueway Access - Design	12,000
IMPR Ozzie 3-Plex LED Light Conversion	382,000
IMPR Fiber Optic Install - Sports Park	125,000
IMPR Sports Park CLIP Sign	100,000
IMPR Safety Surface - Playgrounds	26,500
IMPR Court repair & recolor - Dames Park	25,000
IMPR Asphalt Overlay - Sports Park	15,000
EQP Security Cameras - Ozzie & Krekel	60,200
EQP Tractor - Replacement	53,000
EQP Fuel Monitoring Upgrade	34,000
EQP Utility Vehicle	20,500
EQP Zero Turn Mower	15,500
EQP Badgepass Security Locks - Sports Park	12,000
EQP Core Aerator Attachment	5,800
VEH Park Ranger Vehicle	90,585
VEH F350 - Replacement	61,750
VEH F150 Ext Cab 4X4 Replacement	54,494
	\$1,333,329
Total Capital for Parks Division	\$1,333,329

Recreation Fund - Recreation Department

The Recreation Department is responsible for the planning and implementing of a myriad of recreation activities that the City sponsors throughout the year. Classes, leagues, and special events are just a few of the activities offered. It coordinates a wide range of adult and youth leagues, multigenerational activities, performing and cultural arts activities at and around the Renaud Center.

A recreation brochure is distributed to all City residents in March, June, August, and December with the help of the Public Relations Department. This brochure includes all planned activities, including dates, times, costs, and registration deadlines. Activities offered range from aerobics to youth dance classes, softball to volleyball, youth to senior citizen activities.

Fiscal Year 2024 Goals

- I. Assess Senior Recreation Facilities and Services and explore opportunities as part of the Parks and Recreation Master Plan. (*Great Place for Families – Strategic Plan*)
- II. Actively pursue tournaments / events that will draw sports tourism to the City and present to Council by 1st Qtr FY 2025. (*Strategic Plan – Upgraded City Facilities & Infrastructure – Sports Tourism Opportunities*)
- III. Research the feasibility of expanding the Renaud Center to potentially include additional amenities and present design and cost impact to Council by 4th Qtr FY 2024. (*Strategic Plan – Upgraded City Facilities & Infrastructure – Expansion Opportunities*)

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Camp Participants	678	750	893	900	1,034	1,100
Number of Trip	1	0	2	5	0	5
Youth League Participants	1,621	2,816	2,724	3,000	2,152	2,500
Adult Softball Teams	160	190	195	210	187	200
Swim Lessons at Alligator Creek*	103	250	108	250	0	100
Theater Participants	0	1,640	1,587	2,000	1,473	1,600

*Includes lessons for the Swim Team.

Previous Year's Goals

In 2023 the department increased the hours of operations at the outdoor pool. There are three day camps the division operates, two are summer and one is a specialty camp that sold out. The membership level at the Renaud Center is doing well and the Personal Training Sessions have increased. The department has 24 new business partnerships and has a projected \$60k in sponsorship funds for the year.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$1,349,395	\$1,257,505	\$1,660,682	\$347,989	\$2,008,671	21.0%
Contract Services	65,382	77,733	78,889	21,629	100,518	27.4%
Insurance	131,466	150,112	129,508	16,988	146,496	13.1%
Maintenance	23,077	15,892	33,226	(8,576)	24,650	(25.8%)
Operating Supplies	217,468	232,158	383,634	(56,855)	326,779	(14.8%)
Professional Expenses	19,204	21,155	36,218	(8,094)	28,124	(22.3%)
Public Information	21,947	30,007	46,689	7,636	54,325	16.4%
Utilities	137,222	154,422	141,124	24,976	166,100	17.7%
Programs	163,644	181,613	271,451	24,131	295,582	8.9%
Subtotal	\$2,128,805	\$2,120,597	\$2,781,421	\$369,824	\$3,151,245	13.3%
Capital Items	13,211	70,425	108,681		102,000	
Total	\$2,142,016	\$2,191,022	\$2,890,102	\$363,143	\$3,253,245	12.6%

Budget Highlights

The increase in Personnel can be partly due to the wage scale adjustment and mostly due to the addition funds for part-time positions. The increase in Contract Services is due to the payment processing costs that are allocated out to the funds. The decrease in Maintenance is based on repairs completed in FY 2023. Operating Supplies decrease is due to the decrease in cleaning and concession supplies need to be purchase of in FY 2024. The decrease in Professional Expenses is due to reduction in training / travel scheduled and no tuition reimbursement for FY 2024. The increase in Public Information is due to an increase in advertising for the O’Fallon Theatre Works (OTW) and increase in printing cost. The increase in Utilities is due to water, sewer and internet access expenses.

Budget Category Explanations

Personnel

\$2,008,671

This category includes the salaries, wages, overtime, and benefits for the Recreation Department, Parks Department and RC Division as broken down below:

Recreation Department expenses consists of one Recreation Director (40%), one Recreation Superintendent (80%), one Recreation Coordinator (100%), two Recreation Program Managers (70%, 30%) five Recreation Specialists (90%, 90%, 85%, 80%, 75%), three Recreation Assistant (60%, 60%, 60%), and numerous seasonal employees.

Parks Department expenses consists of one Budget & Procurement Coordinator (15%).

RC Division expenses consists of one Recreation Program Manager (40%) and four Recreation Specialists (50%, 50%, 30%, 15%).

Contract Services

\$100,518

This category contains the appropriations for maintenance agreements on office equipment and service agreements for software packages.

Insurance

\$146,496

This amount is allocated to the department, division, or section based upon the number of full-time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, errors and omissions, and property insurance.

Maintenance

\$24,650

This category is for the repair and maintenance of the buildings and facilities operated and maintained by Recreation.

Operating Supplies

\$326,779

This category provides the funding for a wide range of supplies and services including chemicals at Alligator Creek Aquatic Center, tools, cleaning and sanitary supplies, equipment parts, postage, copies, expenses for O'Day Lodge, Krekel Civic Center and the Cultural Arts Center, and general office supplies are all expensed to this category. It also includes expenses related to technology.

Professional Expenses

\$28,124

This category provides the funding for dues and subscriptions to the NRPA and MPRA along with employee tuition reimbursements, training and traveling expenses.

Public Information

\$54,325

This category includes advertising and printing costs associated with handbooks, fliers, pool passes, and business cards. Advertising for special events, promotions, and brochures are the bulk of this category.

Utilities

\$166,100

This category includes telephone, electricity and gas expenses.

Programs

\$295,582

This category provides the funding for the programs sponsored by Recreation. Programs such as Aerobics, Volleyball Leagues and many others are all operated through this account.

Capital Outlay

\$102,000

This amount is for Capital Items to be purchased by the department/division.

2024 Capital Outlay for Recreation Department

<u>Description</u>	<u>Amount</u>
IMPR Sandblast and paint Lazy River at outdoor pool	\$64,000
IMPR Lazy River wall repair	25,000
IMPR Competition Pool Step - rebuild concrete	13,000
	<hr/>
Total Capital	<u><u>\$102,000</u></u>



Sewer Lateral Insurance Fund

The Sewer Lateral Insurance Fund was created in 2009 through a referendum placed on the April 2009 ballot. This fund will account for insurance premiums paid by residential property owners, restricted to 6 units or less, who maintain a sewer lateral. The assessment fee is set annually in August by City Council with a not-to-exceed \$30. The City has contracted with St. Charles County to collect the fee through the same billing utilized for the City’s property tax collection.

Fiscal Year 2024 Goals

- I. Continue to monitor the activity and prepare time study on the use of the Utility Workers and Restoration Crew Workers.

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Feet of Lining	-	315	1,997	3,000	223	2,000
# of Applications	-	n/a	93	95	103	100
Average Time for Repair (Days)	-	n/a	9	9	9	9

Previous Year’s Goals

In 2023, the Sewer Lateral division worked with contractors to complete open projects. They completed 223 feet of lining and are planning to do 2,000 feet in FY 2024.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$342,028	\$362,819	\$444,605	\$21,185	\$465,790	4.8%
Contract Services	18,000	32,972	28,865	33,103	61,968	114.7%
Insurance	17,659	94,160	79,584	609	80,193	0.8%
Maintenance	75,594	66,083	245,186	(73,586)	171,600	(30.0%)
Operating Supplies	10,696	10,637	20,557	(1,957)	18,600	(9.5%)
Professional Expenses	497	1,074	2,405	300	2,705	12.5%
Public Information	0	0	1,000	(250)	750	(25.0%)
Utilities	3,399	2,657	4,700	3,666	8,366	78.0%
Petroleum	9,231	13,634	22,640	(5,560)	17,080	(24.6%)
Rental	315	615	8,000	0	8,000	0.0%
Subtotal	\$477,419	\$584,651	\$857,542	(\$22,490)	\$835,052	(2.6%)
Debt	106,631	0	106,631		106,631	
Capital Expenses	38,318	1,744	34,500		29,500	
Total	\$622,368	\$586,395	\$998,673	(\$27,490)	\$971,183	(2.8%)

Budget Highlights

In 2023, the increase in Personnel is due in part to the market adjustment of the wage scales and due to the allocation of wages for various departments. The increase in Contract Services is for budgeting emergency repair cost. The decrease in Maintenance is due lower budget for ROW and easement repairs and vehicle maintenance. The increase in Utilities is due to adding internet services to the budget. The decrease in Petroleum is based on projected future pricing and historical trends on usage. The fund is financing (short-term lease) the needed equipment to provide necessary services.

Budget Category Explanations

Personnel \$465,790

This category includes the salary and benefits for the Sewer Lateral, the Water Service Line, the Water, Fleet Management and Project Management Divisions as broken down below:

Sewer Lateral Division consists of one Sewer Lateral Program Supervisor (66%), one Crew Leader (66%), and four Utility Workers (85%, 85%, 85%, 66%).

Water Service Line Division consists of one Utility Worker (65%).

Water Division consists of one Assistant Public Works Director (4%), one Office Manager (4%), one Administrative & Budget Coordinator (10%), one Operations Coordinator (4%), one Restoration Crew Leader (20%), one Maintenance Worker (20%) and two Restoration Workers (20%, 20%).

Fleet Management Division consists of one Fleet Manager (2%), one Fleet Coordinator (2%) and three Mechanics (4%, 4%, 2%).

Project Management Division consist of one Administrative Assistant (5%).

Contract Services \$61,968

This category is for the costs associated with the sewer lateral repairs, yard and pavement repairs and video investigation that are not performed by the department.

Insurance \$80,193

This amount is allocated to each department, division, or section based upon the number of full-time employees. Coverage includes general liability, machinery, umbrella insurance, errors and omissions, and property insurance.

Maintenance \$171,600

This category is for the repairs and maintenance of the equipment used by the division.

Operating Supplies \$18,600

Office supplies such as paper and pens, postage, copies, chemicals, uniforms, small tools, safety equipment and miscellaneous supplies needed are funded in this category. It also includes expenses related to technology.

Professional Expenses \$2,705

This amount provides funding for dues and subscriptions, training and travel expenses.

Public Information \$750

Expenses for the printing informational brochures about the program are funded from this category.

Utilities \$8,366

This amount funds utilities including wireless equipment and monthly services.

Petroleum \$17,080

This amount includes the costs incurred by Sewer Later Fund vehicles for oil and gas used.

Rental

\$8,000

This category provides for the rental of equipment that the Storm Water Fund needs, from time to time, and for a printer that is shared with another department.

Debt Payments

\$106,631

These expenses include Principle, Interest and fees associated with the lease purchase of capital expenses being financed to bring services in-house.

Capital

\$29,500

This category is for Sewer Lateral Insurance Fund items that are funded in Fiscal Year 2024. A listing of these capital items can be found later in this section and more detail descriptions can be found in the Capital Improvements Program section.

2024 Capital for Sewer Lateral Insurance Fund

	<u>Description</u>	<u>Amount</u>
EQP	Pipe Patch - for smaller repairs	\$15,000
EQP	Pipe Cleaner - smaller size for inside homes	8,500
EQP	Generator	6,000
		<hr/>
	Total Capital for Sewer Lateral Division	<u><u>\$29,500</u></u>



Storm Water Fund

The Storm Water Fund is funded with a portion of the 1/2¢ Parks Storm Water Sales Tax. The City Council determines how these funds are split with the Recreation Fund on an annual basis. This Fund is part of the Public Works Group. The Department determines which projects need to be addressed after careful evaluation and consideration of safety and financial responsibilities. The types of projects determine the in-house Personnel requirements and Professional Services that will be needed. Maintenance expenses are also dependent upon the projects budgeted.

Fiscal Year 2024 Goals

- I. **LT Plan** – Implement the preventative maintenance inspection program that inspects the internal structure of all manholes (MH) every 10 years (1,400 MH’s per year) and inspects all storm sewer pipes every 10 years (23 miles per year).
- II. **LT Plan** - Preventatively clean all box culverts on a 10-year rotation.
- III. Manage Storm Water Projects budgeted for the fiscal year. (*Major Projects – Strategic Plan*)
- IV. Implement and update plan for a sewer and manhole rehabilitation program.
- V. Devise a plan to budget for and complete the smaller Storm Water Projects in-house.

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Work Orders Submitted	605	584	435	600	435	600
Work Orders Completed	608	594	406	600	406	600
Coordinator Work Orders Submitted	96	68	44	100	58	100
Coordinator Work Orders Completed	99	68	33	100	53	100
Public Outreach sessions	2	4	3	5	5	5
Public Outreach participants	160	541	650	1,000	1,196	1,000

Previous Year’s Goals

In 2023, the division continued to monitor the 5-year project needs and ongoing operational costs. The percentage split between Storm Water Fund and Recreation Fund that can be used for future budget years is 25% Storm Water Fund and 75% Recreation Fund. The Department continues the Public Education and Outreach and the Public Participation programs to get citizens more involved with protecting the storm water quality by continuing education sessions, volunteer creek clean-up and storm drain stenciling events.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$728,224	\$692,790	\$674,182	\$27,673	\$701,855	4.1%
Contract Services	7,595	20,654	31,771	579	32,350	1.8%
Insurance	135,947	157,951	136,409	(3,754)	132,655	(2.8%)
Maintenance	138,163	81,055	223,049	(17,394)	205,655	(7.8%)
Operating Supplies	16,763	33,695	40,995	1,130	42,125	2.8%
Professional Expenses	8,643	3,940	119,815	(100,820)	18,995	(84.1%)
Public Information	3,171	6,573	5,900	250	6,150	4.2%
Utilities	7,305	6,762	9,690	(590)	9,100	(6.1%)
Petroleum	17,350	16,963	28,260	(9,985)	18,275	(35.3%)
Rental	7,384	3,090	10,000	2,000	12,000	20.0%
Total	\$1,070,545	\$1,023,473	\$1,280,071	(\$100,911)	\$1,179,160	(7.9%)
Debt Expenses	345,259	384,671	385,007		390,708	
Capital Expenses	387,789	1,680,128	714,738		531,449	
Transfers	0	0	0		0	
Total	\$1,803,593	\$3,088,272	\$2,379,816	(\$278,499)	\$2,101,317	(11.7%)

Budget Highlights

The Personnel amount will vary based upon the allocation of wages which is based on the anticipated projects and workload and due the market adjustment made to the wage scales. The decrease in Maintenance is due reduction in the collection system maintenance. The decrease in Professional Expenses is due to the drainage evaluation performed in FY 2023. The Petroleum is based on the estimated future price and average usage from historical trends. The increase in Rental due to higher rental cost on the equipment needed for the lagoon grading.

Budget Category Explanations

Personnel

\$701,855

This category includes the salary and benefits for the Storm Water, the Engineering, the Project Management, the Streets and the Fleet Maintenance Divisions as broken down below:

Storm Water Division expenses consists of one Storm Water Maintenance Supervisor (50%), one Storm Water Maintenance Crew Leader (100%), five Storm Water Maintenance Workers (100%) and an intern.

Engineering Division expenses consist of one Storm Water Management Coordinator (100%) and one Construction Inspector (100%).

Administration Division expenses consist of one Deputy City Administrator (5%).

Project Management Division expenses consists of one City Engineer (10%), one Capital Improvements Manager (5%), Project Manager (40%), one Construction Inspector Supervisor (10%) and one Administrative Assistant (5%).

Streets Division consists of one Administrative & Budget Coordinator (20%).

Water Division consists of one Director of Public Works (5%), Assistant Director of Public Works (5%), one Office Manager (5%) and one Operations Coordinator (5%).

Fleet Division consists of one Fleet Manager (3%), one Fleet Coordinator (3%) and four Mechanics (7%, 5%, 4%, 4%).

Contract Services

\$32,350

This category funds the cost for the City's portion of the shared contract for maintenance of the Dardenne Creek gauging stations, pest control and landfill expenses.

Insurance

\$132,655

This amount is allocated to each department, division, or section based upon the number of full-time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, errors and omissions, and property insurance.

Maintenance

\$205,655

This category is for the repairs and maintenance of various office equipment, collection system, equipment, machinery and vehicles.

Operating Supplies

\$42,125

Office supplies such as paper and pens, postage, copies, chemicals, uniforms, small tools, safety equipment and miscellaneous supplies needed are funded in this category. It also includes expenses related to technology.

Professional Expenses

\$18,995

This amount provides funding for dues and subscriptions, training and travel expenses.

Public Information

\$6,150

Expenses for the Public Outreach Program are funded from this category.

Utilities **\$9,100**

This amount funds cellular telephone and tablet expenses incurred by the Storm Water Fund.

Petroleum **\$18,275**

This amount includes the costs incurred by Storm Water Fund vehicles for oil and gas used.

Rental **\$12,000**

This category provides for the rental of equipment that the Storm Water Fund needs, from time to time, and for a printer that is shared with another department.

Debt Payments **\$390,708**

These expenses include Principle, Interest and fees associated with the 2016 Special Obligation Bonds issued for the Storm Water Fund capital projects (*Principal \$270,000, Interest \$112,208, Fees \$1,000*) and 40DD Dev Agreement (*\$7,500*).

Capital **\$531,449**

This category is for storm water projects that are funded in the budget for Fiscal Year 2024. A listing of these projects and descriptions can be found in the Capital Improvements Program section.

2024 Capital Outlay for Storm Water Division

<u>Description</u>	<u>Amount</u>
HD EQP Track Skid Loader - Replacement	\$82,000
HD VEH F-550 Dump Truck - Replacement	94,449
PROJ Storm Water Pipe Lining	\$250,000
PROJ Storm Water Project(s) - outsourced assistance	\$50,000
PROJ Community Sharing Project(s)	\$55,000
	<hr/>
Total Capital for Storm Water Division	<u><u>\$531,449</u></u>

Street & Road Improvement Fund

The Street and Road Improvement Fund is funded through the half-cent Sales Tax, the State Motor Fuel Sales Tax that is remitted to the Missouri Department of Revenue and allocated to municipalities based on census population, and the Road & Bridge Tax collected and distributed by St. Charles County. This fund is responsible for the overall maintenance of the City's roadway, bridge, sidewalk and path infrastructure which is valued at over \$400 million. This Fund is comprised of four (4) Department/Divisions: Street, Project Management, Fleet Management and Landscaping.

Budget Category Summary

Revenues	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Cnty Rd & Bridge	\$2,267,958	\$2,362,588	\$2,409,692	\$23,774	\$2,433,466	1.0%
Intergovernmental	2,942,716	10,705,523	10,738,541	(3,704,595)	7,033,946	(34.5%)
Trans Sales Tax	7,318,829	7,918,811	7,723,490	0	7,723,490	0.0%
State Motor Fuel	3,462,934	3,932,619	4,339,388	216,970	4,556,358	5.0%
Miscellaneous	67,485	98,841	76,135	(31,135)	45,000	(40.9%)
Interest	22,692	101,943	275,000	(230,000)	45,000	(83.6%)
Other Financing	283,600	2,152,422	172,154	(140,154)	32,000	(81.4%)
Bond Proceeds	0	0	0	0	0	0.0%
Total	\$16,366,214	\$27,272,747	\$25,734,400	(\$3,865,140)	\$21,869,260	(15.0%)

Expenses	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Street Division	\$5,015,586	\$5,499,278	\$6,739,760	(\$324,113)	\$6,415,647	(4.8%)
Proj Management Division	812,764	810,031	1,230,519	179,584	1,410,103	14.6%
Fleet Division	302,845	262,146	388,535	19,112	407,647	4.9%
Landscaping Division	69,523	73,299	87,371	4,314	91,685	4.9%
Capital Outlay	4,575,878	16,038,050	23,295,690	(7,822,346)	15,473,344	(33.6%)
Debt Service	3,598,921	972,670	991,550	1,750	993,300	0.2%
Transfer Out	0	0	0	0	0	0.0%
Total	\$14,375,517	\$23,655,474	\$32,733,425	(\$7,941,699)	\$24,791,726	(24.3%)

SRIF - Street Division

The Street Division was transferred to the Street & Road Improvement Fund to better reflect the actual cost associated with the City’s infrastructure in 2004. The Street Division reports to the Public Works Director. The Street Maintenance Workers assigned to the Street Division are responsible for, but not limited to, the actual removal of rigid and flexible type pavement sections, grading, sidewalk repairs, curb and gutter repairs and snow removal on all City maintained streets and boulevards. The Street Division also responds to citizens’ concerns and makes appropriate repairs with safety related items taking top priority. The major mission for Street Division is to maintain the City’s infrastructure for safe and pleasant travel for its citizens and visitors alike.

Fiscal Year 2024 Goals

- I. Monitor progress on site improvements for the new Public Works facility. (*Strategic Plan - Upgrade City Facilities and Infrastructure – Public Works Building and Locations*)
- II. Evaluate locations for a southern annex. Prepare for initial discussion and future consideration by 2nd Quarter 2025. (*Strategic Plan – Upgraded City Facilities and Infrastructure – Public Works Building and Locations*)
- III. Continue to provide high level customer service and response. (*Core Values – Team & Service*)

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Square Yards of Concrete Replaced	15,978	16,272	9,594	20,000	9,398	20,000
Linear Feet -Crack Sealed	56,289	43,038	14,354	30,000	55,187	30,000
Asphalt Replaced (in tons)	363	259	308	500	359	500
Miles of Streets Swept	1,744	899	899	3,000	2,719	3,000
Sign Requests	163	121	165	200	173	200
Number of Citizen Request	2,580	2,385	3,116	2,500	2,354	2,500
# of Citizen Request Completed	2,506	2,428	2,888	2,500	2,149	2,500
% of Citizen Request Completed	97%	101%	93%	100%	91%	100%
Response time to Complaints	<48hrs	<48hrs	<48hrs	<48hrs	<48hrs	<48hrs
% of Response to Complaints within 48 hrs	100%	100%	100%	100%	100%	100%

Previous Year's Goals

In 2023, the Streets Division bid out the site work for the new Public Works Facility. Utilized new resources to clean intersections. The Project Management Division worked on a large number of shared financing projects with the County, State and Developers. Additional applications were submitted for future projects. The divisions continue to evaluate and improve the annual concrete slab replacement program, annual preventive maintenance crack seal program, street creep program and traffic calming alternatives.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$2,114,765	\$2,314,918	\$2,839,410	\$59,354	\$2,898,764	2.1%
Contract Services	41,194	91,926	182,749	(3,512)	179,237	(1.9%)
Insurance	497,154	766,002	594,014	(4,100)	589,914	(0.7%)
Maintenance	617,863	509,911	819,982	(159,982)	660,000	(19.5%)
Operating Supplies	423,941	376,213	755,906	(275,504)	480,402	(36.4%)
Petroleum	106,721	146,844	212,570	(16,760)	195,810	(7.9%)
Professional Expenses	7,792	10,224	28,975	6,095	35,070	21.0%
Public Information	3,054	1,909	3,200	200	3,400	6.3%
Utilities	1,188,194	1,271,634	1,270,954	57,096	1,328,050	4.5%
Rental	14,909	9,697	32,000	13,000	45,000	40.6%
Subtotal	\$5,015,587	\$5,499,278	\$6,739,760	(\$324,113)	\$6,415,647	(4.8%)
Capital Outlay	4,575,877	16,010,867	23,295,690		15,442,844	
Debt Service	3,598,920	972,670	991,550		993,300	
Total	\$13,190,384	\$22,482,815	\$31,027,000	(\$8,175,209)	\$22,851,791	(26.3%)

Budget Highlights

The increase in Personnel is due to the wage scale adjustment. The decrease in Maintenance is due to the carryover of purchase orders. The decrease in Operating Supplies is due to the reduction in Chemicals, due to carryover of purchase orders from previous years. The change in Petroleum is based on actual mileage and estimated fuel cost estimated for the budgeted year. The increase in Professional Expenses is for an additional, multi-day training available. Rental increase is for rentals when maintenance is needed on City trucks.

Budget Category Explanations

Personnel Expenses

\$2,898,764

This category includes the wages, benefits, and overtime as broken down below:

Street Division consists of three Streets Maintenance Supervisors (100%), one Traffic Maintenance Technician (100%), six Streets Maintenance Crew Leaders (100%), twenty-seven Maintenance Workers (100%), and one Administrative & Budget Coordinator (80%).

Administration Division consists of one Deputy City Administrator (17%).

Water Division consists of one Director of Public Works (20%), Assistant Public Works Director (31%), one Office Manager (31%) and one Operations Coordinator (31%).

Facilities Division consists of one Facility Maintenance Manager (1%), one Facility Maintenance Supervisor (1%) and three Maintenance Workers (4%, 2%, 1%)

Contract Services

\$179,237

This funding is for reoccurring services retained by the Street Division.

Insurance

\$589,914

This amount is allocated to each department, division, or section based upon the number of full- time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, workers compensation, errors and omissions, and property insurance.

Maintenance

\$660,000

This category is for the repairs and maintenance of various shop equipment and heavy machinery, the repairs and maintenance of this division's vehicles.

Operating Supplies

\$480,402

This category includes office supplies such as paper and pens, postage, copies, uniforms and clothing for the workers, small tools, road salt, geomelt and hazardous waste removal. It also includes expenses related to technology.

Petroleum

\$195,810

Expenses for gasoline and oil are funded in this category.

Professional Expenses

\$35,070

This amount includes funds for dues and subscriptions, professional fees, travel and training.

Public Information

\$3,400

Advertising and printing are funded in this category. Printing costs associated with public signs and notices, handbooks, and inspection reports are examples of these costs.

Utilities

\$1,328,050

This amount provides funding for mobile phone/radio services, electric for streetlights, maintenance facilities and gas for heating maintenance facilities.

Rental**\$45,000**

This category provides the funding for the rental of equipment that the division needs from time to time but does not own.

Debt Service**\$993,300**

This amount is allocated to cover the debt service payment(s) for projects funded by the Street & Road Improvement Fund revenues. (*Principal \$725,000, Interest \$243,800, Fees \$2,000 + \$22,5000 40DD Dev Agreement*)

Capital Outlay**\$15,442,844**

This category is for the street and road projects listed that are funded in the budget for Fiscal Year 2024. For more detailed descriptions, refer to the Capital Improvements Program section of this book.

	<u>Description</u>	<u>Amount</u>	
EQP	Snow Equipment (new & replacement)	\$389,364	
EQP	Planer Attachment (replacement)	\$24,000	
EQP	Milling Attachment (new)	\$24,000	
EQP	Skid Loader (replacement)	\$66,000	
EQP	Sprayer Attachment (additional)	\$6,500	
EQP	Techcrete Trailer & Materials (new)	\$250,000	
EQP	Asphalt Trailer (additional)	\$42,000	
EQP	Washout Trailers (2) (new)	\$26,000	
HVEQP	Wheel Loader (replacement)	\$124,000	
HVEQP	Salt Conveyor (40 ft) (New)	\$60,000	
VEH	F-350 Service Trucks (2) (replacements)	\$122,862	
HV-VEH	F-550 Dump(1), Flatbed(2) & Crane(1) Truck (replacements)	\$767,821	
HV-VEH	Single Axle Dump Trucks (2) (replacements)		\$1,902,547
PROJ	Street Improvements - Concrete Repairs	\$2,000,000	
PROJ	Street Improvements - Asphalt Overlay	\$300,000	
PROJ	Street Improvements - Crack Seal / General Impr	\$300,000	
PROJ	ADA Transistion Plan Project	\$30,000	
PROJ	Trail System Maintenance	200,000	
PROJ	Traffic Calming	57,500	
PROJ	Contractual Services	15,000	
PROJ	Guthrie Road Improvements	5,000	
PROJ	Main Street Phase I	5,000	
PROJ	Main Street Phase II	2,212,939	
PROJ	Weldon Spring Rd Improvements Ph I	3,321,315	
PROJ	Sommers Rd Widening	2,351,721	
PROJ	Hwy K/N Intersection Improvement	1,883,622	
PROJ	Tom Ginnever & N Cool Springs Intersection	132,000	
PROJ	Hoff Rd Phase II	300,000	
PROJ	Main Street Phase III	220,000	
PROJ	Eggering Dr Reconstruction Phase I	106,200	
PROJ	Bridge Maintenance	100,000	
			\$13,540,297
	Total Capital		<u>\$15,442,844</u>

SRIF - Project Management Division

The Project Management Division oversees projects from several funds. The Project Management expenses below are for the cost associated with the managing of the construction projects for the Street & Road Improvement Fund.

Goals and Performance Measurements for this Division are reported in the General Fund section.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$518,916	\$562,716	\$736,113	\$214,033	\$950,146	29.1%
Contract Services	71,164	59,344	222,890	(44,890)	178,000	(20.1%)
Insurance	79,185	73,171	89,712	27,456	117,168	30.6%
Maintenance	123,337	87,554	132,336	(31,336)	101,000	(23.7%)
Operating Supplies	12,112	19,382	30,127	14,302	44,429	47.5%
Professional Expenses	5,316	5,448	14,200	(400)	13,800	(2.8%)
Utilities	2,734	2,416	5,140	420	5,560	8.2%
Subtotal	\$812,764	\$810,031	\$1,230,518	\$179,585	\$1,410,103	14.6%
Capital	0	0	0		8,000	
Total	\$812,764	\$810,031	\$1,230,518	187,585	\$1,418,103	15.2%

Budget Highlights

The change in Personnel is due to a combination of wage scale adjustment, the allocation of wages based on projects budgeted in the fund and new personnel consisting of one Project Manager and a Construction Inspector (25% split with General Fund 75%). The decrease in Contract Services due to the carryover contracts that were expended in FY 2023. Insurance is based on the personnel and property allocated to the department and will vary with the wage allocations. The decrease in Maintenance is due to the carryover of outstanding purchase orders for maintenance parts. The increase in Operating Supplies is for additional licensing of software systems.

Budget Category Explanations

Personnel Expenses

\$950,146

This category includes the wages, benefits, and overtime for the Project Management Division and the Engineering Division as broken down below:

Project Management Division consists of the City Engineer (Director) (25%), one Capital Improvements Manager (25%), one Project Manager Supervisor (50%), four Project Managers (100%, 80%, 60%, 35%), one Construction Inspector Supervisor (70%), one Construction Inspector (25%) and one Traffic Signal Technician (100%), one Administrative Assistants (55%), one part-time Project Manager and two Seasonal Summer Engineering Intern.

Engineering Division consists of one Construction Inspector Manager (30%), three Inspectors (90%, 80%, 30%), one Office Manager (10%) and one Administrative Assistant (10%).

Contract Services

\$178,000

This funding is for reoccurring services retained by the Project Management Division.

Insurance

\$117,168

This amount is allocated to each department, division, or section based upon the number of full-time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, worker's compensation, errors and omissions, and property insurance.

Maintenance

\$101,000

This category is for the repairs and maintenance of street signs, traffic signal, street lighting and various shops and other equipment utilized in the performance of these tasks.

Operating Supplies

\$44,429

This category includes office supplies such as paper and pens, postage, copies, uniforms and clothing for the workers, small tools, and hazardous waste removal. It also includes expenses related to technology.

Professional Expenses

\$13,800

This amount includes funds for dues and subscriptions, professional fees, travel and training.

Utilities

\$5,560

This amount provides funding for monthly cell phone, tablets and internet services.

Capital Outlay

\$22,500

This category is for the capital for the Project Management Department that are funded in the SRIF budget for Fiscal Year 2024. For more detailed descriptions, refer to the Capital Improvements Program section of this book.

VEH Service Vehicle (25%) for new Construction Inspector \$8,000
(This will be split with the General Fund 75%)

SRIF – Fleet Management Division

In 2015, the expenses for the Fleet Management Division were split between the General Fund, the Recreation Fund, Street & Road Improvement Fund, Water Fund, Sewer Fund and the RSC Fund based on the volume of fleet maintenance service calls. The Fleet Maintenance Manager reports to the Administrative Services Director. A portion of the employee wages are split according to the fund they are maintaining. The expenses in this section cover the Personnel and equipment utilized within the Street & Road Improvement Fund.

Goals and Performance Measurements for this Division are reported in the General Fund section.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$185,853	\$128,764	\$195,439	\$19,453	\$214,892	10.0%
Insurance	28,402	30,711	31,502	(1,547)	29,955	(4.9%)
Maintenance	88,590	102,671	161,594	1,206	162,800	0.7%
Total	\$302,845	\$262,146	\$388,535	\$19,112	\$407,647	4.9%

Budget Highlights

The change in Personnel is due to a combination of the wage scale adjustment and the allocation of wages based on maintenance budgeted in the fund. The Maintenance costs will fluctuate based on the size and age of the fleet for this fund.

Budget Category Explanations

Personnel Expenses

\$214,892

This category includes the wages, benefits, and overtime for one Fleet Manager (33%), one Fleet Coordinator (33%) and five Mechanics (50%, 49%, 46%, 44%, 1%).

Insurance

\$29,955

This amount is allocated to each department, division, or section based upon the number of full-time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, worker's compensation, errors and omissions, and property insurance.

Maintenance

\$162,800

This category is for the repairs and maintenance of various shop equipment, heavy machinery and vehicles (for the Street & Road Improvement Fund).

SRIF – Landscaping Division

The Landscaping Division assists with right-of-way mowing and tree trimming to maintain line of sight throughout the City. The expenses in this section cover the Personnel and equipment utilized by the division for the right-of-way mowing and tree trimming.

Goals and Performance Measurements for the Landscaping Division are reported in the General Fund section.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$60,670	\$60,687	\$65,537	\$4,206	\$69,743	6.4%
Insurance	8,853	11,282	10,834	108	10,942	1.0%
Operating Supplies	0	1,330	11,000	0	11,000	0.0%
Subtotal	\$69,523	\$73,299	\$87,371	\$4,314	\$91,685	4.9%
Capital	0	27,183	0	22,500	22,500	
Total	\$69,523	\$100,482	\$87,371	\$26,814	\$114,185	30.7%

Budget Highlights

In 2024, the increase in Personnel is due in part to the wage scale adjustment.

Budget Category Explanations

Personnel Expenses **\$69,743**

This category includes the wages, benefits, and overtime for one Landscaping Manager (8%), one Landscaping Supervisor (8%), two Landscape Workers (33%, 33%) and seasonal workers.

Insurance **\$10,942**

This amount is allocated to each department, division, or section based upon the number of full-time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, worker's compensation, errors and omissions, and property insurance.

Operating Supplies **\$11,000**

This category includes office supplies such as paper and pens, postage, copies, uniforms and clothing for the workers, small tools, and hazardous waste removal. It also includes expenses related to technology.

Capital Outlay

\$22,500

This category is for the capital for the Landscaping Division that are funded in the SRIF budget for Fiscal Year 2024. For more detailed descriptions, refer to the Capital Improvements Program section of this book.

EQP Zero Turn Mower Replacement \$22,500



Transient Guest Tax Fund

The Transient Guest Tax Fund was implemented in 1998. The revenues derived in the Transient Guest Tax Fund are managed by the City of O’Fallon Council based upon the recommendations from the O’Fallon Convention & Visitors Bureau (OCVB) committee. They are dedicated to promote tourism which includes support of the Public Venue Fund.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Contract Services	\$20,680	\$28,732	\$55,350	\$29,650	\$85,000	53.6%
Maintenance	937	176	18,000	(3,000)	15,000	(16.7%)
Operating	125,912	332,085	389,146	(24,146)	\$365,000	(6.2%)
Professional Services	0	0	38,250	(36,000)	\$2,250	(94.1%)
Public Information	64,463	56,661	77,000	1,590	\$78,590	2.1%
Subtotal	\$211,992	\$417,654	\$577,746	(\$31,906)	\$545,840	(5.5%)
Capital	58,622	31,763	61,700		\$97,000	
Transfers Out	\$200,000	\$260,000	\$260,000		\$300,000	
Total	\$470,614	\$709,417	\$899,446	\$43,394	\$942,840	4.8%

Budget Highlights

In 2024, the Transient Guest Tax will be rotating the Shape of Community exhibition [The Shape of Community | City of O’Fallon, Missouri \(ofallon.mo.us\)](https://www.ofallon.mo.us). This is done every other year and is budgeted under Contract Services. Ther Operating expenses include the Heritage and Freedom Festival entertainment budgets. In FY 2023 an additional deposit was funded for leveling up the county music act for FY 2024. The decrease in Professional Services is due to a hotel study.

The Heritage and Freedom Festival (H&FF) had another record-breaking attendance! Staff did their best to spread the attractions out and increased visual attractions at this outdoor event.

Budget Category Explanations

Contract Services

\$85,000

This category includes the cost of contract services for holiday décor, and the Shape of Community Art exhibition contracts.

Maintenance **\$15,000**

These funds will cover the cost to maintain the infrastructure and foundation for artwork/sculpture and to maintain the artwork owned by the City. This will also cover the building material cost needed for installation, displays, etc.

Operating Supplies **\$365,000**

Office supplies such as paper and pens, postage, copies, chemicals, uniforms, small tools, safety equipment and miscellaneous supplies needed are funded in this category. This also includes the events the fund contributes to.

Professional Services **\$2,250**

These funds are for any legal filings, training and travel expenses.

Public Information **\$78,590**

These funds are direct advertising expenses for commercials, print ads, billboards, etc. to promote tourism.

Transfer Out **\$300,000**

Funds will be transferred to the Public Venue Fund to help support the Stadium.

Capital **\$97,000**

This category is for Transient Guest Tax Fund capital items that are funded in Fiscal Year 2024.

2024 Capital Outlay for Transient Guest Tax Fund

<u>Description</u>	<u>Amount</u>
IMPR Veterans Memorial Walk - Parking Lot	\$35,000
IMPR Veterans Memorial Walk - Granite Repair	6,000
IMPR Heald Home - Tuckpointing continued	26,000
EQP Artwork Purchase - Council Approval	25,000
EQP Veterans Memorial Walk - US Space Force Design	5,000
	<hr/>
Total Capital	<u>\$97,000</u>

Water Service Line Insurance Fund

In 2021, the voters approved Proposition W, The Water Service Line Insurance Program. In June, Council passed Ordinance 6791 establishing the annual fee of \$12 for residential properties having four (4) or less dwelling units. This fee may vary from year to year and will be set in August by City Council. The Water Insurance Fund was created and went into effect January 1, 2022. This fund will cover repairs to defective portions of private residential water service lines from near the exterior building foundation, one foot from wall to the meter pit or curb box. The City has contracted with St. Charles County to collect the fee through the same billing utilized for the City's property tax collection.

Fiscal Year 2024 Goals

- I. Continue to monitor the activity and prepare time study on the use of the Utility Workers and Restoration Crew Workers.
- II. Continue to promote the Water Service Line Insurance program to reach all applicable residents.

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Feet of Service Line Replaced	-	-	229	600	230	250
# of Applications	-	-	19	85	48	85
Average Time for Repair (Days)	-	-	1	5	2	2

Previous Year's Goals

In 2023, a Water Service Line Insurance Fund process closely resemble the Sewer Later Insurance Fund process. The staffing and equipment needs are being evaluated to determine any future changes based on the volume of the applicants and projects approved through the system.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$811	\$117,396	\$183,029	(\$45,105)	\$137,924	(24.6%)
Contract Services	0	2,797	13,212	(7,516)	5,696	(56.9%)
Insurance	(24)	30,974	32,244	(9,469)	22,775	(29.4%)
Maintenance	0	3,995	75,478	(49,478)	26,000	(65.6%)
Operating Supplies	0	7,010	9,464	(3,843)	5,621	(40.6%)
Professional Expenses	0	76	1,795	0	1,795	0.0%
Public Information	0	0	1,000	(400)	600	(40.0%)
Utilities	0	1,693	3,060	66	3,126	2.2%
Petroleum	0	0	5,000	(1,800)	3,200	(36.0%)
Rental	0	0	1,000	0	1,000	0.0%
Subtotal	\$787	\$163,941	\$325,282	(\$117,545)	\$207,737	(36.1%)
Debt	0	0	49,116		49,116	
Capital Expenses	0	80,624	188,164		0	
Total	\$787	\$244,565	\$562,562	(\$305,709)	\$256,853	(54.3%)

Budget Highlights

In 2023, was the full year for the Water Service Line Insurance Fund. The Personnel is shared with the Sewer Lateral Insurance Fund and other existing departments and may fluctuate each year based on volume. After a full year of service, the division is better able to determine the future staffing and funding expectations. The fund is financing (short-term lease) the needed equipment to provide necessary services.

Budget Category Explanations

Personnel

\$137,924

This category includes the salary and benefits for one Sewer Lateral Program Supervisor (24%), one Utility Crew Leader (24%), five Utility Workers (65%, 65%, 24%, 5%, 5%), one Asst. Director of Public Works (1%), one Administrative & Budget Coordinator (1%), one Office Manager (1%), one Operations Coordinator (1%), one Restoration Crew Leader (5%), one Maintenance Worker (5%) and two Restoration Crew Workers (5%).

Contract Services

\$5,696

This category is for the costs associated with the sewer lateral repairs, yard and pavement repairs and video investigation that are not performed by the department.

Insurance

\$22,775

This amount is allocated to each department, division, or section based upon the number of full-time employees. Coverage includes general liability, machinery, umbrella insurance, errors and omissions, and property insurance.

Maintenance

\$26,000

This category is for the repairs and maintenance of the equipment used by the division.

Operating Supplies

\$5,621

Office supplies such as paper and pens, postage, copies, chemicals, uniforms, small tools, safety equipment and miscellaneous supplies needed are funded in this category. It also includes expenses related to technology.

Professional Expenses

\$1,795

This amount provides funding for dues and subscriptions, training and travel expenses.

Public Information

\$600

Expenses for the printing informational brochures about the program are funded from this category.

Utilities

\$3,126

This amount funds utilities including wireless equipment and monthly services.

Petroleum

\$3,200

This amount includes the costs incurred by Sewer Later Fund vehicles for oil and gas used.

Rental

\$1,000

This category provides for the rental of equipment that the Storm Water Fund needs, from time to time, and for a printer that is shared with another department.

Debt Payments

\$49,116

These expenses include Principle, Interest and fees associated with the lease purchase of capital expenses being financed.

Capital

\$000

This category is for Water Service Line Insurance Fund items that are funded in Fiscal Year 2024.





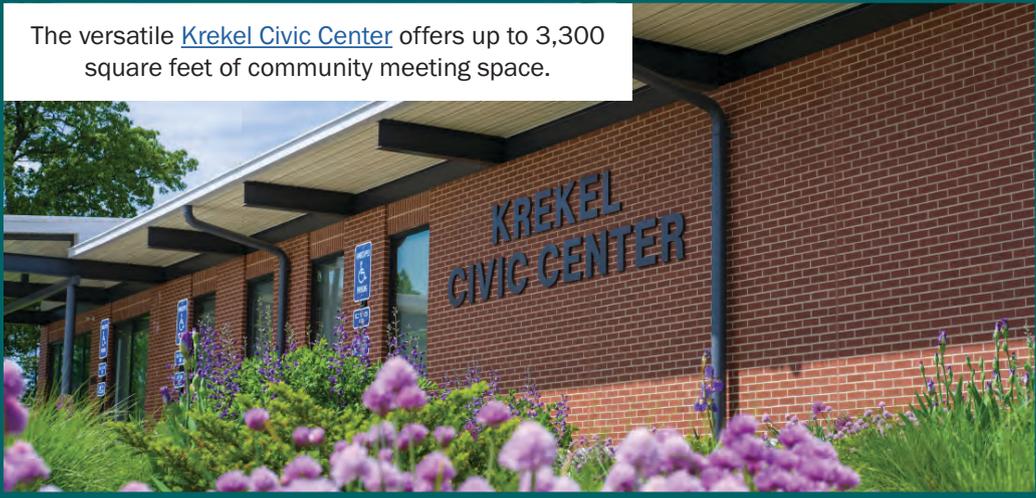
JUSTICE FACILITY FUND
PARKS IMPROVEMENT FUND

Capital Project Funds

This section identifies capital projects established to account for the cost of capital improvements.



The renovated Alligator's Creek Aquatic Center is O'Fallon's most popular summer spot. [Learn more.](#)



The versatile [Krekel Civic Center](#) offers up to 3,300 square feet of community meeting space.

Krekel Civic Center and O'Day Park

On August 2, 2016, voters approved funding for the park improvement bonds. These funds were used to upgrade Alligator's Creek Aquatic Center, build a new Civic Park facility and develop O'Day Park, including the construction of O'Day Lodge and Amphitheater.



[O'Day Park](#) features 57 beautiful acres of parkland, including miles of walking paths, an adventure playground and the stunning O'Day Lodge & Amphitheater.

Capital Project Funds

The Capital Project Funds – Justice Facility Fund was created in 2015 and the Parks Improvement Fund in 2016. In 2016, Bonds were issued to cover the cost of the Justice Center design, construction, furniture and fixtures along with a few other necessary capital items. In 2017, additional bonds were issued to cover the cost of a new bathhouse, recreation program facility and expansion of the Alligator Creek Aquatic Center at Civic Park. In addition, the bonds will be used for the construction of facilities and amenities at O’Day Park.

Budget Category Summary

REVENUES	Actual 2021	Actual 2022	Projected Budget 2023	Amount Changed	Budget 2024	% Changed
Operating Transfer In	\$0	\$0	\$0	\$0	\$0	0%
Interest	163	0	0	0	0	0%
Total	\$163	\$0	\$0	\$0	\$0	0%

EXPENDITURES	Actual 2021	Actual 2022	Projected Budget 2023	Amount Changed	Budget 2024	% Changed
Justice Center Design/Construction	\$138,970	\$0	\$0	\$0	\$0	0%
Parks Improvement Design/Construction	319,688	0	0	0	\$0	0%
Total	\$458,658	\$0	\$0	\$0	\$0	0%

Budget Highlights

In 2021, the balances of the project funds were transferred to be applied towards the debt payments.





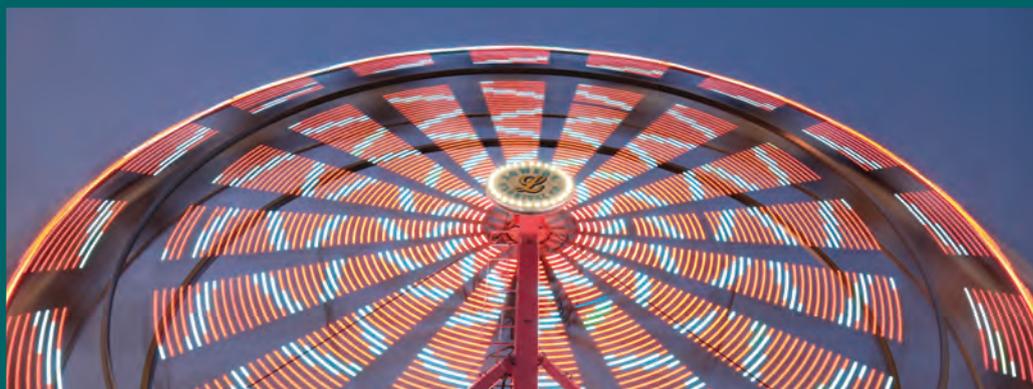


GENERAL FUND
SPECIAL REVENUE FUNDS
CAPITAL PROJECT FUNDS
ENTERPRISE FUNDS

Capital Improvements Program

This section identifies the items or projects incorporated in the current Fiscal Year Budget briefly describes the items or projects, lists the budgeted amounts, the fund to which it is budgeted, and the department/division responsible for administering the expenditure.





The Capital Improvements Program involves expenditures from multiple funds. A summary of the breakdown by Fund and by Department (meaning Department or Division) can be found in the Budget Summary Section/Tab. The following are project descriptions and additional information for each capital expenditure for Fiscal Year 2023.

The City’s Financial Policy defines assets as ‘items that have a benefit to the City for more than a single fiscal period’. In this section, the capital expenditures described is an asset or project that will have a useful life of at least one year and a minimum value of \$5,000.

General Fund (Capital Expenditure Fund)

The following provides a description of each capital expenditure, including cost, and responsible group/department/division.

1. Economic Development – Ford Explorer

This expense is for the purchase of one Explorer vehicle. The prior vehicle assigned to Economic Development was reassigned as a pool vehicle. The new vehicle is an upgrade to allow for traveling with multiple employees and prospects. **Future Budget Impact:** *Future preventative maintenance is included in the 5-year CIP. Other maintenance is expected to be lower while under warranty.*

Cost: \$ 51,945
Department: Economic Development Division

2. Control Room & Council Chamber Audio-Visual Upgrades

This expense is for phase I of the replacement and expansion of the current audio-visual system that dates to 1999. **Future Budget Impact:** *Future impact will be additional phases and is included in the 5-year CIP.*

Cost: \$ 95,000
Department: Public Relations Department

3. Door Replacement at Senior Center

This expense is for the purchase and installation of new kitchen and front doors at the Senior Center. **Future Budget Impact:** *No additional maintenance costs are expected since this is a replacement item.*

Cost: \$ 11,600
Department: Facilities Maintenance

4. Tuckpointing - City Hall Building

This expense is the continuation of the tuckpointing at City Hall. This will complete the west side of the building facing Main Street and the north side of the building up to the first downspout. This project includes the extra cost to come in on weekends to do the grinding. **Future Budget Impact:** *This is a maintenance item to keep the integrity of the structure.*

Cost: \$ 75,000
Department: Facilities Maintenance

5. Restroom Remodel at Senior Center

This expense is the cost to remodel the restrooms at the Senior Center. **Future Budget Impact:** *Impact on future budgets is expected to be minimal for annual maintenance.*

Cost: \$ 90,000
Department: Facilities Maintenance

6. Ford F-350 Service Truck

This expense is for the cost to replace a F-350 service truck that is 11 years old. **Future Budget Impact:** *Preventative maintenance is already included in the 5-year CIP since this is replacement vehicle. Other maintenance is expected to be lower while under warranty.*

Cost: \$ 80,836
Department: Facilities Maintenance

7. Ford F-150 Extended Cab 4X4

This expense is for the cost to replace a F-150 pick-up that is 18 years old. **Future Budget Impact:** *Preventative maintenance is already included in the 5-year CIP since this is replacement vehicle. Other maintenance is expected to be lower while under warranty.*

Cost: \$ 56,694
Department: Facilities Maintenance

8. 2024 F-150 Extended Cab 4X4

This expense is for the cost to replace a 2013 Ford F-150 used for construction inspections. **Future Budget Impact:** *Preventative maintenance is already included in the 5-year CIP since this is replacement vehicle. Other maintenance is expected to be lower while under warranty.*

Cost: \$ 54,644
Department: Engineering

9. Vehicle for new Construction Inspector (75% share)

This expense is for the cost to obtain a vehicle for the new Construction Inspector. The cost will be split between the General and Street Road Improvement Funds. **Future Budget Impact:** *Preventative maintenance is already included in the 5-year CIP since this is replacement vehicle. Other maintenance is expected to be lower while under warranty.*

Cost: \$ 32,000
Department: Engineering

10. Migration of GIS Services to a Managed Cloud System

This expense is to the move the data on six aging GIS servers to a managed cloud system. **Future Budget Impact:** *There will be a reoccurring annual service cost of approximately \$79,896 per year.*

Cost: \$ 99,896
Department: Planning & GIS

11. 2024 Ford Escape

This expense is for the cost to obtain a vehicle for the new Building Inspection Supervisor. **Future Budget Impact:** *Preventative maintenance is already included in the 5-year CIP since this is replacement vehicle. Other maintenance is expected to be lower while under warranty.*

Cost: \$ 35,460
Department: Building & Code Enforcement

12. Zero Turn Mowers (2)

This expense is to replace two zero-turn mowers that have reached end of life with new ones. The existing mowers will be used as trade-in or sold on GovDeals.com, whichever is more cost effective. **Future Budget Impact:** *Since these are replacements, preventative maintenance is already included in the 5-year CIP. Life expectancy of this equipment is 5 years.*

Cost: \$ 30,200
Department: Landscaping

13. Zero Turn Mowers for ROW Mowing (3) (17% Share)

This expense is to replace three zero-turn mowers that have reached end of life with new ones. These items will be split between General, Street Road Improvement, Water and Sewer Funds. The existing mowers will be used as trade-in or sold on GovDeals.com, whichever is more cost effective. **Future Budget Impact:** *Since these are replacements, preventative maintenance is already included in the 5-year CIP. Life expectancy of this equipment is 5 years.*

Cost: \$ 7,650
Department: Landscaping

14. Enclosed Trailer

This expense is the cost to replace a 10-year-old enclosed trailer. The existing enclosed trailer will be used as trade-in or sold on GovDeals.com, whichever is more cost effective. **Future Budget Impact:** *Minimal maintenance is expected during the first 5 years. The estimated life of the equipment is 20 years.*

Cost: \$ 14,700
Department: Landscaping

Total Capital - General Fund

\$735,625



Special Revenue Funds

This includes the description of capital request from following funds (if budgeted): Community Development Block Grant, Inmate Security, Police Training, Police & Road Improvement, Recreation, Sewer Lateral Insurance, Storm Water, Street & Road Improvement, Transient Guest Tax and Water Service Line Insurance Funds.

Special Revenue Fund – Police & Road Improvement Use Tax Fund

The following provides a description of each capital expenditure, including cost, and responsible department/division.

1. Concrete Repairs

These are additional funds thru the new Police & Road Improvement Use Tax Fund to increase funding of the Annual Concrete Repair Program managed by the Streets Division, to repair and upgrade the condition of concrete streets. ***Future Budget Impact:*** *This expense has been incorporated into the City's 5-year CIP.*

Cost:	\$ 2,000,000
Department:	Street Division / Project Management Division

2. Partial Depth Repair Program (PDR)

This is an expense for an annual program coordinated with the Concrete Program for pavement maintenance as a tool to make partial depth repairs on compromised and deteriorated joints using a material known as Techcrete or approved equal. The coordinated effort will allow the compiled programs to effectively and efficiently, evaluate the streets and determine the best course of action for each street segment to maximize the work for the amount spent on repairs. ***Future Budget Impact:*** *This expense has been incorporated into the City's 5-year CIP.*

Cost:	\$1,000,000
Department:	Street Division / Project Management Division

3. Drones (2)

This expense is for two (2) medium drone platforms with optical and thermal cameras and associated equipment, including battery replacement and support equipment (props, chargers, etc.) for our current drone fleet. The additional drones are needed to continue growing the drone program to a more mature and functional state, along with replacement accessories. ***Future Budget Impact:*** *Annual maintenance is estimated at \$3,500. This expense has been incorporated into the City's 5-year CIP.*

Cost:	\$ 27,500
Department:	Police Department

4. CAD/RMS/MDT/Jail System

This expense is for the cost to purchase the Computer Aided Dispatch, Records Management, Mobile Data Terminals and Jail Management system. **Future Budget Impact:** *The annual maintenance is included in the 5-year CIP as the systems replace and update/upgrade the older systems.*

Cost: \$1,200,000
Department: Police Department

5. Drone Tether System

This expense is for the purchase of a drone tether system that will enable our current Matrice 300 drone to be attached to ground power, enabling indefinite flight durations. **Future Budget Impact:** *This is a one-time purchase with no expected maintenance.*

Cost: \$ 14,000
Department: Police Department

6. Metal Detector

This expense is the cost to purchase a replacement for a 25-year-old metal detector. **Future Budget Impact:** *This is a one-time purchase with no expected maintenance.*

Cost: \$ 11,000
Department: Police Department

7. Hybrid Police Vehicles with Build and IT Packages (10)

This expense is to purchase ten (10) Hybrid Explorer Interceptors for the Police Department. This purchase will include the IT and build packages. These are in addition to the existing fleet. **Future Budget Impact:** *Future preventative maintenance is included in the 5-year CIP. Other maintenance is expected to be lower while under warranty.*

Cost: \$896,727
Department: Police Department

8. Build and IT Packages for Eight (8) Police Vehicles

This expense is the cost for IT and build packages for eight (8) patrol vehicles for the Police Department. The vehicles were purchased in FY 2023. **Future Budget Impact:** *Impact on future budgets is expected to be minimal for annual maintenance.*

Cost: \$331,899
Department: Police Department

9. Police Detective Vehicles (2) with IT and Build Packages (3)

This expense is for the purchase of two (2) 2024 Ford Escape Detective vehicles with IT and build packages and adding an IT and build package to an existing detective vehicle that was transferred to the Police Department in 2023. One (1) vehicle will be replacing an existing detective vehicle that is 8 years old. The other will be an addition. **Future Budget Impact:** *Future preventative maintenance is included in the 5-year CIP. Other maintenance is expected to be lower while under warranty.*

Cost: \$ 98,519
Department: Police Department

10. Ford F-150 Responder/ Patrol Vehicles (3)

This expense is for the purchase of three (3) 2024 Ford F-150 pick-ups. Two (2) will be responder vehicles replacing existing vehicles to be traded in: a 2016 Chevy Tahoe and a 2017 Chevy Tahoe. The third vehicle will be an addition to the fleet and equipped to transport and charge the drones used the Polic Department. **Future Budget Impact:** *Future preventative maintenance is included in the 5-year CIP. Other maintenance is expected to be lower while under warranty.*

Cost: \$270,019
Department: Police Department

11. Ford Explorer Vehicle

This expense is for the purchase and build of Ford Explorer Police vehicle. This vehicle will replace a 2013 Ford Taurus that will be traded in. **Future Budget Impact:** *Future preventative maintenance is included in the 5-year CIP. Other maintenance is expected to be lower while under warranty.*

Cost: \$ 51,872
Department: Police Department

Total Capital – Police & Road Improvement Use Tax Fund **\$ 5,901,536**



Special Revenue Funds - Recreation Fund

The following provides a description of each capital expenditure, including cost, and responsible department/division.

1. Sandblast and Paint Lazy River

This expense is for the cost to sandblast and paint the lazy river. This project includes the surface repair of areas in need also. **Future Budget Impact:** *This type of improvement is done every five years so no additional expenses are anticipated.*

Cost: \$ 64,000
Department: Recreation Department

2. Rebuild Pool Steps at ACAC

This appropriation is for cost to rebuild the lower three concrete steps leading out of the plunge area for the slides at the end of the comp pool. They have been repaired each year for the last several years and need complete rebuilding. **Future Budget Impact:** *Life expectancy of this improvement is 10 years. Minimal maintenance is expected for this in the next five years.*

Cost: \$ 13,000
Department: Recreation Department

3. Lazy River Wall Repair

This appropriation is for cost to repair the south side wall of the lazy river due to signs of settling. A small portion of the south end of the lazy river will be reconstructed including backfill to address the settling issue. **Future Budget Impact:** *Life expectancy of the improvement is 10 years. Minimal maintenance is expected for this in the next five years.*

Cost: \$ 25,000
Department: Recreation Department

4. Parking Lot at Sports Park

This appropriation is for the cost of adding a 25-spot parking lot along Sports Park Drive. **Future Budget Impact:** *Minimal maintenance is expected in the next 5 years.*

Cost: \$ 15,000
Department: Parks Department

5. Restroom Expansion at Civic Park - Design

This appropriation is for the cost for design services to expand the bandstand restroom in the lower part of Civic Park. This will better accommodate the Jammin' Concert Series and other special events. The new design will expand the men's and women's stalls to 5 each, add HVAC, a small garage for the utility vehicle, a roof to match newer style pavilion and epoxy flooring. Design in 2024 and construction will begin in 2025. **Future Budget Impact:** *There will be construction costs in FY 2025 estimated at \$200,000. This has been incorporated into the City's 5-year CIP.*

Cost: \$ 25,000
Department: Parks Department

6. City Park - Design

This appropriation is for the cost for design services for a new City Park. Design in 2024 and construction will begin in 2025. **Future Budget Impact:** *There will be construction costs in FY 2025 estimated at \$2,500,000. This has been incorporated into the City's 5-year CIP.*

Cost: \$200,000
Department: Parks Department

7. Blueway Access- Design

This appropriation is for the cost for design services for a Blueway access point with parking lot to Dardenne Creek across the street from Sports Park. Design in 2024 and construction will begin in 2025. **Future Budget Impact:** *There will be construction costs in FY 2025 estimated at \$200,000. This has been incorporated into the City's 5-year CIP.*

Cost: \$ 12,000
Department: Parks Department

8. Repair and Recolor Dames Park Pickleball Courts

This appropriation is for cost to repair and recolor the pickleball courts at Dames Park. **Future Budget Impact:** *This type of improvement/maintenance is expected to last five years.*

Cost: \$ 25,000
Department: Parks Department

9. Safety Surface at Dames Park

This appropriation is for cost to replace the safety surface at the Dames Park back loop playground. **Future Budget Impact:** *Life expectancy of the safety surface is 10 years. Minimal maintenance is expected for this in the next five years.*

Cost: \$ 26,500
Department: Parks Department

10. Fiber Optic Installation – Sports Park

This appropriation will cover the cost to connect the Sports Park shed and Concession Stands with fiber optic lines for security cameras, computers, and facility locks. **Future Budget Impact:** *The life expectancy of the fiber optic line is 20 years. Minimal maintenance is expected.*

Cost: \$125,000
Department: Parks Department

11. Asphalt Overlay – Sports Park

This appropriation is for the cost to overlay the easement through the Golf Headquarters main drive for access to the Renaud Center. **Future Budget Impact:** *Minimal maintenance is expected in the next five years.*

Cost: \$ 15,000
Department: Parks Department

12. CLIP Sign – Sports Park

This expense will replace the current digital sign at Sports Park along Hwy K with a more modern CLIP sign. This sign will be similar in size to the message board at the Justice Center. **Future Budget Impact:** *Future maintenance will be minimal the next 5 years.*

Cost: \$100,000
Department: Parks Department

13. LED Lighting Conversion – Ozzie Smith Ball Fields

This appropriation is for the cost to convert the lighting on the ball fields at Ozzie Smith to LED. The existing metal halide lamps are becoming harder to find and at some point, manufacturers will stop making them. The LED lights are rated for 100,000 hours vs. metal halide lamps being rated at 3,000 hours. FY 2024 funds will be used for relamping the 3-plex. FY 2025 funds will be requested to relamp the 4-plex at an estimated \$521,000. **Future Budget Impact:** *After the initial expense for the conversion, an annual savings of 9,000 is to be expected. This been incorporated into the 5-year CIP.*

Cost: \$382,000
Department: Parks Department

14. Zero Turn Mower

This appropriation will cover the cost to replace a zero-turn mower that has reached its end of life with a new one. The existing mower will be used as trade-in or sold on GovDeals.com, whichever is more cost effective. **Future Budget Impact:** *Since this is a replacement, preventative maintenance is already included in the 5-year CIP. Life expectancy of this equipment is 10 years.*

Cost: \$ 15,500
Department: Parks Department

15. Security Cameras – Ozzie Smith Sports Complex / Krekel Civic Center

This appropriation is for the cost to provide security cameras at Ozzie Smith Sports Complex and additional cameras on the interior and exterior of Krekel Civic Center. In addition to preventing vandalism, the cameras will help monitor snow events at KCC. **Future Budget Impact:** *Estimated annual maintenance will be 5,600 after the initial installation. This has been incorporated into the 5-year CIP.*

Cost: \$ 60,200
Department: Parks Department

16. Badge Pass Security Locks

This appropriation is for the cost to purchase Badge Pass door strikes for the Sports Park and two concession stands for increased security. This will include connectivity to the software program and the restrooms at these locations. **Future Budget Impact:** *Minimal maintenance is expected over the next 5 years. Life expectancy for these locks will range from 7-10 years.*

Cost: \$ 12,000
Department: Parks Department

17. Fuel Monitoring Upgrade

This appropriation is for the cost to upgrade the fuel monitoring system. Currently, the Parks fuel system is monitored by usage only. This upgrade will allow automated reverse flow sensing to give the Parks Department the full accountability of fuel being used. **Future Budget Impact:** *Minimal maintenance expected.*

Cost: \$ 34,000
Department: Parks Department

18. Core Aerator

This appropriation is for the cost to purchase a core aerator. This will replace a 14-year old core aerator that is in need of repair. **Future Budget Impact:** *Minimal maintenance is expected over the next 5 years. Life expectancy for this equipment is 13 years.*

Cost: \$ 5,800
Department: Parks Department

19. Tractor

This appropriation is for the cost to replace a 22-year-old tractor. The new tractor will have an overall HP of 46 with a front-end loader. **Future Budget Impact:** *Minimal maintenance is expected over the next 5 years. Life expectancy for this equipment is 15 years.*

Cost: \$ 53,000
Department: Parks Department

20. 4 X 4 Utility Vehicle

This appropriation will cover the cost to purchase a 4 x 4 utility vehicle to replace an existing utility vehicle. This item is used to perform daily duties in the parks, including, hauling equipment and materials, serving as security vehicle for events and maintaining areas of the parks not accessible by truck. **Future Budget Impact:** *Minimal maintenance is expected during the first 5 years. The estimated life of the equipment is 15 years.*

Cost: \$ 20,500
Department: Parks Department

21. Ford Explorer Interceptor

This appropriation will cover the cost to purchase an additional Park Ranger vehicle. This vehicle will be similar to the Police Department patrol vehicles and the cost will include the build and IT packages. **Future Budget Impact:** *Future preventative maintenance is included in the 5-year CIP. Other maintenance is expected to be lower while under warranty.*

Cost: \$ 90,585
Department: Parks Department

22. Ford F-350

This appropriation will cover the cost to purchase a Ford F-350 to replace a 2014 Ford F-350. **Future Budget Impact:** *Preventative maintenance is already included in the 5-year CIP since this is replacement vehicle. Other maintenance is expected to be lower while under warranty.*

Cost: \$ 61,750
Department: Parks Department

23. Ford F-150 4x4

This appropriation will cover the cost to purchase a Ford F-150 to replace a 15-year-old Ford F-150. The vehicle is used for logistical support and transportation. ***Future Budget Impact:** Since this is a replacement, preventative maintenance is already included in the 5-year CIP. Other maintenance is expected to be lower while under warranty.*

Cost: \$ 54,494
Department: Parks Department

Total Capital - Recreation Fund

\$1,435,329



Special Revenue Fund – Sewer Lateral Insurance Fund

The following provides a description of each capital expenditure, including cost, and responsible department/division.

1. **Generac Generator**

This purchase will be used to replace a 2020 Generac Generator. This piece of equipment powers all the Permaliner equipment. ***Future Budget Impact:*** *Minimal maintenance is expected since this is a new item and is included in the 5-year CIP. The life expectancy of this equipment is 4 years.*

Cost: \$ 6,000
Department: Sewer Lateral Division

2. **Rigid Model K9-204 Pipe Cleaner**

This expense is for the purchase of a Rigid Model K9-204 Pipe Cleaner. This smaller pipe cleaning equipment will allow staff to clean sewer lateral lines inside of homes. With this smaller equipment it will be easier for staff to go up and down stairs and work in small locations. ***Future Budget Impact:*** *The anticipated maintenance for this is \$500 annually and is included in the 5-year CIP. The estimated life of this equipment is 5 years.*

Cost: \$ 8,500
Department: Sewer Lateral Division

3. **Perma-Liner Pipe Patch System**

This purchase is for a Perma-Liner Pipe Patch System. Pipe Patch is a ‘cured in place pipe lining’ that will allow for small patch repairs that can be done at the time of camera inspection. The Perma-Liner will save time and money and alleviate bringing the big repair system to a smaller job. ***Future Budget Impact:*** *The anticipated maintenance for this is \$500 annually and is included in the 5-year CIP. The estimated life of this equipment is 5 years.*

Cost: \$ 15,000
Department: Sewer Lateral Division

Total Capital – Sewer Lateral Insurance Fund

\$29,500

Special Revenue Fund - Storm Water Fund

The following provides a description of each capital expenditure, including cost, and responsible department/division.

1. Track Skid Loader

This purchase is the cost to purchase a T770 T4 Bobcat Compact Track Skid Loader to replace a 2018 Case TV380 Track Skid Loader. **Future Budget Impact:** *The anticipated maintenance for this item is \$250 annually and is included in the 5-year CIP.*

Cost: \$ 82,000
Department: Storm Water Division

2. Dump Truck

This expense is for the cost to purchase a Ford F-550 Dump Truck to replace an 11-year old dump truck. The cost includes the chassis and the body. **Future Budget Impact:** *Preventative maintenance is already included in the 5-year CIP since this is replacement vehicle. Other maintenance is expected to be lower while under warranty.*

Cost: \$ 94,449
Department: Storm Water Division

3. Storm Water Projects (External)

This appropriation is for the cost to resolve issues outside of the in-house capabilities. **Future Budget Impact:** *No impact to future budgets is expected on the project(s).*

Cost: \$50,000
Department: Storm Water Division

4. CMP Storm Pipe Lining

These funds will be utilized to perform storm pipelining on the corrugated metal pipes (CMP) that need to be lined or replaced. **Future Budget Impact:** *The anticipated future funding for this project has been incorporated into the 5-year CIP at \$200,000 per year FY 2025 through FY 2028.*

Cost: \$250,000
Department: Storm Water Division

5. Community Sharing Projects

This appropriation will assist with in-house build/design projects that residents will participate in (50/50 cost share program). **Future Budget Impact:** *No impact to future budgets is expected on the project(s).*

Cost: \$50,000
Department: Storm Water Division

6. Community Sharing Projects - Rocks

This appropriation will assist residents with utilizing available clean concrete breakout. **Future Budget Impact:** *No impact to future budgets is expected on the project(s).*

Cost: \$ 5,000
Department: Storm Water Division

Total Capital - Storm Water Fund

\$ 531,449



Special Revenue Fund - Street & Road Improvement Fund

The following provides a description of each capital expenditure, including cost, and responsible department/division.

1. Street Improvements – Concrete Repairs

This is an annual project part of an overall pavement maintenance program to repair and upgrade the condition of concrete streets. Money from this budget will be used to replace concrete slabs, concrete curbs and gutters, and concrete sidewalks. Each repair location is rated as to the severity of the problem and funds from this project will be allocated to the most severe locations, while accounting for efficiency and effective use of manpower/resources/time. The City has experienced substantial growth over the past 10 years and has also been experiencing premature failure of the pavement and it will be necessary to increase the project funds occasionally in future years as the City's roadways age. **Future Budget Impact:** *This expense has been incorporated into the City's 5-year CIP.*

Cost:	\$2,000,000
Department:	Street Division/Project Management Division

2. Street Improvements – Asphalt Overlays

This project is part of an overall pavement maintenance program to repair and upgrade the condition of asphalt streets. Funds from this budget will be used to repair asphalt pavement, using a variety of methods including mill/overlay, slurry seals or similar technology, asphalt rejuvenating compounds and other technologies at the discretion of the division. Locations will be determined based upon the City's pavement ratings. **Future Budget Impact:** *This expense has been incorporated into the City's 5-year CIP.*

Cost:	\$300,000
Department:	Street Division/Project Management Division

3. Street Improvements – Crack Seal

These funds are for the cost to joint/crack sealing concrete roadways to maintain and extend the life of the City roadways. **Future Budget Impact:** *This expense has been incorporated into the City's 5-year CIP.*

Cost:	\$300,000
Department:	Street Division/Project Management Division

4. ADA Transition Plan Project

This project is part of the ADA Transition Plan, to ensure that all O’Fallon facilities meet the requirements of ADA and can be used by all residents. These repairs will be done in conjunction with the work for the Annual Concrete Repair program. **Future Budget Impact:** *The maintenance is figured into the Street & Road Improvement’s 5-year CIP.*

Cost: \$30,000
Department: Street Division/Project Management Division

5. Traffic Calming

These funds are to educate motorists and/or provide traffic calming measures on City Roadways in accordance with the Traffic Calming policy. **Future Budget Impact:** *This expense has been incorporated into the City’s 5-year CIP.*

Cost: \$57,500
Department: Street Division/Project Management Division

6. Contractual Services

These funds will be used for the application fees for projects submitted to East-West Gateway seeking grant funding. **Future Budget Impact:** *This expense is dependent upon the number on request and the size of the project. An average estimate has been incorporated into the City’s 5-year CIP.*

Cost: \$15,000
Department: Project Management Division

7. Path & Trail Maintenance

These funds are for the cost of the new and existing trail system maintenance. **Future Budget Impact:** *This expense has been incorporated into the City’s 5-year CIP.*

Cost: \$200,000
Department: Project Management Division

8. Guthrie Road Improvements

The project includes the reconstruction and realignment of Guthrie Road. Additional pedestrian and storm infrastructure shall be constructed as well. St. Charles County Road Board funds have been acquired for this project and will provide for 80% of the project costs. Design/ROW was completed in 2019-2022. Construction began in 2022/2023. The FY 2024 funds are close out funds. **Future Budget Impact:** *The maintenance is figured into the Street & Road Improvement's 5-year CIP.*

Cost: \$ 5,000
Department: Project Management Division

9. Main Street Phase 1 (Pitman to RR Tracks)

This project will resurface Main Street from the intersection of Pitman Road to just south of the railroad tracks and to improve the pedestrian facilities along these same limits by way of sidewalk reconstruction. The project includes the replacement of decorative streetlights within the project limits. Design and ROW acquisition was budgeted in 2021, followed by construction in 2022/2023. The FY 2024 funds are for project close out items. **Future Budget Impact:** *Maintenance is figured into the Street & Road Improvement's 5-year CIP.*

Cost: \$ 5,000
Department: Project Management Division

10. Main Street Phase II (Pitman to Hwy 70)

This project will resurface Main Street from the intersection of Pitman Road to the end of the City's jurisdiction near Hwy 70 and N. Outer Road. Also improve the pedestrian facilities along these same limits by way of sidewalk reconstruction. The project includes the replacement of decorative streetlights within the project limits. Federal funds have been secured to support project. Desing was scheduled in 2023, ROW acquisition and construction starting in 2025. The budgeted amount is for construction. **Future Budget Impact:** *Maintenance is figured into the Street & Road Improvement's 5-year CIP.*

Cost: \$2,212,939
Department: Project Management Division

11. Weldon Springs Road Improvements – Phase I

This project is for the reconstruction and repair of the road from Technology Drive to just beyond Crusher Drive. Construction shall include installation of a round-a-bout & pedestrian infrastructure to improve access and traffic flow in the area. Federal and County funds have been obtained. Design in 2022, right-of-way in 2023 and construction in 2024. The City responsibility is 20% through CMAQ and 20% through St. Charles County Road Board. The budgeted amount is for construction. **Future Budget Impact:** *The maintenance is figured into the Street & Road Improvement’s 5-year CIP.*

Cost: \$3,321,315
Department: Project Management Division

12. Sommers Road Widening

This project will resurface and widen Sommers Road from Hwy N to Hwy DD, ensuring a consistent three lane typical section, and installing pedestrian infrastructure to provide complete access and improve traffic flow in the area. County Road Board funds have been acquired for this project. The City is responsible for 20% of the funding. Design in 2022, Right-of-way acquisitions in 2023 and construction in 2024. The budgeted amount is for construction. **Future Budget Impact:** *The maintenance is figured into the Street & Road Improvement’s 5-year CIP.*

Cost: \$2,351,721
Department: Project Management Division

13. Hwy K & Hwy N Intersection Improvements

This project will add additional turning lanes onto Hwy K from Hwy N and add pedestrian infrastructure as well. MODOT and County Road Board funds have been acquired for this project. Design will begin in 2022, Right-of-way acquisitions in 2023 and construction in 2024. **Future Budget Impact:** *The maintenance is figured into the Street & Road Improvement’s 5-year CIP.*

Cost: \$1,883,622
Department: Project Management Division

14. Main Street Phase III (RR to St. Joseph)

This project will resurface Main Street from the intersection of St. Joseph to just north of the railroad tracks and to improve the pedestrian facilities along these same limits by way of sidewalk reconstruction. The project includes the replacement of decorative streetlights within the project limits. Design is budgeted for 2023, followed by ROW in 2024 and construction in 2025. Federal funds have been secured for this project, as well as St. Charles County funds have been applied for to help support this project. The budgeted amount is for ROW acquisition. **Future Budget Impact:** *The construction portion of this project will be in the 2025 budget. Maintenance is figured into the Street & Road Improvement’s 5-year CIP.*

Cost: \$220,000
Department: Project Management Division

15. Eggering Reconstruction

This project will consist of the reconstruction of Eggering from just north of the railroad tracks located near City Hall and extend to St. Mathews, then terminate at the Westhoff Park Entrance. This will entail improvements to the existing infrastructure and pedestrian facilities along the corridor. Federal funds (STP) have been obtained for this project. Design will begin in 2024, followed by ROW acquisition in 2025 then construction in 2026. **Future Budget Impact:** *The ROW acquisition will be in the 2025 budget and the construction will be in the 2026 budget. Maintenance is figured into the Street & Road Improvement’s 5-year CIP.*

Cost: \$106,200
Department: Project Management Division

16. Bridge Maintenance Program

This project is part of an overall maintenance program to maintain and repair City owned bridges and box culvert structures. The existing structures will be evaluated and determined for either preventative maintenance or repair of system components. Additional funding from County and Federal agencies may be available in future years to supplement this program. There are no Use Tax funds included at this time. **Future Budget Impact:** *The maintenance is figured into the Street & Road Improvement’s 5-year CIP.*

Cost: \$ 100,000
Department: Project Management Division

17. Tom Ginnever & N. Cool Springs Rd. Intersection Reconstruction

This project will reconstruct the intersection of Tom Ginnever & N. Cool Springs Rd. The existing intersection causes vehicle delays due to stop controlled condition of 4-way stop. Additional funds were acquired from East West Gateway to support this project. The budget amount is for design. **Future Budget Impact:** *The construction of this project is in the 5-year CIP with County funding. Construction will not start without outside funding.*

Cost: \$ 132,000
Department: Project Management Division

18. Hoff Road Widening

This project will widen and reconstruct portions of Hoff Road from Progress West Lane North to the 90-degree turn area. The existing roadway is a deteriorated pavement section that has high volume and high loading of heavy vehicles. The funds will be utilized for the design effort needed. Additional funding from East West Gateway have been acquired to support the project. The City responsibility through STP is 50%. **Future Budget Impact:** *The construction of this project is in the 5-year CIP with County funding.*

Cost: \$ 300,000
Department: Project Management Division

19. Snow Removal and Hydraulic Equipment

This expense will cover the cost to purchase replacement snow removal and hydraulic equipment for medium-duty and heavy-duty trucks. This will include snow equipment for vehicles outside of the Street Division that will be part of the Snow Removal Fleet. **Future Budget Impact:** *Minimal maintenance is expected since this is a replacement. The estimated life of the equipment is 10 years.*

Cost: \$389,364
Department: Street Division

20. Asphalt Trailer

This expense will cover the cost to purchase a 4-ton Falcon Asphalt Hot Box Trailer. This trailer will be the primary asphalt patch trailer. The 2015 Falcon asphalt patch trailer will be retained as a back-up. The Street Department maintains a 6-year rotation on asphalt trailers. **Future Budget Impact:** *Minimal maintenance is expected since this is a replacement. The estimated life of the equipment is 10 years.*

Cost: \$ 42,000
Department: Street Division

21. Skid Loader

This expense is a new Bobcat S76 T4 skid steer loader to replace a 2019 Caterpillar 262D skid loader. **Future Budget Impact:** *Minimal maintenance is expected since this is a replacement. The estimated life of the equipment is 5 years.*

Cost: \$ 66,000
Department: Street Division

22. Planer Attachment

This expense will cover the cost to purchase a 12” Bobcat Attachment Planer to replace a 2004 24” Bobcat Attachment Planer. This equipment is used for the partial depth replacement joint repairs. **Future Budget Impact:** *Minimal maintenance is expected since this is a replacement. The estimated life of the equipment is 10 years.*

Cost: \$ 24,000
Department: Street Division

23. Milling Machine Attachment

This expense is for a 6” milling machine attachment. The smaller attachment will allow for less materials used. This equipment is used for the partial depth replacement joint repairs. **Future Budget Impact:** *The anticipated maintenance for this item is \$1,200 annually and is included in the 5-year CIP. The estimated life of the equipment is 7 years.*

Cost: \$ 24,000
Department: Street Division

24. Techcrete Trailer & Materials

This expense is a Techcrete Trailer and materials that will be utilized to make joint repairs with a material other than asphalt or concrete. Due to the conditions of the streets and costs for full slab repairs, joint repairs are needed to prolong the life of the concrete streets as continual asphalt patches are not a long-term solution. There are certain situations where concrete joint repairs are needed, but this material is needed for areas where concrete or asphalt repairs are not the correct tool to make the repairs. **Future Budget Impact:** *The anticipated maintenance for this item is \$500 annually. The anticipated cost of materials is \$150,000 annually. This expense is included in the 5-year CIP.*

Cost: \$250,000
Department: Street Division

25. Hydraulic Dump Bed Trailers (2)

This expense is for two (2) 83” X 12’ hydraulic dump bed washout trailers. These will be used to improve our compliance with environmental protection standards on keeping residual concrete byproduct from entering the storm drain system. They will contain the concrete, slurry, and dirty water until it can be disposed of in an acceptable manner. ***Future Budget Impact:*** *The anticipated maintenance for these items is \$100 annually and is included in the 5-year CIP. The estimated life of the equipment is 10 years.*

Cost: \$ 26,000
Department: Street Division

26. Skid Mount Sprayer Attachment

This expense is for a second Skid Mount Sprayer to spray weed control along roads and traffic islands. ***Future Budget Impact:*** *The anticipated maintenance for this is \$100 annually and is included in the 5-year CIP. The estimated life of this equipment is 10 years.*

Cost: \$ 6,500
Department: Street Division

27. Wheel Loader

This expense is for a John Deere 304 G-Tier Compact Wheel Loader to replace a 2014 John Deere 410K Backhoe. The compact wheel loader will be used at locations where the larger wheel loaders are too big to safely maneuver while loading salt, dirt, or rock. The Salt Storage Facility at O’Day Park is one example of this. The smaller wheel loader will also be used to load smaller trucks with rock, topsoil, or salt without spilling material all over the truck and on the ground. ***Future Budget Impact:*** *The maintenance is figured into the Street & Road Improvement’s 5-year CIP. The estimated life of this equipment is 7 years.*

Cost: \$124,000
Department: Street Division

28. 40' Stainless Steel Salt Conveyer

This expense is to purchase a 40' stainless steel salt conveyer. This smaller and shorter salt conveyer will adequately load salt at the O'Day Park Salt Storage Facility. Currently, the 75' salt conveyer cannot be used at this facility. This new equipment will alleviate the need to dump the salt on the ground and use the wheel loader or skid loader to push or stack the salt. The 40' salt conveyer will fit into the Storage Facility and would allow staff to fill the building to capacity ***Future Budget Impact:*** *The anticipated maintenance for this is \$200 annually and is included in the 5-year CIP. The estimated life of this equipment is 20 years.*

Cost: \$ 60,000
Department: Street Division

29. Ford F-350 – Dual Rear Wheel (2)

This expense is the cost to replace one (1) 2013 Chevrolet 1500 pick-up and one (1) 2015 Ford F-350 DRW truck with two (2) Ford F-350, Dual Rear Wheel trucks. One truck will be an upgrade to the C-1500, from ½ ton to one ton to handle heavier loads. These trucks will serve as logistical support and transportation. ***Future Budget Impact:*** *Since these are replacements, preventative maintenance is already included in the 5-year CIP. Other maintenance is expected to be lower while under warranty.*

Cost: \$122,862
Department: Street Division

30. Ford F-550 Truck Builds (4)

This expense is the cost to replace two (2) 2015 flatbed trucks, one (1) 2015 dump truck, and one (1) 2012 crane truck. These trucks will serve as logistical support and transportation. ***Future Budget Impact:*** *Since these are replacements, preventative maintenance is already included in the 5-year CIP.*

Cost: \$377,371
Department: Street Division

31. 2024 Elgin Whirlwind Street Sweeper

This expense is the cost to replace a street sweeper that is 12 years old. ***Future Budget Impact:*** *Preventative maintenance is already included in the 5-year CIP.*

Cost: \$390,450
Department: Street Division

32. Vehicle for new Construction Inspector (25% share)

This expense is for the cost to obtain a vehicle for the new Construction Inspector. The cost will be split between the General and Street Road Improvement Funds. **Future Budget Impact:** *Preventative maintenance is included in the 5-year CIP. Other maintenance is expected to be lower while under warranty.*

Cost: \$ 8,000
Department: Project Management

33. Zero Turn Mowers for ROW Mowing (3) (50% Share)

This expense is to replace three zero-turn mowers that have reached end of life with new ones. These items will be split between General, Street Road Improvement, Water and Sewer Funds. The existing mowers will be used as trade-in or sold on GovDeals.com, whichever is more cost effective. **Future Budget Impact:** *Since these are replacements, preventative maintenance is already included in the 5-year CIP. Life expectancy of this equipment is 5 years.*

Cost: \$ 22,500
Department: Landscaping

Total Capital Street & Road Improvement Fund

\$15,473,344



Special Revenue Fund – Transient Guest Tax Fund

The following provides a description of each capital expenditure, including cost, and responsible department/division.

1. Heald Home Improvements

This expense is for the continued lot improvements at the Heald Home in Fort Zumwalt Park. The improvements include tuckpointing the back of the home and chimneys in FY 2024. ***Future Budget Impact:*** *The remaining chimney tuckpointing and brick sealing will be budgeted in FY 2025-2026 and is incorporated into the City's 5-year CIP.*

Cost: \$26,000
Department: Street Division

2. Veterans Memorial Walk Monument Repair

This expense is for the repairs to the Veterans Memorial Walk Monument. This will include repairing the crack in the center granite pillar of the monument. ***Future Budget Impact:*** *There is no anticipated expense for maintenance in the next 5 years.*

Cost: \$ 6,000
Department: Street Division

3. Veterans Walk Parking Lot Repair

This expense is for the concrete patch repair of the parking lot at the Veterans Walk. Parking lot joints are spalling causing potholes and trip hazards. ***Future Budget Impact:*** *This will extend the life of the parking lot. Minimal maintenance is expected for the next 5 years.*

Cost: \$35,000
Department: Street Division

4. Artwork

This expense is for the purchase of permanent artwork. The Cultural Art Committee will work with the Tourism & Festival division to determine and recommend any purchase(s) of permanent artwork. The ultimate decision will be determined by City Council approval. ***Future Budget Impact:*** *There is no anticipated future expense currently.*

Cost: \$25,000
Department: Street Division

5. Veterans Memorial Walk Monument – Space Force Addition - Design

This expense is for the solicit design concepts to add to the monument to honor the Space Force. The Space Force was designated as a new brand of the armed services in 2019. Design concepts need to be developed to incorporate it into the monument as it does not appear realistic to add another pillar to the existing memorial. ***Future Budget Impact:*** *Future budget impact is yet to be determined.*

Cost:	\$ 5,000
Department:	Street Division

Total Capital Transient Guest Tax Fund

\$ 97,000



Enterprise Funds

This includes the description of capital request from following funds (if budgeted): Environmental Services, Public Venue, Renaud Center, Sewer and Water Funds.

Enterprise Funds – Environmental Services Fund

The following provides a description of each capital expenditure, including cost, and responsible department.

1. Rear Load Refuse Trucks (2)

This appropriation is for the purchase two (2) rear load refuse trucks to replace two aging trucks. These trucks can be utilized for multiple waste streams. ***Future Budget Impact:*** *Minimal maintenance is expected while under warranty. Future maintenance is figured into the ES Fund's 5-year CIP. The estimated life of the vehicles is 5-6 years.*

Cost:	\$465,500
Department:	Environmental Services Division

2. Sanitation Carts/Containers

This is an annual capital expense for new 64- & 96-gallon carts/containers/lids. These are for new customers and the replacement of old containers and miscellaneous parts. ***Future Budget Impact:*** *Minimal maintenance is expected since these are replacements. The estimated life of a container is 10 years.*

Cost:	\$180,000
Department:	Environmental Services Division

3. Pressure Washer

This is the cost to purchase a pressure washer that will be used for cleaning of trucks and refuse carts. ***Future Budget Impact:*** *Minimal maintenance is expected. The estimated life of this equipment is 6 years.*

Cost:	\$ 11,000
Department:	Environmental Services Division

4. Roofing Repairs – ES Operations Building

This appropriation will be used to complete roof repairs at the Environmental Services Operations Building located at 1550 Progress West Lane. ***Future Budget Impact:*** *Maintenance is included in the 5-year CIP.*

Cost: \$150,000
Department: Environmental Services Division

5. Exterior Painting – ES Operations Building

This appropriation will be used to paint the exterior of the Environmental Services Operations Building located at 1550 Progress West Lane. ***Future Budget Impact:*** *This maintenance is included in the 5-year CIP.*

Cost: \$ 24,000
Department: Environmental Services Division

Total Capital Environmental Services Fund

\$ 830,500



Enterprise Funds – Police Training Facility Fund

The following provides a description of each capital expenditure, including cost, and responsible department.

1. Police Training Facility

This appropriation is the cost to construct, equip and operate an outdoor firing range for training police officers. The range is anticipated to have 20 firing lanes, multiple firing platforms and target settings up to 200 yards. The City of O’Fallon has entered into an agreement with the City of St. Charles, who will provide \$2,250,000 towards the project in exchange for use of the range as outlined in the Intergovernmental Partnership Agreement for Firing Range Services. ***Future Budget Impact:*** *Operating and maintenance costs are part of the 5-year CIP that is being prepared for this fund to project long-term sustainability.*

Cost:	\$3,770,000
Department:	Police

Total Capital Police Training Facility Fund

\$3,770,000



Enterprise Funds – Public Venue Fund

The following provides a description of each capital expenditure, including cost, and responsible department.

1. Bollard Replacements

This is for the cost to replace eight (8) bollards in front of the stadium. **Future Budget Impact:** *These are replacements and are not expected to have future maintenance costs. These items have a life expectancy of 10 years.*

Cost: \$ 8,000
Department: Public Venue- Athletics Division

2. LED Field Lighting Upgrade

This appropriation is the cost to upgrade the field lighting from metal halide to LED. The metal halide bulbs are getting harder to find and cost varies from year to year. The max life of the metal halide bulbs is decreasing. **Future Budget Impact:** *Minimal maintenance is expected in the next few years. The City should see a cost savings in energy efficiency. The estimated life expectancy of this improvement is 20 years.*

Cost: \$250,500
Department: Public Venue- Athletics Division

3. Security Gates

This appropriation is the cost to install security gates to close the stadium parking lot. **Future Budget Impact:** *No maintenance is expected in the next few years.*

Cost: \$ 4,800
Department: Public Venue- Athletics Division

Total Capital Public Venue Fund

\$263,300



Enterprise Funds – Renaud Center Fund

The following provides a description of each capital expenditure, including cost, and responsible department.

1. Movable Partitions

This is for the cost to replace the movable partitions in the Multi-Purpose Room. **Future Budget Impact:** *Minimal maintenance is expected since this is a replacement. The estimated life of the equipment is 10 years.*

Cost:	\$ 33,000
Department:	RC – Recreation Division

2. Pool Shell Replastering

This is for the cost to replaster the pool shell. **Future Budget Impact:** *The estimated life of this improvement is 10 years.*

Cost:	\$180,000
Department:	RC – Recreation Division

3. Boiler

This is for the cost to replace the boiler for hot water at the Renaud Center. **Future Budget Impact:** *Future maintenance is included in the 5-year CIP. The estimated life of this equipment is 10 years.*

Cost:	\$ 17,000
Department:	RC – Recreation Division

4. Cardio Equipment

This is for the cost to purchase cardio equipment for the fitness area. This is a continuation of purchasing cardio equipment each year instead of leasing equipment. Additional equipment will be purchased in FY 2025. Starting in FY2026, funds will be budgeted yearly to replace 25% of the equipment each year. **Future Budget Impact:** *FY2025 funding will be \$42,000 then \$50,000 annually. This is included in the 5-year CIP. The estimated life of the equipment is 4 years.*

Cost:	\$ 20,919
Department:	RC – Recreation Division

Total Capital Renaud Center Fund

\$250,919

Enterprise Funds – Sewer Fund

The following provides a description of each capital expenditure, including cost, and responsible department/division.

1. WWTP Headworks Upgrades

This appropriation is for the cost to upgrade and increase the screening system, piping and housing infrastructure. Removing influent debris, grit and inorganic items upfront, allows the treatment process to function as designed. This project was moved from the FY 2023 budget to FY 2024.

Future Budget Impact: *The Sewer Fund's 5-year CIP includes maintenance on the upgraded equipment similar to the equipment it is upgrading.*

Cost:	\$7,170,000
Department:	Sewer Division

2. Biosolids Sludge Loadout Area

This appropriation is for the cost to update the Biosolids roll off container area to allow for a new multi-pump door conveyor system to be installed within the truck bay. This will give staff the ability to fill containers or trailers without having to move them (approximately every 15 minutes). This estimated cost also includes funds to demolish the existing RDP equipment, allowing reuse of the space for a future sludge loadout area. **Future Budget Impact:** *Minimal impact for maintenance is expected since this is a replacement. The future maintenance is figured into the Water Fund's 5-year CIP and the life expectancy of this equipment is 30 years.*

Cost:	\$530,000
Department:	Sewer Division

3. Lagoon Paving

This appropriation is for the cost continue the pavement at the lagoon area to provide better access to vehicles. **Future Budget Impact:** *FY 2025 funds in the amount of \$50,000 is expected to be split between Sewer and Street Improvement Funds. Future maintenance is figured into the 5-year CIP.*

Cost:	\$ 45,000
Department:	Sewer Division

4. Carbon Media Replacement

This appropriation is for the cost to replace the carbon media in the odor control system. The carbon media requires replacement every two years. **Future Budget Impact:** *The odor control system is scheduled to be replaced in FY 2025. This is included in the 5-year CIP.*

Cost: \$170,000
Department: Sewer Division

5. Electrical Protection – Lift Stations

This appropriation is for the costs to improve the lift station lighting protection equipment. **Future Budget Impact:** *This is an ongoing project to implement appropriate protection equipment throughout the collection system lift stations through FY 2027 and is included in the 5-year CIP.*

Cost: \$ 20,000
Department: Sewer Division

6. Vacuum Trailer (50% Share)

This appropriation will cover the cost to purchase a vacuum trailer to be utilized to perform lift station cleaning and hydro excavation. The trailer system is a scaled down version of a jetter truck, allowing it to be utilize in areas where a small footprint is required. Hydro excavation before digging increases the ability of the staff to adequately locate underground infrastructure, greatly increasing operator safety. This expense is split between the Water Fund (50%) and Sewer Fund (50%). **Future Budget Impact:** *Annual maintenance is expected at \$500 and is included in the 5-year CIP. Life expectancy of this equipment is 10 years.*

Cost: \$ 87,500
Department: Sewer Division

7. WWTP – Automatic Gate Opener

This appropriation is for the cost to install an automatic gate opener at the waste-water treatment plant's back entrance. The current operational procedure leaves the gates open during business hours due to the number of entries/exits during sledge hauling. Automated gates will allow for the gates to remain closed, thus providing added security. **Future Budget Impact:** *Minimal future maintenance is expected in the next few years. The life expectancy of this equipment is 10 years.*

Cost: \$ 60,000
Department: Sewer Division

8. WWTP Biosolids Platform

This appropriation will be used to construct a safe operator platform in the Biosolids load out bay. This will be utilized when loading vehicles for disposal. **Future Budget Impact:** *Minimal future maintenance is expected in the next few years. The life expectancy of this improvement is 10 years.*

Cost: \$ 15,000
Department: Sewer Division

9. Fiber Extension – Lift Stations

This appropriation will provide the installation of fiber at five (5) lift stations to alleviate the use of a cell-based system. Monthly expenditures will be reduced and allow for better communication. **Future Budget Impact:** *Cost savings of \$56,000 over 30 years for service and equipment. Any future expense will be added to the 5-year CIP.*

Cost: \$ 125,000
Department: Sewer Division

10. Spare Modems & PLC Hardware

This appropriation is for the cost to purchase spare critical Programable Logic Controller (PLC) parts and modems. Numerous emergency repair authorizations have been required due to limited or no stock items for the new SCADA system. Having the spare parts on hand will help keep emergency purchases to a minimum. **Future Budget Impact:** *Since these are replacement parts, no maintenance cost will be incurred.*

Cost: \$ 35,000
Department: Sewer Division

11. Preventative Maintenance Software (75% Share)

This appropriation will cover the cost to purchase and implement a PMs software that will fully integrate into the SCADA system. The goal is to have preventative maintenance vs. reactive maintenance. SCADA integration will automate a large portion of the data gathering and provide early warnings. This expense is split between the Water Fund (25%) and Sewer Fund (75%). **Future Budget Impact:** *The estimated yearly maintenance cost of the software is \$5,750 for the Water Fund and is included in the 5-year CIP.*

Cost: \$ 43,050
Department: Sewer Division

12. WWTP Final Clarifier Scum Pump

This appropriation is for the cost to purchase a spare Final Clarifier Scum Pump (Flygt FP 3127). This equipment will serve as a back-up in case one the four existing pumps fail. If one pump fails it will not be possible to run all four clarifiers at the same time. **Future Budget Impact:** *Since this is a replacement, no maintenance cost will be incurred.*

Cost: \$ 16,250
Department: Sewer Division

13. WWTP Tank Drain Pump

This appropriation is for the cost to purchase a spare BNR Tank Drain Pump (Flygt NP 3153). This equipment will serve as a back-up in case the one existing pump fails. If there is no back-up pump, it will not be possible to transfer water from one tank to another. **Future Budget Impact:** *Since this is a replacement, no maintenance cost will be incurred.*

Cost: \$ 27,000
Department: Sewer Division

14. Excavator

This appropriation will cover the cost to purchase a CAT308 (or equal) excavator. The Water and Sewer divisions currently share an excavator. The Sewer division has started, and will continue, to make more field repairs. This excavator will be a different size than that of the Water crew so that both divisions will get use of the equipment based on the size of each project. **Future Budget Impact:** *Yearly maintenance costs are estimated at \$500 and is included in the Sewer Fund's 5-year CIP.*

Cost: \$165,000
Department: Sewer Division

15. Truck - Ford F350

This appropriation is for the cost of a Ford F350-Dual Rear Wheel to replace a 2013 Ford F-350. The cost will cover the build and title. **Future Budget Impact:** *Minimal maintenance is expected during warranty period. Future maintenance is already included in the Water Fund's 5-year CIP since this is a replacement. The life expectancy of this equipment is 10 years.*

Cost: \$ 61,431
Department: Sewer Division

16. Crane Truck

This appropriation is for the cost of a Ford Class 5-6 Crane Truck. This will be an addition to the fleet and serve as logistical support and transportation to perform maintenance on the sanitary sewer infrastructure. **Future Budget Impact:** *Minimal maintenance is expected during warranty period. The life expectancy of this equipment is 15 years.*

Cost: \$175,181
Department: Sewer Division

17. Sludge Dewatering Project

This appropriation is for the cost to provide engineering services for design phase of the sludge dewatering project. The completion of the project will be budgeted in FY 2025. **Future Budget Impact:** *FY 2025 is expected to have an additional \$2 million budgeted for the completion of the project. This has been included in the 5-year CIP.*

Cost: \$250,000
Department: Sewer Division

18. Sanitary Sewer Lining Program

This appropriation will be utilized to perform sanitary sewer pipe lining in aging sewer pipes. This program will identify and eliminate inflow and infiltration. **Future Budget Impact:** *Anticipated future funding FY2025-FY2028 at \$200,000 per year. This has been included in the 5-year CIP.*

Cost: \$ 250,000
Department: Sewer Division

19. Peruque Equalization Basin Upgrade

These funds are requested for the Peruque Equalization Basin Upgrade project. The project will allow for the use of the northern most cell of the previous lagoon for excess flow equalization. The equalization is used to take the pressure off the existing collection system and WWTP during high flows, minimizing sanitary sewer overflows and plant process bypassing. **Future Budget Impact:** *Future maintenance is included in the 5-year CIP. The life expectancy of this improvement is 20 years.*

Cost: \$1,000,000
Department: Sewer Division

20. Peruque Lift Station Dump Station

This appropriation will be utilized to build a dump station designed to handle septage, including a means to properly dispose of debris at the Peruque Lift Station. The dump station is necessary because the Peruque Lift Station equalization basin project will eliminate the ability of using the lagoon as a jet truck dump site. **Future Budget Impact:** *Future maintenance is included in the 5-year CIP. The life expectancy of this improvement is 20 years.*

Cost: \$ 175,000
Department: Sewer Division

21. Lift Station Aging Pump Replacements

This appropriation will be utilized to purchase spare/ replacement pumps for the City's lift stations based on individual age and usage. This is part of an ongoing program to minimize emergency purchases due to unforeseen equipment failures. **Future Budget Impact:** *Anticipated future funding FY2025-FY2028 at \$100,000 per year. This has been included in the 5-year CIP.*

Cost: \$100,000
Department: Sewer Division

22. SCADA System Improvements

This appropriation will be utilized to continue the SCADA system improvement program. The program's goal is to annually invest in control improvements to minimize service/ operation interruptions. **Future Budget Impact:** *Anticipated future funding FY2025-FY2028 at \$25,000 per year. This has been included in the 5-year CIP.*

Cost: \$ 25,000
Department: Sewer Division

23. Manhole Rehab & Lining

This appropriation is for the cost to perform sanitary sewer manhole lining and repairs to eliminate inflow and infiltration. **Future Budget Impact:** *Future maintenance is figured into the Water Fund's 5-year CIP with an anticipated \$300,000 each year for as many manholes as the funds and time will allow.*

Cost: \$ 250,000
Department: Sewer Division

24. Relief Sewer – Country Life

This appropriation is for the cost to design and hire a contractor for the installation of a relief sewer for high flow events. **Future Budget Impact:** *Future maintenance is figured into the Water Fund's 5-year CIP.*

Cost: \$ 125,000
Department: Sewer Division

25. Relief Sewer – Barrington

This appropriation is for the cost to design and hire a contractor for the installation of a relief sewer for high flow events. **Future Budget Impact:** *Future maintenance is figured into the Water Fund's 5-year CIP.*

Cost: \$ 180,000
Department: Sewer Division

26. Sanitary Improvements- Bryan/ West Terra

This appropriation is for design costs relative to adding sanitary access at Bryan/ West Terra due to the reconfiguration of the intersection. Construction is scheduled FY 2026. **Future Budget Impact:** *Impact to future budgets will include an estimated \$900,000 to complete the construction in FY 2026. This has been included in the 5-year CIP.*

Cost: \$ 50,000
Department: Sewer Division

27. Clarifier Rehab

This appropriation is for the cost to rehabilitate the clarifiers at the WWTP. There are a total of eight clarifiers, one was rehabilitated during the last treatment plant upgrade. During the upgrade project it was noted that all clarifiers need minor to moderate repair. These funds will be requested on a two-year rotating basis until all eight clarifiers have been rehabilitated. **Future Budget Impact:** *FY2026 & FY2028 funding expected at \$100,000 each year. This has been included in the 5-year CIP.*

Cost: \$ 100,000
Department: Sewer Division

28. Kellerman Meter Relocation

This appropriation is for the cost to move the Kellerman meter to a more appropriate location. The Kellerman flow meter is used to monitor flows from a portion of District #2. The current meter does not capture the flow correctly due to the location it was installed. **Future Budget Impact:** *No additional maintenance costs should be incurred since this is simply moving the location of an existing meter. Future maintenance is already included in the 5-year CIP.*

Cost: \$ 75,000
Department: Sewer Division

29. Large Meter Connectivity

This appropriation is for the cost incorporate assigned flow meters into O’Fallon’s electronic reading/ monitoring system(s). These assigned flow meters are used to gauge the sewage flow the City of O’Fallon receives from adjacent districts and cities. **Future Budget Impact:** *Impact to future budgets will be determined based on the assessment. The Water Fund’s 5-year CIP will be adjusted as needed.*

Cost: \$ 55,000
Department: Sewer Division

30. Odor Control Upgrades

This appropriation is for the cost to hire professional engineering services to design an odor control system at the WWTP. The current odor control system is at end of life and a new system is needed to maintain adequate control. Construction to begin FY2025. **Future Budget Impact:** *Construction costs of \$1 million in FY 2025 is included in the 5-year CIP.*

Cost: \$ 200,000
Department: Sewer Division

31. Effluent Force Main Cathodic Protection

This appropriation is for the cost to add cathodic protection to the WWTP effluent force main. An investigation of the mains shows minor to moderate corrosion to the WWTP force main. As a result, the addition of cathodic protection was suggested by the engineering service. **Future Budget Impact:** *Future maintenance is included in the 5-year CIP. The estimated life of this improvement is 30 years.*

Cost: \$ 60,000
Department: Sewer Division

32. Zero Turn Mowers for ROW Mowing (3) (16.50% Share)

This expense is to replace three zero-turn mowers that have reached end of life with new ones. These items will be split between General, Street Road Improvement, Water and Sewer Funds. The existing mowers will be used as trade-in or sold on GovDeals.com, whichever is more cost effective. ***Future Budget Impact:*** *Since these are replacements, preventative maintenance is already included in the 5-year CIP. Life expectancy of this equipment is 5 years.*

Cost:	\$ 7,425
Department:	Landscaping

Total Capital Sewer Fund

\$11,647,837



Enterprise Funds – Water Fund

The following provides a description of each capital expenditure, including cost, and responsible department/division.

1. Maintenance Shop - WTP

This appropriation will be used to procure a safe, well equipped, maintenance shop at the water treatment facility. Currently, the water treatment plant does not have a dedicated maintenance shop and staff must travel to the wastewater plant maintenance shop or utilize a makeshift area. This project will convert an existing space into a maintenance area. ***Future Budget Impact:*** *Any future maintenance will be added to the 5-year CIP.*

Cost: \$ 50,000
Department: Water Division

2. Parking Lot Expansion - WTP

This appropriation will provide for the expansion of the parking lot area at the water treatment facility. The current parking area causes vehicles to become blocked in when multiple vehicles are parked for construction/ repair activities or deliveries. ***Future Budget Impact:*** *Any future maintenance will be added to the 5-year CIP.*

Cost: \$ 20,000
Department: Water Division

3. Fiber Extension – Three (3) Well Sites

This appropriation will provide the installation of fiber at three (3) well sites to alleviate the use of a cell-based system. Monthly expenditures will be reduced and allow for better communication. ***Future Budget Impact:*** *Cost savings of \$28,600 over 30 years for service and equipment. Any future expense will be added to the 5-year CIP.*

Cost: \$ 80,000
Department: Water Division

4. Electrical Protection at Well Sites

This appropriation will provide for the purchase and installation of electrical protection devices on the City's wells. Approximately one third of the locations will be completed over the next three years. ***Future Budget Impact:*** *Additional fund will be required: \$15,000 in FY 2025 and \$15,000 in FY 2026. This has been incorporated into the City's 5-year CIP. Life expectancy of this equipment is 10 years.*

Cost: \$ 15,000
Department: Water Division

5. RO Well Conversion / Pump

This expense will cover the cost to replace and convert the alluvial well from a line shaft to a submersible pump. Converting the pump to a submersible will allow for an easier and more cost-efficient maintenance process. ***Future Budget Impact:*** *The future maintenance is figured into the Water Fund's 5-year CIP to be cleaned and chemically treated every two years.*

Cost: \$ 47,250
Department: Water Division

6. Nitrogen Breaker

This expense will cover the cost to purchase Bobcat NB160 Nitrogen Breaker attachment with Nailpoint. This new equipment will replace a 2018 Bobcat Hydraulic Breaker. The Water Division maintains a 5-year rotation on all breaker attachments. ***Future Budget Impact:*** *Minimal maintenance is expected since this is a replacement item.*

Cost: \$ 9,500
Department: Water Division

7. Tailgate Chute

This expense will cover the cost of a tailgate chute to be placed on a dump truck to easier control the amount of asphalt/ dirt being released. This equipment increases safety, so employees do not have to climb into the dump bed to shovel the material out of the truck. ***Future Budget Impact:*** *Minimal maintenance is expected on this equipment. Life expectancy of this equipment is 10 years.*

Cost: \$ 8,000
Department: Water Division

8. Inserta-Valves

This expense will cover the cost to purchase Inserta-Valves to be inserted in an operating line without loss of pressure. ***Future Budget Impact:*** *Additional valves will be purchased in future years and are included in the 5-year CIP. Life expectancy of this equipment is 30 years.*

Cost: \$ 44,000
Department: Water Division

9. WTP HVAC Replacement – Front Office

This appropriation will provide for the replacement of the HVAC system at the water treatment plant front office. The current unit loses coolant requiring complete replacement. **Future Budget Impact:** *The future maintenance will be figured into the 5-year CIP. Life expectancy of this equipment is 10 years.*

Cost: \$ 40,000
Department: Water Division

10. Bally Lift

This appropriation will cover the cost to purchase a bally lift, which is a safety platform style ladder with outriggers. This equipment will allow the staff to access elevated equipment within the plant that cannot otherwise be reached. **Future Budget Impact:** *Minimal maintenance is expected. Life expectancy of this equipment is 10 years.*

Cost: \$ 8,000
Department: Water Division

11. Preventative Maintenance Software (25% Share)

This expense will cover the cost to purchase and implement a PMs software that will fully integrate into the SCADA system. The goal is to have preventative maintenance vs. reactive maintenance. SCADA integration will automate a large portion of the data gathering and provide early warnings. This expense is split between the Water Fund (25%) and Sewer Fund (75%). **Future Budget Impact:** *The estimated yearly maintenance cost of the software is \$5,750 for the Water Fund and is included in the 5-year CIP.*

Cost: \$ 14,350
Department: Water Division

12. Vacuum Trailer (50% Share)

This appropriation will cover the cost to purchase a vacuum trailer to be utilized to perform lift station cleaning and hydro excavation. The trailer system is a scaled down version of a jetter truck, allowing it to be utilize in areas where a small footprint is required. Hydro excavation before digging increases the ability of the staff to adequately locate underground infrastructure, greatly increasing operator safety. This expense is split between the Water Fund (50%) and Sewer Fund (50%). **Future Budget Impact:** *Annual maintenance is expected at \$500 and is included in the 5-year CIP. Life expectancy of this equipment is 10 years.*

Cost: \$ 87,500
Department: Water Division

13. Skid Loader

This expense will cover the cost to purchase a Bobcat T770 Skid Loader. This equipment will replace a 2018 Bobcat Track Loader. **Future Budget Impact:** *Minimal impact for maintenance is expected since this is a replacement. The life expectancy of this equipment is 5 years.*

Cost: \$ 80,000
Department: Water Division

14. Vibratory Roller

This expense will cover the cost to a BOMAG BW90-AD5 1.5 Ton Vibratory Roller. This equipment will give the Restoration Crew unlimited availability to utilize the roller, as the Street Department’s roller is used on the daily basis. Also, the lack of availability when renting causes prolongs street repairs 2-3 weeks. This purchase will give the City two different size rollers for optional use on different size jobs. **Future Budget Impact:** *Annual maintenance is estimated at \$250 and is included in the 5-year CIP. The life expectancy of this equipment is 7 years.*

Cost: \$ 38,000
Department: Water Division

15. Truck – Ford F350

This appropriation is for the cost of a Ford F350-Dual Rear Wheel to replace a 2015 Ford F-350. The cost will cover the build and title. **Future Budget Impact:** *Minimal maintenance is expected during warranty period. Future maintenance is already included in the Water Fund’s 5-year CIP since this is a replacement. The life expectancy of this equipment is 10 years.*

Cost: \$ 61,431
Department: Water Division

16. SCADA Improvements

This appropriation will be used to make improvements to the existing SCADA system. The SCADA system is made up of Programable Logic Controllers (PLCs) and various instrumentation devices. **Future Budget Impact:** *The future maintenance and updates are figured into the Water Fund’s 5-year CIP at \$50,000 annually. The life expectancy of this upgrade is 10 years.*

Cost: \$100,000
Department: Water Division

17. Main Street Water Line Replacement

This expense will cover the cost to replace the water line on Main Street from Pitman to Terra. **Future Budget Impact:** *The future maintenance is figured into the Water Fund’s 5-year CIP.*

Cost: \$ 800,000
Department: Water Division

18. Water Tower

This expense will cover the cost to purchase land for a new water tower location. Design and construction are estimated in FY 2026-2027. **Future Budget Impact:** *The future expense is figured into the Water Fund’s 5-year CIP.*

Cost: \$ 100,000
Department: Water Division

19. Well Upgrades

This expense will be utilized to add chloramines to deep wells 3, 4 and 6. Funds will also be utilized to perform minor/ moderate improvements at deep well #6, including new brine tank, zeolite media replacement, and various building/ process improvements associated with the proposed changes. **Future Budget Impact:** *Additional phases of the project are part of the 5-year CIP.*

Cost: \$1,100,000
Department: Water Division

20. WTP – Various Improvements

This expense will be utilized for the design and construction of various improvements needed at the water treatment plant including general building improvements, chemical systems, high service pump station improvements, new alluvial well, new RO skid, plate settlers and basin improvements. **Future Budget Impact:** *The 5-year CIP includes a bond issuance for WTP improvements. Project funds will be spent over the course of two to three years and is included in the 5-year CIP.*

Cost: \$4,594,480
Department: Water Division

21. WTP Filter Valve Improvements

This expense will cover the cost to replace the water treatment plant filter valves in conjunction with the filter improvements project. **Future Budget Impact:** *The future maintenance is figured into the Water Fund's 5-year CIP. The life expectancy of this project is 20 years.*

Cost: \$1,250,000
Department: Water Division

22. Zero Turn Mowers for ROW Mowing (3) (16.50% Share)

This expense is to replace three zero-turn mowers that have reached end of life with new ones. These items will be split between General, Street Road Improvement, Water and Sewer Funds. The existing mowers will be used as trade-in or sold on GovDeals.com, whichever is more cost effective. **Future Budget Impact:** *Since these are replacements, preventative maintenance is already included in the 5-year CIP. Life expectancy of this equipment is 5 years.*

Cost: \$ 7,425
Department: Landscaping

Total Capital Water Fund

\$8,554,936







- ENVIRONMENTAL SERVICES FUND
- POLICE TRAINING FACILITY FUND
- PUBLIC VENUE FUND
- RENAUD CENTER FUND
- SEWER FUND
- WATER FUND
- GLOSSARY

Enterprise Funds & Other

The Enterprise section contains information on the six Enterprise funds operated by the City, which are the Environmental Services Fund, Police Training Facility Fund, Public Venue Fund, Renaud Center Fund, Sewer Fund and Water Fund. This section also contains Glossary of Terms.





In 1939, with only \$50 in the general fund, Mayor Paul A. Westhoff, Sr., cast the decisive vote to build the City's first sanitary water and sewer system, launching an era of progress and expansion.

To help the City build the system, St. Mary's Institute donated \$5,000. St. Mary's is O'Fallon's oldest corporation, founded by the Sisters of the Most Precious Blood to support their educational endeavors.

Environmental Services Fund

Fiscal Year 2024

The Environmental Services Fund (reports to the Public Works Director) was implemented in 2002 to provide waste hauling and recycling services to the citizens of O’Fallon. Using a business pro forma, Bonds were issued to purchase start-up capital such as trash and recycling trucks, waste containers, transfer station design and construction, along with other necessary equipment. Operations began December 2002. Late in 2005 the City began its single stream recycling program. In December 2007, the City entered into a contract hiring a third party to operate the Waste Transfer Station. In 2018 the recycling program had to be revamped due to a major change in the recycling world. In 2022, the Residential Roll-off Program started, offering residents the opportunity to rent larger dumpsters for cleanouts, renovation, etc type projects.

Revenues

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Sales & Services	\$5,439,500	\$6,009,771	\$5,826,907	\$19,369	\$5,846,276	0.3%
Interest	7,828	60,634	150,000	25,000	175,000	16.7%
Other Sources	7,029	78,343	22,024	(20,024)	2,000	(90.9%)
Total	\$5,454,357	\$6,148,748	\$5,998,931	\$24,345	\$6,023,276	0.4%

Rates and Charges

The total initial monthly service charge to the residents is \$11.48 for basic service (\$10.33 for residents 65 years and older). These rates are reviewed annually to surrounding communities within the State of Missouri and are also available on the City’s website [Environmental Services | City of O'Fallon, Missouri \(ofallon.mo.us\)](http://Environmental Services | City of O'Fallon, Missouri (ofallon.mo.us)). The following table shows rates for the City and surrounding communities for comparison purposes only.

	City of O'Fallon	Republic (St. Charles County)	Meridian Disposal *O'Fallon Area	Waste Management	Grace Hauling	City of Dardenne (Grace Hauling)	City of St. Peters	City of Wentzville (Meridian)	City of Cottleville (St. Peters)	City of Lake St. Louis (Meridian)	City of Chesterfield (Republic)	St. Louis County	City of St. Charles (Republic)
Service (P/U per Week)	1	1	1	1	1	1	2	1	2	1	1	1	1
Trash (Per Month)	\$11.48	\$23.68	\$25.00	\$20.00	\$18.00	\$14.42	\$26.72	\$17.00	\$32.07	\$21.79	\$14.94	\$14.00	\$19.08
Can Charge (Per Month)	Included	\$16.50 (One Time Delivery Fee)	Included	Included	Included	Included	\$30.00 (One Time Activation Fee)	Included	Included	Included	\$16.50 (One Time Delivery Fee)	Included	\$16.50 (One Time Delivery Fee)
Trash w/ Recycle (Per Month)	\$11.48	\$23.68	\$34.79	\$28.00	\$29.00	\$14.42	\$26.72	\$17.00	\$32.07	\$21.79	\$14.94	\$14.00	\$19.08
Yard Waste (Per Month)	\$5.62	\$19.69	\$10.50	\$12.00	\$11.00	\$7.00	Included	\$10.00	Included	Included	\$15.72	Included	\$11.75
Total Trash & Recycle (2 cans)	\$11.48	\$23.68	\$34.79	\$28.00	\$29.00	\$14.42	\$26.72	\$17.00	\$32.07	\$21.79	\$14.94	\$14.00	\$19.08
Total Trash w/ Yard Waste (No Recycle)	\$17.10	\$43.37	\$35.50	\$32.00	\$29.00	\$21.42	\$26.72	\$27.00	\$32.07	\$21.79	\$30.66	\$14.00	\$30.83

Fiscal Year 2024 Goals

- I. Continue to coordinate an Electronics/Appliance Recycling drop-off event and complimentary Bulk Drop-off for residents six times a year.
- II. Increase Residential roll-off program by 20% (*Great Place to Live – Strategic Plan*).
- III. Continue to educate residents on the new modifications of the recycling program. (*Management in Progress – Strategic Plan*)
- IV. Continue the bi-annual shredding events. (*Management in Progress – Strategic Plan*)

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Customers	28,247	28,705	28,864	29,289	29,091	29,400
Recycling (in tons)	2,744	2,781	2,587	3,000	2,531	3,000
Waste Hauling (in tons)	30,517	30,641	29,428	32,000	30,110	32,000
Yard Waste Hauling (in yards)	9,820	9,402	8,876	9,850	9,198	9,925

Previous Year’s Goals

In 2023, the Residential Roll-off Container Program was expanded. Adding additional containers to meet the significant increase in demand. The camera system was implemented in all route trucks. The division was also able to reduce maintenance cost by doing more repairs in-house. Six electronic/appliance recycling drop-off and six bulk drop-off events were coordinated by the division for the residents. The biannual shredding event continued in 2023. The division continued to educate the residents on the modified recycling program.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$1,865,760	\$2,015,983	\$2,340,582	\$32,005	\$2,372,587	1.4%
Contract Services	944,508	981,998	1,129,052	(22,002)	1,107,050	(1.9%)
Insurance	363,548	424,151	462,664	(2,088)	460,576	(0.5%)
Maintenance	206,904	196,117	387,972	(96,406)	291,566	(24.8%)
Operating Supplies	98,538	142,208	156,659	27,864	184,523	17.8%
Petroleum	247,119	380,147	464,598	(563)	464,035	(0.1%)
Professional Expenses	5,440	9,042	15,230	2,400	17,630	15.8%
Public Information	9,767	19,782	29,971	(4,576)	25,395	(15.3%)
Utilities	43,577	44,641	57,904	(3,200)	54,704	(5.5%)
Rental	245	0	2,000	(1,000)	1,000	(50.0%)
Subtotal	\$3,785,406	\$4,214,069	\$5,046,632	(\$67,566)	\$4,979,066	(1.3%)
Debt	77,639	0	0		0	
Capital Outlay	837,015	864,607	2,370,378		830,500	
Transfer Out	0	0	114,570		114,570	
Total	\$4,700,060	\$5,078,676	\$7,531,580	(\$1,607,444)	\$5,924,136	(21.3%)

Budget Highlights

The increase in Personnel is due the market adjustment made to the wage scales. The decrease in Contract Services is due to a decrease in landfill fees that also offset the increase in credit card processing fees and the administration cost allocation for General Fund services. The decrease in Maintenance is due to more in-house repairs being performed. The increase in Operating is higher technology costs. The increase in Professional Expenses is for additional Training and Travel opportunities. The decrease in Public Information is due to lower advertising cost anticipated. The decrease in Rental is due to less need to rent equipment not owned by the fund.

Budget Category Explanations

Personnel

\$2,372,587

This category includes the wages, benefits, and overtime for the Environmental Services, Administration, Finance, Water and Facilities Maintenance Division/Departments as broken down below:

Environmental Services Division expenses consists of one Environmental Services Superintendent (100%), one Operations Supervisor (100%), one Fleet Coordinator (100%), one Assistant Fleet Mechanic, two Service Route Crew Leaders (100%), twenty-one Service Route Operators (100%), one Administrative & Budget Coordinator, two Customer Service Reps (100%) and one part-time Custodian.

Administration Department expenses consist of one Deputy City Administrator (5%).

Finance Division expenses consists of one Utility Billing Supervisor (34%), one Billing Clerk (34%) and two Customer Service Rep (34%).

Water Division expenses of consists of one Public Works Director (10%).

Facility Maintenance Division expenses consists of Facility Maintenance Manager (1%), Facility Maintenance Supervisor (1%) and two Maintenance Workers (1%, 1%).

Landscaping Division expenses consist of two Maintenance Workers (1%, 1%) and part-time mower as needed.

Contract Services

\$1,107,050

This funding is for reoccurring services retained by the Environmental Services Fund such as operating permit, lockbox service contract, exterminating service contract, landfill fees, etc.

Insurance

\$460,576

This amount is allocated to each department, division, or section based upon the number of full-time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, worker's compensation, errors and omissions, and property insurance.

Maintenance

\$291,566

This category is for the repairs and maintenance of various shop equipment and heavy machinery, the repairs and maintenance of this department's vehicles, and building maintenance.

Operating Supplies

\$184,523

This category includes office supplies such as paper and pens, postage, copies, computer supplies, cleaning supplies, uniforms and clothing for the workers, safety equipment and small tools. This also includes small equipment, furniture and fixtures that are valued less than \$5,000. It also includes expenses related to technology.

Petroleum **\$464,035**

Expenses for gasoline and oil are funded in this category.

Professional Expenses **\$17,630**

This amount includes funds for dues and subscriptions, professional fees, travel and training.

Public Information **\$25,395**

Advertising, promotions and printing are funded in this category.

Utilities **\$54,704**

This amount provides funding for mobile phone/radio services and computer tablet services.

Rental **\$1,000**

This category provides the funding for the rental of equipment that the division needs from time to time, but does not own.

Debt Service **\$000**

This amount is allocated to cover the debt service payment(s) for projects funded by the Environmental Services Fund revenues.

Capital Outlay **\$830,500**

This amount is allocated to cover equipment purchases schedules in Fiscal Year 2024.

2024 Capital Outlay for Environmental Services Division

<u>Description</u>	<u>Amount</u>
Improvement -Roofing Repair	\$150,000
Improvement -Painting Exterior	24,000
Equipment -Sanitation Carts	180,000
Equipment -Pressure Washer	11,000
Heavy Duty Vehicle -Rear Load Refuse Truck -2- Replacements	465,500
	<hr/>
	<u>\$830,500</u>

Transfer Out **\$114,570**

This amount will be transferred to the General Fund to for repayment on the building.



Police Training Facility Fund

Fiscal Year 2024

The Police Training Facility Fund created in 2023 to account for the design, construction, and operations of a Regional Law Enforcement Training Facility. The St Charles City has committed to support the facility by contributing over \$2.25 million to construct, equip and operate an outdoor firing range for training police officers. The range is anticipated to have 20 firing lanes, multiple firing platforms and target settings up to 200 yards.

The City will issue bonds for the design and construction after the state commits to funding a portion of the facility.

	Actual 2021	Actual 2022	Amended Budget 2023	Amount Change	Budget 2024	% Change
Contract Agreement	\$0	\$0	\$0	\$0	\$0	0.0%
Interest	0	0	0	0	0	0.0%
Other Sources/ Transfers	0	0	2,035,000	1,765,000	3,800,000	86.7%
Total	\$0	\$0	\$2,035,000	\$1,765,000	\$3,800,000	86.7%

Fiscal Year 2024 Goals

- I. Obtain commitment from the state of Missouri.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Debt Service	0	0	0		0	
Capital Outlay	0	0	2,030,000		3,770,000	
Total	\$0	\$0	\$2,030,000	\$1,740,000	\$3,770,000	85.7%

Budget Highlights

The City purchased property in FY 2023 and started the facility design process.

Budget Category Explanations

Capital **\$3,770,000**

This category is for the cost for additional design work.



The Public Venue Fund was implemented in 1998 to account for the operations in City-owned sports facilities. The City created an Athletics Department in 1999 to concentrate its efforts on the CarShield Field, which sits on approximately 15 acres. The River City Rascals commenced play on June 8, 1999, in the Frontier League (professional baseball). In 2020, the O’Fallon Hoots will take the field for the first time. The City issued \$4.655 million in taxable leasehold revenue bonds to pay-off the construction loan upon completion in June 2000.

In 2001, the City issued bonds that included funds to construct the new Hall of Fame building at the stadium. This facility displays memorabilia from former all-stars including some that still live in O’Fallon. Currently the building is used for additional concession space.

	Actual 2021	Actual 2022	Amended Budget 2023	Amount Change	Budget 2024	% Change
Contract Agreement	\$125,000	\$110,494	\$125,000	\$0	\$125,000	0.0%
Interest	1,401	7,978	18,000	2,000	20,000	11.1%
Other Sources	221,985	274,382	276,521	36,479	313,000	13.2%
Total	\$348,386	\$392,854	\$419,521	\$38,479	\$458,000	9.2%

Fiscal Year 2024 Goals

- II. Continue to work with the O’Fallon Hoots to promote games and events.
- III. Continue to upgrade and enhance the appearance and functionality of the stadium outlined in the agreement with the O’Fallon Hoots.

Prior Year’s Goals

The O’Fallon Hoots continue to utilize the Stadium as much as possible and for multiple event types. The City replaced an abundant number of seats and cup holders. Other seats and cup holders will need to be replaced in 3 -5 years.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$110,063	\$103,659	\$83,009	\$2,045	\$85,054	2.5%
Contract Services	33,715	7,524	38,721	4,176	42,897	10.8%
Insurance	38,312	41,157	38,058	(9,033)	29,025	(23.7%)
Maintenance	20,021	13,128	59,762	(22,337)	37,425	(37.4%)
Operating Supplies	2,454	5,266	6,982	316	7,298	4.5%
Utilities	3,359	4,441	4,300	390	4,690	9.1%
Subtotal	\$207,924	\$175,175	\$230,832	(\$24,443)	\$206,389	(10.6%)
Debt Service	18,929	21,236	0		0	
Capital Outlay	126,047	0	223,120		263,300	
Total	\$352,900	\$196,411	\$453,952	\$15,737	\$469,689	3.5%

Budget Highlights

The increase in Personnel is partly due to the change in salary allocation and the wage scale adjustment for FY 2024. The increase in Contract Services is due to an increase in landscaping services. The decrease in Insurance is an estimate. The decrease in Maintenance is for the repair of the doors at the stadium completed in FY 2023.

Budget Category Explanations

Personnel

\$85,054

This category includes the wages and benefits as outlined below:

Facilities Maintenance Division expenses consist of one Facility Maintenance Manager (1%), one Facility Maintenance Supervisor (2%), and three Maintenance Workers (3%, 3%, 1%).

Parks Department expenses consist of one Director of Parks (5%), one Parks Superintendent (5%), one Office Manager (3%), one Budget & Procurement Coordinator (3%), one Parks Maintenance Supervisor (2%), one Park Maintenance Crew Leader (10%), and four Maintenance Worker (58%, 10%, 10%, 10%).

Contract Services

\$42,897

This amount is for charges for contract services including the cost for the Landscaping Division to maintain the grounds in the off season.

Insurance **\$29,025**

This amount is allocated to each department, division, or section based upon the number of full-time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, errors and omissions, and property insurance.

Maintenance **\$37,425**

This category is for the repair and maintenance of equipment used in routine field and park maintenance duties. It also includes building materials.

Operating Supplies **\$7,298**

This expense covers the cost of seed and plants for the landscaping around the facility. It also includes expenses related to technology.

Utilities **\$4,690**

This category covers charges for telephone services, cable connection, trash, water, sewer and other utilities.

Debt Service **\$000**

Debt service payments.

Capital Outlay **\$263,300**

This expense is for Capital expenses approved for 2024.

2024 Capital Outlay for Public Venue Fund

<u>Description</u>	<u>Amount</u>
BLDG Bollard Replacements	\$8,000
IMPR LED Lighting upgrade	250,500
IMPR Security Gates	4,800
	<hr style="width: 100%; border: 0.5px solid black;"/>
	<u>\$263,300</u>



Renaud Center Fund

Fiscal Year 2024

In 2000 and 2001, General Obligation Bonds were issued after passing public approval for Parks and Recreational purposes. A part of these bonds were used to design and construct the Renaud Center (RC) (formerly known as: Renaud Spirit Center (RSC)). This facility serves the community as an indoor recreational center and includes an indoor aquatic center, workout/fitness equipment, gymnasiums and meeting rooms.

The building opened in 2004. The RC Division is responsible for the planning and implementing a myriad of activities that are available at the RC.

In 2006, it was determined that the RC should operate as an Enterprise Fund so the program revenues and operating expenses were moved to a newly created fund within the Enterprise Funds. The debt issued for the facility is not included in this fund since the structure was built with funds raised through bonds that are backed by property tax income. The facility is part of the City's Parks system.

Revenues

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Program Fees	\$1,679,009	\$2,027,946	\$2,058,231	\$374,400	\$2,432,631	18.2%
Interest	900	10,498	35,000	8,000	43,000	22.9%
Miscellaneous	15,010	82,336	7,500	(3,250)	4,250	(43.3%)
Other Financing	590	0	10,665	0	0	0.0%
Transfers from Other Funds	1,200,000	910,150	900,000	0	900,000	0.0%
Total	\$2,895,509	\$3,030,930	\$3,011,396	\$368,485	\$3,379,881	12.2%

	Daily Admissions				Annual Memberships			
	Youth (3-18)	Adult (19-54)	Senior (55+)	Family (up to 5)	Youth (3-18)	Adult (19-54)	Senior (55+)	Family (up to 5)
Resident	\$9.00	\$9.00	\$9.00	\$25.00	\$333.00	\$444.00	\$300.00	\$876.00
Non-Resident	\$10.00	\$10.00	\$10.00	\$32.00	\$372.00	\$492.00	\$336.00	\$936.00

RC Fund

The RC Division is responsible for the planning and implementing a myriad of activities that are available at the RC facility.

Fiscal Year 2024 Goals

- I. **L-T Plan** Evaluate the 5-year Capital Improvement Plan for the Renaud Center to coordinate larger projects throughout the timeline.
- II. Continue working on Senior Recreation, Facilities and Services Needs Assessment to coincide with Parks and Recreation Master Plan, including any partnership with organization for seniors. Present update 1st Qtr 2024. (*Strategic Plan - Great Place to Live*)
- III. Research the feasibility of expanding the Renaud Center to potentially include additional amenities and present design and cost impact to Council by 4th Qtr FY 2024. (*Strategic Plan – Upgraded City Facilities & Infrastructure – Expansion Opportunities*)
- IV. Develop a program to support and train youth coaches and officials by 4th Qtr 2024. (*Strategic Plan – Great Place to Live*)
- V. Create and promote a community-wide aquatic safety program with pool safety and youth swim lessons as the focus, by 4th Qtr 2024. (*Strategic Plan – Great Place to Live*)

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Daily Passes Sold	6,780	9,096	17,690	18,000	17,993	18,000
Membership Scans	94,525	121,967	129,884	160,000	175,015	180,000
Personal Training	88	417	846	900	967	1,000
Birthday Parties	135	326	308	350	258	300

Previous Year's Goals

In 2023, the Specialty Camps sold out and membership continues to grow. There were 50 new memberships during the Find Your Fit Week promotion period. Personal Training sessions have also increased. Working with the Recreation Department to establish 24 new business partnerships and over \$60,000 in sponsorships.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$1,650,368	\$1,390,959	\$1,804,998	\$111,968	\$1,916,966	6.2%
Contract Services	63,961	86,877	97,643	29,368	127,011	30.1%
Insurance	166,007	194,459	154,319	42,492	196,811	27.5%
Maintenance	54,459	52,695	49,962	12,338	62,300	24.7%
Operating Supplies	143,215	165,541	220,097	28,994	249,091	13.2%
Professional Expenses	4,329	2,011	11,904	(2,639)	9,265	(22.2%)
Public Information	31,415	38,760	48,464	4,386	52,850	9.1%
Utilities	160,738	184,755	185,484	17,918	203,402	9.7%
Subtotal	\$2,274,492	\$2,116,057	\$2,572,871	\$244,825	\$2,817,696	9.5%
Capital	113,190	142,795	176,321		250,919	
Debt	172,421	274,528	221,345		173,426	
Total	\$2,560,103	\$2,533,380	\$2,970,537	\$271,504	\$3,242,041	9.1%

Budget Highlights

The increase in Personnel cost is due, in part, to wage allocation between the different funds and due the market adjustment made to the wage scales. The increase in Contract Services is due to the increase in processing cost for cash handling systems. The increase in Insurance is based on the full-time healthcare cost for employees, building and equipment at updated rates. The increase in Maintenance is for additional concrete repair and building fixture maintenance. The increase in Operating Supplies is due to the increase in program cost due to expected growth and the replacement of conference room furniture, bike rack and a dumpster. The decrease in Professional Expenses is due to carryover from previous year. The increase in Public Information is due to the increase cost of printing the recreation guides. The increase in Utilities is associated with the anticipated increase in gas and electric cost for the building.

Budget Category Explanations

Personnel

\$1,916,966

This category includes the full-time and part-time salaries, wages, benefits, and overtime for the RC, Recreation and Parks Divisions as broken down below:

RC Division consist of one Recreation Program Manager (60%), and four Recreation Specialist (85%, 70%, 50%, 50%).

Recreation Division consists of one Recreation Director (40%), one Recreation Superintendent (20%), two Recreation Program Managers (30%, 30%), five Recreation Specialists (25%, 20%, 15%, 10%, 10%), three Recreation Assistants (40%, 40%, 40%) and additional part-time positions.

Parks Division consists of one Budget & Procurement Coordinator (10%).

Facility Maintenance Division consists of one Facility Maintenance Manager (25%), two Facility Maintenance Supervisor (42%, 1%) and four Maintenance Worker (100%, 1%, 1%, 1%) and three Custodians (100%).

Administration Division consists of one Deputy City Administrator (13%).

Contract Services

\$127,011

This category contains the appropriations for maintenance agreements on office equipment and service agreements.

Insurance

\$196,811

This amount is allocated to the department, division, or section based upon the number of full-time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, errors and omissions, and property insurance.

Maintenance

\$62,300

This category is for the repair and maintenance of the building.

Operating Supplies

\$249,091

This category provides the funding for a wide range of supplies and services including pool chemicals, tools, cleaning and sanitary supplies, equipment parts, software and technology expenses, postage, copies, and general office supplies are all expensed to this category. This also includes the programs available at the Renaud Center such as Aerobics, Volleyball Leagues, and many others are all operated through this account. Small equipment, computers, furniture and fixtures that are valued less than \$5,000 are also included.

Professional Expenses

\$9,265

Dues and subscriptions utilized by the division along with training, travel and educational expenses.

Public Information

\$52,850

This category includes advertising and printing costs associated with handbooks, fliers, membership passes, and business cards. Advertising for special events, promotions, and brochures are the bulk of this category.

Utilities

\$203,402

This category includes telephone, electricity, gas, water and sewer expenses.

Rental

\$000

This amount is for the costs incurred to lease one copying machine, fax machine and one printer.

Debt Service

\$173,426

This amount is allocated to cover the lease payment(s) for the HVAC system.

Capital Outlay

\$250,919

This amount is for Capital Items to be purchased by the division.

2024 Capital Outlay for RC Division

<u>Description</u>	<u>Amount</u>
IMPR Pool Shell Replastered	\$180,000
IMPR Moveable Partitions	33,000
IMPR Boiler Replaced	17,000
EQP Cardio Equipment	20,919
	250,919
	\$250,919





The City of O’Fallon, Missouri Sewer System includes a vast collection system and full scale, biologic nutrient removal (BNR) wastewater treatment plant with a capacity of 11.25 million gallons per day, complete with two equalization basins, a biosolids dewatering and handling facility, large capacity interceptor sewers ranging up to 48 inches in diameter and large capacity wastewater pumping stations located at strategic points in the system. The collection system consists of over 228 miles of interceptor, 18 wastewater pumping stations, 6,697 manholes and collector lines ranging in size from 6 inches to 48 inches. The wastewater treatment plant, originally constructed in 1984, then upgraded in 1991, 1998, 2001, 2008 and modernized in 2021 to keep up with demand and regulatory requirements. The plant utilizes a BNR process with four (4) primary and four (4) secondary clarifiers, a primary pump station with four (4) variable speed high-capacity pumps, four (4) BNR tanks, an effluent pumping station with four (4) high-capacity submersible pumps, a return activated sludge pump station, a Waste Activated Sludge (WAS) holding tank and an ultra-violet effluent disinfection process.

The Sewer System currently serves over 17,589 customers and is expected to serve over 17,600 customers, both inside and outside City residents, by the end of FY 2024. The estimated usage for the past year was 2,664.3 million gallons.

Staff continues to research and explore new processes to achieve greater efficiency within the system. Internal lining of 4.09 miles of the City’s sanitary sewer lines was completed in 2020 which reduced flow at the wastewater treatment plant significantly.

Revenues

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Utility Sales & Service	\$11,370,326	\$12,517,478	\$12,743,139	\$193,894	\$12,937,033	1.5%
Interest	71,124	273,254	625,000	25,000	650,000	4.0%
Miscellaneous	180,692	222,871	155,152	(21,658)	133,494	(14.0%)
Other Sources/Bonds	0	24,528	0	0	0	0.0%
Total	\$11,622,142	\$13,038,131	\$13,523,291	\$197,236	\$13,720,527	1.5%

	2019	2020	2021	2022	2023
# Customers	16,815	17,053	17,281	17,484	17,589
Usage (millions of gallons)	2,835.1	2,877.2	2,822.3	2,700.4	2,664.3

Sewer System Bi-Monthly Charges FY 2024		
Usage	Charges for City Residents	Charges for Non-Resident Customers
Bi-Monthly Minimum (8,000 gallons) 1"	\$55.00	\$109.98
Usage Over 8,000 Gallons	\$3.85/1,000 gallons	\$7.71/1,000 gallons
New Resident Average (12,400 gallons)	\$74.25	\$148.53
Flat Rate *	\$123.71	\$247.08

Amended Ordinance # 7058 October 26, 2023

*Flat rate applies to customers that operate their own wells and do not have meters. This represents less than 1% of the Sewerage System's customers. The flat rate generally applies to older residences. No new customers are charged the flat rate.

Bi Monthly Sewer Base Rate Based on Meter Size FY 2024						
Meter Size	1.5 Inches	2 Inches	3 Inches	4 Inches	6 Inches	8 Inches
Inside City	\$109.98	\$175.98	\$329.98	\$549.94	\$1,099.92	\$1,759.86
Outside City	\$219.96	\$351.96	\$659.94	\$1,099.90	\$2,199.84	\$3,519.72

Fiscal Year 2024 Goals

- I. Wastewater treatment plant solid waste handling improvement designs to be completed by 4th Quarter 2024. (*Strategic Plan – Upgraded City Facilities and Infrastructure – Wastewater System Upgrades*)
- II. Wastewater treatment plant new headworks improvements to be completed by 2nd Quarter 2025. (*Strategic Plan – Upgraded City Facilities and Infrastructure – Wastewater System Upgrades*)
- III. LT Plan - Implement a comprehensive annual preventative maintenance program for the sanitary sewer collection system that includes inspection of all manholes on a 10-year rotation and rehabilitate manholes identified as being deficient (there are an estimated 6,600 manholes in the system – 646 manholes annually on average) and inspection and cleaning of all sewer mains on a three-year cycle (there are an estimated 250 miles of sewer mains – 50 miles of sewer per year). A closed caption television camera inspection on the City sewer mains will be performed on a 5-year rotation.
- IV. Continue to implement the facility plan for the improvement of the Wastewater Treatment Plant to meet MoDNR/EPA effluent regulation criteria as set by the Missouri State NPDES Permit dated August 1, 2020. The WWTP Headworks upgrade / replacement is the largest part of this, estimated to be over \$7 million to replace.

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Power Consumption Dollars/mgal Treated	\$162	\$108	\$126	\$162	\$126	\$162
Effluent Quality < 25/30 mg/l CBOD/TSS	15 CBOD 15 TSS	9.62 CBOD 14.29 TSS	7.84 CBOD 12.72 TSS	10 CBOD 15 TSS	7.74CBOD 14.18 TSS	10 CBOD 15 TSS
Line Cleaning/Inspection 226 miles/3 yrs = 75	21.7	25.0	25.0	11.1	45.0	11.10
Number of Manhole Inspections	90	1000	260	646	866	1000

Previous Year's Goals

In 2023, a new SCADA system was implemented at the lift stations. The plant expansions project with the new treatment system was completed. the Brookside lift station upgrade was completed. The division also completed over 74 sewer lateral and water service repairs in-house with the Sewer Lateral Division and the Water Service Line Division.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$1,757,688	\$1,878,884	\$2,149,484	\$84,080	\$2,233,564	3.9%
Contract Services	302,081	518,459	597,362	52,470	649,832	8.8%
Insurance	335,110	422,578	532,393	(1,795)	530,598	(0.3%)
Maintenance	350,146	401,639	1,365,445	(599,945)	765,500	(43.9%)
Operating Supplies	1,076,127	713,474	1,776,609	(865,072)	911,537	(48.7%)
Professional Expenses	44,799	9,545	51,230	18,443	69,673	36.0%
Public Information	6,152	7,074	12,667	(1,117)	11,550	(8.8%)
Utilities	490,695	551,161	913,700	25,375	939,075	2.8%
Petroleum	46,262	63,865	92,788	12,310	105,098	13.3%
Rental	1,446	321	15,200	800	16,000	5.3%
Subtotal	\$4,410,506	\$4,567,000	\$7,506,878	(\$1,274,451)	\$6,232,427	(17.0%)
Debt	3,424,164	3,346,709	3,201,081		3,208,151	
Capital Outlay	15,582,552	10,481,718	7,783,919		11,647,837	
Transfer Out	0	0	0	0	0	0.0%
Total	\$23,417,222	\$18,395,427	\$18,491,878	\$2,596,537	\$21,088,415	14.0%

Budget Highlights

In 2023, the increase in Personnel is due to the changes in wage allocation between the funds and two new positions to be split with the Water Fund. The New positions are one Plant Operator and one Maintenance Mechanic, both split 75% Sewer and 25% Water. Contract Services increase is mainly due to the new smoke testing and CCTV lines. The decrease in Maintenance is due to roof repairs, effluent pump repair/rebuild, intake pump repair/rebuild at the WWTP completed in FY 2023. The decrease in Operating Supplies is due to the decrease in chemical cost and quantity and a drop in the cost of landfill fees. The increase in Professional Expenses is due to cost associated with scanning design documents. The increase in Utilities is mainly due to electricity cost. The increase in Petroleum is anticipated higher cost per gallon and or additional use.

Budget Category Explanations

Personnel

\$2,233,564

This category includes the wages, benefits, and overtime for the Sewer Division, Water Division, Finance Division, Project Management/Engineering Division and Street Division as broken down below:

Sewer Divisions expenses consists of one Assistant Public Works Director (28%) one Water and Wastewater Treatment Plant Superintendent (60%), one Wastewater Treatment Plant Supervisor (100%), one Operator (100%), one Plant Crew Leader (100%), two Plant Operators, (100%, 75%), one Lab Technician (100%), one Lift Station & Well Maintenance Supervisor (60%), six Maintenance Mechanics (75%, 75%, 75%, 60%, 60%, 30%), one Plant Maintenance Supervisor (70%), six Utility Workers (100% each), one Service Route Operator (100%), one Customer Service Field Rep - FOG (Fats, Oils & Grease) (50%), one Utility Locator / Customer Service (50%), one Restoration Crew Leader (10%), one Maintenance Worker (10%), two Restoration Crew Workers (10%, 10%), one Office Manager (28%), one Operations Coordinator (28%) and one Administrative and Budget Coordinator (40%).

Administration Division expenses consist of one Deputy City Administrator (10%).

Finance Division expenses consists of one Utility Billing Supervisor (33%), one Billing Clerk (33%), and two Customer Service Representatives (33% each).

Storm Water Division expenses consist of one Sewer Maintenance Supervisor (50%).

Water Service Line Insurance Division expenses consist of two Utility Workers (5%, 5%).

Sewer Lateral Division expenses consist of one Sewer Lateral Program Supervisor (5%), one Utility Crew Leader (5%) and three Utility Workers (5%, 5%, 5%).

Facility Maintenance Division expenses consist of one Facility Maintenance Manager (1%) and three Maintenance Workers (2%, 1%, 1%).

Water Division expenses consists of Director of Public Works (40%), two Project Engineers (60%, 50%), and two Inspectors (60%, 50%).

Contract Services **\$649,832**

This funding is for reoccurring services retained by the Sewer Division.

Insurance **\$530,598**

This amount is allocated to each department, division, or section based upon the number of full-time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, worker's compensation, errors and omissions, and property insurance.

Maintenance **\$765,500**

This category is for the repairs and maintenance of buildings, collection systems, lift stations and various shop equipment and machinery. Vehicle Maintenance is separate and put in the Fleet Maintenance Division within this fund.

Operating Supplies **\$911,537**

This category includes office supplies such as paper and pens, postage, copies, uniforms and clothing for the workers, small tools, and safety equipment. This also includes small equipment, computers, furniture and fixtures that are valued less than \$5,000. It also includes expenses related to technology.

Professional Expenses **\$69,673**

This amount includes funds for dues and subscriptions, professional fees, travel and training.

Public Information **\$11,550**

Advertising and printing are funded in this category. Printing costs associated with public signs and notices, handbooks and inspection reports are examples of these costs.

Utilities **\$939,075**

This amount provides funding for mobile phones/radio services, electricity, gas, water and sewer costs.

Petroleum **\$105,098**

Expenses for gasoline and oil are funded in this category.

Rental **\$16,000**

This category provides the funding for the rental of equipment that the division needs from time to time but does not own.

Debt **\$3,208,151**

This amount is budgeted for repayment of principal, interest and fees on bonds issued and outstanding. (*Principal \$2,273,775, Interest \$929,376, Fees \$5,000*)

Capital Outlay **\$11,647,837**

This amount is allocated to cover equipment purchases outlined below in the Capital Expenditures section.

2024 Capital Outlay for Sewer Division

	<u>Description</u>	<u>Amount</u>	
IMPR	WWTP Headworks Upgrade	7,170,000	
IMPR	Biosolids Sludge Loadout Area	530,000	
IMPR	Carbon Media Replacement	170,000	
IMPR	Lagoon Paving	45,000	
		<hr/>	\$7,915,000
EQP	Fiber Extention to Lift Stations	\$125,000	
EQP	Vacuum Trailer <i>(Split 50/50 with Water Fund)</i>	\$87,500	
EQP	WWTP Automatic Gate Opener	\$60,000	
EQP	Preventative Maint. Software <i>(Split 25/75 with Water Fund)</i>	\$43,050	
EQP	WWTP- Spare Modems & PLC Hardware	\$35,000	
EQP	WWTP - Tank Drain Pump	\$27,000	
EQP	Lightning Protection @ Lift Stations	\$20,000	
EQP	WWTP Final Clarifier Scum Pump	16,250	
EQP	WWTP Biosolids Platform	15,000	
EQP	Zero Turn Mowers (3) Replacements <i>(Split w/ 4 funds)</i>	7,425	
		<hr/>	\$436,225
HD EQP	Excavator	\$165,000	
		<hr/>	\$165,000
VEH	F-350 - Replacement	\$61,431	
		<hr/>	\$61,431
HD-VEH	Crane Truck	\$175,181	
		<hr/>	\$175,181
PRJ	Lift Station Upgrades	\$1,275,000	
PRJ	Sanitary Sewer Pipe Lining Program	250,000	
PRJ	Sludge Dewatering	250,000	
PRJ	Manhole Rehab Program	250,000	
PRJ	Odor Control Upgrades	200,000	
PRJ	Relief Sewer - Barrington	180,000	
PRJ	Relief Sewer - Country Life	125,000	
PRJ	WWTP Clarifier Rehab	100,000	
PRJ	Meter Relocation - Kellerman	75,000	
PRJ	Cathodic Protection on Effluent Force Main	60,000	
PRJ	Large Meter Connectivity	55,000	
PRJ	Sewer Reconfiguration - Design - Bryan/W Terra	50,000	
PRJ	SCADA System Improvements	25,000	
		<hr/>	\$2,895,000
	Total Sewer Division Capital		<hr/> \$11,647,837 <hr/>

Water Fund

Fiscal Year 2024

The Water System consists of a 6.0 million gallons per day, state-of-the-art Reverse Osmosis (RO) Membrane Water Treatment Plant with five alluvial wells. This water supply and treatment is complimented with four additional deep wells, three booster pump stations, high service pumps, four elevated storage tanks, three ground storage tanks and approximately 189 miles of cast iron, ductile iron and PVC distribution lines.

The Water System currently has over 13,315 and is expected to serve close to 13,400 customers by year end. The total system demand in 2023 was 1,254.6 (in millions of gallons). The City continues to provide an ample supply of water for its customers and continues to meet and exceed the treatment and distribution criteria prescribed and enforced by the State of Missouri. Staff continues to research and explore new processes to achieve greater efficiency within the system.

The City's Council is responsible for all policy decisions relating to the Water System, including the annual budget, capital expenditures, rates and fees for services, and construction and expansion projects.

Revenues

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Sales & Services	\$6,811,047	\$7,725,708	\$8,290,555	\$379,115	\$8,669,670	4.6%
Interest	18,142	86,021	235,000	25,000	260,000	10.6%
Miscellaneous	186,559	219,800	396,856	(251,386)	145,470	(63.3%)
Other Sources/Bonds	0	3,527,534	0	8,290,000	8,290,000	100.0%
Total	\$7,015,748	\$11,559,063	\$8,922,411	\$8,442,729	\$17,365,140	94.6%

	2019	2020	2021	2022	2023
# Customers	12,887	13,125	13,238	13,278	13,315
System Demand (millions of gallons)	1,214.7	1,259.2	1,334.0	1,104.8	1,254.6

Waterworks System Bi-Monthly Charges FY 2024

Usage	Charges for City Residents	Charges for Non-Resident Customers
Bi-Monthly Minimum (2,000 gallons) 1"	\$31.70	\$63.40
Usage Over 2,000 Gallons	\$5.37/1,000 gallons	\$10.74/1,000 gallons

Bi Monthly Water Base Rate Based on Meter Size FY 2023

<u>Meter Size</u>	<u>1.5 Inches</u>	<u>2 Inches</u>	<u>3 Inches</u>	<u>4 Inches</u>	<u>6 Inches</u>	<u>8 Inches</u>
Inside City	\$63.40	\$101.46	\$190.22	\$317.04	\$634.10	\$735.84
Outside City	\$126.82	\$202.90	\$380.46	\$634.10	\$1,268.18	\$1,471.68

Fiscal Year 2024 Goals

- I. Continue to provide the highest quality water supply to the public. *(To maintain a superior community)*
- II. Identify with developer, potential site for new water tower to serve the industrial areas of the City and present to Council 3rd Quarter 2024. *(Strategic Plan – Upgraded City Facilities and Infrastructure – New Water Tower)*
- III. Implement the long-range plan to complete upgrades to the aging water systems (includes the water main replacement program and well improvements) utilizing bond funds to complete the upgrades in a shorter time period.
- IV. Continue the comprehensive annual water system preventive maintenance and replacement programs that include the exercise and repair as necessary, of all valves in the distribution system on a two-year cycle. (There are an estimated 2,239 valves in the system – 1,116 valves per year.)

Performance Measurements

	Actual 2020	Actual 2021	Actual 2022	Target 2023	Actual 2023	Target 2024
Power Consumption/Million Gallon Pumped	\$337	\$340	\$337	\$344	\$369	\$344
Salt Consumption/Million Gallon Pumped (mg/L)*	0.59	0.52	0.62	0.60	441 mg	445mg
Chlorine Consumption mg/C/Finished Water Pumped	2.6	3.1	3.1	2.9	2.9	2.9
Water Hardness mg/l	145	131	131	130	147	130
Bacteriological Tests, # Positive	0	0	0	0	0	0
Valve Exercising (#)	898	1,020	1,020	1,120	1,154	1,120

*Switched to mg/L in 2023.

Previous Year’s Goals

In 2023, the City continued to provide the highest quality water supply to the public. The Division had the 2mg water tank liner replaced, put in new pumps and VFD (variable frequency drive) at the Alluvial wells, installed two new 12’ water main transmissions, completed the Missouri-American Water Co interconnect and made repairs to the filters and the water plant. The Division continues to provide excellent customer service and emergency response to the customers of the O’Fallon Water System.

Budget Category Summary

	Actual 2021	Actual 2022	Projected Budget 2023	Amount Change	Budget 2024	% Change
Personnel	\$1,877,762	\$1,979,363	\$2,611,675	(\$70,799)	\$2,540,876	(2.7%)
Contract Services	60,726	114,532	171,586	30,646	202,232	17.9%
Insurance	328,907	354,018	461,036	18,000	479,036	3.9%
Maintenance	786,330	1,277,610	1,841,024	(599,224)	1,241,800	(32.5%)
Operating Supplies	543,504	744,368	1,157,481	4,068	1,161,549	0.4%
Professional Expenses	17,919	31,377	40,088	18,708	58,796	46.7%
Public Information	4,658	5,746	9,812	243	10,055	2.5%
Utilities	427,625	471,172	480,700	10,255	490,955	2.1%
Petroleum	34,032	60,552	65,398	8,600	73,998	13.2%
Rental	34,360	130,199	147,329	(103,829)	43,500	(70.5%)
Subtotal	\$4,115,823	\$5,168,937	\$6,986,129	(\$683,332)	\$6,302,797	(9.8%)
Debt	1,984,927	1,821,299	1,821,372		1,818,405	
Capital Outlay	2,500,908	2,148,221	6,961,883		8,554,936	
Transfer Out	0	0	0	0	0	
Total	\$8,601,658	\$9,138,457	\$15,769,384	\$906,754	\$16,676,138	5.8%

Budget Highlights

The decrease in Personnel is due to the changes in wage allocation between the funds (Water, Sewer, Sewer Lateral Insurance, Water Service Line Insurance Funds, Fleet Management and Landscaping divisions). The increase in Contract Services is due to the new tower inspection/cleaning contract and analyzer calibration contract. The increase in Insurance is based on the personnel allocated to the division. The decrease in Maintenance is due to less maintenance anticipated for the Water Main Replacement Program, Distribution System, Water Plant and the Well & Towers. The increase in Professional Expenses is due to the scanning of design documents anticipated in FY 2024. The Utilities are budgeted higher to cover additional tablet services, SCADA internet access and higher electric cost. The increase in Petroleum is based on higher trending cost estimates. The Rental expense is for equipment not owned by the City but needed for specific projects and the projects scheduled for FY 2024 do not anticipate needing rented equipment as much or as long.

Budget Category Explanations

Personnel

\$2,540,876

This category includes the wages, benefits, and overtime for the all the division contributing to this fund broken down below:

Water Division expenses consists of one Director of Public Works (35%), one Assistant Director of Public Works (31%), one Water and Wastewater Plant Superintendent (40%), one Water Plant Manager (100%), one Distribution Supervisor (100%), one Water Main Replacement Supervisor (100%), three Operators-Class A (100%) four Plant Operators (100%, 100%, 100%, 25%), two Project Engineers (60%, 40%), two Inspectors (50%, 40%) one Office Manager (31%), one Administrative & Budget Coordinator (40%), one Operation Coordinator (31%), two Utility Crew Leaders (100%, 100%), one Maintenance Mechanic (25%), seven Utility Workers (100,% 100%, 100%, 100,% 100%, 100%, 100%), one Customer Service Field Rep-FOG (Fats, Oils & Grease) (50%), one Restoration Crew Leader (50%), one Maintenance Worker (50%) and two Restoration Crew Workers (50%, 50%).

Sewer Division expenses consists of one Lift Station & Well Maintenance Supervisor (40%), five Maintenance Mechanics (70%, 40%, 40%, 25%, 25%), one Plant Maintenance Supervisor (30%), one Operator (25%), one Plant Operator (in Training) (25%) and one Utility Locator/Customer Service (35%).

Water Service Line Insurance Division expenses consist of one Utility Worker (5%).

Sewer Lateral Division expenses consist of one Sewer Lateral Program Supervisor (5%), one Utility Crew Leader (5%), and four Utility Workers (5%).

Finance Division expenses consists of one Utility Billing Supervisor (33%), one Billing Clerk (33%), and two Customer Service Representative (33%).

Project Management/Engineering Divisions expenses consists of one Project Manager (5%).

Administration Division expenses consists of one Deputy City Administrator (5%).

Facility Maintenance Division expenses consists of one Facility Maintenance Manager (1%), two Facility Maintenance Supervisors (1%, 1%) and three Maintenance Workers (2%, 2%, 1%).

Fleet Management Division consist of one Fleet Manager (4%), one Fleet Coordinator (4%) and four Mechanics (6%, 6%, 6%, 6%).

Landscaping Division consists of one Landscaping Manager (3%), one Landscaping Supervisor (3%) and two Maintenance Workers (11%, 11%).

Contract Services

\$202,232

This funding is for reoccurring services retained by the Water Division.

Insurance **\$479,036**

This amount is allocated to each department, division, or section based upon the number of full-time employees. Coverage includes general liability, boiler and machinery, umbrella insurance, worker's compensation, errors and omissions, and property insurance.

Maintenance **\$1,241,800**

This category is for the repairs and maintenance of buildings, distribution systems, water plant, wells, towers and various shop equipment. Also includes the Water Main Replacement Program expenses. Vehicle Maintenance is separate and put in the Fleet Maintenance Division within this fund.

Operating Supplies **\$1,161,549**

This category includes office supplies such as paper and pens, postage, copies, uniforms and clothing for the workers, small tools, and safety equipment. This also includes small equipment, computers, furniture and fixtures that are valued less than \$5,000. It also includes expenses related to technology.

Professional Expenses **\$58,796**

This amount includes funds for dues and subscriptions, professional fees, travel and training.

Public Information **\$10,055**

Advertising and printing are funded in this category. Printing costs associated with public signs and notices, handbooks, and inspection reports are examples of these costs.

Utilities **\$490,955**

This amount provides funding for mobile phone/radio services.

Petroleum **\$73,998**

Expenses for gasoline and oil are funded in this category.

Rental **\$43,500**

This category provides the funding for the rental of equipment that the division needs from time to time but does not own.

Debt **\$1,818,405**

This amount is budgeted for repayment of principal, interest and fees on bonds issued and outstanding. *(Principal \$1,416,226, Interest \$397,679, Fees \$4,500)*

Capital Outlay **\$8,554,936**

This amount is allocated to cover equipment purchases outlined below in the Capital Expenditures section.

2024 Capital Outlay for Water Division

	<u>Description</u>	<u>Amount</u>	
BLDG	WTP - Maintenance Shop	\$50,000	\$50,000
IMPRV	WTP - Parking Lot Expansion	\$20,000	\$20,000
EQP	Vacuum Trailer (Split Water 50% / Sewer 50%)	\$87,500	
EQP	Fiber Extention to Well Sites	\$80,000	
EQP	RO Well Conversion/Pump Replacement	\$47,250	
EQP	Inserta-Valves	\$44,000	
EQP	HVAC Replacement	\$40,000	
EQP	Electrical Protection at Well Sites	\$15,000	
EQP	Preventative Maint Software (Split Water 25% / Sewer 75%)	\$14,350	
EQP	Nitrogen Breaker w/ Nail Point - Bobcat	\$9,500	
EQP	Tailgate Chute for Truck	\$8,000	
EQP	Bally Lift (Safety Platform Ladder)	\$8,000	
EQP	Zero Turn Mower (Split- Gen 17% SRIF 50% Water16.5% Sewer 16.5%)	\$7,425	
			\$361,025
HD-EQP	Skid Loader - Bobcat	\$80,000	
HD-EQP	Vibratory Roller	38,000	
			\$118,000
VEH	F-350 DRW (Replacement)	\$61,431	
			\$61,431
PROJ	WTP Improvement Projects	\$4,594,480	
PROJ	WTP - Fileter Valve Improvements	1,250,000	
PROJ	Well Upgrades	1,100,000	
PROJ	Water Main - Main Str (Pitman to Hwy 70)	800,000	
PROJ	WTP SCADA Improvements	100,000	
PROJ	Water Tower - New	100,000	
			\$7,944,480
	Total Water Fund Capital		\$8,554,936



Glossary of Terms

ABF	Activated Bio-Filter
ACO	Animal Control Officer
ACFR	Annual Comprehensive Financial Report
ADA	Americans with Disabilities Act
ARPA	American Rescue Plan Act
Accrual	A method of accounting that recognizes income when earned and expenses when incurred regardless of when cash is received or disbursed.
Adopted Budget	The budget approved by the Mayor and City Council and enacted by budget appropriation ordinance, on or before December 31 of each year.
Appropriation	An authorization made by the Mayor and City Council which permits the City administrative staff to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and unencumbered amounts lapse at year-end.
Assessed Value	The estimate of fair market value assigned to property by an appraiser or tax assessor.
Audit	An objective examination and evaluation of the financial statements to make sure that the records are a fair and accurate representation of the transactions they represent.
BNR	Biological Nutrient Removal
Balanced Budget	The principle of financing current expenditures with current revenues and the accumulated unrestricted fund balance.
Bonds	A written promise to pay a specified sum on money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate.
Budget Ordinance	The official enactment by the Mayor and City Council establishing the legal authority for City administrative staff to obligate and expend funds.
Budget	A plan of financial operation comprised of an estimate of proposed expenditures for a fiscal year and the proposed means of financing those expenditures (revenue estimates).

Budget Calendar	The schedule of key dates or milestones which the City follows in the Calendar preparation and adoption of the budget.
Budget Document	The official written statement prepared by the City's staff, which presents the proposed budget to the Mayor and City Council.
CDBG	Community Development Block Grant.
CIP	Capital Improvement Plan- 5-yrs projection of revenues and expenses.
CLIP	City Landscaping Identity Program.
CofC	Cost of Construction
Capital Outlay	The purchase of items of significant value and having a useful life of several years, also referred to as <i>capital assets</i> or <i>capital expenditure</i> .
Capital Projects	Projects established to account for the cost of capital improvements. Typically, a capital project encompasses a purchase of land and/or the construction of or improvements to a building or infrastructure.
Cash Basis	The basis of accounting under which revenues are recorded when received in cash and expenditures are recorded when cash is disbursed.
Contingency Fund	A budgetary reserve set-aside for emergencies or unforeseen expenditures not otherwise budgeted for.
Contributed Capital	Consist primarily of that portion of property, plan and equipment which was financed through the receipt of federal and state grant revenues; also consists of contributions from developers.
Crossover Debt	A debt refunding that is not immediately eliminated at the time the new debt is issued but will be upon future callable date.
DARE	Drug Awareness Resistance Education
Debt	A liability resulting from the borrowing of money or from the purchase of goods and services. Debts of governmental units include bonds, time warrants, notes, and floating debt.
Debt Service	Payment of interest and principal on City debt.
Department	A management unit of closely associated City activities headed by a Director or Chief. Each department may have several divisions.
Direct Debt	The sum total of bonded debt issued by the City.

Enterprise Fund	A type of proprietary fund used to account for the financing of goods or services to the general public where all or most of the operating expenses involved are recovered in the form of user charges. Included in this category are the Water, Sewer, Public Venue, Renaud Spirit Center and Environmental Services Funds.
Encumbrance	A recorded expenditure commitment representing a contract to purchase goods or services. If an item is encumbered at year-end, additional appropriation authority is required to make the expenditures.
Expenditures	The cost of goods received or services rendered whether payments for such goods and services have been made or not.
FASB	Financial Accounting Standards Board.
FSA	Flex Spending Administrator
FTE	Full-Time Equivalent
Fiscal Year (FY)	An accounting period extending from January 1 to the following December 31 for the City of O'Fallon, MO.
Fund	A fiscal entity with a self-balancing set of accounts used to account for an activity(s) with common objectives.
Fund Balance (FB)	The cumulative excess of revenues over expenditures in a fund at a point in time. With certain limitations, fund balance may be used to balance the subsequent year's budget.
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board.
GFOA	Government Finance Officers Association.
General Fund	The principal fund operating the city which accounts for most of the financial resources of the government. General Fund revenues include taxes; intergovernmental revenues; licenses, fees and other revenues; transfers; and interest. This fund usually includes most of the basic operating services, such as administration, engineering, finance, legal, municipal court, parks, and police.
General Government	The general government term has been used to account for administration, finance, legal, municipal court and other administrative services.

General Obligation Bond	When a government pledges its full faith and credit and unlimited taxing power to repayment of the bonds it issues, then those bonds are General Obligation (GO) Bonds. A GO bond is typically used for long-term financing of capital projects and represents a written promise to pay to the bond purchaser a specified sum of money at a specified future date along with a periodic interest paid at a specified interest percentage.
Goal	The underlying reason(s) for the provision of essential City services.
Governmental Funds	Funds through which most governmental functions of the City are accounted for. The major governmental funds are General Fund, Debt Service Fund, SRI Fund, Recreation Fund, and Storm Water Fund.
Grant	A contribution by a government or other organization to support a particular function. Grants may be classified as either categorical or block, depending upon the amount of discretion allowed the grantee.
HSA	Health Savings Account
HVAC	Heating, ventilation and air conditioning
IACP	International Association Chief of Police
Interfund Transfers	Amounts transferred from one fund to another.
Intergovernmental Rev	Revenue received from another government for general purposes or a special purpose.
Lease Purchase	The right of use of property by virtue of a lease, usually for a specified term of years, for which consideration is paid.
Line-Item Budget	A budget summarizing the detail categories of expenditure for goods and services the City intends to purchase during the fiscal year.
MABOI	Missouri Association of Building Officials and Inspectors.
MACE	Missouri Association of Code Enforcement.
MoDOT	Missouri Department of Transportation.
Modified Accrual Basis	Under the modified accrual basis of accounting, recommended for use by governmental funds, revenues are recognized in the period in which they become available and measurable, and expenditures are recognized at the time a liability is incurred pursuant to appropriation authority.

Moody's	Moody's Investor Services, Inc. is a nationally recognized bond rating agency. The City of O'Fallon's GO debt rating is Aa1.
NEC	National Electric Code
Net Income	A term used in accounting for governmental enterprises to designate the excess of total revenues over total expenses for an accounting period.
Net Profit	See Net Income.
Net Revenue	See Net Income.
Objective	A measurable statement of the actual results which a City activity expects to achieve in support of a stated goal.
Ordinance	A formal legislative enactment by the Mayor and City Council. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.
Overlapping Debt	The proportionate share of the debts of local governmental units located wholly or in part within the limits of the reporting government that must be borne by property within each governmental unit.
PCI	Pavement Condition Index
Pay-as-You-Go-Basis	A term used to describe the financial policy of a governmental unit that finances all of its capital outlays from current revenues rather than by borrowing. A governmental unit that pays for some improvement from current revenues and others by borrowing is said to be on a partial or modified pay-as-you-go basis.
Purchase Order	A written legal document stating or confirming an offer to buy goods or services, which upon acceptance by a vendor becomes a contract. Its main function is to expedite, document, and control buying by the City.
QHDHP	Qualified High Deductible Health Plan
Recommended Budget	The budget proposed by the City Administrator to the Mayor and City Council for adoption.
Reserves	An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.
Retained Earnings (RE)	The accumulated earnings of an Enterprise Fund that have been retained in the fund and that are not reserved for any specific purpose.

Revenue	A term used to represent actual or expected income to a specific fund.
Risk Management	An organized attempt to protect a government's assets against accidental loss in the most economical method.
RC	Renaud Center (<i>formerly the RSC – Renaud Spirit Center</i>)
RO	Reverse Osmosis
SCADA	Supervisory Control and Data Acquisition
Special Revenue Fund	A fund that account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specific purpose other than debt service or capital projects.
SRIF	Street and Road Improvement Fund
Tax Levy	The total amount of tax that optimally should be collected based on tax rates and assessed values of personal and real properties.
Tax Rate	The level at which taxes are levied. The tax rate must be adopted prior to October 1 st of each year.
Transmittal Letter	A general discussion of the budget presented to the Citizens, Mayor and City Council by the City Administrator as a part of the budget document. The transmittal letter explains principal budget issues against the background of financial experience in recent years and presents recommendations made by the City Administrator.
TYTIP	The St. Charles County Road Board's ten-year transportation improvement plan.
Unencumbered Fund Balance	The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purchases.
Use Tax	A tax on the storage, use or consumption of a taxable item or service on which no sales tax has been paid.
WTP / WWTP	Water Treatment Plant and Wastewater Treatment Plant
Working Capital	A term used in accounting designated to identify the value of current assets less current liabilities (i.e., cash less obligations).

2024 O'Fallon Events

- Daddy-Daughter Dance** • February 9, O'Day Lodge
- Mom's Prom** • February 16, O'Day Lodge
- The Wedding Expo** • February 18, O'Day Lodge
- Decades Trivia Night** • March 8, Krekel Civic Center
- Underwater Egg Hunt** • March 22, Renaud Center
- Olympic Art Opening Reception** • April 5, Krekel Civic Center
- Princess Par-Tea** • April 7, O'Day Lodge
- O'Fallon Theatre Works' *Trail to Oregon*** • April 12-14 & 19-21, City Hall
- Selfie Room** • April 26, Krekel Civic Center
- Fiesta in the Park** • May 3, O'Day Lodge
- Whiskers & Wags** • May 19, Civic Park
- Public Works Fair** • May 22, Ozzie Smith Sports Complex
- O'Fallon Jammin' Concerts** • Tuesdays, May 28 – August 6, Civic Park
- Food Truck Frenzy** • June 7, Sports Park
- O'Fallon Theatre Works' *Mean Girls*** • June 21-23 & 28-30, City Hall
- Gator Games** • June 23, Alligator's Creek Aquatic Center
- Heritage & Freedom Fest** • July 3-6, Ozzie Smith Sports Complex
- Heritage & Freedom Fest Parade** • July 4, North Main to Tom Ginnever
- Mermaids and Mates** • July 12, Alligator's Creek Aquatic Center
- Cardboard Boat Races** • July 14, Alligator's Creek Aquatic Center
- Pool Paws Dog Swim** • September 7, Alligator's Creek Aquatic Center
- O'Fallon Theatre Works' *Arcadia*** • September 20-22 & 27-29, City Hall
- Nerf Warz** • September 23, Renaud Center
- Fall into the Arts** • September 22, O'Day Park
- Pumpkin Plunge** • October 4, Renaud Center
- Food Truck Fright** • October 11, Dames Park
- Tree Lighting Ceremony** • November 20, City Hall
- Celebration of Lights** • November 29-December 30, Fort Zumwalt Park
- Old-Fashioned Holiday Stroll** • December 8-10, Fort Zumwalt Park
- Snowball Blizzard Blitz** • December 13, Renaud Center
- O'Fallon Theatre Works' *Scrooge: A Christmas Carol*** • Dec. 13-15 & 20-22, City Hall

www.ofallon.mo.us

www.renaudcenter.com

www.heritageandfreedomfest.com

www.selectofallon.com

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