Olivette
...in the center of it all

Agenda
Olivette City Council Meeting
June 28, 2016
7:00 PM
Council Chambers of City Hall
9473 Olive Boulevard
Olivette, MO 63132

1. Roll Call

2. Communications

3. City Manager's Report
   City Manager Sondag will give a verbal report at the June 28, 2016 City Council Meeting. Department Status Reports are attached.

   Documents: 1 PD MAY 2016.PDF, 2 FIRE MONTHLY REPORT.PDF, 3 EMS REPORT-2016 06.PDF, 4 PLANNING SR 2016 06-28.PDF, 5 PARKS STATUS REPORT FOR CITY COUNCIL PACKET JUNE 28 2016.PDF

4. City Council Reports
   The City Council Members will give verbal reports at the June 28, 2016 City Council Meeting.

5. Financial Reports For The Period Ending May 31, 2016
   Included in the Council packets are financial reports for the period July 1, 2015 through May 31, 2016. The reports include a Revenue and Expenditures Summary for Funds 01 through 40 and a Revenue and Expenditures Detail for Funds 01 through 40.

   Documents: 02-A-MONTHLY FINANCIAL REPORT AGENDA SHEET.PDF, 02-B-ATT1-MAYMEMO.PDF, 02-C-ATT2-MAYREPORTS.PDF

6. Hearing From Citizens

   Documents: HEARING FROM CITIZENS.PDF

7. Bill #2808 - An Ordinance Repealing Chapter 500 Building Regulations Of The Municipal Code Of The City Of Olivette And Enacting A New Chapter In Lieu Thereof Relating To Building Codes, Regulations, And Fees – Second Reading
   The proposed ordinance will adopt the 2015 ICC Building Codes, including residential and nonresidential building codes, existing building codes, and property maintenance codes. In addition, a new fee table would be established.

   Documents: 1 CCS-BILL 2808 TA CH 500 BUILDING REGULATIONS AND FEE STRUCTURE-2ND RDG.PDF, 2 CC-SR 2015 ICC CODE UPDATES 2016 06-28.PDF, 3 ORD-BILL 2808 TA TO TITLE V BUILDING AND CONSTRUCTION CH 500 FINAL.PDF, 4 CURRENT CHAPTER 500 BUILDING REGULATIONS.PDF

8. Bill #2809 - An Ordinance Making Appropriations For Current Expenses Of The City Government Of The City Of Olivette, Missouri For The Fiscal Year July 1, 2016-June 30, 2017; Adopting A Certain Budget; And Adopting A Certain Salary Scale – Second Reading, Public Hearing, And Adoption
   Attached is a proposed ordinance to adopt the operating budget for the City of Olivette for

the fiscal year beginning July 1, 2016 and ending June 30, 2017 including salary scale. In addition, the Capital Improvement Plan is being presented for the first time as part of the budget document.

Documents: 04-A-BUDGET 6-28-16 SECOND READING AGENDA SHEET.PDF, 04-B-ATT1-2017 BUDGET BILL.PDF, 04-C-ATT2-FY17-BUDGET DOCUMENT-SECOND READING.PDF, 04-D-ATT3 - PUBLICATION AFFIDAVIT.PDF

9. Request To Encumber FY2016 Budgeted Funds
   Included in the Council packets is a listing of individual items included with the budgets of fiscal year 2014, 2015, and 2016. These funds are not expected to be spent by the end of the fiscal year and therefore we are requesting that they be encumbered for expenditure in a subsequent period.

   Documents: 03-A-FY16 ENCUMBRANCES AGENDA ITEM.PDF, 03-B-ATT1-FY16ENCUMBRANCE LISTING.PDF

10. Bill #2810 – An Ordinance To Amend Section 400.840 Special Permit Uses Of Article IX "LID" Light Industrial District Being Part Of Chapter 400 Zoning Regulations Of Title IV Land Use Of The Olivette Municipal Code Regarding Adult Entertainment Businesses Or Establishments. – First Reading, Public Hearing, Second Reading
    The proposed ordinance would authorize adult entertainment businesses and establishments as a special permit use in the "LID" Light Industrial District, as was initially adopted by the City Council under Ordinance #2319.

    Documents: 1 CCS-BILL 2810 TA CH 400 ART IX LID REGARDING ADULT ENTERTAINMENT BUSINESSES OR ESTABLISHMENTS.PDF, 2 CC-SR-TA CH 400 ART IX LID DISTRICT AND ADULT USES.PDF, 3 PH-TA CH 400 ZONING ART IX LID ADULT ENTERTAINMENT.PDF, 4 ORD-BILL 2810 TA CH 400 LID-SPU ADULT ENTERTAINMENT.PDF

11. Bill #2811 – An Ordinance Providing For The Repeal Of Chapter 205.030 And 205.040, Fire Prevention And Protection Of The Code Of Ordinances Of The City Of Olivette, Missouri And The Enactment Of One New Chapter 205.030 And 205.040 Of The Municipal Code Of The City Of Olivette, Missouri On The Same Subject– First Reading
    The proposed ordinance will adopt the 2015 IFC Fire Code with amendments.

    Documents: CITY COUNCIL AGENDA SUBMISSION FORM NEW FIRE CODE JUNE 2016.PDF, FIRE CODE ADOPTION MEMO.PDF, ICC CHANGES TO FIRE ORDINANCE OF OLIVETTE JUNE 8 16.PDF

12. Bill #2812 – An Ordinance Amending Section 600.080 Of The Municipal Code Of The City Of Olivette By Enacting An Exception To The Requirement Of Obtaining A Criminal Background Check For The Issuance Of A Liquor License - First Reading
    The proposed ordinance amendment clarifies that background checks on persons currently holding a liquor license and requesting a special event or tasting license will be at the discretion of the Police Chief.

    Documents: 06-28-16 BILL 2812 - LIQUOR CODE AMENDMENT.PDF, LIQUOR.CODE.2016.AMENDMENT.PDF

13. Furniture Bid For City Center Furniture
    The Council is asked to authorize the City Manager to enter into an agreement with Professional Office Environments (POE) Incorporated for purchase, delivery and installation of new furniture for the City Center. In addition the contract also covers disassembly of existing workstations, moving, and re-assembly.

    Documents: 1 06-28-16 FURNITURE CONTRACT.PDF, 2 RECOMMENDATION LETTER_062416.PDF, 3 CITY OF OLIVETTE FURNITURE SPREADSHEET 6.24.16.PDF, 4 6.28.16 CITY OF OLIVETTE_RFQ RESPONSE.PDF

14. Review And Approval Of The Minutes Of The June 14, 2016 City Council Meeting
    The City Council is asked to review and approve the minutes of the June 14, 2016 City Council meeting.

    Documents: TIP COUNCIL MINUTES 2016-06-14.PDF

15. Hearing From Citizens (Part 2)

    Documents: HEARING FROM CITIZENS - PART 2.PDF

16. City Attorney's Report
    City Attorney Martin will give a verbal report at the June 28, 2016 City Council Meeting.

17. Adjournment

AGENDA ITEMS WILL NOT NECESSARILY BE DISCUSSED IN ORDER. IF YOU HAVE ANY QUESTIONS, PLEASE CALL CITY HALL AT (314) 993-0444

Individuals desiring to speak at the meeting are asked to fill out speaker cards available on the speaker's podium and submit the cards to the City Clerk prior to the call to order and roll call. Speakers are respectfully asked to hold comments to three (3) minutes to allow all those who wish a chance to speak. Speakers will be called on to speak during the "Hearing from Citizens" portion of the meeting. Please address all comments to the Mayor.

The City of Olivette hereby advises the public, employees and qualified job applicants that they are afforded an equal opportunity to participate in the programs and service of the City regardless of race, color, religion, sex, age, disability, familial status, national origin or political affiliation. If you are a person with a disability and have special needs, please call Barbara Sondag, City Manager at 314.993.0444 as soon as possible but no later than one day prior to the event or call 314.993.3610 VOICE TDD, 1.800.735.2466 RELAY MISSOURI. Thank you.

Please note that the City Council may adjourn to closed session pursuant to the Revised Statutes of the State of Missouri to discuss legal, confidential or privileged attorney-client matters pursuant to Section 610.021(1), real estate matters pursuant to Section 610.021(2), personnel matters pursuant to 610.021(3), audit matters pursuant to Section 610.021(17), or for any other reason allowed by Missouri law.

The news media may obtain copies of this notice by contacting:

Barbara Sondag
City Manager
9473 Olive Boulevard
Olivette, Missouri 63132
(314) 993-0444

Posted this 24th day of June, 2016 at 1:45 PM.

Myra G. Bennett

Myra G. Bennett, CMC/MPCC
City Clerk
City of Olivette

Olivette Police Department

Activity Report 2016

Overview

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Total Calls for Service	991	1002	888	1026	1121								5028
Reports Taken	53	56	71	60	75								315
Crimes Reported	47	52	68	54	68								289
Adult Arrests	31	38	42	37	41								189
Juvenile Custodies	2	1	1	5	1								10

Community Oriented Policing

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Alarms	51	55	42	50	49								247
Assist Fire Dept.	81	68	74	79	73								375
Other*	164	162	155	137	166								784
Total	296	285	271	266	288								1406

Crimes Reported

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Assault**	5	6	5	5	7								28
Burglary	3	0	3	2	3								11
Drug Offenses	2	1	5	2	3								13
Larceny	7	2	9	5	13								36
Robbery	0	0	1	0	1								2
Other***	30	43	48	40	41								202
Total	47	52	71	54	68								292

Case Status

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Cleared Cases	29	37	47	40	39								192
Unfounded Cases	1	0	1	0	0								2
Juvenile Cases	2	1	1	4	1								9

*Includes animal injured, assist other agency, bike patrol, check the welfare, fingerprints, foot patrol, keep the peace, lockouts, police community relations, RADAR trailer assignment, school crossing, traffic control, vacation checks, and water main break.

*Includes assist other agency, bike patrol, check the welfare, fingerprints, foot patrol, injured animals, keep the peace, lockouts, police community relations, RADAR trailer assignment, school crossing, traffic control, vacation checks, and water main break.
**Includes Domestic Violence
***Includes Motor Vehicle Theft, Arson, Bad Checks, Fraud, Stolen Property Offenses, Property Damage, Sex Offenses, DWI, Violation of Motor Vehicle and Driving Laws, Kidnapping, Trespassing, Fugitive and other crimes not otherwise classified.

Olivette Police Department

Bureau of Investigations Report

Reports Written

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Original Reports	3	0	1	2	3								9
Supplements	24	23	12	13	6								78
Total	27	31	13	15	9								95

Additional Information

Olivette Police Department

Citation Report

Violations Summary

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Alcohol, Drugs - Non Traffic	3	3	3	4	7								20
Animals	1	0	0	0	2								3
Assault	0	2	1	2	3								8
Drivers License	12	12	10	15	16								65
DUI, Alcohol, Drugs - Traffic	5	10	13	11	7								46
Emergency Equipment	0	0	0	0	0								0
Financial Responsibility	24	39	23	38	42								166
Lane Usage	3	7	5	0	4								19
Miscellaneous*	25	21	11	39	27								123
Obstructing Justice, Police	0	1	0	1	0								2
Parking	6	8	0	1	2								17
Registration	35	38	21	26	24								144
Signs, Signals	7	15	10	6	12								50
Speeding	96	106	72	116	126								516
Stealing, Larceny-Under $500	4	4	0	0	1								9
Total	221	266	179	259	273								1198

*Includes, but not limited to, Leaving the Scene of an Accident, Vehicle Light Violations, Passing Violations, Seat Belt Violations, Property Damage, Family Offenses, Flight/Escape, Loitering, Soliciting, Violations of Public Order and Public Peace and Curfew Violations.

Traffic Accidents

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Total*	21	28	18	24	17								108

*ONLY traffic accidents that generate a police report will be listed in this report. Traffic accidents where no police report is needed and/or requested will not be included.

OLIVETTE POLICE DEPARTMENT
TRAINING REPORT

May, 2016 Training

Dave Berry	40 Hours	(CIT) Crisis Intervention Team
Jacob Hoffmeister	40 Hours	(CIT) Crisis Intervention Team

The following officers completed 1 hour Physical Ability Testing: Bill Miller, Ranile Robins, Jeff Cummins, Mike Wayt, Dan McBride

The following officers completed 4 hours of Annual Firearms Qualifications: Ranile Robins, Jeremy Horton, Jacob Hoffmeister, Steve Ford, Jeff Cummins, Kevin Lemmie, Dan McBride, Dave Berry

All Officers	4 Hours	CPR Recertification
All Officers	1 Hour	Police Legal Sciences On Line Training

FIRE DEPARTMENT

Fire Department Status Report for month ending May 31, 2016

	Reporting Period **May 2016**	**Previous Reporting period April 2016**	**TOTALS Current year to date 2016**	**TOTALS** **Last year to date (2015)**
Fire Response in Olivette	**25**	**22**	**99**	**82**
Fire Response in Elmwood Park	**0**	**0**	**7**	**8**
Fire Response Outside Olivette (Mutual Aid)	**16**	**12**	**79**	**85**
Total Fire Calls	**41**	**34**	**185**	**175**
Emergency Medical Service (EMS)	**64**	**77**	**354**	**320**
Total Fire & EMS Response	**105**	**111**	**539**	**495**

Fire Department Status Report for month ending May 31, 2016

Training:

A-Crew

(AD02) Fire Department Organization	1.75
(FC40) S&T: RIT	.5
(FC40) S&T: Engine Company Ops	1hrs
(F21) Public Relations & Fire Safety Education	3hrs
(FC40) S&T: Engine Company Ops	3.5
AP12 Portable equipment Mainenance	1.5
FA10 Alarm Procedures Special hazards	1.5
F06 Hoseline operations	3
(AP9) Portable Equipment	1
(FC40) S&T: Search/TIC	2
(INS19) Inspections	1
(FC40) Engine Company Ops	4.75
(FC40) S&T "Beyond the hose line"	2
(INS19) Inspections	2.5
(INS19) Inspections	2.25
(AP9) Portable Equipment	1
(FC40) S&T: VEIS	1.67
(FC40) S&T: Probationary review	1
(BA-02) SCBA	1
(F12) Rescue: SKED	1.25
(FV24)Extrication/airbags	1.17
(F27) Firefighter safety	.5

Total average Hrs. = 32.4 per employee 6 employees

B Crew

Portable Equipment	8
hose	3
Building Construction	5
Water Supply	3
Stragety & Tactics	1
ventilation	1
Chainsaws	1
Driver Training	2

Total average Hrs. = 24 per employee 6 employees

C-Crew

Car fires in Commercial Buildings	1.5
Area Familiarization	1
Driver Safety Training	1
Fire Behavior	2
Fire Inspections Procedures	0.75
Building Construction	0.75
Portable Equipment Familiarization	1.15
Street/Map Drills	1.5
Firefighter Safety - Close Calls	1.5
Near Mishap - Basement Fires	1.5
Forcible Entry Challenges	1.5
Firefighter Safety	0.5
Hoseline Deployments - FDIC	1.5
Special Hazards - Responder Safety	1
Hoseline Deployment - North Co Trng	2
Tactical Pre-planning	0.5
Portable Equip	0.75
Vertical Ventilation Training	1

Total average Hrs. = 21.4 hours per employee 6 employees

FIRE DEPARTMENT

Fire Department Monthly
for the month ending May

EMS Response summary
31, 2016

	Reporting Period May (2016)	Previous Month	TOTAL 2016 YTD	TOTAL 2015 YTD
EMS calls Olivette	54	63	286	258
EMS calls (Elmwood Park)	6	7	48	43
EMS Mutual Aid given	2	6	21	25
Total EMS calls for period	62	76	355	326

Fire Department Monthly EMS Transport summary (this reporting period)

	Transported by Olivette FD	Transported by Mutual Aid	Transported by Private Ambulance		Non-Transport
Olivette	23	2	0		29
Elmwood Park	3	0	0		3
EMS Mutual Aid Given	2	N/A	0		0
Total EMS calls for period	28	2	0		32

May 2016 Ambulance (MED3000) Billing Revenue

	May 2016	**YTD 2016**	**YTD 2015**
Net Receipts Collected	**$14,464.57**	**$71,223.35**	**$72,594.39**

In December 2011, with the authorization of the City Council, the City of Olivette entered into an agreement with Rockford Mercantile Agency, Inc. for collection of balances for ambulance transports that remained unpaid after 120 days of no activity on the account. The first unpaid balances were submitted in January 2012.

May 2016 Collection Service (RMA) Revenue

	May 2016	**YTD 2016**	**YTD 2015**
Net Receipts Collected	**$ 762.06**	**$ 1,847.39**	**$1,095.17**

Status Report
For June 28, 2016

PUBLIC SERVICES
DEPARTMENT OF PUBLIC WORKS
DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

Planning and Community Development

- Planning:
  - Jonathan Roper was reappointed as a Board Member of the St. Louis Metro Section of the American Planning Association. This is Jonathan's second year serving.
  - Staff is working with the PCDC to establish standards for onsite stormwater management for new homes.
  - Staff has been approached by representatives of ExteNet Systems, Inc., seeking to place cellular communication equipment along utility poles on Old Bonhomme Road. Discussions are ongoing with ExteNet, the City Attorney, PCDC, and staff to prepare necessary Code revisions for City Council consideration.
  - Staff is coordinating with the EDC to review the City Hall RFP proposal and the final report for the Olive Boulevard Opportunities Areas.
  - Mid-year Business License update.

	License Fee	Employees	Paid Licenses	Total Known Businesses	Percentage of Paid
Merchants & Manufacturing	174,142.80	1,992	118	124	95.16%
Service	50,483.12	3,869	234	250	93.60%
Total	224,625.92	5,861	352	374	94.12%

  - New business licenses were issued to: Purvis Industries at 1212 Dielman Industrial Court, Easter Seals Midwest at 1143 Olive Executive Parkway, and Midlife by Design at 9378 Olive Boulevard.
- Building Division:
  - Jared Kertz will complete his first full year with the City of Olivette. Jared has been a great addition to our staff. He has earned several ICC certifications since his hiring, including Property Maintenance Inspection, Residential Inspection, and Permit Technician. He is working on certification as a Residential Plan Reviewer. These certifications help the City in ISO reviews, as points are earned from having certified staff.
  - Nuisance hearings have been held for two problem properties. These are 12 Heartwoods Drive regarding rubbish/debris in the rear yard and 1220 Warson Pines Road regarding pool conditions.
  - Commercial Activity:

    1223 North Price Road, Auto Beauty Specialist. Permitted work continues. Mr. Garber has indicated hopes to be completed by the end of June.

    1212 Dielman Industrial Court, Bates Sales Company (Purvis Industries). Occupancy and licensing have been issued.

    Olivette Center:

    9624 Olive Blvd., Olivette Center, LuLu's Express. Interior work continues. Occupancy is not anticipated until August 2016.

    Olivette Plaza:

    9449-A Olive Blvd., Olivette Plaza, Rezults Hair Salon. A building permit for tenant finish work in the old Curve's tenant space has been issued (1,100 sf. space). An application for a business license has been submitted for a hair salon.
  - The following table is a summary of reportable data for the Building Division that is generated through the City's Works Management permit system operated by REJIS.

	Month of	FY 2015-16 to Date	FY 2014-15 Comparison

	May 2016		
Residential Certificates of Occupancy issued	**51**	**488**	**496**
RECEIPTS	**$**	**$**	**$**
Occupancy Inspections Conducted			
Residential	70	495	478
Commercial			
Total Occupancy Inspections			
RECEIPTS	**$**	**$**	**$**
Plan Reviews			
Residential	34	258	250
Commercial	3	71	76
Total Plan Reviews	**37**	**329**	**326**
RECEIPTS	**$**	**$**	**$**
Nos. of On-site Inspections Performed	**375**	**2,772**	**3,281**
Avg. Nos. of Inspections Per Working Days	**17.9 (21 days)**	**12.1 (230 days)**	**14.3 (229 days)**

Board of Adjustment

- There is no Board meeting scheduled for July.
- There are the following vacancies on the Board:
  - One full member, set to expire 2018.
  - One alternate member, set to expire 2021.
  - Current alternates, in order of tenure are Christopher Lust (2019) and David Zobel (2020).

Planning and Community Design Commission

- Commission held a work session June 2nd. Items discussed were as follows:
  - Chapter 400 Communication Towers. The City has been approach by a vendor soliciting to place communication equipment in the form of "micro-cell (DAS antennas) on several utility poles along Olive Boulevard.
  - Stormwater Management. Continued discussion regarding how much detention of stormwater should be required for new single family home construction. Staff provided the Commission information on types of detention systems, an overview of industry accepted rain event calculations, different scenarios and estimated costs for sizing and placement of detention systems. The Commission consensus is that a developer should provide full detention of the proposed roof area under a 20 minute, 15 year storm event. The type of system would be of the developer's choice, subject to Commission review and approval.
  - Review Procedures. Staff introduced revised text language to update the review procedures for Site Plan Review, Community Design Review, and Concept Stormwater Management Review. The goal is to improve the current review and deadline process for single family homes by removing the application deadline and requiring adequate posting time for public view before the item is scheduled for a Commission meeting.
- The Commission held a meeting on June 16th. At said meeting the Commission approved: 625 sf. patio at 10 St. Alfred Road, new single family homes at 15 St. Alfred Road and 50 Stoneleigh Towers Street, a Final Subdivision Plat for a 3-lot subdivision to be known as Sleepy Hollow Addition (9335 Old Bonhomme Road), and a Preliminary Subdivision and Final Subdivision Plat for a boundary adjustment for the 3-properties impacted by Orchard Lane under the North Price Road NID. The Commission also discussed Chapter 440 Communications Towers, with a presentation from Joe Marcus of Black & Veatch representing ExteNet Systems, Inc.
- The next scheduled Commission meeting is July 7th. As of the date, no review items have been submitted for this meeting. Staff will schedule the meeting as a Work Session to continue discussion on Communication Towers, Stormwater Management, and Review Procedures.
- The following meeting is July 21st. As of date, only one petition for a new home at 724 Mansfield Drive was submitted.

Economic Development Commission

- The Commission held a meeting on June 6th. At said meeting the Commission was updated on the progress of the I-170 Interchange Gateway RFP and the draft RFP for the City Hall grounds.
- The Commission held a meeting on June 27th, following the writing of this report. Tentative items scheduled for the June 27th agenda include review of the draft RFP for the City Hall grounds and discussion on the final report for the Olive Boulevard Opportunities Area report.

Parks Division

The Parks Division provided advance support to the Indian Meadows neighborhood Olivette Night Out event in the park: moving in additional tables, setting up a loaner generator and garden hose and completing a special mid-week major clean of the pavilion and restrooms. They also provided extra tables for the Warson View neighborhood.

The week of June 6th, The Crossing Church Youth Summer Program volunteered for two mornings at Stacy and Warson Parks. Over forty teens spread fibar, cleaned the sand play area, dredged and cleaned the pond, clipped bushes, removed invasive plants, worked on the ballfield and repaired the gravel path around the pond. The total hours donated to the City exceeded 320 hours. The teens worked very hard and the results were immediate and of great benefit to the City.

Top Left: teens dredging the pond at Stacy Park

Top Right: teen spreading fibar in the Warson Park playground

Left: Partial Group photo at the Stacy Park Prairie

Recreation Division

Summer Adventure Camp (SAC) is currently in the second session of the summer at Stacy Park. Staff is receiving lots of compliments on the park setting (as opposed to being indoors), activities, low cost, field trips and camp director and counselors. All sessions are full with waitlists.

During the heat advisory and rain days, the Camp is utilizing space at Old Bonhomme School.

Current Camp Enrollment
Session II: Full 22 on waitlist
Session III: Full 25 on waitlist
Session IV: Full 39 on waitlist

"Be the Butterfly" Summer Adventure Camp visiting The Butterfly House.

2016 British Soccer Camp was a hit! In 2015, the camp was cancelled due to zero enrollments. Not so this summer! Nineteen students participated June 13-17 from 9am-Noon at Stacy Park. The camp parents provided much positive feedback on the coaching staff and camp content. This camp was a contract camp offered through Challenger Sports.

The **NFL Flag Football** inaugural season kicked-off Monday, June 20 at Warson Park. The season runs through August with eight teams (three 5-6 year old teams and five 7-9 year old teams); games are on Monday and Wednesday evenings.

Adult Softball Summer Season begins Tuesday, June 28 at Stacy and Warson Parks. Both nights are full for a total 13 teams.

Facility Division

During the hot weather, ice water dispensers have been placed next to the coffee urn and fans have been deployed in the Community Center. The ice water has become very popular with patrons and is refilled multiple times each day.

Olivette
...in the center of it all

CITY COUNCIL AGENDA SUBMISSION
June 28, 2016

Agenda Item:

Financial Reports for the period ending 5/31/2016

Description:

Included in the Council packets are financial reports for the period July 1, 2015 through May 31, 2016. The reports include a Revenue and Expenditures Summary for Funds 01 through 40 and a Revenue and Expenditures Detail for Funds 01 through 40.

Recommended Action:

No action necessary – monthly financial report

Attachments:

1. Monthly Financial Report Memo
2. Monthly Financial Reports – May 2016

Funding Request:

None

Submitted by:

Darren Mann, CPA
DEPARTMENT HEAD

Memorandum

To:	City Council
From:	Darren Mann, Finance Director
Subject:	May Financial Report
Date:	June 17, 2016

Included with this memo is a summary as well as detailed reports for Funds 01 through 40. The reporting period is the ten months of July through May which means prior year actual is reporting July 1, 2014 through May 31, 2015 and then current year actual is reporting July 1, 2015 through May 31, 2016. In addition to reporting year to date actual, there are columns for the annual budget and percent of budget. The final column shows the variance between current year to date and prior year to date.

Detailed review of General Fund (Fund 01)

With 11 of 12 months of the year complete (92%), our total revenues are just shy of expectations at 91% and $30,700 below last year to date. Expenditures to the end of May are $119,000 higher than last year to date and totals coming in below budget expectations at 87%.

Revenues: Property taxes and sales taxes made progress as the year end approaches with other revenues showing no significant changes since the last month. Property taxes recovered as expected with protested amount released in May leaving us at 98% of expectations for the category. Elmwood billings and the prior year real estate tax collections failed to meet expectations and are leaving us just shy of the 100% for the year. Sales taxes are shaping up nicely to end the year mostly due to the use tax remittances.

The Court category fell behind due the cancellation of a court date due to a power outage but is expected to recover in June.

The Utility Taxes once again disappointed due to mild weather through the spring that lowered gas remittances and then the ongoing cell phone remittance downturn.

Expenditures: Individual department expenditures have returned to expected levels at just below budget expectations after last months report where many where elevated due to some timing issues. Expenditures are expected to remain below budget as a whole.

Detailed Review of Grants Fund (Fund 02)

Revenue: The Grants Fund is used to track the revenue received from outside agencies for grants. All $5,600 in grant revenue for May was for overtime grant reimbursements.

Expenditures: Expenditures in the grants fund reflect required match or the expenditures related to the grants received.

Detailed Review of Capital Projects Fund (Fund 05)

Revenue: Revenue for the Capital Projects Fund is generated through sales taxes and property taxes. Sales taxes remittances are meeting expectations at 92% and Road and Bridge property taxes at 99% after the May protest release.

Expenditures: Current year total expenditures are reporting lower due to the lack of Old Bonhomme Road expenditures and lower snow removal costs. The operational department in the Capital Projects Fund is the Streets Department and through May is at 79% of budget.

Detailed Review of Dielman NID Fund (Fund 11)- NO ACTIVITY

Revenue: Revenue for the Dielman NID Fund is funded through annual assessments with no activity in May.

Expenditures: No activity in May with all debt service payments made for the fiscal year.

Detailed Review of North Price NID Fund (Fund 13)

Revenue: Revenue for the North Price NID Fund will come from annual assessments once the project is completed. No revenue activity for May for the North Price NID.

Expenditures: Expenditures for the NID project totaled $221,556 in May.

Detailed Review of Pension Fund (Fund 15)

Revenue: Revenue for the Pension Fund comes from collections of real estate and personal property taxes. After the May protest release, collections for the year total $551,800 and jumped to 99% of expected budget.

Expenditures: The pension incurs expenditures for investment and actuarial services with the remainder of the collection going to the pension plan as employer contributions. Another payment to the pension plan at the end of June is expected for over $200,000 dependent on June remittance.

Detailed Review Fire Operations Fund (Fund 20)

Revenue: Revenue for the Fire Operations Fund is funded through a specific sales tax. Sales taxes remittances are $4,800 higher than last year to date and meeting projections at 91% of expected budget.

Expenditures: Expenditures charged to this fund cover three fire fighters and associated benefit costs. Recent vacancies in the department have let to lower expenditures in this fund which remains at 64.5% of budget.

Detailed Review Equipment Replacement (Fund 25) – NO ACTIVITY

Detailed Review of Municipal Center Const. & DS (Fund 26)

Revenue: Revenue for the Municipal Center Fund comes from collections of real estate and personal property taxes. In the prior fiscal year 2015, the fund also accounted for the debt proceeds of the issuance of the general obligation bonds. In May the fund ended at 105% of expected budget.

Expenditures: Expenditures for the new facility are tracked in Fund 26. To date expenditures for the municipal center total $3,909,486. In addition, all debt service payments for the fiscal year have been made.

Detailed Review Stormwater/Parks (Fund 30)

Revenue: Revenue for the Stormwater/Parks Fund is generated through a specific sales tax. Sales taxes remittances are $9,700 higher than last year at this point and at 91% of budget.

Expenditures: The operational department in the Stormwater/Parks Fund is Parks Maintenance and it ended May below expectations at 74% of budget

Detailed Review Sewer Lateral (Fund 40)

Revenue: Revenue for the Sewer Lateral Fund is funded by an annual $50 collection per household. Collections are at 102% of budget at the end of May.

Expenditures: Expenditures come in the form of reimbursements to citizens for qualified sewer lateral problems. Reimbursements have recovered from previous month's lows and ended May at at 85.5% of budget.

Fund Balances as of the end of May 2016:

General Fund – Fund 01:	$ 4,635,019
Grants Fund – Fund 02:	$ 56,046
Capital Projects – Fund 05:	$ 1,323,743
Dielman NID – Fund 11:	$ 55,626
North Price NID – Fund 13:	$ (248,754)
Pension Fund – Fund 15:	$ 234,199
Fire Operations – Fund 20:	$ (28,207)
Equipment Replacement – Fund 25:	$ 343,710
Dielman Facility 2014 - Fund 26:	$ 9,877,432
Parks – Fund 30:	$ 1,118,644
Escrow – Fund 35	$ 454
Sewer Lateral – Fund 40	$ 651,857

May 2016 - Dashboard				
Fund	Sales Tax	Property Tax	Total Revenue	% of Budget
01 – General Fund	$1,749,748	$1,687,678	$6,679,515	90.89%
05 – Capital Improvement	$435,600	$246,780	$682,380	77.99%
15 – Pension	NA	$551,839	$551,839	98.90%
20 – Fire Operations	$256,162	NA	$256,162	91.49%
26 – Debt Service	NA	$1,016,691	$1,044,756	105.32%
30 – Stormwater/Parks	$512,325	NA	$512,325	91.16%

REVENUE REPORT

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 01 - General Fund							
Revenues							
Parks and Recreation	407,000.00	318,648.75	78.29	359,500.00	261,847.11	72.84	-56,801.64
Court	298,500.00	312,917.26	104.83	318,500.00	274,253.75	86.11	-38,663.51
Medical Transport Fees	245,000.00	159,785.94	65.22	180,000.00	147,785.83	82.10	-12,000.11
Investment Income	5,000.00	1,172.86	23.46	6,500.00	12,830.95	197.40	11,658.09
Licenses	275,000.00	255,918.46	93.06	259,000.00	273,334.34	105.53	17,415.88
Other Income	108,000.00	134,044.92	124.12	92,000.00	63,396.00	68.91	-70,648.92
Permits	210,000.00	155,878.61	74.23	186,965.00	169,087.32	90.44	13,208.71
Property Taxes	1,668,000.00	1,554,620.47	93.20	1,715,000.00	1,687,678.27	98.41	133,057.80
Sales Tax	1,720,000.00	1,659,238.62	96.47	1,832,400.00	1,749,748.04	95.49	90,509.42
Transfers	66,000.00	77,890.24	118.02	143,400.00	62,400.00	43.51	-15,490.24
Utility Taxes	2,299,000.00	2,080,075.73	90.48	2,255,500.00	1,977,152.97	87.66	-102,922.76
Revenues	7,301,500.00	6,710,191.86	91.90	7,348,765.00	6,679,514.58	90.89	-30,677.28
Grand Total Net Effect:	7,301,500.00	6,710,191.86	91.90	7,348,765.00	6,679,514.58	90.89	-30,677.28

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

EXPENDITURE REPORT

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

Fund: 01 - General Fund

Expenditures

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Legislative	130,020.00	113,423.89	87.24	129,908.00	109,311.70	84.15	-4,112.19
Administration	132,360.00	121,284.21	91.63	136,255.00	123,280.52	90.48	1,996.31
Finance Department	343,580.00	275,022.47	80.05	348,040.00	311,149.65	89.40	36,127.18
Municipal Court	152,750.00	111,971.26	73.30	147,090.00	105,031.94	71.41	-6,939.32
City Attorney	85,000.00	106,957.63	125.83	100,000.00	110,755.14	110.76	3,797.51
Research & Information	31,345.00	24,665.69	78.69	44,195.00	30,665.08	69.39	5,999.39
Planning & Zoning	25,530.00	392.61	1.54	550.00	0.00	0.00	-392.61
Community Affairs/OOTG	25,505.00	38,535.58	151.09	27,200.00	29,915.06	109.98	-8,620.52
Zoning Board Of Adjustment	1,280.00	818.19	63.92	1,025.00	754.08	73.57	-64.11
Economic Development	12,980.00	948.03	7.30	13,880.00	4,957.35	35.72	4,009.32
Cultural Affairs Commission	10,405.00	2,002.64	19.25	0.00	0.00	0.00	-2,002.64
City Hall Redevelopment	0.00	523.61	0.00	0.00	34,108.30	0.00	33,584.69
Old Bonhomme Road Agreement	0.00	0.00	0.00	80,000.00	0.00	0.00	0.00
Elections	9,360.00	11,480.89	122.66	9,010.00	1,922.26	21.33	-9,558.63
Rabies Control	55,595.00	52,290.83	94.06	57,985.00	50,067.65	86.35	-2,223.18
Fire Department	2,217,981.00	2,000,478.37	90.19	2,226,395.00	1,996,486.84	89.67	-3,991.53
Police Department	2,504,841.00	2,160,543.33	86.25	2,489,407.00	2,145,456.97	86.18	-15,086.36
Community Center	183,153.00	143,180.56	78.18	187,787.00	172,782.64	92.01	29,602.08
Recreation	355,825.00	229,934.20	64.62	359,480.00	241,668.29	67.23	11,734.09
Inspection Department	414,332.00	345,686.81	83.43	403,410.00	341,509.25	84.66	-4,177.56

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 01 - General Fund							
Expenditures							
Refuse Collection	360,567.00	313,461.50	86.94	357,700.00	346,661.26	96.91	33,199.76
Municipal Property-General	154,075.00	110,046.45	71.42	130,448.00	118,612.41	90.93	8,565.96
Insurance	93,502.00	90,443.40	96.73	99,000.00	97,886.01	98.87	7,442.61
Expenditures	7,299,986.00	6,254,092.15	85.67	7,348,765.00	6,372,982.40	86.72	118,890.25
Grand Total Net Effect:	-7,299,986.00	-6,254,092.15	85.67	-7,348,765.00	-6,372,982.40	86.72	-118,890.25

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 02 - Grants							
Revenues							
Dept: 0000	2,287,000.00	125,972.45	5.51	2,130,000.00	81,600.41	3.83	-44,372.04
Revenues	2,287,000.00	125,972.45	5.51	2,130,000.00	81,600.41	3.83	-44,372.04
Expenditures							
Fire Department	183,486.00	116,462.00	63.47	0.00	0.00	0.00	-116,462.00
Police Department	30,969.00	62,753.39	202.63	25,000.00	25,554.51	102.22	-37,198.88
Parks	60,000.00	23,240.75	38.73	0.00	0.00	0.00	-23,240.75
Street Department	2,540,545.00	0.00	0.00	0.00	0.00	0.00	0.00
Old Bonhomme Improv. Project	0.00	0.00	0.00	2,105,000.00	0.00	0.00	0.00
Expenditures	2,815,000.00	202,456.14	7.19	2,130,000.00	25,554.51	1.20	-176,901.63

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 05 - Capital Projects Fund							
Revenues							
Dept: 0000	705,000.00	682,252.30	96.77	875,000.00	682,379.89	77.99	127.59
Revenues	705,000.00	682,252.30	96.77	875,000.00	682,379.89	77.99	127.59
Expenditures							
Fire Department	54,167.00	43,831.21	80.92	34,000.00	32,543.00	95.71	-11,288.21
Police Department	63,808.00	63,844.97	100.06	61,025.00	58,529.36	95.91	-5,315.61
Street Department	532,679.00	426,008.27	79.97	571,464.00	450,403.97	78.82	24,395.70
Street Dept. Improvements	25,000.00	996.80	3.99	195,000.00	61,601.00	31.59	60,604.20
Old Bonhomme Improv. Project	0.00	472,357.21	0.00	0.00	33,174.46	0.00	-439,182.75
Municipal Property-Fence	25,000.00	18,237.17	72.95	0.00	0.00	0.00	-18,237.17
Capital Expenses	0.00	0.00	0.00	43,511.00	38,520.56	88.53	38,520.56
Expenditures	700,654.00	1,025,275.63	146.33	905,000.00	674,772.35	74.56	-350,503.28

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 11 - Dielman NID Improvement Dist.							
Revenues							
Dept: 0000	47,723.00	45,242.13	94.80	45,000.00	53,834.96	119.63	8,592.83
Revenues	47,723.00	45,242.13	94.80	45,000.00	53,834.96	119.63	8,592.83
Expenditures							
Capital Expenses	47,855.00	48,120.00	100.55	47,857.00	47,857.50	100.00	-262.50
Expenditures	47,855.00	48,120.00	100.55	47,857.00	47,857.50	100.00	-262.50

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 13 - North Price NID							
Revenues							
Dept: 0000	750,000.00	50,067.24	6.68	1,943,000.00	611,680.06	31.48	561,612.82
Revenues	750,000.00	50,067.24	6.68	1,943,000.00	611,680.06	31.48	561,612.82
Expenditures							
N. Price NID Improv. Project	750,000.00	78,507.96	10.47	943,000.00	841,979.06	89.29	763,471.10
Capital Expenses	0.00	0.00	0.00	1,000,000.00	0.00	0.00	0.00
Expenditures	750,000.00	78,507.96	10.47	1,943,000.00	841,979.06	43.33	763,471.10

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 15 - Pension Fund							
Revenues							
Dept: 0000	560,500.00	499,910.33	89.19	558,000.00	551,838.64	98.90	51,928.31
Revenues	560,500.00	499,910.33	89.19	558,000.00	551,838.64	98.90	51,928.31
Expenditures							
Pension Plan	560,500.00	328,046.50	58.53	548,000.00	331,085.50	60.42	3,039.00
Expenditures	560,500.00	328,046.50	58.53	548,000.00	331,085.50	60.42	3,039.00

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 20 - Fire Operations Fund							
Revenues							
Dept: 0000	260,000.00	251,310.98	96.66	280,000.00	256,162.40	91.49	4,851.42
Revenues	260,000.00	251,310.98	96.66	280,000.00	256,162.40	91.49	4,851.42
Expenditures							
Fire Department	222,450.00	183,014.14	82.27	224,591.00	144,903.31	64.52	-38,110.83
Fire Dept. Improvements	31,667.00	31,667.21	100.00	0.00	0.00	0.00	-31,667.21
Expenditures	254,117.00	214,681.35	84.48	224,591.00	144,903.31	64.52	-69,778.04

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 26 - Municipal Center-Const. & DS							
Revenues							
Dept: 0000	14,430,750.00	14,362,251.47	99.53	992,000.00	1,044,756.47	105.32	-13,317,495.00
Revenues	14,430,750.00	14,362,251.47	99.53	992,000.00	1,044,756.47	105.32	-13,317,495.00
Expenditures							
Dept: 0000	66,500.00	66,389.60	99.83	0.00	0.00	0.00	-66,389.60
City Hall Redevelopment	2,823,000.00	1,888,138.25	66.88	1,012,000.00	1,867,680.41	184.55	-20,457.84
New Facility Expenditures	0.00	9,761.21	0.00	0.00	10,558.94	0.00	797.73
Capital Expenses	708,000.00	707,530.87	99.93	1,000,000.00	884,853.00	88.49	177,322.13
Expenditures	3,597,500.00	2,671,819.93	74.27	2,012,000.00	2,763,092.35	137.33	91,272.42

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 30 - Local Parks/Storm Water Fund							
Revenues							
Dept: 0000	525,000.00	502,621.16	95.74	562,000.00	512,324.58	91.16	9,703.42
Revenues	525,000.00	502,621.16	95.74	562,000.00	512,324.58	91.16	9,703.42
Expenditures							
Parks	533,140.00	359,377.72	67.41	467,305.00	346,488.08	74.15	-12,889.64
Capital Improvements	0.00	0.00	0.00	144,225.00	1,362.30	0.94	1,362.30
Expenditures	533,140.00	359,377.72	67.41	611,530.00	347,850.38	56.88	-11,527.34

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 35 - Escrow Trust Fund							
Revenues							
Dept: 0000	600.00	515.53	85.92	480.00	453.90	94.56	-61.63
Revenues	600.00	515.53	85.92	480.00	453.90	94.56	-61.63
Expenditures							
Escrow expenses	600.00	0.00	0.00	480.00	0.00	0.00	0.00
Expenditures	600.00	0.00	0.00	480.00	0.00	0.00	0.00

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 40 - Sewer Lateral Fund							
Revenues							
Dept: 0000	135,600.00	134,368.72	99.09	135,720.00	138,128.31	101.77	3,759.59
Revenues	135,600.00	134,368.72	99.09	135,720.00	138,128.31	101.77	3,759.59
Expenditures							
Sewer Improvements	182,331.00	142,365.75	78.08	104,336.00	89,222.50	85.51	-53,143.25
Expenditures	182,331.00	142,365.75	78.08	104,336.00	89,222.50	85.51	-53,143.25
Grand Total Net Effect:	10,260,476.00	11,583,861.33	112.90	-1,005,594.00	-1,333,157.84	132.57	-12,917,019.17

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

REVENUE REPORT

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

		PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 01 - General Fund								
Revenues								
	Acct Class: COM Parks and Recreation							
0550.00	CC Room Rentals	85,000.00	71,163.02	83.72	80,000.00	55,046.06	68.81	-16,116.96
0552.00	CC Vending Machines	2,000.00	796.28	39.81	1,000.00	626.48	62.65	-169.80
0553.00	Youth Soccer	85,500.00	73,800.98	86.32	73,500.00	52,774.83	71.80	-21,026.15
0554.00	Youth Basketball	45,000.00	15,541.66	34.54	17,500.00	16,424.40	93.85	882.74
0555.00	Youth Baseball	56,000.00	50,777.54	90.67	52,000.00	37,626.77	72.36	-13,150.77
0556.00	Adult Softball	8,500.00	5,287.00	62.20	8,500.00	6,976.54	82.08	1,689.54
0559.00	Halloween Program	0.00	0.00	0.00	0.00	435.00	0.00	435.00
0560.00	Day Camp	66,000.00	41,110.95	62.29	65,000.00	51,740.20	79.60	10,629.25
0561.00	Programs	25,000.00	18,205.18	72.82	20,000.00	10,706.10	53.53	-7,499.08
0562.00	Olivette On The Go	22,000.00	32,496.57	147.71	30,000.00	17,965.94	59.89	-14,530.63
0563.00	Turkey Trot	0.00	7,622.99	0.00	0.00	15,080.79	0.00	7,457.80
0563.01	Turkey Trot Expenditures	0.00	-7,622.92	0.00	0.00	-15,088.00	0.00	-7,465.08
0590.00	Rent-City Parks	12,000.00	9,469.50	78.91	12,000.00	11,532.00	96.10	2,062.50
	Parks and Recreation	407,000.00	318,648.75	78.29	359,500.00	261,847.11	72.84	-56,801.64
	Acct Class: CORT Court							
0500.00	Court Fines	233,000.00	254,905.02	109.40	255,000.00	231,522.63	90.79	-23,382.39
0501.00	Court Bonds Forfeited	17,000.00	15,909.00	93.58	18,000.00	12,150.00	67.50	-3,759.00
0502.00	Court Costs	35,000.00	33,349.24	95.28	36,000.00	23,355.74	64.88	-9,993.50
0504.00	Court Costs-Restitution	0.00	16.00	0.00	0.00	596.38	0.00	580.38
0505.00	Local Police Training Fees	4,000.00	3,218.00	80.45	3,500.00	2,713.00	77.51	-505.00
0506.00	State Training Fee	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00
0507.00	Biometrics System	5,500.00	5,520.00	100.36	6,000.00	3,916.00	65.27	-1,604.00
	Court	298,500.00	312,917.26	104.83	318,500.00	274,253.75	86.11	-38,663.51
	Acct Class: FEES Medical Transport Fees							
0475.00	Medical Transport Fees	245,000.00	159,785.94	65.22	180,000.00	147,785.83	82.10	-12,000.11
	Medical Transport Fees	245,000.00	159,785.94	65.22	180,000.00	147,785.83	82.10	-12,000.11
	Acct Class: INV Investment Income							
0525.00	Investment Income	5,000.00	1,172.86	23.46	6,500.00	12,830.95	197.40	11,658.09
	Investment Income	5,000.00	1,172.86	23.46	6,500.00	12,830.95	197.40	11,658.09
	Acct Class: LIC Licenses							
0429.00	Financial Institutions Tax	500.00	0.00	0.00	500.00	15.06	3.01	15.06
0430.00	Automobile Fees	38,000.00	37,311.06	98.19	38,000.00	36,408.10	95.81	-902.96
0431.00	Merchants & Mfg Licenses	228,500.00	160,860.25	70.40	162,000.00	177,056.73	109.29	16,196.48
0431.01	Service Licenses	0.00	50,414.27	0.00	51,000.00	52,736.95	103.41	2,322.68
0432.00	Liquor Licenses	6,000.00	5,896.88	98.28	6,000.00	5,812.50	96.88	-84.38
0434.00	Animal Licenses	2,000.00	1,436.00	71.80	1,500.00	1,305.00	87.00	-131.00

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

		PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 01 - General Fund								
Revenues								
	Licenses	275,000.00	255,918.46	93.06	259,000.00	273,334.34	105.53	17,415.88
	Acct Class: OI Other Income							
0415.00	NID Assessments	0.00	666.96	0.00	0.00	936.80	0.00	269.84
0575.00	Miscellaneous Revenue	73,000.00	84,352.20	115.55	52,000.00	53,944.40	103.74	-30,407.80
0600.00	Snow Removal	35,000.00	49,025.76	140.07	40,000.00	8,514.80	21.29	-40,510.96
	Other Income	108,000.00	134,044.92	124.12	92,000.00	63,396.00	68.91	-70,648.92
	Acct Class: PER Permits							
0450.00	Building Permits	139,000.00	94,834.60	68.23	115,000.00	96,086.52	83.55	1,251.92
0452.00	Street Opening Permits	3,000.00	2,350.00	78.33	2,750.00	5,126.00	186.40	2,776.00
0454.00	Sign Permits	0.00	0.00	0.00	0.00	28.00	0.00	28.00
0456.00	Residential Inspections	27,500.00	25,443.00	92.52	27,000.00	28,524.00	105.64	3,081.00
0457.00	Residential Occupancy Permits	5,500.00	5,518.00	100.33	5,500.00	5,456.00	99.20	-62.00
0458.00	Business Inspections	4,500.00	2,352.00	52.27	3,520.00	4,226.00	120.06	1,874.00
0459.00	Business Occupancy Permits	1,000.00	320.00	32.00	370.00	420.00	113.51	100.00
0460.00	Garage Sale Permits	0.00	208.00	0.00	100.00	210.00	210.00	2.00
0461.00	Demolition Permits	4,500.00	4,878.01	108.40	5,000.00	3,090.85	61.82	-1,787.16
0462.00	Elevator Permits	0.00	0.00	0.00	0.00	229.95	0.00	229.95
0464.00	Subdivision Fees	5,500.00	6,400.00	116.36	450.00	300.00	66.67	-6,100.00
0465.00	Residential rental permits	19,500.00	13,575.00	69.62	21,375.00	15,390.00	72.00	1,815.00
0466.00	Zoning Fees	0.00	0.00	0.00	5,900.00	10,000.00	169.49	10,000.00
	Permits	210,000.00	155,878.61	74.23	186,965.00	169,087.32	90.44	13,208.71
	Acct Class: PROP Property Taxes							
0401.00	Real Estate Tax-Current	1,380,000.00	1,246,829.36	90.35	1,375,000.00	1,383,237.26	100.60	136,407.90
0402.00	Real Estate Tax-Prior	0.00	3,614.92	0.00	25,000.00	-22,516.89	-90.07	-26,131.81
0403.00	Personal Property Tax-Current	205,000.00	206,033.56	100.50	212,000.00	221,770.28	104.61	15,736.72
0404.00	Personal Property Tax-Prior	2,000.00	9,613.18	480.66	5,000.00	10,564.51	211.29	951.33
0405.00	Utility Tax-State Assessed	26,000.00	37,433.01	143.97	38,000.00	41,060.99	108.06	3,627.98
0410.00	Elmwood Fire District	55,000.00	51,096.44	92.90	60,000.00	53,562.12	89.27	2,465.68
	Property Taxes	1,668,000.00	1,554,620.47	93.20	1,715,000.00	1,687,678.27	98.41	133,057.80
	Acct Class: STAX Sales Tax							
0433.00	Gasoline Tax	190,000.00	187,262.27	98.56	203,000.00	187,776.98	92.50	514.71
0435.00	Cigarette Tax	21,000.00	19,574.09	93.21	21,400.00	21,434.76	100.16	1,860.67
0437.00	Sales Tax	1,254,000.00	1,172,481.58	93.50	1,305,000.00	1,192,066.26	91.35	19,584.68
0439.00	Local Option Use Tax	170,000.00	192,957.06	113.50	207,000.00	258,208.67	124.74	65,251.61
0585.00	State Veh Fee & Tax Increases	85,000.00	86,963.62	102.31	96,000.00	90,261.37	94.02	3,297.75
	Sales Tax	1,720,000.00	1,659,238.62	96.47	1,832,400.00	1,749,748.04	95.49	90,509.42

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

		PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 01 - General Fund								
Revenues								
Acct Class: TRAN Transfers								
0670.00	Trans from sewer lateral fund	31,000.00	31,000.00	100.00	28,000.00	28,000.00	100.00	-3,000.00
0670.01	Transfer fr Escrow Trust Fund	600.00	0.00	0.00	1,000.00	0.00	0.00	0.00
0670.02	Transfer-Park Fund	34,400.00	34,400.00	100.00	84,400.00	34,400.00	40.76	0.00
0670.04	Transfer From City Center Fund	0.00	12,105.24	0.00	0.00	0.00	0.00	-12,105.24
0670.06	Transfer from Cap Imp	0.00	0.00	0.00	30,000.00	0.00	0.00	0.00
0670.07	Transfer from N Price NID	0.00	385.00	0.00	0.00	0.00	0.00	-385.00
	Transfers	66,000.00	77,890.24	118.02	143,400.00	62,400.00	43.51	-15,490.24
Acct Class: UT Utility Taxes								
0420.00	Ameren UE	960,000.00	872,620.29	90.90	930,000.00	885,768.00	95.24	13,147.71
0421.00	Laclede Gas	390,000.00	395,322.12	101.36	420,000.00	300,975.28	71.66	-94,346.84
0421.01	Laclede Energy Resources	3,500.00	2,203.40	62.95	2,500.00	2,023.51	80.94	-179.89
0421.02	Contiuum Energy Services	1,500.00	465.74	31.05	1,000.00	797.19	79.72	331.45
0422.00	County Water	175,000.00	125,552.77	71.74	160,000.00	163,826.27	102.39	38,273.50
0423.00	Landline Gross Receipts	235,000.00	222,830.99	94.82	241,000.00	212,002.28	87.97	-10,828.71
0424.00	Franchise Fee-Cable TV	108,000.00	120,843.72	111.89	130,000.00	120,977.74	93.06	134.02
0425.00	Cell Phone Gross Receipts	426,000.00	340,236.70	79.87	371,000.00	290,782.70	78.38	-49,454.00
	Utility Taxes	2,299,000.00	2,080,075.73	90.48	2,255,500.00	1,977,152.97	87.66	-102,922.76
Revenues		7,301,500.00	6,710,191.86	91.90	7,348,765.00	6,679,514.58	90.89	-30,677.28
	Grand Total Net Effect:	7,301,500.00	6,710,191.86	91.90	7,348,765.00	6,679,514.58	90.89	-30,677.28

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

EXPENDITURE REPORT

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 01 - General Fund							
Expenditures							
Dept: 1000 Legislative							
A100.00 Salaries	88,000.00	77,555.92	88.13	86,100.00	78,127.08	90.74	571.16
A400.00 Longevity	725.00	2,036.78	280.94	2,388.00	2,199.75	92.12	162.97
A600.00 FICA	5,815.00	5,301.51	91.17	6,771.00	5,573.38	82.31	271.87
A700.00 State Unemployment	300.00	452.11	150.70	460.00	231.42	50.31	-220.69
B190.00 Misc. Professional Services	3,000.00	514.00	17.13	3,200.00	291.12	9.10	-222.88
B240.00 Travel & Training	3,875.00	1,149.65	29.67	4,245.00	1,101.41	25.95	-48.24
B310.00 Notices & Advertising	300.00	0.00	0.00	250.00	40.60	16.24	40.60
B320.00 Printing	250.00	107.65	43.06	250.00	223.70	89.48	116.05
B440.00 Telephone	1,000.00	351.22	35.12	600.00	389.48	64.91	38.26
B542.00 Copier Expenses	1,300.00	974.59	74.97	1,300.00	891.96	68.61	-82.63
B545.00 Computer Repairs & Maint.	750.00	472.12	62.95	750.00	430.09	57.35	-42.03
B730.00 Workmens Comp	190.00	176.74	93.02	190.00	174.82	92.01	-1.92
B780.00 Group Health & Liability	15,000.00	15,144.30	100.96	14,504.00	12,143.98	83.73	-3,000.32
B790.00 Life & Long Term Disability	365.00	682.42	186.96	650.00	624.36	96.06	-58.06
B914.00 Association Dues	6,150.00	6,168.70	100.30	6,100.00	6,151.70	100.85	-17.00
B920.00 Reception	400.00	98.33	24.58	400.00	299.21	74.80	200.88
C110.00 Office Supplies	400.00	341.84	85.46	700.00	25.99	3.71	-315.85
C125.00 Books/Publications`	200.00	0.00	0.00	150.00	0.00	0.00	0.00
C470.00 Awards & Gifts	600.00	476.47	79.41	900.00	391.65	43.52	-84.82
D320.00 Institutional Equipment	1,400.00	1,419.54	101.40	0.00	0.00	0.00	-1,419.54
Legislative	130,020.00	113,423.89	87.24	129,908.00	109,311.70	84.15	-4,112.19
Dept: 1200 Administration							
A100.00 Salaries	97,375.00	89,793.22	92.21	102,300.00	94,241.45	92.12	4,448.23
A400.00 Longevity	0.00	0.00	0.00	515.00	334.39	64.93	334.39
A600.00 FICA	7,300.00	6,572.84	90.04	7,865.00	6,930.00	88.11	357.16
A700.00 State Unemployment	155.00	168.99	109.03	155.00	169.00	109.03	0.01
B190.00 Misc. Professional Services	0.00	2,842.49	0.00	0.00	0.00	0.00	-2,842.49
B210.00 Auto Allowance	4,200.00	4,200.00	100.00	4,200.00	4,200.00	100.00	0.00
B240.00 Travel & Training	3,500.00	1,528.48	43.67	2,000.00	1,346.23	67.31	-182.25
B310.00 Notices & Advertising	450.00	46.78	10.40	100.00	0.00	0.00	-46.78
B320.00 Printing	350.00	0.00	0.00	100.00	33.28	33.28	33.28
B440.00 Telephone	1,250.00	1,037.12	82.97	2,000.00	1,271.07	63.55	233.95
B540.00 Equipment Repair	0.00	0.00	0.00	0.00	0.00	0.00	0.00
B542.00 Copier Expenses	1,000.00	946.91	94.69	1,000.00	925.22	92.52	-21.69
B545.00 Computer Repairs & Maint.	750.00	824.22	109.90	1,145.00	745.18	65.08	-79.04
B730.00 Workmens Comp	230.00	213.94	93.02	240.00	220.82	92.01	6.88
B780.00 Group Health & Liability	10,900.00	10,428.86	95.68	10,785.00	9,261.66	85.88	-1,167.20
B790.00 Life & Long Term Disability	800.00	699.28	87.41	750.00	797.79	106.37	98.51
B914.00 Association Dues	1,300.00	885.00	68.08	1,300.00	1,300.40	100.03	415.40

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 01 - General Fund							
Expenditures							
Dept: 1200 Administration							
B920.00 Reception	0.00	0.00	0.00	300.00	762.77	254.26	762.77
C110.00 Office Supplies	500.00	235.98	47.20	400.00	154.21	38.55	-81.77
C125.00 Books/Publications`	300.00	225.13	75.04	100.00	139.28	139.28	-85.85
C310.00 Gas & Oil	2,000.00	509.95	25.50	1,000.00	447.77	44.78	-62.18
C470.00 Awards & Gifts	0.00	125.02	0.00	0.00	0.00	0.00	-125.02
Administration	132,360.00	121,284.21	91.63	136,255.00	123,280.52	90.48	1,996.31
Dept: 1300 Finance Department							
A100.00 Salaries	192,000.00	146,065.71	76.08	204,500.00	186,521.18	91.21	40,455.47
A200.00 Extra Help	0.00	3,506.66	0.00	0.00	0.00	0.00	-3,506.66
A400.00 Longevity	1,615.00	857.76	53.11	303.00	368.59	121.65	-489.17
A600.00 FICA	14,760.00	10,279.93	69.65	15,667.00	13,353.24	85.23	3,073.31
A700.00 State Unemployment	590.00	468.73	79.45	590.00	821.93	139.31	353.20
B110.00 Audit	16,000.00	17,000.00	106.25	15,000.00	15,000.00	100.00	-2,000.00
B115.00 Payroll Services	15,360.00	11,842.89	77.10	11,850.00	12,803.39	108.05	960.50
B167.00 Software Support & Maintenance	3,700.00	4,659.97	125.95	3,990.00	4,829.43	121.04	169.46
B220.00 Postage	7,560.00	4,547.00	60.15	5,385.00	5,277.64	98.01	730.64
B240.00 Travel & Training	1,400.00	628.00	44.86	1,850.00	910.11	49.20	282.11
B310.00 Notices & Advertising	300.00	716.63	238.88	250.00	170.52	68.21	-546.11
B320.00 Printing	1,750.00	1,707.76	97.59	1,750.00	851.49	48.66	-856.27
B440.00 Telephone	3,175.00	1,869.85	58.89	3,200.00	1,892.93	59.15	23.08
B542.00 Copier Expenses	1,740.00	964.95	55.46	1,500.00	889.55	59.30	-75.40
B545.00 Computer Repairs & Maint.	3,125.00	2,452.50	78.48	2,575.00	1,775.37	68.95	-677.13
B730.00 Workmens Comp	465.00	432.57	93.03	465.00	427.84	92.01	-4.73
B780.00 Group Health & Liability	41,000.00	28,156.84	68.68	38,000.00	30,587.09	80.49	2,430.25
B790.00 Life & Long Term Disability	1,680.00	804.89	47.91	1,680.00	1,450.03	86.31	645.14
B914.00 Association Dues	680.00	474.00	69.71	595.00	474.00	79.66	0.00
B990.00 Misc.Contract Serv.	330.00	215.50	65.30	340.00	225.50	66.32	10.00
B991.00 Administrative Bank Charges	9,600.00	9,343.63	97.33	7,700.00	6,896.10	89.56	-2,447.53
B992.00 Admin. Cty Coll PP/Auto	23,000.00	21,934.03	95.37	25,000.00	21,895.17	87.58	-38.86
C110.00 Office Supplies	3,000.00	3,285.98	109.53	5,850.00	3,728.55	63.74	442.57
D311.00 Office Equipment	750.00	751.55	100.21	0.00	0.00	0.00	-751.55
D320.00 Institutional Equipment	0.00	2,055.14	0.00	0.00	0.00	0.00	-2,055.14
Finance Department	343,580.00	275,022.47	80.05	348,040.00	311,149.65	89.40	36,127.18
Dept: 1400 Municipal Court							
A100.00 Salaries	70,000.00	54,761.17	78.23	70,000.00	54,320.07	77.60	-441.10
A200.00 Extra Help	5,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00
A400.00 Longevity	0.00	0.00	0.00	0.00	414.46	0.00	414.46
A500.00 Overtime	300.00	0.00	0.00	200.00	0.00	0.00	0.00

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 01 - General Fund							
Expenditures							
Dept: 1400 Municipal Court							
A600.00 FICA	5,610.00	3,964.89	70.68	5,510.00	3,956.82	71.81	-8.07
A700.00 State Unemployment	470.00	323.62	68.86	470.00	275.83	58.69	-47.79
B130.00 Legal Services	0.00	6,380.00	0.00	0.00	0.00	0.00	-6,380.00
B135.00 Municipal Court Legal Services	32,050.00	23,328.50	72.79	30,000.00	24,898.00	82.99	1,569.50
B190.00 Misc. Professional Services	0.00	50.00	0.00	0.00	100.00	0.00	50.00
B240.00 Travel & Training	1,950.00	0.00	0.00	2,100.00	0.00	0.00	0.00
B310.00 Notices & Advertising	0.00	0.00	0.00	0.00	150.00	0.00	150.00
B320.00 Printing	100.00	402.00	402.00	100.00	269.23	269.23	-132.77
B440.00 Telephone	650.00	724.31	111.43	1,100.00	808.86	73.53	84.55
B540.00 Equipment Repair	120.00	0.00	0.00	120.00	145.61	121.34	145.61
B542.00 Copier Expenses	0.00	34.68	0.00	0.00	5.78	0.00	-28.90
B545.00 Computer Repairs & Maint.	1,200.00	1,424.26	118.69	1,200.00	1,340.19	111.68	-84.07
B730.00 Workmens Comp	165.00	153.48	93.02	280.00	257.62	92.01	104.14
B780.00 Group Health & Liability	14,600.00	10,084.50	69.07	14,625.00	8,759.10	59.89	-1,325.40
B790.00 Life & Long Term Disability	415.00	284.23	68.49	415.00	372.60	89.78	88.37
B912.00 Regis Com & Cont	10,500.00	6,939.68	66.09	10,500.00	7,515.25	71.57	575.57
B914.00 Association Dues	120.00	90.00	75.00	120.00	90.00	75.00	0.00
B917.00 Prisoner Housing Contract	4,950.00	1,211.00	24.46	3,950.00	270.00	6.84	-941.00
C110.00 Office Supplies	1,100.00	1,271.94	115.63	2,100.00	1,082.52	51.55	-189.42
D320.00 Institutional Equipment	3,450.00	543.00	15.74	2,300.00	0.00	0.00	-543.00
Municipal Court	152,750.00	111,971.26	73.30	147,090.00	105,031.94	71.41	-6,939.32
Dept: 1450 City Attorney							
B130.00 Legal Services	85,000.00	106,957.63	125.83	100,000.00	110,755.14	110.76	3,797.51
City Attorney	85,000.00	106,957.63	125.83	100,000.00	110,755.14	110.76	3,797.51
Dept: 1500 Research & Information							
B160.00 Public Relations/Publicity Ser	12,000.00	11,000.00	91.67	10,000.00	2,700.00	27.00	-8,300.00
B165.00 Web Site Design/Maintenance	1,500.00	1,500.00	100.00	15,000.00	18,619.21	124.13	17,119.21
B167.00 Software Support & Maintenance	295.00	0.00	0.00	1,500.00	1,170.00	78.00	1,170.00
B220.00 Postage	6,000.00	3,220.00	53.67	4,000.00	225.00	5.63	-2,995.00
B310.00 Notices & Advertising	0.00	31.32	0.00	0.00	0.00	0.00	-31.32
B320.00 Printing	8,250.00	5,377.52	65.18	9,000.00	5,558.00	61.76	180.48
B910.00 Codification of Ordinance	3,300.00	2,036.85	61.72	4,195.00	2,356.89	56.18	320.04
B990.00 Misc.Contract Serv.	0.00	1,500.00	0.00	0.00	0.00	0.00	-1,500.00
C110.00 Office Supplies	0.00	0.00	0.00	500.00	35.98	7.20	35.98
Research & Information	31,345.00	24,665.69	78.69	44,195.00	30,665.08	69.39	5,999.39
Dept: 1601 Planning & Zoning							
B190.00 Misc. Professional Services	25,000.00	353.34	1.41	0.00	0.00	0.00	-353.34

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 01 - General Fund							
Expenditures							
Dept: 1601 Planning & Zoning							
B240.00 Travel & Training	200.00	0.00	0.00	100.00	0.00	0.00	0.00
B320.00 Printing	250.00	39.27	15.71	250.00	0.00	0.00	-39.27
B914.00 Association Dues	80.00	0.00	0.00	0.00	0.00	0.00	0.00
C120.00 Maps & Publications	0.00	0.00	0.00	200.00	0.00	0.00	0.00
Planning & Zoning	25,530.00	392.61	1.54	550.00	0.00	0.00	-392.61
Dept: 1605 Community Affairs/OOTG							
B220.00 Postage	0.00	0.00	0.00	0.00	876.50	0.00	876.50
B310.00 Notices & Advertising	350.00	241.57	69.02	500.00	1,778.38	355.68	1,536.81
B320.00 Printing	450.00	5,056.30	1,123.62	500.00	1,750.00	350.00	-3,306.30
B620.00 Rental, Linen/Equipment	7,160.00	4,362.88	60.93	7,500.00	2,104.00	28.05	-2,258.88
B810.00 Lighting	0.00	6,850.00	0.00	0.00	0.00	0.00	-6,850.00
B990.00 Misc.Contract Serv.	10,090.00	18,421.01	182.57	11,000.00	15,642.10	142.20	-2,778.91
B995.00 Contracts - Special Events	3,340.00	1,045.00	31.29	3,500.00	2,082.24	59.49	1,037.24
C250.00 Institutional Supplies	1,015.00	221.17	21.79	1,100.00	1,360.16	123.65	1,138.99
C251.00 Supplies - Special Events	0.00	0.00	0.00	0.00	459.79	0.00	459.79
C275.00 Signage	1,600.00	207.90	12.99	1,600.00	2,094.64	130.92	1,886.74
C430.00 Uniform Accessories	950.00	1,340.75	141.13	950.00	1,163.00	122.42	-177.75
C470.00 Awards & Gifts	550.00	789.00	143.45	550.00	530.30	96.42	-258.70
C490.00 Miscellaneous Commodities	0.00	0.00	0.00	0.00	73.95	0.00	73.95
Community Affairs/OOTG	25,505.00	38,535.58	151.09	27,200.00	29,915.06	109.98	-8,620.52
Dept: 1606 Zoning Board Of Adjustment							
B130.00 Legal Services	500.00	0.00	0.00	0.00	0.00	0.00	0.00
B240.00 Travel & Training	200.00	0.00	0.00	75.00	0.00	0.00	0.00
B310.00 Notices & Advertising	0.00	163.56	0.00	350.00	252.88	72.25	89.32
B914.00 Association Dues	80.00	0.00	0.00	0.00	0.00	0.00	0.00
B990.00 Misc.Contract Serv.	400.00	654.63	163.66	600.00	501.20	83.53	-153.43
C120.00 Maps & Publications	100.00	0.00	0.00	0.00	0.00	0.00	0.00
Zoning Board Of Adjustment	1,280.00	818.19	63.92	1,025.00	754.08	73.57	-64.11
Dept: 1607 Economic Development							
B190.00 Misc. Professional Services	8,000.00	353.33	4.42	7,000.00	4,687.73	66.97	4,334.40
B240.00 Travel & Training	250.00	58.43	23.37	250.00	254.53	101.81	196.10
B310.00 Notices & Advertising	350.00	0.00	0.00	350.00	0.00	0.00	0.00
B320.00 Printing	2,000.00	236.27	11.81	2,000.00	0.00	0.00	-236.27
B914.00 Association Dues	80.00	0.00	0.00	80.00	0.00	0.00	0.00
B990.00 Misc.Contract Serv.	2,000.00	300.00	15.00	4,000.00	15.09	0.38	-284.91
C120.00 Maps & Publications	300.00	0.00	0.00	200.00	0.00	0.00	0.00

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 01 - General Fund							
Expenditures							
Economic Development	12,980.00	948.03	7.30	13,880.00	4,957.35	35.72	4,009.32
Dept: 1609 Cultural Affairs Commission							
B190.00 Misc. Professional Services	0.00	48.43	0.00	0.00	0.00	0.00	-48.43
B220.00 Postage	0.00	11.20	0.00	0.00	0.00	0.00	-11.20
B310.00 Notices & Advertising	1,000.00	30.00	3.00	0.00	0.00	0.00	-30.00
B320.00 Printing	125.00	0.00	0.00	0.00	0.00	0.00	0.00
B920.00 Reception	0.00	157.10	0.00	0.00	0.00	0.00	-157.10
B995.00 Contracts - Special Events	7,200.00	1,381.54	19.19	0.00	0.00	0.00	-1,381.54
C250.00 Institutional Supplies	805.00	374.37	46.51	0.00	0.00	0.00	-374.37
C470.00 Awards & Gifts	1,275.00	0.00	0.00	0.00	0.00	0.00	0.00
Cultural Affairs Commission	10,405.00	2,002.64	19.25	0.00	0.00	0.00	-2,002.64
Dept: 1610 City Hall Redevelopment							
B190.00 Misc. Professional Services	0.00	523.61	0.00	0.00	34,108.30	0.00	33,584.69
City Hall Redevelopment	0.00	523.61	0.00	0.00	34,108.30	0.00	33,584.69
Dept: 1612 Old Bonhomme Road Agreement							
D234.00 Old Bonhomme Improv. Project	0.00	0.00	0.00	80,000.00	0.00	0.00	0.00
Old Bonhomme Road Agreement	0.00	0.00	0.00	80,000.00	0.00	0.00	0.00
Dept: 1800 Elections							
B220.00 Postage	0.00	676.88	0.00	0.00	0.00	0.00	-676.88
B310.00 Notices & Advertising	60.00	46.40	77.33	60.00	24.36	40.60	-22.04
B320.00 Printing	300.00	2,180.73	726.91	300.00	0.00	0.00	-2,180.73
B990.00 Misc.Contract Serv.	9,000.00	8,576.88	95.30	8,650.00	1,897.90	21.94	-6,678.98
Elections	9,360.00	11,480.89	122.66	9,010.00	1,922.26	21.33	-9,558.63
Dept: 2000 Rabies Control							
A100.00 Salaries	33,000.00	32,000.67	96.97	35,750.00	32,617.40	91.24	616.73
A400.00 Longevity	1,400.00	1,584.74	113.20	1,768.00	1,630.85	92.24	46.11
A500.00 Overtime	100.00	0.00	0.00	0.00	0.00	0.00	0.00
A600.00 FICA	2,600.00	2,232.06	85.85	2,872.00	2,386.20	83.08	154.14
A700.00 State Unemployment	220.00	169.47	77.03	220.00	168.97	76.80	-0.50
A970.00 Clothing Allowance	150.00	108.94	72.63	150.00	14.00	9.33	-94.94
B540.00 Equipment Repair	100.00	0.00	0.00	100.00	0.00	0.00	0.00
B551.00 Truck Repair	200.00	130.08	65.04	500.00	0.00	0.00	-130.08
B730.00 Workmens Comp	510.00	474.42	93.02	510.00	469.24	92.01	-5.18
B780.00 Group Health & Liability	11,200.00	11,394.31	101.73	11,000.00	8,938.48	81.26	-2,455.83
B790.00 Life & Long Term Disability	595.00	208.06	34.97	595.00	247.86	41.66	39.80
B990.00 Misc.Contract Serv.	3,500.00	2,349.00	67.11	2,500.00	2,684.25	107.37	335.25

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 01 - General Fund							
Expenditures							
Dept: 2000 Rabies Control							
C310.00 Gas & Oil	1,500.00	1,211.36	80.76	1,500.00	783.87	52.26	-427.49
C320.00 Auto Accessories	200.00	0.00	0.00	200.00	0.00	0.00	0.00
C461.00 Animal Licenses	120.00	118.63	98.86	120.00	115.26	96.05	-3.37
C490.00 Miscellaneous Commodities	200.00	309.09	154.55	200.00	11.27	5.64	-297.82
Rabies Control	55,595.00	52,290.83	94.06	57,985.00	50,067.65	86.35	-2,223.18
Dept: 2500 Fire Department							
A100.00 Salaries	1,386,000.00	1,312,058.70	94.67	1,431,000.00	1,312,290.15	91.70	231.45
A150.00 Holiday Pay	3,820.00	16,731.51	438.00	17,000.00	14,547.20	85.57	-2,184.31
A300.00 Salary Adjustment	8,000.00	7,781.73	97.27	9,000.00	6,888.66	76.54	-893.07
A400.00 Longevity	38,900.00	29,791.61	76.59	39,034.00	29,160.50	74.71	-631.11
A500.00 Overtime	35,000.00	27,715.98	79.19	25,500.00	34,972.08	137.15	7,256.10
A600.00 FICA	106,000.00	101,330.68	95.59	114,000.00	101,892.70	89.38	562.02
A700.00 State Unemployment	3,300.00	3,574.31	108.31	4,000.00	3,691.28	92.28	116.97
A970.00 Clothing Allowance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
B150.00 Medical Expenses	11,560.00	3,306.00	28.60	11,830.00	9,259.11	78.27	5,953.11
B167.00 Software Support & Maintenance	8,405.00	7,735.30	92.03	10,980.00	12,497.88	113.82	4,762.58
B190.00 Misc. Professional Services	0.00	0.00	0.00	1,650.00	1,564.00	94.79	1,564.00
B220.00 Postage	100.00	26.16	26.16	100.00	26.48	26.48	0.32
B240.00 Travel & Training	24,830.00	21,555.73	86.81	20,700.00	18,952.63	91.56	-2,603.10
B245.00 Tuition Reimbursement	7,200.00	324.99	4.51	1,800.00	0.00	0.00	-324.99
B310.00 Notices & Advertising	400.00	0.00	0.00	300.00	75.00	25.00	75.00
B320.00 Printing	1,500.00	980.25	65.35	1,500.00	272.90	18.19	-707.35
B440.00 Telephone	6,185.00	6,176.58	99.86	10,175.00	6,900.65	67.82	724.07
B460.00 Data Processing	2,600.00	0.00	0.00	0.00	0.00	0.00	0.00
B510.00 Bldg. Repair & Maintenance	2,200.00	1,503.18	68.33	2,000.00	1,450.77	72.54	-52.41
B540.00 Equipment Repair	20,888.00	8,827.32	42.26	15,000.00	10,998.09	73.32	2,170.77
B542.00 Copier Expenses	3,325.00	2,479.45	74.57	975.00	597.33	61.26	-1,882.12
B545.00 Computer Repairs & Maint.	12,610.00	7,339.16	58.20	13,810.00	6,078.46	44.01	-1,260.70
B550.00 Auto Repair	1,880.00	1,008.68	53.65	2,080.00	1,133.16	54.48	124.48
B551.00 Truck Repair	20,075.00	14,054.75	70.01	20,000.00	15,649.38	78.25	1,594.63
B620.00 Rental, Linen/Equipment	2,600.00	1,159.44	44.59	1,000.00	83.15	8.32	-1,076.29
B630.00 Radio Repair	870.00	304.00	34.94	1,335.00	380.00	28.46	76.00
B730.00 Workmens Comp	86,000.00	79,998.68	93.02	100,000.00	92,008.34	92.01	12,009.66
B780.00 Group Health & Liability	267,000.00	229,345.70	85.90	228,056.00	196,563.09	86.19	-32,782.61
B790.00 Life & Long Term Disability	11,030.00	11,364.45	103.03	11,030.00	10,439.41	94.65	-925.04
B912.00 Regis Com & Cont	1,375.00	1,233.50	89.71	1,375.00	830.00	60.36	-403.50
B914.00 Association Dues	2,160.00	1,490.50	69.00	1,960.00	2,310.50	117.88	820.00
B915.00 Contracted Programs	49,073.00	36,811.32	75.01	50,335.00	51,353.12	102.02	14,541.80
B920.00 Reception	300.00	117.03	39.01	300.00	0.00	0.00	-117.03

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 01 - General Fund							
Expenditures							
Dept: 2500 Fire Department							
B970.00 Clothing Allowance	15,000.00	12,504.24	83.36	15,350.00	10,019.29	65.27	-2,484.95
B980.00 Car Wash	400.00	201.15	50.29	435.00	311.66	71.65	110.51
B990.00 Misc.Contract Serv.	14,000.00	9,138.62	65.28	11,000.00	8,674.64	78.86	-463.98
C110.00 Office Supplies	1,300.00	1,230.90	94.68	1,300.00	816.68	62.82	-414.22
C120.00 Maps & Publications	120.00	163.80	136.50	120.00	65.80	54.83	-98.00
C125.00 Books/Publications`	2,400.00	1,384.79	57.70	2,200.00	2,469.68	112.26	1,084.89
C210.00 Building Maintenance Supplies	450.00	419.51	93.22	250.00	246.60	98.64	-172.91
C240.00 Hard. & Small Tools	200.00	47.71	23.86	0.00	0.00	0.00	-47.71
C250.00 Institutional Supplies	600.00	416.37	69.40	400.00	542.39	135.60	126.02
C310.00 Gas & Oil	20,700.00	12,984.79	62.73	18,000.00	9,594.06	53.30	-3,390.73
C420.00 Fire Fighting Supplies	11,010.00	6,327.96	57.47	10,125.00	8,298.87	81.96	1,970.91
C430.00 Uniform Accessories	340.00	52.00	15.29	340.00	135.20	39.76	83.20
C440.00 Photo Supplies	75.00	13.99	18.65	0.00	0.00	0.00	-13.99
C455.00 Medical Supplies	17,200.00	12,050.70	70.06	17,200.00	10,545.34	61.31	-1,505.36
C470.00 Awards & Gifts	300.00	428.99	143.00	350.00	350.00	100.00	-78.99
C490.00 Miscellaneous Commodities	1,500.00	1,500.00	100.00	1,500.00	1,550.61	103.37	50.61
D320.00 Institutional Equipment	7,200.00	5,486.16	76.20	0.00	0.00	0.00	-5,486.16
T100.03 Transfer to Grants Fund -Match	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire Department	2,217,981.00	2,000,478.37	90.19	2,226,395.00	1,996,486.84	89.67	-3,991.53
Dept: 2600 Police Department							
A100.00 Salaries	1,550,000.00	1,379,650.01	89.01	1,563,000.00	1,399,835.47	89.56	20,185.46
A150.00 Holiday Pay	16,000.00	11,475.00	71.72	16,000.00	11,550.00	72.19	75.00
A300.00 Salary Adjustment	13,000.00	12,231.75	94.09	13,500.00	11,638.95	86.21	-592.80
A400.00 Longevity	80,000.00	61,955.14	77.44	72,100.00	62,244.67	86.33	289.53
A500.00 Overtime	24,000.00	20,530.66	85.54	23,000.00	14,966.44	65.07	-5,564.22
A511.00 Court Appearance	10,000.00	9,588.42	95.88	10,000.00	7,769.65	77.70	-1,818.77
A600.00 FICA	130,126.00	110,502.59	84.92	129,622.00	110,471.03	85.23	-31.56
A700.00 State Unemployment	3,750.00	3,931.00	104.83	4,300.00	4,291.03	99.79	360.03
B150.00 Medical Expenses	6,240.00	1,809.55	29.00	3,485.00	1,891.37	54.27	81.82
B167.00 Software Support & Maintenance	6,130.00	4,630.00	75.53	6,630.00	4,630.00	69.83	0.00
B190.00 Misc. Professional Services	6,460.00	781.20	12.09	7,110.00	3,021.99	42.50	2,240.79
B220.00 Postage	350.00	95.59	27.31	350.00	23.50	6.71	-72.09
B240.00 Travel & Training	17,225.00	12,529.34	72.74	15,000.00	11,971.90	79.81	-557.44
B245.00 Tuition Reimbursement	9,000.00	4,755.53	52.84	7,200.00	5,713.48	79.35	957.95
B310.00 Notices & Advertising	1,775.00	761.55	42.90	1,000.00	547.75	54.78	-213.80
B320.00 Printing	1,175.00	2,468.42	210.08	1,235.00	641.46	51.94	-1,826.96
B440.00 Telephone	8,700.00	7,953.44	91.42	7,600.00	9,495.99	124.95	1,542.55
B510.00 Bldg. Repair & Maintenance	600.00	115.59	19.27	400.00	29.78	7.45	-85.81
B540.00 Equipment Repair	2,900.00	1,120.94	38.65	2,100.00	888.09	42.29	-232.85

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 01 - General Fund							
Expenditures							
Dept: 2600 Police Department							
B542.00 Copier Expenses	1,200.00	1,553.55	129.46	1,200.00	1,195.30	99.61	-358.25
B545.00 Computer Repairs & Maint.	12,200.00	7,916.48	64.89	12,200.00	9,233.81	75.69	1,317.33
B550.00 Auto Repair	10,000.00	5,727.56	57.28	10,000.00	9,540.25	95.40	3,812.69
B630.00 Radio Repair	2,000.00	2,100.80	105.04	1,000.00	73.00	7.30	-2,027.80
B730.00 Workmens Comp	49,000.00	45,580.64	93.02	51,000.00	46,924.26	92.01	1,343.62
B780.00 Group Health & Liability	285,000.00	260,114.06	91.27	282,000.00	217,478.62	77.12	-42,635.44
B790.00 Life & Long Term Disability	11,920.00	10,978.62	92.10	11,920.00	11,413.78	95.75	435.16
B912.00 Regis Com & Cont	50,000.00	44,227.37	88.45	45,000.00	35,125.78	78.06	-9,101.59
B914.00 Association Dues	1,400.00	1,135.00	81.07	1,375.00	1,120.00	81.45	-15.00
B915.00 Contracted Programs	98,165.00	73,622.61	75.00	100,010.00	102,706.20	102.70	29,083.59
B917.00 Prisoner Housing Contract	6,000.00	1,451.50	24.19	2,200.00	1,052.92	47.86	-398.58
B970.00 Clothing Allowance	13,800.00	9,591.08	69.50	13,800.00	9,193.32	66.62	-397.76
B980.00 Car Wash	1,000.00	795.00	79.50	1,000.00	1,132.56	113.26	337.56
B990.00 Misc.Contract Serv.	0.00	0.00	0.00	7,235.00	7,522.00	103.97	7,522.00
C110.00 Office Supplies	4,400.00	1,148.88	26.11	4,000.00	1,451.19	36.28	302.31
C120.00 Maps & Publications	300.00	0.00	0.00	300.00	0.00	0.00	0.00
C125.00 Books/Publications`	200.00	0.00	0.00	200.00	0.00	0.00	0.00
C250.00 Institutional Supplies	1,250.00	607.19	48.58	1,200.00	675.03	56.25	67.84
C255.00 Police Suplies	7,900.00	7,422.72	93.96	4,255.00	5,578.95	131.12	-1,843.77
C275.00 Signage	300.00	0.00	0.00	300.00	280.00	93.33	280.00
C310.00 Gas & Oil	46,200.00	28,740.33	62.21	46,200.00	18,377.54	39.78	-10,362.79
C320.00 Auto Accessories	800.00	403.00	50.38	1,400.00	702.50	50.18	299.50
C410.00 Ammunition	8,000.00	10,910.00	136.38	5,500.00	987.00	17.95	-9,923.00
C430.00 Uniform Accessories	6,075.00	-551.75	-9.08	2,180.00	1,781.00	81.70	2,332.75
C440.00 Photo Supplies	300.00	182.97	60.99	300.00	289.41	96.47	106.44
T100.03 Transfer to Grants Fund -Match	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Police Department	2,504,841.00	2,160,543.33	86.25	2,489,407.00	2,145,456.97	86.18	-15,086.36
Dept: 3000 Community Center							
A100.00 Salaries	38,500.00	37,418.83	97.19	38,500.00	22,554.02	58.58	-14,864.81
A200.00 Extra Help	63,908.00	44,020.53	68.88	59,570.00	43,281.42	72.66	-739.11
A400.00 Longevity	385.00	150.92	39.20	0.00	0.00	0.00	-150.92
A500.00 Overtime	0.00	0.00	0.00	0.00	1,086.76	0.00	1,086.76
A600.00 FICA	7,870.00	5,924.55	75.28	7,505.00	4,600.06	61.29	-1,324.49
A700.00 State Unemployment	600.00	675.32	112.55	600.00	738.30	123.05	62.98
A970.00 Clothing Allowance	200.00	135.00	67.50	0.00	157.00	0.00	22.00
B150.00 Medical Expenses	200.00	50.00	25.00	200.00	100.00	50.00	50.00
B190.00 Misc. Professional Services	0.00	0.00	0.00	0.00	1,250.00	0.00	1,250.00
B220.00 Postage	250.00	0.00	0.00	200.00	254.55	127.28	254.55
B240.00 Travel & Training	0.00	75.00	0.00	150.00	62.39	41.59	-12.61

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 01 - General Fund							
Expenditures							
Dept: 3000 Community Center							
B310.00 Notices & Advertising	500.00	0.00	0.00	500.00	598.56	119.71	598.56
B320.00 Printing	100.00	187.24	187.24	0.00	82.02	0.00	-105.22
B410.00 Electricity	18,500.00	11,274.06	60.94	18,000.00	16,522.87	91.79	5,248.81
B420.00 Heating Fuel	9,500.00	7,014.44	73.84	9,000.00	7,048.74	78.32	34.30
B430.00 Water	2,000.00	719.46	35.97	2,000.00	1,502.37	75.12	782.91
B440.00 Telephone	4,300.00	4,580.14	106.51	5,800.00	6,738.07	116.17	2,157.93
B450.00 Sewer	2,650.00	636.51	24.02	1,650.00	1,200.37	72.75	563.86
B510.00 Bldg. Repair & Maintenance	7,750.00	6,633.84	85.60	8,000.00	35,497.83	443.72	28,863.99
B540.00 Equipment Repair	400.00	1,844.53	461.13	700.00	13.47	1.92	-1,831.06
B542.00 Copier Expenses	0.00	0.00	0.00	250.00	1,019.65	407.86	1,019.65
B545.00 Computer Repairs & Maint.	1,200.00	1,642.46	136.87	1,200.00	1,403.18	116.93	-239.28
B550.00 Auto Repair	500.00	0.00	0.00	0.00	0.00	0.00	0.00
B590.00 Misc. Repair & Maintenance	0.00	146.00	0.00	0.00	0.00	0.00	-146.00
B620.00 Rental, Linen/Equipment	600.00	254.13	42.36	400.00	805.56	201.39	551.43
B730.00 Workmens Comp	1,200.00	1,116.26	93.02	1,300.00	1,196.10	92.01	79.84
B780.00 Group Health & Liability	5,700.00	5,608.09	98.39	11,322.00	3,716.46	32.83	-1,891.63
B790.00 Life & Long Term Disability	290.00	255.12	87.97	290.00	77.68	26.79	-177.44
B990.00 Misc.Contract Serv.	0.00	0.00	0.00	0.00	4,050.00	0.00	4,050.00
C110.00 Office Supplies	0.00	74.72	0.00	0.00	111.91	0.00	37.19
C210.00 Building Maintenance Supplies	11,000.00	7,656.32	69.60	9,500.00	10,483.40	110.35	2,827.08
C220.00 Grounds Maintenance Supplies	0.00	0.00	0.00	0.00	285.75	0.00	285.75
C230.00 Painting Supplies	300.00	2,971.46	990.49	1,000.00	838.93	83.89	-2,132.53
C240.00 Hard. & Small Tools	700.00	275.71	39.39	500.00	455.93	91.19	180.22
C250.00 Institutional Supplies	1,200.00	1,816.97	151.41	900.00	2,298.33	255.37	481.36
C310.00 Gas & Oil	2,700.00	0.00	0.00	0.00	145.25	0.00	145.25
C320.00 Auto Accessories	50.00	22.95	45.90	0.00	0.00	0.00	-22.95
C430.00 Uniform Accessories	0.00	0.00	0.00	250.00	0.00	0.00	0.00
C490.00 Miscellaneous Commodities	100.00	0.00	0.00	0.00	69.84	0.00	69.84
D210.00 Building & Improvements	0.00	0.00	0.00	4,000.00	0.00	0.00	0.00
D311.00 Office Equipment	0.00	0.00	0.00	3,000.00	2,159.91	72.00	2,159.91
D320.00 Institutional Equipment	0.00	0.00	0.00	1,500.00	375.96	25.06	375.96
Community Center	183,153.00	143,180.56	78.18	187,787.00	172,782.64	92.01	29,602.08
Dept: 3200 Recreation							
A100.00 Salaries	109,000.00	79,921.13	73.32	108,500.00	95,819.20	88.31	15,898.07
A200.00 Extra Help	62,300.00	39,378.11	63.21	61,240.00	32,231.03	52.63	-7,147.08
A400.00 Longevity	4,000.00	168.72	4.22	547.00	132.30	24.19	-36.42
A600.00 FICA	13,710.00	8,835.65	64.45	13,028.00	9,660.93	74.16	825.28
A700.00 State Unemployment	1,300.00	922.93	70.99	1,300.00	771.33	59.33	-151.60
A970.00 Clothing Allowance	250.00	285.00	114.00	0.00	135.00	0.00	-150.00

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 01 - General Fund							
Expenditures							
Dept: 3200 Recreation							
B150.00 Medical Expenses	150.00	304.62	203.08	300.00	0.00	0.00	-304.62
B167.00 Software Support & Maintenance	2,300.00	4,360.46	189.59	4,850.00	4,402.97	90.78	42.51
B180.00 Supplemental Rent	17,000.00	10,815.00	63.62	14,000.00	7,300.00	52.14	-3,515.00
B220.00 Postage	4,500.00	1,938.14	43.07	3,920.00	782.75	19.97	-1,155.39
B240.00 Travel & Training	1,150.00	818.99	71.22	1,750.00	85.39	4.88	-733.60
B310.00 Notices & Advertising	150.00	806.39	537.59	1,150.00	0.00	0.00	-806.39
B320.00 Printing	6,500.00	719.80	11.07	2,700.00	2,174.44	80.53	1,454.64
B440.00 Telephone	2,000.00	1,985.97	99.30	3,200.00	2,384.85	74.53	398.88
B542.00 Copier Expenses	1,100.00	1,027.73	93.43	1,100.00	954.05	86.73	-73.68
B545.00 Computer Repairs & Maint.	1,050.00	2,853.23	271.74	3,000.00	1,909.02	63.63	-944.21
B730.00 Workmens Comp	3,400.00	3,162.74	93.02	5,770.00	5,308.88	92.01	2,146.14
B780.00 Group Health & Liability	19,200.00	6,621.32	34.49	17,000.00	9,065.82	53.33	2,444.50
B790.00 Life & Long Term Disability	900.00	418.08	46.45	900.00	765.88	85.10	347.80
B913.00 Recreation Summer Program	24,600.00	14,151.45	57.53	24,600.00	9,472.06	38.50	-4,679.39
B914.00 Association Dues	315.00	336.00	106.67	525.00	415.00	79.05	79.00
B915.00 Contracted Programs	5,300.00	0.00	0.00	3,500.00	2,544.00	72.69	2,544.00
B916.00 CARE Report - Youth Ath/Camps	2,000.00	1,707.78	85.39	13,000.00	4,464.00	34.34	2,756.22
B990.00 Misc.Contract Serv.	0.00	440.30	0.00	0.00	0.00	0.00	-440.30
B995.00 Contracts - Special Events	450.00	0.00	0.00	9,350.00	2,574.40	27.53	2,574.40
B996.00 Contracts-Adult Prog/Athl/Tour	5,000.00	4,004.00	80.08	5,000.00	2,983.00	59.66	-1,021.00
C110.00 Office Supplies	1,200.00	955.47	79.62	1,200.00	549.11	45.76	-406.36
C220.00 Grounds Maintenance Supplies	4,000.00	57.42	1.44	3,000.00	3,111.74	103.72	3,054.32
C250.00 Institutional Supplies	0.00	0.00	0.00	0.00	1,380.78	0.00	1,380.78
C251.00 Supplies - Special Events	2,200.00	291.15	13.23	4,000.00	2,949.46	73.74	2,658.31
C252.00 Supplies - Youth Prog/Day Camp	2,500.00	515.07	20.60	5,100.00	1,141.60	22.38	626.53
C430.00 Uniform Accessories	36,000.00	37,117.09	103.10	26,500.00	24,542.67	92.61	-12,574.42
C431.00 Shirts - Youth Prog/Day Camps	800.00	785.00	98.13	1,000.00	1,313.80	131.38	528.80
C432.00 Shirts - Adult Prog/Athl/Tourn	200.00	0.00	0.00	0.00	0.00	0.00	0.00
C471.00 Sports Awards	7,200.00	962.55	13.37	5,500.00	0.00	0.00	-962.55
C472.00 Awards - Special Events	350.00	0.00	0.00	0.00	0.00	0.00	0.00
C473.00 Awards - Adult Prog/Athl?Tourn	500.00	120.00	24.00	250.00	0.00	0.00	-120.00
C510.00 Equipment - Youth Athl/Camps	8,500.00	2,937.87	34.56	4,250.00	5,127.10	120.64	2,189.23
C511.00 Equip - Adult Prog/Athl/Tourn	750.00	209.04	27.87	600.00	0.00	0.00	-209.04
D310.00 Recreation Equipment	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00
D320.00 Institutional Equipment	0.00	0.00	0.00	7,850.00	5,215.73	66.44	5,215.73
Recreation	355,825.00	229,934.20	64.62	359,480.00	241,668.29	67.23	11,734.09
Dept: 4010 Inspection Department							
A100.00 Salaries	275,000.00	246,136.76	89.50	264,000.00	247,576.88	93.78	1,440.12
A200.00 Extra Help	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 01 - General Fund							
Expenditures							
Dept: 4010 Inspection Department							
A400.00 Longevity	7,500.00	5,366.89	71.56	8,060.00	6,948.86	86.21	1,581.97
A500.00 Overtime	300.00	0.00	0.00	200.00	0.00	0.00	0.00
A600.00 FICA	21,650.00	17,912.46	82.74	21,300.00	17,963.94	84.34	51.48
A700.00 State Unemployment	900.00	1,052.18	116.91	1,230.00	1,014.04	82.44	-38.14
A970.00 Clothing Allowance	1,200.00	1,050.00	87.50	900.00	675.00	75.00	-375.00
B120.00 Architectural & Engineer Svc	4,000.00	0.00	0.00	3,400.00	706.50	20.78	706.50
B150.00 Medical Expenses	250.00	100.00	40.00	250.00	0.00	0.00	-100.00
B220.00 Postage	2,000.00	1,863.95	93.20	2,580.00	2,344.55	90.87	480.60
B240.00 Travel & Training	4,571.00	2,583.70	56.52	5,100.00	3,195.96	62.67	612.26
B310.00 Notices & Advertising	750.00	255.20	34.03	750.00	308.16	41.09	52.96
B320.00 Printing	1,985.00	1,326.33	66.82	2,245.00	1,070.21	47.67	-256.12
B440.00 Telephone	8,204.00	7,890.96	96.18	9,900.00	7,880.47	79.60	-10.49
B542.00 Copier Expenses	1,000.00	761.73	76.17	870.00	1,175.73	135.14	414.00
B545.00 Computer Repairs & Maint.	3,840.00	1,171.82	30.52	2,750.00	850.19	30.92	-321.63
B550.00 Auto Repair	750.00	136.95	18.26	600.00	62.04	10.34	-74.91
B730.00 Workmens Comp	10,000.00	9,302.18	93.02	9,400.00	8,648.78	92.01	-653.40
B780.00 Group Health & Liability	47,000.00	32,279.34	68.68	41,000.00	28,346.34	69.14	-3,933.00
B790.00 Life & Long Term Disability	1,800.00	1,679.73	93.32	1,750.00	1,904.20	108.81	224.47
B912.00 Regis Com & Cont	6,000.00	5,541.00	92.35	14,000.00	5,000.00	35.71	-541.00
B914.00 Association Dues	1,085.00	645.00	59.45	1,000.00	859.49	85.95	214.49
B990.00 Misc.Contract Serv.	0.00	509.70	0.00	0.00	0.00	0.00	-509.70
C110.00 Office Supplies	2,500.00	1,844.25	73.77	1,565.00	1,371.30	87.62	-472.95
C120.00 Maps & Publications	500.00	245.00	49.00	345.00	95.00	27.54	-150.00
C125.00 Books/Publications`	1,861.00	1,240.62	66.66	150.00	114.95	76.63	-1,125.67
C240.00 Hard. & Small Tools	250.00	0.00	0.00	50.00	0.00	0.00	0.00
C310.00 Gas & Oil	5,300.00	2,363.80	44.60	4,800.00	1,445.59	30.12	-918.21
C320.00 Auto Accessories	1,036.00	1,007.41	97.24	865.00	866.07	100.12	-141.34
D311.00 Office Equipment	1,600.00	0.00	0.00	1,200.00	1,085.00	90.42	1,085.00
D320.00 Institutional Equipment	1,500.00	1,419.85	94.66	1,150.00	0.00	0.00	-1,419.85
Inspection Department	414,332.00	345,686.81	83.43	403,410.00	341,509.25	84.66	-4,177.56
Dept: 4050 Refuse Collection							
B830.00 Refuse Collect. Cont.	275,567.00	231,561.50	84.03	268,700.00	258,761.26	96.30	27,199.76
B835.00 Leaf/Limb Collection	0.00	0.00	0.00	0.00	0.00	0.00	0.00
B993.00 Leaf collection	85,000.00	81,900.00	96.35	89,000.00	87,900.00	98.76	6,000.00
Refuse Collection	360,567.00	313,461.50	86.94	357,700.00	346,661.26	96.91	33,199.76
Dept: 4061 Municipal Property-General							
A100.00 Salaries	52,900.00	48,223.84	91.16	52,810.00	48,776.59	92.36	552.75
A400.00 Longevity	2,700.00	2,409.26	89.23	2,641.00	2,436.20	92.25	26.94

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 01 - General Fund							
Expenditures							
Dept: 4061 Municipal Property-General							
A500.00 Overtime	200.00	0.00	0.00	100.00	0.00	0.00	0.00
A600.00 FICA	4,270.00	3,681.83	86.23	4,252.00	3,732.99	87.79	51.16
A700.00 State Unemployment	200.00	168.91	84.46	200.00	169.02	84.51	0.11
A970.00 Clothing Allowance	540.00	437.29	80.98	540.00	446.90	82.76	9.61
B410.00 Electricity	25,750.00	22,058.55	85.66	26,500.00	23,703.74	89.45	1,645.19
B420.00 Heating Fuel	7,725.00	5,495.72	71.14	7,250.00	3,845.37	53.04	-1,650.35
B430.00 Water	2,575.00	1,623.82	63.06	2,250.00	2,330.45	103.58	706.63
B440.00 Telephone	0.00	528.85	0.00	600.00	860.85	143.48	332.00
B450.00 Sewer	2,575.00	2,945.40	114.38	2,900.00	3,136.34	108.15	190.94
B510.00 Bldg. Repair & Maintenance	32,800.00	6,911.18	21.07	12,000.00	12,288.15	102.40	5,376.97
B540.00 Equipment Repair	750.00	0.00	0.00	500.00	0.00	0.00	0.00
B730.00 Workmens Comp	1,670.00	1,553.46	93.02	1,685.00	1,550.34	92.01	-3.12
B780.00 Group Health & Liability	10,800.00	9,949.02	92.12	10,600.00	9,420.58	88.87	-528.44
B790.00 Life & Long Term Disability	420.00	406.92	96.89	420.00	147.12	35.03	-259.80
C210.00 Building Maintenance Supplies	8,000.00	3,652.40	45.66	5,000.00	5,767.77	115.36	2,115.37
C275.00 Signage	200.00	0.00	0.00	200.00	0.00	0.00	0.00
D390.00 Misc. Mach. & Equip.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Municipal Property-General	154,075.00	110,046.45	71.42	130,448.00	118,612.41	90.93	8,565.96
Dept: 4500 Insurance							
B710.00 False Arrest	54,252.00	54,252.00	100.00	60,000.00	59,438.00	99.06	5,186.00
B715.00 Public Officials Liability	13,500.00	11,484.00	85.07	12,000.00	11,829.00	98.58	345.00
B720.00 Fiduciary Ins	1,250.00	575.00	46.00	1,000.00	2,783.00	278.30	2,208.00
B760.00 Blanket Liability Policy	23,500.00	24,133.00	102.69	26,000.00	23,836.00	91.68	-297.00
B780.00 Group Health & Liability	0.00	428,609.22	0.00	0.00	703,054.21	0.00	274,444.99
B780.01 Contra-Group Health /Liability	0.00	-428,609.82	0.00	0.00	-703,054.20	0.00	-274,444.38
B790.00 Life & Long Term Disability	1,000.00	9,783.06	978.31	0.00	28,971.98	0.00	19,188.92
B790.01 Contra-Life & L/T Disability	0.00	-9,783.06	0.00	0.00	-28,971.98	0.00	-19,188.92
Insurance	93,502.00	90,443.40	96.73	99,000.00	97,886.01	98.87	7,442.61
Expenditures	7,299,986.00	6,254,092.15	85.67	7,348,765.00	6,372,982.40	86.72	118,890.25
Grand Total Net Effect:	-7,299,986.00	-6,254,092.15	85.67	-7,348,765.00	-6,372,982.40	86.72	-118,890.25

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 02 - Grants							
Revenues							
Dept: 0000							
0610.00 Grants	2,287,000.00	125,972.45	5.51	2,130,000.00	81,600.41	3.83	-44,372.04
0670.02 Transfer-Park Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0670.05 Transfer From General Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dept: 0000	2,287,000.00	125,972.45	5.51	2,130,000.00	81,600.41	3.83	-44,372.04
Revenues	2,287,000.00	125,972.45	5.51	2,130,000.00	81,600.41	3.83	-44,372.04
Expenditures							
Dept: 2500 Fire Department							
B540.00 Equipment Repair	183,486.00	115,012.00	62.68	0.00	0.00	0.00	-115,012.00
D340.00 Public Safety Gear	0.00	1,450.00	0.00	0.00	0.00	0.00	-1,450.00
Fire Department	183,486.00	116,462.00	63.47	0.00	0.00	0.00	-116,462.00
Dept: 2600 Police Department							
A500.00 Overtime	25,119.00	19,765.45	78.69	25,000.00	20,663.15	82.65	897.70
B190.00 Misc. Professional Services	0.00	1,000.00	0.00	0.00	0.00	0.00	-1,000.00
C250.00 Institutional Supplies	0.00	0.00	0.00	0.00	725.00	0.00	725.00
C255.00 Police Suplies	2,950.00	1,395.00	47.29	0.00	2,012.50	0.00	617.50
C430.00 Uniform Accessories	2,900.00	4,137.10	142.66	0.00	725.00	0.00	-3,412.10
D320.00 Institutional Equipment	0.00	0.00	0.00	0.00	2,012.50	0.00	2,012.50
D330.00 Vehicles	0.00	36,455.84	0.00	0.00	1,428.86	0.00	-35,026.98
Police Department	30,969.00	62,753.39	202.63	25,000.00	27,567.01	110.27	-35,186.38
Dept: 3100 Parks							
C220.03 Tree Maintenance	0.00	23,240.75	0.00	0.00	0.00	0.00	-23,240.75
D220.00 Grounds Maintenance	60,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Parks	60,000.00	23,240.75	38.73	0.00	0.00	0.00	-23,240.75
Dept: 4020 Street Department							
D230.00 Construction	2,540,545.00	0.00	0.00	0.00	0.00	0.00	0.00
Street Department	2,540,545.00	0.00	0.00	0.00	0.00	0.00	0.00
Dept: 4023 Old Bonhomme Improv. Project							
D234.00 Old Bonhomme Improv. Project	0.00	0.00	0.00	2,105,000.00	0.00	0.00	0.00
Old Bonhomme Improv. Project	0.00	0.00	0.00	2,105,000.00	0.00	0.00	0.00
Expenditures	2,815,000.00	202,456.14	7.19	2,130,000.00	27,567.01	1.29	-174,889.13

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 05 - Capital Projects Fund							
Revenues							
Dept: 0000							
0438.00 Capital Improvement Sales Tax	455,000.00	427,448.42	93.94	475,000.00	435,599.74	91.71	8,151.32
0580.00 Bridge & Road Fund From County	250,000.00	217,398.59	86.96	250,000.00	246,780.15	98.71	29,381.56
0670.07 Transfer from N Price NID	0.00	37,405.29	0.00	0.00	0.00	0.00	-37,405.29
E300.00 Debt issuance proceeds	0.00	0.00	0.00	150,000.00	0.00	0.00	0.00
Dept: 0000	705,000.00	682,252.30	96.77	875,000.00	682,379.89	77.99	127.59
Revenues	705,000.00	682,252.30	96.77	875,000.00	682,379.89	77.99	127.59
Expenditures							
Dept: 2500 Fire Department							
D320.00 Institutional Equipment	22,500.00	12,164.00	54.06	0.00	0.00	0.00	-12,164.00
D330.00 Vehicles	0.00	0.00	0.00	34,000.00	32,543.00	95.71	32,543.00
D332.00 Fire Apparatus	31,667.00	31,667.21	100.00	0.00	0.00	0.00	-31,667.21
Fire Department	54,167.00	43,831.21	80.92	34,000.00	32,543.00	95.71	-11,288.21
Dept: 2600 Police Department							
D320.00 Institutional Equipment	10,000.00	9,911.83	99.12	17,525.00	15,546.11	88.71	5,634.28
D330.00 Vehicles	53,808.00	53,933.14	100.23	43,500.00	42,983.25	98.81	-10,949.89
Police Department	63,808.00	63,844.97	100.06	61,025.00	58,529.36	95.91	-5,315.61
Dept: 4020 Street Department							
A100.00 Salaries	256,000.00	194,665.42	76.04	255,581.00	199,901.10	78.21	5,235.68
A200.00 Extra Help	20,000.00	21,053.28	105.27	25,000.00	19,612.71	78.45	-1,440.57
A400.00 Longevity	4,000.00	3,567.38	89.18	5,112.00	3,812.68	74.58	245.30
A500.00 Overtime	4,000.00	0.00	0.00	2,000.00	286.56	14.33	286.56
A600.00 FICA	20,000.00	14,589.62	72.95	21,464.00	14,997.72	69.87	408.10
A700.00 State Unemployment	500.00	676.01	135.20	1,100.00	675.99	61.45	-0.02
A970.00 Clothing Allowance	2,220.00	1,536.87	69.23	2,220.00	1,574.93	70.94	38.06
B120.00 Architectural & Engineer Svc	5,000.00	0.00	0.00	5,000.00	19,980.00	399.60	19,980.00
B150.00 Medical Expenses	300.00	255.20	85.07	300.00	590.01	196.67	334.81
B190.00 Misc. Professional Services	500.00	158.75	31.75	500.00	443.16	88.63	284.41
B240.00 Travel & Training	1,215.00	641.80	52.82	1,750.00	558.39	31.91	-83.41
B245.00 Tuition Reimbursement	500.00	157.50	31.50	500.00	0.00	0.00	-157.50
B310.00 Notices & Advertising	1,000.00	126.00	12.60	1,500.00	322.00	21.47	196.00
B440.00 Telephone	4,260.00	2,015.60	47.31	3,950.00	2,639.29	66.82	623.69
B510.00 Bldg. Repair & Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
B530.00 Street and ROW Maintenance	15,504.00	8,475.16	54.66	18,000.00	21,696.25	120.53	13,221.09
B540.00 Equipment Repair	2,000.00	2,490.66	124.53	9,500.00	5,488.22	57.77	2,997.56
B545.00 Computer Repairs & Maint.	2,320.00	784.34	33.81	3,100.00	1,111.63	35.86	327.29
B551.00 Truck Repair	5,000.00	2,864.92	57.30	9,000.00	1,728.42	19.20	-1,136.50

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 05 - Capital Projects Fund							
Expenditures							
Dept: 4020 Street Department							
B620.00 Rental, Linen/Equipment	2,000.00	644.60	32.23	2,500.00	3,055.00	122.20	2,410.40
B730.00 Workmens Comp	18,300.00	17,022.98	93.02	17,500.00	16,101.46	92.01	-921.52
B780.00 Group Health & Liability	41,000.00	27,137.49	66.19	46,127.00	26,516.82	57.49	-620.67
B790.00 Life & Long Term Disability	1,610.00	1,496.04	92.92	1,600.00	1,765.30	110.33	269.26
B810.00 Lighting	34,640.00	26,986.38	77.91	39,340.00	28,456.61	72.34	1,470.23
B914.00 Association Dues	350.00	310.00	88.57	350.00	320.00	91.43	10.00
B990.00 Misc.Contract Serv.	750.00	0.00	0.00	0.00	0.00	0.00	0.00
C230.00 Painting Supplies	750.00	62.97	8.40	500.00	41.22	8.24	-21.75
C240.00 Hard. & Small Tools	2,500.00	2,241.25	89.65	2,500.00	3,084.66	123.39	843.41
C250.00 Institutional Supplies	1,200.00	537.60	44.80	1,200.00	123.03	10.25	-414.57
C260.00 Snow Removal Supplies	51,260.00	67,118.60	130.94	62,250.00	52,803.99	84.83	-14,314.61
C270.00 Maintenance Materials	13,000.00	16,027.15	123.29	15,000.00	14,878.66	99.19	-1,148.49
C275.00 Signage	2,000.00	1,172.94	58.65	1,000.00	1,155.60	115.56	-17.34
C310.00 Gas & Oil	14,000.00	7,936.81	56.69	12,270.00	4,127.32	33.64	-3,809.49
C320.00 Auto Accessories	4,500.00	3,014.95	67.00	3,500.00	2,555.24	73.01	-459.71
C490.00 Miscellaneous Commodities	500.00	0.00	0.00	250.00	0.00	0.00	0.00
D220.00 Grounds Maintenance	0.00	240.00	0.00	0.00	0.00	0.00	-240.00
D230.00 Construction	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Street Department	532,679.00	426,008.27	79.97	571,464.00	450,403.97	78.82	24,395.70
Dept: 4021 Street Dept. Improvements							
D210.00 Building & Improvements	0.00	276.80	0.00	0.00	0.00	0.00	-276.80
D230.00 Construction	25,000.00	720.00	2.88	60,000.00	0.00	0.00	-720.00
D233.00 Dielman Street Reconstruction	0.00	0.00	0.00	0.00	7,333.00	0.00	7,333.00
D331.00 Trucks	0.00	0.00	0.00	105,000.00	54,268.00	51.68	54,268.00
T100.00 Transfer to General Fund	0.00	0.00	0.00	30,000.00	0.00	0.00	0.00
Street Dept. Improvements	25,000.00	996.80	3.99	195,000.00	61,601.00	31.59	60,604.20
Dept: 4023 Old Bonhomme Improv. Project							
B130.00 Legal Services	0.00	67,702.28	0.00	0.00	4,308.76	0.00	-63,393.52
D234.00 Old Bonhomme Improv. Project	0.00	404,654.93	0.00	0.00	28,865.70	0.00	-375,789.23
Old Bonhomme Improv. Project	0.00	472,357.21	0.00	0.00	33,174.46	0.00	-439,182.75
Dept: 4062 Municipal Property-Fence							
D220.00 Grounds Maintenance	25,000.00	18,237.17	72.95	0.00	0.00	0.00	-18,237.17
Municipal Property-Fence	25,000.00	18,237.17	72.95	0.00	0.00	0.00	-18,237.17
Dept: 4850 Capital Expenses							
E110.00 Bond Principal Payments	0.00	0.00	0.00	43,511.00	38,520.56	88.53	38,520.56

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 05 - Capital Projects Fund							
Expenditures							
Capital Expenses	0.00	0.00	0.00	43,511.00	38,520.56	88.53	38,520.56
Expenditures	700,654.00	1,025,275.63	146.33	905,000.00	674,772.35	74.56	-350,503.28

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 11 - Dielman NID Improvement Dist.							
Revenues							
Dept: 0000							
0415.00 NID Assessments	47,723.00	45,242.13	94.80	45,000.00	53,834.96	119.63	8,592.83
Dept: 0000	47,723.00	45,242.13	94.80	45,000.00	53,834.96	119.63	8,592.83
Revenues	47,723.00	45,242.13	94.80	45,000.00	53,834.96	119.63	8,592.83
Expenditures							
Dept: 4850 Capital Expenses							
E110.00 Bond Principal Payments	35,000.00	35,000.00	100.00	35,000.00	35,000.00	100.00	0.00
E210.00 Bond Interest Payments	12,855.00	12,855.00	100.00	12,592.00	12,592.50	100.00	-262.50
E215.00 Fiscal Agent Fees	0.00	265.00	0.00	265.00	265.00	100.00	0.00
Capital Expenses	47,855.00	48,120.00	100.55	47,857.00	47,857.50	100.00	-262.50
Expenditures	47,855.00	48,120.00	100.55	47,857.00	47,857.50	100.00	-262.50

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 13 - North Price NID							
Revenues							
Dept: 0000							
E300.00 Debt issuance proceeds	750,000.00	50,067.24	6.68	1,943,000.00	611,680.06	31.48	561,612.82
Dept: 0000	750,000.00	50,067.24	6.68	1,943,000.00	611,680.06	31.48	561,612.82
Revenues	750,000.00	50,067.24	6.68	1,943,000.00	611,680.06	31.48	561,612.82
Expenditures							
Dept: 4024 N. Price NID Improv. Project							
B120.00 Architectural & Engineer Svc	0.00	12,640.66	0.00	0.00	201.25	0.00	-12,439.41
B130.00 Legal Services	0.00	10,533.62	0.00	0.00	141.24	0.00	-10,392.38
B310.00 Notices & Advertising	0.00	133.40	0.00	0.00	0.00	0.00	-133.40
D237.00 N. Price NID Improv. Project	750,000.00	17,409.99	2.32	943,000.00	841,636.57	89.25	824,226.58
T100.01 Transfer To Capital Impr. Fund	0.00	37,790.29	0.00	0.00	0.00	0.00	-37,790.29
N. Price NID Improv. Project	750,000.00	78,507.96	10.47	943,000.00	841,979.06	89.29	763,471.10
Dept: 4850 Capital Expenses							
E110.00 Bond Principal Payments	0.00	0.00	0.00	1,000,000.00	0.00	0.00	0.00
Capital Expenses	0.00	0.00	0.00	1,000,000.00	0.00	0.00	0.00
Expenditures	750,000.00	78,507.96	10.47	1,943,000.00	841,979.06	43.33	763,471.10

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 15 - Pension Fund							
Revenues							
Dept: 0000							
0401.00 Real Estate Tax-Current	496,300.00	432,801.89	87.21	485,000.00	485,014.46	100.00	52,212.57
0402.00 Real Estate Tax-Prior	0.00	-1,412.57	0.00	4,500.00	-7,118.52	-158.19	-5,705.95
0403.00 Personal Property Tax-Current	64,200.00	65,449.15	101.95	66,500.00	70,577.52	106.13	5,128.37
0404.00 Personal Property Tax-Prior	0.00	3,071.86	0.00	2,000.00	3,365.18	168.26	293.32
Dept: 0000	560,500.00	499,910.33	89.19	558,000.00	551,838.64	98.90	51,928.31
Revenues	560,500.00	499,910.33	89.19	558,000.00	551,838.64	98.90	51,928.31
Expenditures							
Dept: 8000 Pension Plan							
B190.00 Misc. Professional Services	40,000.00	28,046.50	70.12	40,000.00	36,085.50	90.21	8,039.00
B930.00 Pension Plan City	520,500.00	300,000.00	57.64	508,000.00	295,000.00	58.07	-5,000.00
Pension Plan	560,500.00	328,046.50	58.53	548,000.00	331,085.50	60.42	3,039.00
Expenditures	560,500.00	328,046.50	58.53	548,000.00	331,085.50	60.42	3,039.00

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 20 - Fire Operations Fund							
Revenues							
Dept: 0000							
0440.00 Fire Dept.Operations Sales Tax	260,000.00	251,310.98	96.66	280,000.00	256,162.40	91.49	4,851.42
Dept: 0000	260,000.00	251,310.98	96.66	280,000.00	256,162.40	91.49	4,851.42
Revenues	260,000.00	251,310.98	96.66	280,000.00	256,162.40	91.49	4,851.42
Expenditures							
Dept: 2500 Fire Department							
A100.00 Salaries	166,000.00	146,351.14	88.16	175,832.00	121,686.98	69.21	-24,664.16
A150.00 Holiday Pay	1,000.00	680.89	68.09	1,000.00	0.00	0.00	-680.89
A300.00 Salary Adjustment	1,800.00	830.88	46.16	1,800.00	0.00	0.00	-830.88
A400.00 Longevity	300.00	0.00	0.00	295.00	0.00	0.00	0.00
A500.00 Overtime	3,500.00	1,516.21	43.32	1,000.00	1,160.80	116.08	-355.41
A600.00 FICA	14,500.00	11,117.38	76.67	13,764.00	8,955.35	65.06	-2,162.03
A700.00 State Unemployment	300.00	758.56	252.85	1,000.00	1,139.10	113.91	380.54
B730.00 Workmens Comp	13,000.00	12,092.83	93.02	13,000.00	11,961.08	92.01	-131.75
B780.00 Group Health & Liability	20,500.00	9,666.25	47.15	16,900.00	0.00	0.00	-9,666.25
B790.00 Life & Long Term Disability	1,550.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire Department	222,450.00	183,014.14	82.27	224,591.00	144,903.31	64.52	-38,110.83
Dept: 2510 Fire Dept. Improvements							
D332.00 Fire Apparatus	31,667.00	31,667.21	100.00	0.00	0.00	0.00	-31,667.21
Fire Dept. Improvements	31,667.00	31,667.21	100.00	0.00	0.00	0.00	-31,667.21
Expenditures	254,117.00	214,681.35	84.48	224,591.00	144,903.31	64.52	-69,778.04

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 26 - Municipal Center-Const. & DS							
Revenues							
Dept: 0000							
0401.00 Real Estate Tax-Current	712,500.00	738,512.62	103.65	815,000.00	889,321.43	109.12	150,808.81
0402.00 Real Estate Tax-Prior	0.00	0.00	0.00	12,500.00	4,602.62	36.82	4,602.62
0403.00 Personal Property Tax-Current	237,500.00	109,284.26	46.01	112,000.00	118,570.24	105.87	9,285.98
0404.00 Personal Property Tax-Prior	0.00	0.00	0.00	1,500.00	4,197.32	279.82	4,197.32
0525.00 Investment Income	0.00	33,472.79	0.00	51,000.00	28,064.86	55.03	-5,407.93
E300.00 Debt issuance proceeds	13,500,000.00	13,500,000.00	100.00	0.00	0.00	0.00	-13,500,000.00
E301.00 Bond Premium	99,250.00	99,376.80	100.13	0.00	0.00	0.00	-99,376.80
E302.00 Bond Underwriter Discount	-118,500.00	-118,395.00	99.91	0.00	0.00	0.00	118,395.00
Dept: 0000	14,430,750.00	14,362,251.47	99.53	992,000.00	1,044,756.47	105.32	-13,317,495.00
Revenues	14,430,750.00	14,362,251.47	99.53	992,000.00	1,044,756.47	105.32	-13,317,495.00
Expenditures							
Dept: 0000							
D562.00 Cost of Issuance	66,500.00	66,389.60	99.83	0.00	0.00	0.00	-66,389.60
Dept: 0000	66,500.00	66,389.60	99.83	0.00	0.00	0.00	-66,389.60
Dept: 1610 City Hall Redevelopment							
B120.00 Architectural & Engineer Svc	800,000.00	293,856.32	36.73	400,000.00	620,889.23	155.22	327,032.91
B130.00 Legal Services	20,000.00	1,155.00	5.78	0.00	592.50	0.00	-562.50
B190.00 Misc. Professional Services	0.00	420.51	0.00	0.00	8,886.16	0.00	8,465.65
B320.00 Printing	7,000.00	6,222.50	88.89	0.00	0.00	0.00	-6,222.50
D210.00 Building & Improvements	150,000.00	93.42	0.06	612,000.00	1,232,678.58	201.42	1,232,585.16
D563.00 Acquisition Cost	1,546,000.00	1,548,739.65	100.18	0.00	0.00	0.00	-1,548,739.65
D565.00 Improvements to Groundbreaking	300,000.00	25,545.61	8.52	0.00	4,633.94	0.00	-20,911.67
T100.00 Transfer to General Fund	0.00	12,105.24	0.00	0.00	0.00	0.00	-12,105.24
City Hall Redevelopment	2,823,000.00	1,888,138.25	66.88	1,012,000.00	1,867,680.41	184.55	-20,457.84
Dept: 1611 New Facility Expenditures							
B992.00 Admin. Cty Coll PP/Auto	0.00	9,761.21	0.00	0.00	10,558.94	0.00	797.73
New Facility Expenditures	0.00	9,761.21	0.00	0.00	10,558.94	0.00	797.73
Dept: 4850 Capital Expenses							
E110.00 Bond Principal Payments	640,000.00	640,000.00	100.00	600,000.00	545,000.00	90.83	-95,000.00
E210.00 Bond Interest Payments	68,000.00	67,530.87	99.31	400,000.00	339,535.00	84.88	272,004.13
E215.00 Fiscal Agent Fees	0.00	0.00	0.00	0.00	318.00	0.00	318.00
Capital Expenses	708,000.00	707,530.87	99.93	1,000,000.00	884,853.00	88.49	177,322.13

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 26 - Municipal Center-Const. & DS							
Expenditures	3,597,500.00	2,671,819.93	74.27	2,012,000.00	2,763,092.35	137.33	91,272.42

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 30 - Local Parks/Storm Water Fund							
Revenues							
Dept: 0000							
0441.00 Parks/Stm Water Sales Tax	525,000.00	502,621.16	95.74	562,000.00	512,324.58	91.16	9,703.42
Dept: 0000	525,000.00	502,621.16	95.74	562,000.00	512,324.58	91.16	9,703.42
Revenues	525,000.00	502,621.16	95.74	562,000.00	512,324.58	91.16	9,703.42
Expenditures							
Dept: 3100 Parks							
A100.00 Salaries	140,000.00	129,520.37	92.51	141,374.00	129,599.23	91.67	78.86
A200.00 Extra Help	25,380.00	35,087.75	138.25	37,000.00	35,480.92	95.89	393.17
A400.00 Longevity	9,700.00	8,707.04	89.76	10,049.00	8,890.31	88.47	183.27
A500.00 Overtime	0.00	2,662.05	0.00	2,000.00	3,035.74	151.79	373.69
A600.00 FICA	13,395.00	10,996.75	82.10	14,567.00	10,939.19	75.10	-57.56
A700.00 State Unemployment	300.00	666.56	222.19	1,000.00	646.40	64.64	-20.16
A970.00 Clothing Allowance	600.00	853.00	142.17	600.00	675.00	112.50	-178.00
B150.00 Medical Expenses	500.00	0.00	0.00	200.00	-37.68	-18.84	-37.68
B190.00 Misc. Professional Services	0.00	109.00	0.00	0.00	101.17	0.00	-7.83
B240.00 Travel & Training	1,250.00	335.44	26.84	1,580.00	0.00	0.00	-335.44
B310.00 Notices & Advertising	0.00	0.00	0.00	0.00	53.20	0.00	53.20
B320.00 Printing	150.00	0.00	0.00	0.00	73.97	0.00	73.97
B410.00 Electricity	5,000.00	3,663.45	73.27	5,000.00	4,722.27	94.45	1,058.82
B420.00 Heating Fuel	1,200.00	1,013.92	84.49	1,200.00	682.05	56.84	-331.87
B430.00 Water	4,000.00	4,062.64	101.57	5,000.00	3,178.70	63.57	-883.94
B440.00 Telephone	5,255.00	3,296.93	62.74	5,255.00	3,740.02	71.17	443.09
B450.00 Sewer	4,000.00	1,809.19	45.23	3,500.00	1,974.64	56.42	165.45
B510.00 Bldg. Repair & Maintenance	5,500.00	6,725.91	122.29	8,000.00	9,272.66	115.91	2,546.75
B520.00 Grounds Maintenance	45,000.00	28,260.00	62.80	49,500.00	23,725.00	47.93	-4,535.00
B540.00 Equipment Repair	7,250.00	3,120.79	43.05	7,250.00	1,131.22	15.60	-1,989.57
B545.00 Computer Repairs & Maint.	0.00	542.12	0.00	0.00	400.09	0.00	-142.03
B551.00 Truck Repair	3,000.00	1,316.65	43.89	3,000.00	1,595.41	53.18	278.76
B620.00 Rental, Linen/Equipment	1,800.00	0.00	0.00	3,300.00	348.76	10.57	348.76
B730.00 Workmens Comp	5,000.00	4,651.08	93.02	5,000.00	4,600.42	92.01	-50.66
B780.00 Group Health & Liability	31,500.00	30,012.77	95.28	31,000.00	26,325.55	84.92	-3,687.22
B790.00 Life & Long Term Disability	1,050.00	1,083.12	103.15	1,050.00	1,114.42	106.14	31.30
B914.00 Association Dues	910.00	499.00	54.84	780.00	645.00	82.69	146.00
B990.00 Misc.Contract Serv.	0.00	0.00	0.00	0.00	160.00	0.00	160.00
C110.00 Office Supplies	100.00	131.58	131.58	100.00	184.07	184.07	52.49
C210.00 Building Maintenance Supplies	1,000.00	3,023.90	302.39	1,000.00	2,218.15	221.82	-805.75
C220.00 Grounds Maintenance Supplies	8,000.00	5,412.50	67.66	8,000.00	5,170.15	64.63	-242.35
C220.01 Annual Beautification	8,000.00	4,384.30	54.80	9,500.00	5,359.05	56.41	974.75

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 30 - Local Parks/Storm Water Fund							
Expenditures							
Dept: 3100 Parks							
C220.02 Turf Management	6,500.00	1,029.49	15.84	6,500.00	4,583.32	70.51	3,553.83
C220.03 Tree Maintenance	6,000.00	4,414.50	73.58	16,000.00	14,385.00	89.91	9,970.50
C230.00 Painting Supplies	1,000.00	1,817.79	181.78	2,000.00	980.96	49.05	-836.83
C240.00 Hard. & Small Tools	1,400.00	2,283.45	163.10	1,400.00	1,406.88	100.49	-876.57
C250.00 Institutional Supplies	2,000.00	1,307.83	65.39	2,000.00	774.74	38.74	-533.09
C275.00 Signage	1,000.00	141.18	14.12	2,500.00	62.27	2.49	-78.91
C310.00 Gas & Oil	6,000.00	4,955.96	82.60	6,000.00	3,835.98	63.93	-1,119.98
C320.00 Auto Accessories	0.00	299.32	0.00	200.00	53.85	26.93	-245.47
D210.00 Building & Improvements	30,000.00	1,679.00	5.60	0.00	0.00	0.00	-1,679.00
D220.00 Grounds Maintenance	26,000.00	0.00	0.00	0.00	0.00	0.00	0.00
D225.00 Park Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.00
D230.00 Construction	90,000.00	15,101.39	16.78	0.00	0.00	0.00	-15,101.39
T100.00 Transfer to General Fund	34,400.00	34,400.00	100.00	74,900.00	34,400.00	45.93	0.00
T100.03 Transfer to Grants Fund -Match	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Parks	533,140.00	359,377.72	67.41	467,305.00	346,488.08	74.15	-12,889.64
Dept: 3110 Capital Improvements							
D225.00 Park Improvements	0.00	0.00	0.00	17,225.00	0.00	0.00	0.00
D230.00 Construction	0.00	0.00	0.00	80,000.00	0.00	0.00	0.00
D310.00 Recreation Equipment	0.00	0.00	0.00	0.00	1,362.30	0.00	1,362.30
D331.00 Trucks	0.00	0.00	0.00	40,000.00	0.00	0.00	0.00
D380.00 Construction Equipment	0.00	0.00	0.00	7,000.00	0.00	0.00	0.00
Capital Improvements	0.00	0.00	0.00	144,225.00	1,362.30	0.94	1,362.30
Expenditures	533,140.00	359,377.72	67.41	611,530.00	347,850.38	56.88	-11,527.34

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

OLIVETTE

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 35 - Escrow Trust Fund							
Revenues							
Dept: 0000							
0575.00 Miscellaneous Revenue	600.00	515.53	85.92	480.00	453.90	94.56	-61.63
Dept: 0000	600.00	515.53	85.92	480.00	453.90	94.56	-61.63
Revenues	600.00	515.53	85.92	480.00	453.90	94.56	-61.63
Expenditures							
Dept: 3535 Escrow expenses							
T100.00 Transfer to General Fund	600.00	0.00	0.00	480.00	0.00	0.00	0.00
Escrow expenses	600.00	0.00	0.00	480.00	0.00	0.00	0.00
Expenditures	600.00	0.00	0.00	480.00	0.00	0.00	0.00

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

7/1/2015 to 5/31/2016 CY ATD: 7/1/2015 to 6/30/2016 PY YTD:
7/1/2014 to 5/31/2015 PY ATD: 7/1/2014 to 6/30/2015

	PY Amended Annual Budget	PY YTD Actual	Previous Year % of Budget	CY Amended Annual Budget	CY YTD Actual	Current Year % of Budget	Yr-Over-Yr YTD Variance
Fund: 40 - Sewer Lateral Fund							
Revenues							
Dept: 0000							
0525.00 Investment Income	600.00	291.46	48.58	720.00	1,778.31	246.99	1,486.85
0570.00 Sewer Lateral Fees	135,000.00	134,065.24	99.31	135,000.00	136,350.00	101.00	2,284.76
0575.00 Miscellaneous Revenue	0.00	12.02	0.00	0.00	0.00	0.00	-12.02
Dept: 0000	135,600.00	134,368.72	99.09	135,720.00	138,128.31	101.77	3,759.59
Revenues	135,600.00	134,368.72	99.09	135,720.00	138,128.31	101.77	3,759.59
Expenditures							
Dept: 4040 Sewer Improvements							
B992.01 Admin Co. Coll-Sewer Lat Fees	1,331.00	1,340.64	100.72	1,336.00	1,363.50	102.06	22.86
D236.00 Sewer Lateral Improvements	150,000.00	110,025.11	73.35	75,000.00	59,859.00	79.81	-50,166.11
T100.00 Transfer to General Fund	31,000.00	31,000.00	100.00	28,000.00	28,000.00	100.00	-3,000.00
Sewer Improvements	182,331.00	142,365.75	78.08	104,336.00	89,222.50	85.51	-53,143.25
Expenditures	182,331.00	142,365.75	78.08	104,336.00	89,222.50	85.51	-53,143.25
Grand Total Net Effect:	10,260,476.00	11,583,861.33	112.90	-1,005,594.00	-1,335,170.34	132.77	-12,919,031.67

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

CITY COUNCIL AGENDA SUBMISSION

Agenda Item:

Hearing from Citizens

Description:

Olivette citizens and businesses express concerns, discuss issues, and make requests of the City Council's assistance in getting matters resolved.

The Mayor and City Council would like to remind the audience of the following:

1. The purpose is to hear your concerns, issues, and questions.
2. Cards submitted after the beginning of 1st "Hearing from Citizens" will not be called until the 2nd "Hearing from Citizens".
3. The Chair has discretion to allow individuals to speak without previously submitting a card; however, those individuals will also need to complete a card.
4. Personal attacks of Council Member, Staff, and/or individuals are not permissible.
5. Any question should be directed to the Chair and only the Chair.
6. Questions concerning agenda items may be addressed by Council or staff at the time the agenda item is discussed.
7. Questions that are not pertaining to agenda items may receive an answer by the method of your choice; indicated at the bottom of the submittal cards.
8. Profanity is not allowed.
9. Campaigning and electioneering are not permitted.

"Hearing from Citizens" is not intended to be an open discussion. It is intended to provide an opportunity for citizens to be heard at official meetings.

When called, please step to the podium; state your name and your address before addressing your subject matter.

Each person has up to three (3) minutes to speak. Should your time elapse, you are welcome to continue at the second hearing from citizen's session again, for up to 3 minutes.

Olivette

...in the center of it all

CITY COUNCIL AGENDA SUBMISSION
JUNE 28, 2016

Agenda Item:

Bill #2808 – An Ordinance repealing Chapter 500 Building Regulations of the Municipal Code of the City of Olivette and enacting a new chapter in lieu thereof relating to building codes, regulations, and fees. – Second Reading and consideration for adoption.

Description:

The proposed ordinance will adopt the 2015 ICC Building Codes, including residential and nonresidential building codes, existing building codes, and property maintenance codes. In addition, a new fee table would be established.

Recommended Action:

Request a motion to amend Bill #2808 by substituting the version that is before them dated June 28, 2016, in place of the one that was read for the first time at the June 14, 2016, meeting, and read for the second time by title only.

Following the second reading, the City Council may then consider a motion to adopt. Recommended motion as follows:

> Motion to adopt Bill 2808, an ordinance repealing Chapter 500 Building Regulations of the Municipal Code of the City of Olivette and enacting a new chapter in lieu thereof relating to building codes, regulations, and fees.

Attachments:

1. Department Memorandum to the City Council dated June 28, 2016.
2. Bill #2808 (with revision date 2016 06-28), proposed draft Ordinance.
3. Current regulations under Chapter 500 Building Regulations.

Funding Request: None.

Submitted by:

Carlos Trejo, AICP
DEPARTMENT HEAD

City of Olivette Public Services
Department of Planning & Community Development
1200 North Price Road
Olivette, MO 63132

(314) 993-0252 (Office)
(314) 994-9862 (Fax)

DATE: JUNE 28, 2016

TO: MAYOR RUTH SPRINGER AND MEMBERS OF THE CITY COUNCIL

FROM: CARLOS TREJO
DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT

RE: ICC BUILDING CODE ADOPTION AND BUILDING PERMIT FEE ADJUSTMENT

Bill #2808 was introduced to, and read for the first time by, the City Counil on June 14, 2016. Bill #2808 will adopt the 2015 ICC Building Codes, including residential and nonresidential building codes, existing building codes, and property maintenance codes. In addition, a new fee table would be established.

Staff is requesting that Bill #2808 be read for a second time and considered for adoption.

What is the ICC. The ICC is the International Code Council, a non-for profit association dedicated to developing model codes and standards used in design, building and compliance process to construct safe, sustainable, affordable, and resileient structures. Every 3-years, the ICC publishes a series of building codes. The City of Olivette has adopted and utilizes the 2006 series of ICC building codes.

What is the ISO. The ISO is the Insurance Service Office, a, for profit, organization that provides statistical information on risk. ISO is an advisory organization, and insurers may use information, modify it, or not use it, as they see fit.

The ISO promotes itself as a leading source of information about property/casualty insurance risk. For a broad spectrum of commercial and personal lines of insurance, the ISO provides statistical, actuarial, underwriting, and claims data; policy language; information about specific locations; fraud-identification tools; consulting services; and information for marketing, loss control, and premium audit.

What is BCEGS. Through the Building Code Effectiveness Grading Schedule (BCEGS®) program, ISO assesses the building codes in effect in individual communities and how those communities enforce their building codes. The assessments place special emphasis on mitigation of losses from natural hazards.

The BCEGS program assigns each municipality a BCEGS grade of 1 (exemplary commitment to building code enforcement) to 10. ISO develops advisory rating credits that apply to ranges of BCEGS classifications (1-3, 4-7, 8-9, 10). ISO gives insurers BCEGS classifications, BCEGS advisory credits, and related underwriting information.

Olivette's ISO rating. The ISO has noted that the building code regulations the City currently enforces are over six (6) years behind publication. The ISO has downgraded the City's building and inspections ISO Class rating from a Class 4 to a Class 9 for both 1&2 family residential property and commercial and industrial property. The regression is primarily attributed to the current building codes adopted.

Current building codes. The City currently enforces the 2006 ICC building codes, including the International Building Code (IBC), International Residential (IRC), and Property Maintenanc Code (IPMC).

The ISO has provided the City an opportunity to maintain the current Class 4 if the City adopts a version of the ICC building codes that are less than six (6) years from publication. The ICC has building codes with publish dates of 2009, 2012, and recently 2015.

Staff recommendation. Staff is recommending that City consider adoption of the 2015 ICC building code updates. Staff has reviewed the 2015 ICC building codes and is requesting consideration of the following:

2015 ICC International Building Code;
2015 ICC International Residential Code;

2015 ICC Existing Buildng Code; and
2015 ICC International Property Maintenance Code.

The ICC has agreed to delay enforcement of the Class 4 rating, pending City Council consideration of the 2015 ICC buidling code adoption.

Fee schedule. In conjunction with the building code updates, staff has evaluated the current building and inpsection fee schedule and is forwarding an adjustment to the City Council for consideration. The last fee adjustment was in January 2003, when the City adopted the fee schedule that was at that time enforced by St. Louis County. Since 2003, the County has adjusted the fee schedule twice, and the City has not.

Conlusion. In summary, staff is recommeding the following:

- Code amendments:
    - Adopt the 2015 ICC building codes for residential and nonresidential building, existing building, and property maintenance.
    - Amend necessary references in each Code to identify the jursidiction and applicable regional data in table references.
    - Carry over many of the legacy amendments the City currently enforces.
    - Maintain the requirement for an egress opening in residential basement remodels. This was a requirement in the 2006 Codes and was subsequently removed in the 2015 Codes.
- Fee schedule:
    - Adopt the current Saint Louis County fee schedule with no adjustments.
    - Remove assessing permit fees for fencing cost from valuation table.
    - Adjust demolition fees to refelct demolition type.
    - Adjust occupancy inspection fees and certificates.

BILL NO. 2808 **ORDINANCE NO. _____**

AN ORDINANCE REPEALING CHAPTER 500 BUILDING REGULATIONS OF THE MUNICIPAL CODE OF THE CITY OF OLIVETTE AND ENACTING A NEW CHAPTER IN LIEU THEREOF RELATING TO BUILDING CODES, REGULATIONS, AND FEES

(REVISED VERSION 2016 06-28)

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF OLIVETTE, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS

SECTION 1. Title V Building and Construction of the Olivette Municipal Code is hereby amended by repealing Chapter 500 Building Regulations in its entirety and adopting a new chapter in lieu with a fee schedule, both attached hereto as Exhibit A, is made a part of this ordinance as fully set out herein.

SECTION 2. The sections of this ordinance shall be severable. In the event any section of this ordinance is found by a court of competent jurisdiction to be invalid, the remaining sections of this ordinance are valid, unless the court finds the valid sections of this ordinance are so essentially and inseparably connected with, and so dependent upon, the void section that it cannot be presumed the city council would have enacted the valid sections without the void section, or unless the court finds that the valid sections standing alone are incomplete and are incapable of being executed in accordance with the legislative intent.

SECTION 3. This ordinance shall become effective from and after its enactment according to law.

Passed and approved this 28th day of June, 2016.

_____
MAYOR RUTH SPRINGER

ATTEST:

_____
MYRA G. BENNETT, CMC/MPCC
CITY CLERK
CITY OF OLIVETTE

EXHIBIT 'A'

(Version 2016 06-14)

Chapter 500: Building Regulations

Article I: Building Code Regulations

Division 1: Building Code Adoptions

Section 500.010 Building Code.

A. The Building Code of the City of Olivette shall consist of the following codes, three (3) copies of which are on file in the office of the City Clerk, which are incorporated by reference and made a part hereof as though fully set out herein:

1. The 2015 International Building Code, First Printing: May 2014 published by the International Code Council.
2. The 2015 International Residential Code for One- and Two-Family Dwellings, First Printing: May 2014 published by the International Code Council.
3. The 2015 International Existing Building Code, First Printing: May 2014, published by the International Code Council.
4. The 2015 International Property Maintenance Code, First Printing: May 2014, published by the International Code Council.
5. The St. Louis County Mechanical Code, as adopted by St. Louis County through the date of its last amendatory ordinance. (County Ordinance No. 24,438 adopted on July 14, 2010)
6. The St. Louis County Electrical Code, as adopted by St. Louis County through the date of its last amendatory ordinance. (County Ordinance No. 24,439 adopted on July 14, 2010)
7. The St. Louis County Plumbing Code, as adopted by St. Louis County through the date of its last amendatory ordinance. (County Ordinance No. 24,441 adopted on July 14, 2010)
8. The St. Louis County Explosives Code, as adopted by St. Louis County through the date of its last amendatory ordinance. (County Ordinance No. 18,693 adopted on November 11, 1997)
9. Code adopted. The St. Louis County Weights and Measures Code as amended by the County of St. Louis through the date of the last amendatory ordinance, February 13, 1987, is hereby adopted as the Weights and Measures Code of the City of Olivette, Missouri, attached [to Ordinance 1949] as Exhibit A and incorporated herein by reference.
10. Code Official defined. The term "code official" as used in the Property Maintenance Code adopted under this Article shall mean the Building Official of the City of Olivette and authorized designee.
11. The Saint Louis County Property Maintenance Code, as amended by the County of Saint Louis, Missouri, through date of last amendatory ordinances:

    Property Maintenance. As it applies to the services of the St. Louis County Problem Property unit. (County Ordinance 22,316 adopted May 18, 2005)

Division 2 Amendments and Additions to Building Codes.

(2015 INTERNATIONAL BUILDING CODE)

Section 500.020 Amendments to the 2015 International Building Code.

The 2015 International Building Code, First Printing, May 2014, adopted as provided for in Section 500.010 of the Municipal Code, is hereby amended as follows:

(a) Section 101.1 is hereby amended by substituting "City of Olivette" for the words "(name of jurisdiction)".

(b) Insert new Section 102.7 as follows:

102.7 Matters not provided for: Any requirements that are essential for the structural, fire or sanitary safety of an existing or proposed building or structure or for the safety of the occupants thereof, which are not specifically provided for by this code, shall be determined by the code official. The code official may invoke the requirements of the standards referenced and listed in Chapter 35 of this code in matters not provided for to secure the structural, fire or sanitary safety of a building or structure or the safety of the occupants.

(c) Section 105.1.1 Annual Permit deleted without substitution.

(d) Section 105.1.2 Annual Permit Records deleted without substitution.

(e) Section 105.2 is repealed. Sections 105.2.1 through 105.2.7 to remain.

(f) Add new Section 105.3.3 as follows:

105.3.3 Rejected application: Rejected applications will be held on file for sixty (60) days after the date of rejection. If the required information or corrections are not received within this period of time, the application shall be deemed to have been abandoned.

(g) Add new Section 107.2.5.2 as follows:

107.2.5.2 Drainage and discharge of stormwater. The site plan shall provide sufficient detail to permit the code official to determine compliance with site grading and storm water drainage provisions of this code and of all applicable ordinances for the control of drainage and discharge of storm water.

(h) Section 107.3.4 of IBC to be replaced with new Section 107.3.4, Professional Architectural and Engineering Services.

107.3.4 Professional Architectural and Engineering Services.

107.3.4.1 General: The provisions of this Section 107.3.4 define the construction controls required for buildings involving professional architectural or engineering services and delineate the responsibilities of providers of such professional services during construction.

107.3.4.1.1 Design and construction documents: All design for new construction, alteration, repair, expansion, addition or modification work involving the practice of professional architecture or engineering, as defined by the statutory requirements of the professional registration laws of the State of Missouri, shall be prepared by registered design professionals certified by the Missouri Board for Architects, Professional Engineers and Land Surveyors. All construction documents required for a building permit application for such work shall be prepared by or under the direct supervision of a registered design professional, shall include the name, address and telephone number of the design professional, and shall bear the seal and signature of the design professional in accordance with Section 107.3.4.1.3 of this code.

Exceptions: The supervision, seal and signature of a professional architect or engineer shall not be required for the following unless the code official determines that public safety so requires:

1. Decks not exceeding four hundred (400) square feet in area or having a surface floor not exceeding four (4) feet at any point;

2. Above and below ground swimming pools;
3. Nonstructural changes to commercial or residential structures;
4. Accessory structures not exceeding two hundred fifty (250) square feet in area;
5. Satellite dishes;
6. Temporary structures as defined in Section 108.0 of this code.

107.3.4.1.2 Shop drawing and samples: The registered design professional whose seal is on the approved construction documents shall be responsible for review and approval of shop drawings and samples, as required by the approved construction documents for conformance to the design concept and compliance with this code. This review process may be contracted by the owner to another registered design professional licensed by the State of Missouri, should the original design professional not desire to provide such services.

107.3.4.1.3 Application of seals and signatures: All construction documents required by Subsection 107.3.4.1.1 of this code to bear the seal of a registered design professional shall bear seals and signatures in accordance with the following:

a. The registered design professional for each discipline shall place his or her original embossed or wet ink seal and signature upon the cover sheet of each set of construction documents or on the front sheet of each discipline within each set of construction documents.
b. In addition, all other sheets of the construction documents other than specifications or calculations shall bear the original embossed, wet ink or mechanically reproduced seals of the registered design professional.
c. Any addenda or modification to the construction documents shall also bear an original seal and signature by the registered design professional. Such changes shall be clearly indicated.

107.3.4.2 Special professional services: When applications are filed for unusual designs or for a magnitude of construction either of which require construction document review or inspection services beyond the capacity of the code official, or where code reference standards in Chapter 35 of this code require special architectural or engineering inspections, the code official may require that the owner retain a properly qualified registered design professional to perform the services necessary for code compliance in addition to that provided in Subsection 107.3.4.1.2 of this code. The project representative shall keep daily records and submit reports as shall be required by the code official. Upon completion of the work, the registered design professional shall file a final report indicating whether all required inspections were performed and listing pertinent deviations from the requirements of this code or from the approved construction documents and the source of authority for such deviations.

107.3.4.2.1 Building permit requirement: The necessity for special professional services shall be determined by the code official prior to issuance of the building permit, unless postponed to a later date by the code official in writing. Refusal by the applicant to provide such services as required by the code official shall result in the denial of the permit.

107.3.4.2.2. Fees and costs: All fees and costs related to the performance of special inspection services shall be the responsibility of the owner.

107.3.4.2.3 Visits to site: When so directed by the code official, or when required by the special inspection provisions of this code, the registered design professional shall make visits to the site at intervals appropriate to the applicable stage of the construction to observe the progress and the quality of the work; to observe construction components requiring controlled materials; or to determine that the work is proceeding in accordance with the construction documents approved for the building permit. The registered design professional shall periodically submit reports to the code official showing the results of such periodic visits.

107.3.4.3 Deferred submittals. Deferral of any submittal items shall have the prior approval of the building official. The registered design professional in responsible charge shall list the deferred submittals on the construction documents for review by the building official.

Documents for deferred submittal items shall be submitted to the registered design professional in responsible charge who shall review them and forward them to the building official with a notation indicating that the deferred submittal documents have been reviewed and found to be in general conformance to the design of the building. The deferred submittal items shall not be installed until the deferred submittal documents have been approved by the building official.

(i) Section 109.6 is hereby repealed and a new Section 109.6 is hereby adopted in lieu thereof as follows:

109.6 Refunds: No portion of any fee shall be returned to a permit holder in the case of a revocation of a building permit or a suspension, discontinuance or abandonment of work.

(j) Section 110.6 in IBC is renumbered as 110.7 and a new Section 110.6 is inserted as follows:

110.6 Extra Inspections: In addition to the inspections normally provided, the code official may require that additional inspections or reinspections be conducted due to noncompliance with code requirements or due to work which is not ready for inspection or not accessible for inspection at the time of a scheduled inspection. Fees for such additional inspections shall be assessed when such inspections are conducted.

(k) Section 113.0 is hereby repealed in its entirety and a new Section 113.0 "Means of Appeal" is hereby adopted in lieu thereof as follows:

Section 113.0 Means of Appeal

113.1 Application for appeal: Any owner or holder of a permit issued subject to this code shall have the right to appeal to the Board of Building Appeals established in Section 113.2 of this code from a decision of the code official in connection with such permit or from any notice issued in connection with this enforcement of this code. Appeals shall be based solely upon and shall state a claim: either (i) that the true intent of this code or the rules or regulations adopted pursuant to this code have been incorrectly interpreted, or (ii) that the provisions of this code do not apply, or (iii) that an equivalent form of construction can be used. Any appeal under this section shall be in writing, shall contain a statement of the grounds for the appeal and shall be filed in the office of the code official within twenty (20) days after the rendering of the decision or from the date of service of the notice from which the appeal is taken.

113.2 Membership of board: The Olivette Planning and Community Design Commission established under Article II of Chapter 125, Sections 125.050 et seq., of the Olivette Municipal Code shall serve as the Olivette Board of Building Appeals.

113.3 Hearing on appeal: The board shall meet to hear an appeal upon notice from the chair within thirty (30) days of the filing of the appeal.

(l) Section 114.4 is hereby repealed in its entirety and a new section 114.4 is hereby adopted in lieu thereof as follows:

114.4 Violation penalties: Any person who shall violate a provision of this code, or who shall fail to comply with any of the requirements thereof, or who shall erect, move, construct, alter, remove, demolish or repair a structure in a manner that is not in compliance with an approved plan or directive of the code official, or of a permit or certificate issued under the provisions of this code, or who shall start any work requiring a permit without first obtaining the permit thereof, or who shall continue any work in or about a structure after having been served a stop work order, except such work as that person has been directed to perform to remove a violation or unsafe condition; or any owner or tenant of a building or premises, or any other person, who takes part or assists in any violation of this code or who has charge of any building, premises or part thereof in which such violation shall exist shall be guilty of a misdemeanor punishable, upon conviction, by a fine of not more than one thousand dollars ($1,000.00). Each day that a violation continues shall be deemed a separate offense.

(m) Add new Section 115.4 as follows:

115.4 Refusal to comply: The code official shall revoke a permit in the case of refusals to comply with stop work orders.

(n) Add new Section 511.0 as follows:

Section 511.0 Closing Existing Exterior Openings:

511.1 Permanent closure: Doors, windows and other exterior wall openings shall not be closed up with permanent construction unless the new construction meets all requirements of this code for exterior wall construction.

511.2 Temporary closure, restricted: Doors, windows and other exterior wall openings shall not be closed up or boarded up with temporary construction unless the code official makes a finding that such temporary closure is necessary to protect the public health, safety or welfare.

511.3 Temporary closure, standards: Temporary closures permitted under this Section 508 shall consist of not less than ½ inch thick weather-resistant plywood coated with approved paint or protective coating to prevent deterioration, cut to fit within openings, securely nailed or screwed in place and securely braced.

(o) Section 1612.3 is hereby amended by substituting "St. Louis County Flood Insurance Rate Maps" for the words "(name of jurisdiction)" and “February 4, 2015”, for the words "(date of issuance)".

(p) 1803.3 to be renamed as "Site grading and drainage" with the following paragraph to be added to 1803.3:

Storm water collected from roofs, paved areas, yard, courts and sub-soil drainage systems shall not be permitted to discharge onto flat areas of the site with the discharge point being closer than 10 feet from the closest lot line.

(q) Section 1809.5.1 is hereby amended by adding thereto a new Subsection 1809.5.1 as follows:

1809.5.1 Frost line. The frost line is established at 30 inches below finished grade.

(r) New Sections 2901.2 and 2901.3 added as follows:

2901.2 Public water supply: The water distribution system of any building in which plumbing fixtures are installed shall be connected to a public water supply.

2901.3 Sewer connection: The water drainage system of any building in which plumbing fixtures are installed shall be connected to a public sewer system.

(s) Repeal 3306.5 and 3306.6 and insert a new Section 3306.5 as follows:

3306.5 Fencing: All construction of structures open to unauthorized entry during construction shall be fenced at the perimeter of the lot. The fence shall be as required by the code official and the construction area shall be placarded with warning signs and/or construction signage as so directed by the code official.

(t) Insert a new Section 3307.2 as follows:

3307.2 Protection. All adjoining public and private property shall be protected from damage caused by construction. For any property on which site grading, excavation or demolition will occur during or incident to any construction, alteration or demolition activity, the owner, contractor or permit holder before initiating any work under a permit issued therefor shall cause to be clearly demarcated with survey stakes or similar devices placed by a land surveyor licensed to practice by the State of Missouri each boundary corner of such property and shall maintain the survey stakes or similar devices for the duration of work authorized under the permit.

(2015 INTERNATIONAL RESIDENTIAL CODE)

Section 500.030 Amendments to the 2015 International Residential Code for One-and Two-Family Dwellings

The 2015 International Residential Code for One- and Two-Family Dwellings, First Printing, May 2014, adopted as provided for in Section 500.010 of the Municipal Code, is hereby amended as follows:

(a) Section R101.1 is hereby amended by substituting "City of Olivette" for the words "(name of jurisdiction)".

(b) Insert new Section R102.8 as follows:

R102.8 Matters not provided for: Any requirements that are essential for the structural, fire or sanitary safety of an existing or proposed building or structure or for the safety of the occupants thereof, which are not specifically provided for by this code, shall be determined by the code official. The code official may invoke the requirements of the standards referenced and listed in Chapter 35 of this code in matters not provided for to secure the structural, fire or sanitary safety of a building or structure or the safety of the occupants.

(c) Section R105.2 is repealed. Sections R105.2.1 through R105.7 to remain.

(d) Add new Section R105.3.3 as follows:

R105.3.3 Rejected application: Rejected applications will be held on file for sixty (60) days after the date of rejection. If the required information or corrections are not received within this period of time, the application shall be deemed to have been abandoned.

(e) Sections R105.8.1 and 105.8.2 to be inserted as follows:

R105.8.1 Fencing: All construction of structures open to unauthorized entry during construction shall be fenced at the perimeter of the lot. The fence shall be as required by the code official and the construction area shall be placarded with warning signs and/or construction signage as so directed by the code official.

R105.8.2 Protection: All adjoining public and private property shall be protected from damage caused by construction. For any property on which site grading, excavation or demolition will occur during or incident to any construction, alteration or demolition activity, the owner, contractor or permit holder before initiating any work under a permit issued therefore shall cause to be clearly demarcated with survey stakes or similar devices placed by a land surveyor licensed to practice by the State of Missouri each boundary corner of such property and shall maintain the survey stakes or similar devices for the duration of work authorized under the permit.

(f) Add new Section R106.2.1 as follows:

R106.2.1 Drainage and discharge of stormwater. The site plan shall provide sufficient detail to permit the code official to determine compliance with site grading and storm water drainage provisions of this code and of all applicable ordinances for the control of drainage and discharge of storm water

(g) Section R106.3.4 to be inserted as follows:

Section R106.3.4 Professional Architectural and Engineering Services

R106.3.4.1 General: The provisions of this Section R106.3.4 define the construction controls required for buildings involving professional architectural or engineering services and delineate the responsibilities of providers of such professional services during construction.

R106.3.4.1.1 Design and construction documents: All design for new construction, alteration, repair, expansion, addition or modification work involving the practice of professional architecture or engineering, as defined by the statutory requirements of the professional registration laws of the State of Missouri, shall be prepared by registered design professionals certified by the Missouri Board for Architects, Professional Engineers and Land Surveyors. All construction documents required for a building permit application for such work shall be prepared by or under the direct

supervision of a registered design professional, shall include the name, address and telephone number of the design professional, and shall bear the seal and signature of the design professional in accordance with Section R106.3.4.1.3 of this code.

Exceptions: The supervision, seal and signature of a professional architect or engineer shall not be required for the following unless the code official determines that public safety so requires:

1. Decks not exceeding four hundred (400) square feet in area or having a surface floor not exceeding four (4) feet at any point;
2. Above and below ground swimming pools;
3. Nonstructural changes to commercial or residential structures;
6. Accessory structures not exceeding two hundred fifty (250) square feet in area;
7. Satellite dishes;
8. Temporary structures as defined in Section R107 of this code.

R106.3.4.1.2 Shop drawing and samples: The registered design professional whose seal is on the approved construction documents shall be responsible for review and approval of shop drawings and samples, as required by the approved construction documents for conformance to the design concept and compliance with this code. This review process may be contracted by the owner to another registered design professional licensed by the State of Missouri, should the original design professional not desire to provide such services.

R106.3.4.1.3 Application of seals and signatures: All construction documents required by Subsection R106.3.4.1.1 of this code to bear the seal of a registered design professional shall bear seals and signatures in accordance with the following:

a. The registered design professional for each discipline shall place his or her original embossed or wet ink seal and signature upon the cover sheet of each set of construction documents or on the front sheet of each discipline within each set of construction documents.
b. In addition, all other sheets of the construction documents other than specifications or calculations shall bear the original embossed, wet ink or mechanically reproduced seals of the registered design professional.
c. Any addenda or modification to the construction documents shall also bear an original seal and signature by the registered design professional. Such changes shall be clearly indicated.

R106.3.4.2 Special professional services: When applications are filed for unusual designs or for a magnitude of construction either of which require construction document review or inspection services beyond the capacity of the code official, or where code reference standards in Chapter 35 of this code require special architectural or engineering inspections, the code official may require that the owner retain a properly qualified registered design professional to perform the services necessary for code compliance in addition to that provided in Subsection R106.3.4.1.2 of this code. The project representative shall keep daily records and submit reports as shall be required by the code official. Upon completion of the work, the registered design professional shall file a final report indicating whether all required inspections were performed and listing pertinent deviations from the requirements of this code or from the approved construction documents and the source of authority for such deviations.

R106.3.4.2.1 Building permit requirement: The necessity for special professional services shall be determined by the code official prior to issuance of the building permit, unless postponed to a later date by the code official in writing. Refusal by the applicant to provide such services as required by the code official shall result in the denial of the permit.

R106.3.4.2.2. Fees and costs: All fees and costs related to the performance of special inspection services shall be the responsibility of the owner.

R106.3.4.2.3 Visits to site: When so directed by the code official, or when required by the special inspection provisions of this code, the registered design professional shall make visits to the site at intervals appropriate to the applicable stage of the construction to observe the progress and the quality of the work; to observe construction components requiring controlled materials; or to determine that the work is proceeding in accordance with the construction documents approved for the building permit. The registered design professional shall periodically submit reports to the code official showing the results of such periodic visits.

(h) Section R108.5 is hereby repealed and a new Section R108.5 is hereby adopted in lieu thereof as follows:

R108.5 Refunds: No portion of any fee shall be returned to a permit holder in the case of a revocation of a building permit or a suspension, discontinuance or abandonment of work.

(i) Section R109.4 in IRC is renumbered as R109.5. Section R109.4 now reads as follows (insertion):

R109.4 Extra Inspections: In addition to the inspections normally provided, the code official may require that additional inspections or re-inspections be conducted due to noncompliance with code requirements or due to work which is not ready for inspection or not accessible for inspection at the time of a scheduled inspection. Fees for such additional inspections shall be assessed when such inspections are conducted.

(j) Section R112 is hereby repealed in its entirety and a new Section R112 "Means of Appeal" is hereby adopted in lieu thereof as follows:

Section R112 Means of Appeal

R112.1 Application for appeal: Any owner or holder of a permit issued subject to this code shall have the right to appeal to the Board of Building Appeals established in Section R112.2 of this code from a decision of the code official in connection with such permit or from any notice issued in connection with this enforcement of this code. Appeals shall be based solely upon and shall state a claim: either (i) that the true intent of this code or the rules or regulations adopted pursuant to this code have been incorrectly interpreted, or (ii) that the provisions of this code do not apply, or (iii) that an equivalent form of construction can be used. Any appeal under this Section shall be in writing, shall contain a statement of the grounds for the appeal and shall be filed in the office of the code official within twenty (20) days after the rendering of the decision or from the date of service of the notice from which the appeal is taken.

R112.2 Membership of board: The Olivette Planning and Community Design Commission established under Article II of Chapter 125, Sections 125.050 et seq., the Olivette Municipal Code shall serves as the Olivette Board of Building Appeals.

R112.3 Hearing on appeal: The board shall meet to hear an appeal upon notice from the chair within thirty (30) days of the filing of the appeal.

(k) Section R113.4 is hereby repealed in its entirety and a new Section R113.4 is hereby adopted in lieu thereof as follows:

R113.4 Violation penalties: Any person who shall violate a provision of this code, or who shall fail to comply with any of the requirements thereof, or who shall erect, move, construct, alter, remove, demolish or repair a structure in a manner that is not in compliance with an approved plan or directive of the code official or of a permit or certificate issued under the provisions of this code, or who shall start any work requiring a permit without first obtaining the permit thereof, or who shall continue any work in or about a structure after having been served a stop work order, except such work as that person has been directed to perform to remove a violation or unsafe condition, or any owner or tenant of a building or premises, or any other person, who takes part or assists in any violation of this code or who has charge of any building, premises or part thereof in which such violation shall exist shall be guilty of a

misdemeanor punishable, upon conviction, by a fine of not more than one thousand dollars ($1,000.00). Each day that a violation continues shall be deemed a separate offense.

(l) Add new Section R114.3 as follows:

R114.3 Refusal to comply: The code official shall revoke a permit in the case of refusals to comply with stop work orders.

(m) Table R301.2(1) Climatic and Geographic Design Criteria is hereby amended as follows:

Ground Snow Load	20
Wind Design	
Speed[d]	90 mph
Topographical Effects[k]	No
Seismic Design Category[f]	C
Subject to Damage From	
Weathering[a]	Severe
Frost Line Depth[b]	30-inches
Termites[c]	Moderate to Heavy
Winter Design Temp[e]	2º F
Ice Barrier Underlayment Required	Yes
Flood Hazards	Chapter 410: Floodplain Management of this Code
Air Freezing Index[g]	1,500 days
Mean Annual Temp[j]	54º F

(n) Section R310.6 (***Alterations or repairs of existing basements***) is repealed.

(o) A new Section R313.3 shall be inserted as follows:

R313.3 Installation of fire sprinklers to be offered to purchaser by builder of certain dwellings--purchaser may decline--expiration date.

In accordance with Section 67.281 or RSMo, a builder of single-family dwellings or residences or multi-unit dwellings of four (4) or fewer units shall offer to any purchaser on or before the time of entering into the purchase contract the option, at the purchaser's cost, to install or equip fire sprinklers in the dwelling, residence or unit. Notwithstanding any other provision of law to the contrary, no purchaser of such a single-family dwelling, residence, or multi-unit dwelling shall be denied the right to choose or decline to install a fire sprinkler system in such dwelling or residence being purchased.

(p) Section R401.3 to be renamed as "Site Grading and Drainage" with the following paragraph to be added to R401.3:

Storm water collected from roofs, paved areas, yard, courts and sub-soil drainage systems shall not be permitted to discharge onto flat areas of the site with the discharge point being closer than 10 feet from the closest lot line.

(q) A new Section R403.1.4.3 shall be inserted as follows:

R403.1.4.3 Frost line. The frost line is established at 30 inches below finished grade.

(r) A new Section R704 shall be inserted as follows:

Section R704 Closing Existing Exterior Openings

R704.1 Permanent closure: Doors, windows and other exterior wall openings shall not be closed up with permanent construction unless the new construction meets all requirements of this code for exterior wall construction.

R704.2 Temporary closure, restricted: Doors, windows and other exterior wall openings shall not be closed up or boarded up with temporary construction unless the code official makes a finding that such temporary closure is necessary to protect the public health, safety or welfare.

R704.3 Temporary closure, standards: Temporary closures permitted under this Section 508 shall consist of not less than ½ inch thick weather-resistant plywood coated

with approved paint or protective coating to prevent deterioration, cut to fit within openings, securely nailed or screwed in place and securely braced.

(2015 INTERNATIONAL EXISTING BUILDING CODE)

Section 500.035 Amendments to the 2015 International Building Code.

The 2015 International Existing Building Code, First Printing, May 2014, adopted as provided for in Section 500.010 of the Municipal Code, is hereby amended as follows:

(a) Section 101.1 is hereby amended by substituting "City of Olivette" for the words "(name of jurisdiction)".

(b) Insert new Section 102.6 as follows:

102.6 Matters not provided for: Any requirements that are essential for the structural, fire or sanitary safety of an existing or proposed building or structure or for the safety of the occupants thereof, which are not specifically provided for by this code, shall be determined by the code official. The code official may invoke the requirements of the standards referenced and listed in Chapter 35 of this code in matters not provided for to secure the structural, fire or sanitary safety of a building or structure or the safety of the occupants.

(c) Section 105.1.1 Annual Permit deleted without substitution.

(d) Section 105.1.2 Annual Permit Records deleted without substitution.

(e) Section 105.2 is repealed. Sections 105.2.1 through 105.2.7 to remain.

(f) Add new Section 105.3.3 as follows:

105.3.3 Rejected application: Rejected applications will be held on file for sixty (60) days after the date of rejection. If the required information or corrections are not received within this period of time, the application shall be deemed to have been abandoned.

(g) Add new Section 106.2.5.1 as follows:

106.2.5.1 Drainage and discharge of stormwater. The site plan shall provide sufficient detail to permit the code official to determine compliance with site grading and storm water drainage provisions of this code and of all applicable ordinances for the control of drainage and discharge of storm water.

(h) Section 106.6 of IEBC to be replaced with new Section 106.6, Professional Architectural and Engineering Services.

106.6 Professional Architectural and Engineering Services.

106.6.1 General: The provisions of this Section 107.3.4 define the construction controls required for buildings involving professional architectural or engineering services and delineate the responsibilities of providers of such professional services during construction.

106.6.1.1 Design and construction documents: All design for new construction, alteration, repair, expansion, addition or modification work involving the practice of professional architecture or engineering, as defined by the statutory requirements of the professional registration laws of the State of Missouri, shall be prepared by registered design professionals certified by the Missouri Board for Architects, Professional Engineers and Land Surveyors. All construction documents required for a building permit application for such work shall be prepared by or under the direct supervision of a registered design professional, shall include the name, address and telephone number of the design professional, and shall bear the seal and signature of the design professional in accordance with Section 107.3.4.1.3 of this code.

Exceptions: The supervision, seal and signature of a professional architect or engineer shall not be required for the following unless the code official determines that public safety so requires:

1. Decks not exceeding four hundred (400) square feet in area or having a surface floor not exceeding four (4) feet at any point;
2. Above and below ground swimming pools;

3. Nonstructural changes to commercial or residential structures;
4. Accessory structures not exceeding two hundred fifty (250) square feet in area;
5. Satellite dishes;
6. Temporary structures as defined in Section 108.0 of this code.

106.6.1.2 Shop drawing and samples: The registered design professional whose seal is on the approved construction documents shall be responsible for review and approval of shop drawings and samples, as required by the approved construction documents for conformance to the design concept and compliance with this code. This review process may be contracted by the owner to another registered design professional licensed by the State of Missouri, should the original design professional not desire to provide such services.

106.6.1.3 Application of seals and signatures: All construction documents required by Subsection 106.6.1.1 of this code to bear the seal of a registered design professional shall bear seals and signatures in accordance with the following:

a. The registered design professional for each discipline shall place his or her original embossed or wet ink seal and signature upon the cover sheet of each set of construction documents or on the front sheet of each discipline within each set of construction documents.
b. In addition, all other sheets of the construction documents other than specifications or calculations shall bear the original embossed, wet ink or mechanically reproduced seals of the registered design professional.
c. Any addenda or modification to the construction documents shall also bear an original seal and signature by the registered design professional. Such changes shall be clearly indicated.

106.6.2 Special professional services: When applications are filed for unusual designs or for a magnitude of construction either of which require construction document review or inspection services beyond the capacity of the code official, or where code reference standards in Chapter 35 of this code require special architectural or engineering inspections, the code official may require that the owner retain a properly qualified registered design professional to perform the services necessary for code compliance in addition to that provided in Subsection 106.6.1.2 of this code. The project representative shall keep daily records and submit reports as shall be required by the code official. Upon completion of the work, the registered design professional shall file a final report indicating whether all required inspections were performed and listing pertinent deviations from the requirements of this code or from the approved construction documents and the source of authority for such deviations.

106.6.2.1 Building permit requirement: The necessity for special professional services shall be determined by the code official prior to issuance of the building permit, unless postponed to a later date by the code official in writing. Refusal by the applicant to provide such services as required by the code official shall result in the denial of the permit.

106.6.2.2. Fees and costs: All fees and costs related to the performance of special inspection services shall be the responsibility of the owner.

106.6.2.3 Visits to site: When so directed by the code official, or when required by the special inspection provisions of this code, the registered design professional shall make visits to the site at intervals appropriate to the applicable stage of the construction to observe the progress and the quality of the work; to observe construction components requiring controlled materials; or to determine that the work is proceeding in accordance with the construction documents approved for the building permit. The registered design professional shall periodically submit reports to the code official showing the results of such periodic visits.

106.6.3 Deferred submittals. Deferral of any submittal items shall have the prior approval of the building official. The registered design professional in responsible charge shall list the deferred submittals on the construction documents for review by the building official.

Documents for deferred submittal items shall be submitted to the registered design professional in responsible charge who shall review them and forward them to the building official with a notation indicating that the deferred submittal documents have been reviewed and found to be in general conformance to the design of the building. The deferred submittal items shall not be installed until the deferred submittal documents have been approved by the building official.

(i) Section 108.6 is hereby repealed and a new Section 108.6 is hereby adopted in lieu thereof as follows:

108.6 Refunds: No portion of any fee shall be returned to a permit holder in the case of a revocation of a building permit or a suspension, discontinuance or abandonment of work.

(j) Section 109.6 in IBC is renumbered as 109.7 and a new Section 109.6 is inserted as follows:

109.6 Extra Inspections: In addition to the inspections normally provided, the code official may require that additional inspections or reinspections be conducted due to noncompliance with code requirements or due to work which is not ready for inspection or not accessible for inspection at the time of a scheduled inspection. Fees for such additional inspections shall be assessed when such inspections are conducted.

(k) Section 112.0 is hereby repealed in its entirety and a new Section 112.0 "Means of Appeal" is hereby adopted in lieu thereof as follows:

Section 112.0 Means of Appeal

112.1 Application for appeal: Any owner or holder of a permit issued subject to this code shall have the right to appeal to the Board of Building Appeals established in Section 112.2 of this code from a decision of the code official in connection with such permit or from any notice issued in connection with this enforcement of this code. Appeals shall be based solely upon and shall state a claim: either (i) that the true intent of this code or the rules or regulations adopted pursuant to this code have been incorrectly interpreted, or (ii) that the provisions of this code do not apply, or (iii) that an equivalent form of construction can be used. Any appeal under this section shall be in writing, shall contain a statement of the grounds for the appeal and shall be filed in the office of the code official within twenty (20) days after the rendering of the decision or from the date of service of the notice from which the appeal is taken.

112.2 Membership of board: The Olivette Planning and Community Design Commission established under Article II of Chapter 125, Sections 125.050 et seq., of the Olivette Municipal Code shall serve as the Olivette Board of Building Appeals.

112.3 Hearing on appeal: The board shall meet to hear an appeal upon notice from the chair within thirty (30) days of the filing of the appeal.

(l) Section 113.4 is hereby repealed in its entirety and a new section 113.4 is hereby adopted in lieu thereof as follows:

113.4 Violation penalties: Any person who shall violate a provision of this code, or who shall fail to comply with any of the requirements thereof, or who shall erect, move, construct, alter, remove, demolish or repair a structure in a manner that is not in compliance with an approved plan or directive of the code official, or of a permit or certificate issued under the provisions of this code, or who shall start any work requiring a permit without first obtaining the permit thereof, or who shall continue any work in or about a structure after having been served a stop work order, except such work as that person has been directed to perform to remove a violation or unsafe condition; or any owner or tenant of a building or premises, or any other person, who takes part or assists in any violation of this code or who has charge of any building, premises or part thereof in which such violation shall exist shall be guilty of a misdemeanor punishable, upon conviction, by a fine of not more than one thousand dollars ($1,000.00). Each day that a violation continues shall be deemed a separate offense.

(m) Add new Section 114.4 as follows:

114.4 Refusal to comply: The code official shall revoke a permit in the case of refusals to comply with stop work orders.

(n) Section 1401.2 is hereby amended by substituting “July 1, 2016” for the words “(date to be inserted by the jurisdiction)”.

(2015 PROPERTY MAINTENANCE CODE)

Section 500.040 Amendments to the International Property Maintenance Code.

The Property Maintenance Code adopted as provided for in Section 500.010 of this Article is hereby amended as follows:

(a) Section 101.1 is hereby amended by substituting "City of Olivette" for the words "[name of jurisdiction]" and by inserting after the words "this code" the following paragraph:

The phrase "the ICC Electrical Code" wherever used in this code shall be deleted and the phrase "the Electrical Code as adopted by St. Louis County" shall be inserted in each such instance; the phrase "the International Plumbing Code" wherever used in this code shall be deleted and the phrase "the Plumbing Code as adopted by St. Louis County" shall be inserted in each such instance; the phrase "the International Building Code" wherever used in this code shall be deleted and the phrase "the Building Code of the City of Olivette" shall be inserted in each such instance; the phrase "the International Fire Code" wherever used in this code shall be deleted and the phrase "the Fire Code of the City of Olivette" shall be inserted in each such instance; and the phrase "the International Zoning Code" wherever used in this code shall be deleted and the phrase "the Zoning Code of the City of Olivette" shall be inserted in each such instance.

(b) Section 103.1 is hereby repealed in its entirety and a new Section 103.1 is hereby substituted in lieu thereof as follows:

103.1 Department of Property Maintenance Inspection defined. The term "department of property maintenance inspection" as used in this code shall mean the Department Planning and Community Development of the City of Olivette.

(c) Section 103.5 is hereby repealed in its entirety and a new Section 103.5 is hereby substituted in lieu thereof as follows:

103.5 Fees. The fees for activities and services performed by the department in carrying out its responsibilities under this code shall be as indicted in **Schedule I Fees of Title V: Building and Construction of the Olivette Municipal Code**.

(d) Section 106.4 is hereby repealed and a new Section 106.4 is hereby substituted in lieu thereof as follows:

106.4 Penalties: Any person who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall install, alter or repair an existing building or structure in violation of an approved plan or directive of the code official or of a permit or certificate issued under the provisions of this code shall be guilty of a misdemeanor punishable by a fine of not more than one thousand dollars ($1,000.00). Each day that a violation continues shall be deemed a separate offense.

(e) Section 107.3 is hereby amended by inserting the words "of the owner(s) or the person(s) responsible" after the words "last known address".

(f) Section 111 is hereby repealed in its entirety and a new Section 111, followed by a new Section 113, are hereby substituted in lieu thereof as follows:

Section 111 Means of Appeal

111.1 Appeals to board of appeals. Any person shall have the right to appeal a decision of the code official to the Board of Building Appeals as provided under Section 112.0 of the Building Code of the City of Olivette or Section R112 of the City of Olivette Residential Code, as applicable. Procedures and requirements of appeals brought under this Section shall be as set forth in Section 112.0 or Section R112 of the respective code of the City of Olivette, as amended.

Section 113 Occupancy Permits and Fees

113.1 Occupancy permit required. No person, firm or corporation shall occupy, permit the occupation of any building or addition or part thereof or of any dwelling unit therein for any purpose until a certificate of occupancy has been issued by the code official.

(a) The code official shall issue the certificate of occupancy if the premises complies with the requirements of this code.

(b) The certificate of occupancy shall specify the names of those persons who may occupy the building or addition or part thereof or the dwelling unit therein under the provisions of this code.

(c) No certificate of occupancy shall issue until all required inspections have been made by the appropriate code official or officials.

These requirements apply to buildings owned by the original owner and to buildings in which ownership changes.

103.2 Fees. The fees for activities and services performed by the department in carrying out its responsibilities under this code shall be as indicted in **Schedule I Fees of Title V: Building and Construction of the Olivette Municipal Code**.

113.3 Violations. It shall be unlawful for any person knowingly to make false statements in the application for certificate of occupancy. It shall be unlawful for any person to permit the occupancy of any building or addition or part thereof or of any dwelling unit therein by persons other than those named in the certificate of occupancy issued therefore. It shall be unlawful for the owner of any dwelling unit upon whom a notice of violation or compliance order has been served to sell, transfer, mortgage, lease or otherwise dispose of the dwelling unit until the provisions of the notice or compliance order have been satisfied or until the owner shall furnish a true copy of the notice of violation or compliance order to the purchaser, transferee, mortgagee, lessee or grantee. Any such purchaser, transferee, mortgagee, lessee or grantee having actual or constructive notice of a notice of violation or compliance order shall be bound by the notice of violation or compliance order as of the date of transfer without further service or notice. Violations of Section 112 shall be subject to the penalties provided in Section 106.4.

Subsection 113.4 Single-Family Residential Rental Property.

(a) Definitions. When used in this Subsection, the following terms shall have the following meanings:

(1) Certificate of Rental Occupancy--A certificate issued at least annually by the code official indicating that a specified single-family residential rental property complies with the requirements of this Section.

(2) Housing Code--A local building, fire, health, property maintenance, nuisance or other ordinance which contains standards regulating the condition or maintenance of a single-family residential property.

(3) Owner/Operator--Any person or business entity in the business of renting or leasing one or more single-family residential rental properties.

(4) Owner/Occupant--Any person who owns and occupies as his or her primary residence a single-family residential property and who may temporarily rent said residence to another for less than one year, but not more than once during any five-year period.

(b) Annual certificate required; scope; fees; violations.

(1) No Owner/Operator shall permit the occupation of a single-family residential rental property until an annual Certificate of Rental Occupancy has been issued by the code official. This Section shall not apply to Owner/Occupants.

(2) This Section shall not relieve Owner/Operators or tenants from obtaining certificates of occupancy as otherwise may be required by Section 113.1 hereof.

(3) Fees. The fees for activities and services performed by the department in carrying out its responsibilities under this code shall be as indicted in **Schedule I Fees of Title V: Building and Construction of the Olivette Municipal Code**.

(4) It shall be unlawful for any Owner/Operator to knowingly make false statements in an application for a Certificate of Rental Occupancy or to violate any provision of this Section 112.4. Violations shall be subject to the penalties provided in Section 106.4 hereof.

(c) Application for certificate; Owner/Operator obligations.

(1) No Certificate of Rental Occupancy shall be issued unless the Owner/Operator has first made application for inspection, the completed application form is accompanied by the payment of an inspection fee, and an inspection establishes that the single-family residential property complies with the Housing Code and the requirements of this Section.

(2) The code official shall issue the Certificate of Rental Occupancy if the property complies with the requirements of the Housing Code. Every Certificate of Rental Occupancy for a single-family residential rental property shall be issued for a period of one year. The Certificate of Rental Occupancy shall specify the names of those persons who may occupy the single-family residence under the provisions of the Housing Code and this Section 113.4.

(3) After obtaining an initial Certificate of Rental Occupancy the Owner/Operator shall apply for an annual inspection no more than sixty (60) days and no less than thirty (30) days prior to the expiration of any current Certificate of Rental Occupancy.

(4) The application shall include such relevant information deemed necessary by the code official, including:

(i) the name and address of the Owner/Operator,

(ii) the names of the current or prospective tenants/occupants; and

(iii) if the Owner/Operator does not reside or have a place of business in the City of St. Louis or St. Louis County, a designation of an agent who shall either reside or have a place of business in the City of St. Louis or St. Louis County and who shall be authorized to accept service of notice of violation of the provisions of this Section 113.4 and for service of any necessary process. Said agent may act on behalf of an Owner/Operator to meet the obligations of the Owner/Operator imposed by this Section.

(d) Inspections and compliance.

(1) The code official shall provide notice to the Owner/Operator or the tenant/occupant of the time and date of the inspection required by this Section. If the Owner/Operator or the tenant/occupant refuses to consent to the code official's inspection, the code official shall apply to the Olivette Municipal Court for an administrative search warrant as provided in Section 135.110 of the Municipal Code of Olivette.

(2) If the inspection reveals conditions or practices that violate the Housing Code, the Owner/Operator shall be served with notice of same by first class United States mail at their last known address according to the records of the City of Olivette. Such notice shall state:

1. A description of the property registered;

2. A description of the code violations found on the property; and

3. A reasonable time allowed for correction of any violation cited.

(3) At the end of the time allowed for correction of any violation cited, the code official shall reinspect the property to determine whether the property complies with the Housing Code. If the property so complies, the code official shall issue the Certificate of Rental Occupancy.

(4) If any cited violations have not been corrected in the time allowed, the Certificate of Rental Occupancy shall be denied and existing code violations shall be prosecuted. An Owner/Operator shall be required to reapply for a Certificate of Rental Occupancy after correcting any cited violation.

(e) Revocation of Certificates of Rental Occupancy. A Certificate of Rental Occupancy may be revoked by the code official for non-compliance with the Housing Code. In the event of such non-compliance the Owner/Operator shall be served with notice of same by first class United States mail at their last known address according to the records of the City of Olivette. Such notice shall state:

1. A description of the property registered;
2. A description of the code violations found on the property; and
3. A reasonable time allowed for correction of any violation cited.

If any cited violations have not been corrected within the time allowed, the Certificate of Rental Occupancy shall be revoked and existing code violations shall be prosecuted.

(f) Code official discretion. Notwithstanding anything herein to the contrary, the code official, in his or her discretion, may grant reasonable extensions of time consistent with this Section for the correction of any code violations provided herein.

The City Manager is authorized and directed to take such action as may be reasonable and necessary to inform Owner/Operators, as defined in Subsection 113.4 hereof, of the requirements of this Section.

(g) Section 302 is hereby amended by adding and amending as follows:

Section 302.4 to be amended to identify 7" in height

Addendum: Add new Sections 302.10 and 302.11 as follows:

302.10 Yards: All unpaved areas, which are not covered by grass or vegetation, shall be treated to prevent dust or the blowing or scattering of dust particles into the air. All trees, bushes or vegetation located on private property, which overhangs a street, shall be properly trimmed to avoid obstruction of the view of traffic. All dead or damage plant materials located on private property shall be promptly removed.

Section 302.11 Storm drainage discharge on grade: Storm water collected from roofs, paved areas, yard, courts and sub-soil drainage systems serving one- and two-family dwellings, and in other locations where approved, shall be permitted to discharge onto flat areas of the site provided the discharge is located at least 10 feet from the closest lot line.

(h) Section 304.14 is hereby amended by substituting "June 1 to August 31" for the words "[DATE] to [DATE]".

(i) Section 602.3 is hereby amended by substituting "September 1 to May 31" for the words "[DATE] to [DATE]".

(j) Section 602.4 is hereby amended by substituting "September 1 to May 31" for the words "[DATE] to [DATE]".

(k) Section 703 is hereby amended by adding thereto a new Section 703.3 as follows:

703.3 Attached garages: Private garages located beneath a dwelling shall have walls, partitions, floors and ceilings constructed of not less than one (1) hour fire-resistance rating separating the garage space from the dwelling. Private garages attached to a dwelling shall be completely separated from the dwelling including the attic area by means of one-half (½) inch gypsum board or equivalent applied to the garage and taped at the joints. Door opening protectives on all doors leading from any attached garage to a dwelling shall be a minimum of one and three-eighths inch (1 ⅜") solid core doors or equivalent.

Division 3: General Provisions

Section 500.060 Definitions.

For purposes of this Division, the terms below shall be defined as follows:

BUILDING OFFICIAL
The term "Building Official" as used in Section 500.010 hereof shall be construed as meaning the Building Official as established by Section 120.070 hereof, unless context otherwise requires.

CODE OFFICIAL
The Building Official as established by Section 120.070 of the Municipal Code.

CONTRACTOR
Any person, partnership, limited liability company or corporation hired or retained by the owner or the owner's employee, representative or agent to perform any service governed or regulated by this Chapter.

OWNER
Any person, agent, firm or corporation having legal or equitable interest in the property.

Section 500.070 Permits Required—Contractor—Commencement or Work Prohibited Prior to Issuance—Penalty For Violation.

A. No owner shall construct, enlarge, alter or demolish any building or structure in which such owner has a legal or equitable interest; change the occupancy of any such building or structure requiring greater strength, exitway or sanitary provisions; change the use of such building or structure; install or alter any equipment at such building or structure; or cause any act for which provision is made or which is regulated by the Building Code, including all amendments and additions thereto, without first obtaining a permit thereafter from the Building Official, except that ordinary repairs as defined in the Building Code which do not involve violation thereof shall be exempt from this requirement.

B. No contractor shall commence any work for which provision is made or which is regulated by the Building Code, including all amendments and additions thereto, by the Electrical Code or by the Plumbing Code prior to the issuance of all required permits. Any contractor who shall commence or continue any such work prior to the issuance of all required permits shall be deemed guilty of a misdemeanor and upon conviction therefor shall be fined not less than five hundred dollars ($500.00) nor more than one thousand dollars ($1,000.00) for each such offense. Each day that such violation continues shall be deemed a separate offense.

Section 500.080 Work Commencing Before Permit Issuance.

If the Code Official determines that a person has commenced work before obtaining a construction permit required by law, the Code Official shall issue a stop work order and no additional work shall be authorized until an application for a building permit is received (including all required construction documentation), the building permit application is reviewed, the building permit application is approved and all required permit fees are paid in full. Any person who commences any work before obtaining the necessary permit(s) shall be subject to an enhancement of one hundred percent (100%) of the usual permit fee, in addition to the required permit fee, to defray the City's additional costs of code enforcement. The Director of Public Services may reduce the enhanced fee if circumstances so require.

Section 500.090 Satisfaction of Delinquent Taxes, Assessments Required.

Notwithstanding any other provision of the Municipal Code, no permit required under the Building Code, the Electrical Code or the Plumbing Code shall be issued in respect of any property on which taxes, including, without limitation, special taxes, special assessments or other fees owed to the City of Olivette, are delinquent, until satisfaction of such delinquency. For purposes of this Section, the term "delinquent" with respect to property taxes, special taxes and special assessments shall have the same meaning and use as that term is used in Section 140.010, RSMo., or successor enactments; the term "delinquent" with respect to fees shall mean any fee due and remaining unpaid.

Section 500.1000 Permitted Hours of Construction.

Work authorized by a permit shall be performed between the hours of 7:00 A.M. and 7:00 P.M. Monday through Saturday, unless the permittee obtains written consent from the Building Official to

do the work at an earlier or later hour. Such permission shall be granted only in case of an emergency.

Section 500.110 Permit and Inspection Fees.

A. Before issuance of a building permit, a permit fee shall be paid in accordance with the appropriate following schedule based on the total cost of construction.

1. Determining total cost of construction. The total cost of construction shall be calculated by one (1) of the following ways:

   a. Whenever practical, by multiplying the total floor area of the structure in square feet by an appropriate square foot cost rate; or

   b. By utilizing current, commonly accepted unit cost figures to the various components in a commonly accepted manner; or

   c. By submitting to the Code Official a bona fide contract or any affidavit of the owner of the building structure or project, in which the total cost of construction, including site improvements related to the permit, is verified by the applicant and owner. The Code Official is authorized to accept a bona fide cost amount of subcontract for each specialized trade or discipline of construction

2. Residential construction permit fees. Fees for a building permit and inspections of residential construction, of new structures, alterations and additions to one- and two-family residential structures, residential swimming pools, accessory structures and all other miscellaneous residential construction not otherwise specified in this Chapter shall be determined by the fee rates **under Schedule I Fees of Title V: Building and Construction of the Olivette Municipal Code** based on the total estimated cost of construction as described **with**in.

3. Commercial and industrial construction permit fees. The fee for a building permit and inspections of commercial and industrial construction, including signage, shall be determined by the fee rates **under Schedule I Fees of Title V: Building and Construction of the Olivette Municipal Code** based on the total estimated cost of construction as described **with**in.

4. Other construction fees shall be determined by the fee rates under **Schedule I Fees of Title V: Building and Construction of the Olivette Municipal Code.**

Section 500.120 Administrative and Enforcement Fees.

Fees for administrative activities necessary for the enforcement of the following duties of the Building Department of the City of Olivette shall be charged as listed under the **Schedule I Fees of Title V: Building and Construction of the Olivette Municipal Code**:

Section 500.130 Completion Deposits.

A. Deposit Required. Each applicant for a building permit for the construction, alteration or repair of any building or structure shall be required by the Director of Public Services, before such permit is issued, to make a cash deposit with the City with respect to the proposed work to insure completion of the work and compliance with all codes, approved plans and other building requirements as provided herein. The amount of said deposit shall be listed under **Schedule I Fees of Title V: Building and Construction of the Olivette Municipal Code**:

B. Use And Release Of Deposit.

1. All such funds shall be deposited by the City and the City shall document the use, replacement or release of such funds, as deposited by each applicant, according to generally accepted accounting principles.

2. The City may use an applicant's deposited funds to ensure compliance with all codes, approved plans or building or other legal requirements applicable to the applicant, the owner or the property, including, but not limited to:

   a. When a residential construction site has been substantially inactive for a period of thirty (30) consecutive days, then the deposited funds may be used to secure the structure, to remove debris and construction materials from the exterior of the structure and to remediate any threat to public health or safety; and

b. To pay any outstanding obligations, taxes or special assessments owed to the City. Prior to using such funds, the City shall provide the applicant with written notice identifying the deficiency and the City's intent to correct or address the deficiency through the use of the deposited funds and the City shall allow the applicant a minimum of seven (7) days within which to cure the deficiency. If the City so utilizes the deposited funds, the applicant shall be obligated to deposit a sum equal to the amount so used so as to maintain full funding of the required deposit.

3. Upon final inspection by the City and satisfactory completion of all required work by the applicant, the deposit shall be released in favor of the applicant.

4. Failure of the applicant to make a timely request for a final inspection and obtain final approval shall result in forfeiture to the City of any funds deposited in escrow in connection with the permit if the failure continues after thirty (30) days' written notice sent by certified mail to the last known address of the applicant.

5. Unless the applicant applies in writing for segregated investment of a completion deposit at the time of permit application, an escrow deposit may be invested by the City with other municipal funds and any income derived therefrom may be used for general revenue purposes at any time. If the applicant applies by timely signed writing for segregated investment of its escrow deposit, the City shall segregate such funds and invest them in the same manner as allowed for municipal funds, to the extent practicable given the amount of the escrow; however, no return is assured and the City shall have no liability whatsoever other than to pay any income actually derived from such investment in the event of return of such escrow deposit. In the event of a forfeiture of an escrowed completion deposit, any income from the segregated investment shall also be forfeited.

C. Appeals.

1. Any applicant aggrieved by the administration of this program shall file a written appeal to the City Manager within ten (10) days of the decision appealed from. The City Manager shall issue a written determination of the appeal within five (5) business days of the applicant's appeal, unless circumstances prevent a timely determination, in which case the determination shall be made as soon as reasonably possible.

2. In the event the applicant believes that the City Manager improperly denied such an appeal, the applicant must make a written notice of appeal to the City Council. The Council shall hold a hearing, affording the applicant notice and an opportunity to be heard and to offer evidence. The City Council shall determine the merits of the appeal, in writing, within thirty (30) days of the hearing.

Section 500.140 Seismic Design Standards.

A. Any new construction or major structural renovation, all buildings upon which construction was begun after January 1, 1994 for which leases are executed by political subdivisions of the State of Missouri and all buildings upon which construction was begun after January 1, 1994 for which leases are executed by the State of Missouri or any institution of higher education shall comply with the standards for seismic design and construction of the latest editions of the Building Officials and Code Administrators Code or of the Uniform Building Code.

B. As used in this Section, the term "major structural renovation" shall mean any reconstruction, rehabilitation, addition or other improvement of an existing structure, the cost of which equals or exceeds fifty percent (50%) of the market value of the structure before the start of construction of the major structural renovation.

C. This Section shall not apply to any building owned by the State of Missouri, any institution of higher education or any political subdivision upon which construction was begun or finished before August 28, 1991 or to any single-family or duplex residence.

Section 500.150 Penalty for Violation.

Except as otherwise provided by law, any person found guilty of violating any provision of the technical codes adopted herein shall be punishable by a fine not exceeding one thousand dollars ($1,000.00) or by imprisonment for a period not to exceed ninety (90) days, or by both such fine and imprisonment.

TITLE V: BUILDING AND CONSTRUCTION
SCHEDULE I: FEES

Table 1-A. Residential, single family and two-family attached, Construction Permit Fees.

1. **Fences:**
   Minor repair $35
   New installation and replacement: $75, plus $10 for each 100 lineal feet of fencing

2. **All other residential construction fees:** (excluding demolition and administrative enforcement fees.

RESIDENTIAL CONSTRUCTION PERMIT FEE SCHEDULE											
Total Cost (Thousands of Dollars)		Total Fee	Total Cost (Thousands of Dollars)		Total Fee	Total Cost (Thousands of Dollars)		Total Fee	Total Cost (Thousands of Dollars)		Total Fee
Up to	1	$86	Up to	32	$226	Up to	86	$434	Up to	240	$1,016
Up to	2	$95	Up to	33	$226	Up to	88	$443	Up to	250	$1,055
Up to	3	$106	Up to	34	$235	Up to	90	$459	Up to	260	$1,085
Up to	4	$119	Up to	35	$235	Up to	92	$467	Up to	270	$1,123
Up to	5	$137	Up to	36	$242	Up to	94	$473	Up to	280	$1,156
Up to	6	$150	Up to	37	$243	Up to	96	$482	Up to	290	$1,193
Up to	7	$156	Up to	38	$248	Up to	98	$490	Up to	300	$1,225
Up to	8	$173	Up to	39	$250	Up to	100	$498	Up to	310	$1,264
Up to	9	$178	Up to	40	$258	Up to	105	$512	Up to	320	$1,294
Up to	10	$181	Up to	42	$266	Up to	110	$536	Up to	330	$1,325
Up to	11	$181	Up to	44	$274	Up to	115	$551	Up to	340	$1,362
Up to	12	$181	Up to	46	$280	Up to	120	$575	Up to	350	$1,395
Up to	13	$181	Up to	48	$289	Up to	125	$589	Up to	360	$1,432
Up to	14	$181	Up to	50	$296	Up to	130	$614	Up to	370	$1,463
Up to	15	$181	Up to	52	$303	Up to	135	$628	Up to	380	$1,493
Up to	16	$182	Up to	54	$319	Up to	140	$652	Up to	390	$1,535
Up to	17	$187	Up to	56	$319	Up to	145	$667	Up to	400	$1,565
Up to	18	$187	Up to	58	$328	Up to	150	$689	Up to	420	$1,627
Up to	19	$195	Up to	60	$334	Up to	155	$706	Up to	440	$1,695
Up to	20	$195	Up to	62	$342	Up to	160	$721	Up to	460	$1,771
Up to	21	$195	Up to	64	$349	Up to	165	$745	Up to	480	$1,828
Up to	22	$195	Up to	66	$359	Up to	170	$762	Up to	500	$1,889
Up to	23	$195	Up to	68	$366	Up to	175	$784	Up to	520	$1,951
Up to	24	$203	Up to	70	$373	Up to	180	$800	Up to	540	$2,020
Up to	25	$203	Up to	72	$381	Up to	185	$814	Up to	560	$2,084
Up to	26	$213	Up to	74	$390	Up to	190	$835	Up to	580	$2,145
Up to	27	$213	Up to	76	$397	Up to	195	$853	Up to	600	$2,206
Up to	28	$217	Up to	78	$404	Up to	200	$869	Up to	620	$2,269
Up to	29	$217	Up to	80	$411	Up to	210	$908	Up to	640	$2,330
Up to	30	$217	Up to	82	$421	Up to	220	$947	Up to	660	$2,391
Up to	31	$226	Up to	84	$428	Up to	230	$982	Up to	680	$2,455

A building permit fee for residential construction with a total estimated cost of construction in excess of six hundred eighty dollars ($680,000.00) shall be computed at the rate of three dollars sixty cents ($3.60) per thousand of the total estimated cost of construction.

Table 1-B. Commercial, Industrial, and Multi-family Construction Permit Fees.

1. **Commercial, Industrial, and Multi-family Construction Permit Fees:** (excluding demolition and administrative enforcement fees.)

COMMERCIAL, INDUSTRIAL, AND MULTI-FAMILY CONSTRUCTION PERMIT FEE SCHEDULE											
Total Cost (Thousands of Dollars)		Total Fee	Total Cost (Thousands of Dollars)		Total Fee	Total Cost (Thousands of Dollars)		Total Fee	Total Cost (Thousands of Dollars)		Total Fee
Up to	1	$86	Up to	42	$390	Up to	155	$1,068	Up to	600	$3,376
Up to	2	$114	Up to	44	$402	Up to	160	$1,093	Up to	620	$3,472
Up to	3	$133	Up to	46	$412	Up to	165	$1,148	Up to	640	$3,568
Up to	4	$153	Up to	48	$427	Up to	170	$1,151	Up to	660	$3,663
Up to	5	$187	Up to	50	$437	Up to	175	$1,188	Up to	680	$3,758
Up to	6	$213	Up to	52	$450	Up to	180	$1,212	Up to	700	$3,854
Up to	7	$223	Up to	54	$472	Up to	185	$1,235	Up to	720	$3,949
Up to	8	$246	Up to	56	$473	Up to	190	$1,271	Up to	740	$4,044
Up to	9	$257	Up to	58	$484	Up to	195	$1,294	Up to	760	$4,139
Up to	10	$260	Up to	60	$498	Up to	200	$1,318	Up to	780	$4,234
Up to	11	$260	Up to	62	$509	Up to	210	$1,378	Up to	800	$4,331
Up to	12	$260	Up to	64	$521	Up to	220	$1,437	Up to	820	$4,425
Up to	13	$260	Up to	68	$532	Up to	230	$1,492	Up to	840	$4,507
Up to	14	$260	Up to	70	$545	Up to	240	$1,545	Up to	860	$4,603
Up to	15	$260	Up to	72	$557	Up to	250	$1,604	Up to	880	$4,697
Up to	16	$261	Up to	74	$569	Up to	260	$1,651	Up to	900	$4,793
Up to	17	$261	Up to	76	$580	Up to	270	$1,712	Up to	920	$4,877
Up to	18	$270	Up to	78	$593	Up to	280	$1,759	Up to	940	$4,971
Up to	19	$284	Up to	80	$604	Up to	290	$1,819	Up to	960	$5,066
Up to	20	$284	Up to	82	$616	Up to	300	$1,864	Up to	980	$5,151
Up to	21	$284	Up to	84	$628	Up to	310	$1,887	Up to	1,000	$5,245
Up to	22	$284	Up to	86	$640	Up to	320	$1,975	Total Cost in Millions ($)		
Up to	23	$284	Up to	88	$652	Up to	330	$2,019	Up to	1.1	$5,673
Up to	24	$295	Up to	90	$664	Up to	340	$2,078	Up to	1.2	$6,110
Up to	25	$295	Up to	92	$687	Up to	350	$2,127	Up to	1.3	$6,549
Up to	26	$307	Up to	94	$699	Up to	360	$2,186	Up to	1.4	$6,976
Up to	27	$307	Up to	96	$712	Up to	370	$2,235	Up to	1.5	$7,402
Up to	28	$319	Up to	98	$723	Up to	380	$2,281	Up to	1.6	$7,828
Up to	29	$319	Up to	100	$736	Up to	390	$2,341	Up to	1.7	$8,244
Up to	30	$319	Up to	105	$746	Up to	400	$2,389	Up to	1.8	$8,659
Up to	31	$330	Up to	110	$771	Up to	420	$2,485	Up to	1.9	$9,074
Up to	32	$330	Up to	115	$806	Up to	440	$2,592	Up to	2.0	$9,487
Up to	33	$330	Up to	120	$829	Up to	460	$2,687	Up to	2.1	$9,889
Up to	34	$342	Up to	125	$866	Up to	480	$2,794	Up to	2.2	$10,293
Up to	35	$342	Up to	130	$889	Up to	500	$2,889	Up to	2.3	$10,697
Up to	36	$353	Up to	135	$927	Up to	520	$2,985	Up to	2.4	$11,099
Up to	38	$354	Up to	140	$950	Up to	540	$3,093	Up to	2.5	$11,502
Up to	39	$366	Up to	145	$985	Up to	560	$3,186	Up to	2.6	$11,894
Up to	40	$368	Up to	150	$1,009	Up to	580	$3,283	Up to	2.7	$12,282

COMMERCIAL, INDUSTRIAL, AND MULTI-FAMILY
CONSTRUCTION PERMIT FEE SCHEDULE
(Continued)

Up to	2.8	$12,673	Up to	8.0	$31,360	Up to	20.5	$73,646	Up to	36.0	$129,083
Up to	2.9	$13,066	Up to	8.2	$32,036	Up to	21.0	$75,440	Up to	36.5	$130,876
Up to	3.0	$13,457	Up to	8.4	$32,710	Up to	21.5	$77,239	Up to	37.0	$132,668
Up to	3.1	$13,849	Up to	8.6	$33,386	Up to	22.0	$79,030	Up to	37.5	$134,459
Up to	3.2	$14,227	Up to	8.8	$34,050	Up to	22.5	$80,828	Up to	38.0	$136,252
Up to	3.3	$14,607	Up to	9.0	$34,712	Up to	23.0	$82,621	Up to	38.5	$138,044
Up to	3.4	$14,999	Up to	9.2	$35,377	Up to	23.5	$84,419	Up to	39.0	$139,836
Up to	3.5	$15,377	Up to	9.4	$36,041	Up to	24.0	$86,212	Up to	39.5	$141,630
Up to	3.6	$15,748	Up to	9.6	$36,703	Up to	24.5	$88,010	Up to	40.0	$143,179
Up to	3.7	$16,122	Up to	9.8	$37,367	Up to	25.0	$89,792	Up to	40.5	$144,971
Up to	3.8	$16,502	Up to	10.0	$38,019	Up to	25.5	$91,601	Up to	41.0	$146,757
Up to	3.9	$16,871	Up to	10.5	$39,653	Up to	26.0	$93,394	Up to	41.5	$148,549
Up to	4.0	$17,249	Up to	11.0	$41,277	Up to	26.5	$95,192	Up to	42.0	$150,335
Up to	4.2	$17,983	Up to	11.5	$42,888	Up to	27.0	$96,984	Up to	42.5	$152,128
Up to	4.4	$18,728	Up to	12.0	$44,500	Up to	27.5	$98,782	Up to	43.0	$153,915
Up to	4.6	$19,453	Up to	12.5	$46,087	Up to	28.0	$100,575	Up to	43.5	$155,707
Up to	4.8	$20,188	Up to	13.0	$47,676	Up to	28.5	$102,373	Up to	44.0	$157,493
Up to	5.0	$20,909	Up to	13.5	$49,250	Up to	29.0	$104,166	Up to	44.5	$159,286
Up to	5.2	$21,634	Up to	14.0	$50,826	Up to	29.5	$105,969	Up to	45.0	$161,072
Up to	5.6	$22,343	Up to	14.5	$52,390	Up to	30.0	$107,574	Up to	45.5	$162,865
Up to	5.8	$23,055	Up to	15.0	$53,942	Up to	30.5	$109,366	Up to	46.0	$164,650
Up to	6.0	$23,765	Up to	15.5	$55,784	Up to	31.0	$111,160	Up to	46.5	$166,443
Up to	6.2	$24,463	Up to	16.0	$57,583	Up to	31.5	$112,952	Up to	47.0	$168,229
Up to	6.4	$25,174	Up to	16.5	$59,380	Up to	32.0	$114,745	Up to	48.5	$170,022
Up to	6.6	$25,875	Up to	17.0	$61,180	Up to	32.5	$116,537	Up to	49.0	$171,809
Up to	6.8	$26,549	Up to	17.5	$62,977	Up to	33.0	$118,328	Up to	49.5	$173,600
Up to	7.0	$27,260	Up to	18.0	$64,776	Up to	33.5	$120,121	Up to	50	$175,387
Up to	7.2	$27,947	Up to	18.5	$66,575	Up to	34.0	$121,913			
Up to	7.4	$28,634	Up to	19.0	$68,373	Up to	34.5	$123,705			
Up to	7.6	$29,321	Up to	19.5	$70,171	Up to	35.0	$125,498			
Up to	7.8	$30,002	Up to	20.0	$71,849	Up to	35.5	$127,291			

A building permit fee for commercial, industrial, and multi-family construction with a total estimated cost of construction in excess of fifty million dollars ($50,000,000.00) shall be computed at the rate of three dollars sixty cents ($3.60) per thousand of the total estimated cost of construction.

Table 1-C. Explanation of permit fees—minimum and additional fees.

The standard permit processing fee, plan review fee and one (1) inspection fee are all included in the total fee shown in Table 1-A and 1-B. The minimum total permit fee shall be fifty dollars ($85.00) where no plan review is required. For each additional inspection required for compliance with this Chapter, an additional fee of thirty-five dollars ($35.00) shall be paid before issuance of a certificate of use and occupancy. Such additional inspections may include those required as a result of unusual or complicated construction as determined by the Code Official or those resulting from non-compliance, unreadiness, lock-out or similar circumstances.

Table 1-D. Demolition Permit Fees.

1. Demolition permit fees.

Accessory structure 400 sf. or less:	$75
Accessory structure greater than 400 sf., and partial home demolition:	$150
Existing home and improvements (per structure):	$200
In-ground swimming pool:	$125
Interior demolition permit fees. Fees for an interior demolition permit where applied for separate from a building permit:	$75

All other structures. Fees for a demolition permit shall be forty cents ($0.45) for each one hundred (100) cubic feet of demolished structure. The minimum total permit fee shall be one hundred fifty dollars ($150.00).

Table 1-E. Administrative and Enforcement Fees

Fees for administrative activities necessary for the enforcement of the following duties of the Building Department of the City of Olivette shall be charged as listed in the following table:

	Administrative Fees	
Permit extension	$35.00	
Partial permit	$85.00	Plus normal fee and deposits
Addendum to issued permit	$85.00 plus revised costs	
Extra inspection	$35.00	
Occupancy—new structure		No charge—included in permit
Temporary occupancy—commercial	$100.00 limited to 30-days	
Temporary occupancy—single-family	$75.00, limited to 30-days	
Appeal filing fee	$150.00	
Moving of building	$75.00 plus regular permit	

Table 1-F. Completion Deposits.

Deposit Required. Each applicant for a building permit for the construction, alteration or repair of any building or structure shall be required by the Director of Public Services, before such permit is issued, to make a cash deposit with the City with respect to the proposed work to insure completion of the work and compliance with all codes, approved plans and other building requirements as provided herein. The amount of said deposit shall be:

New single-family and attached single-family residence	$5,000.00
Multi-family, non-residential buildings and signs the greater amount of: $500.00 or 10% of constructions costs, not to exceed	$5,000.00
Demolition:	
Commercial structure:	$2,0000.00
Existing single family or two family home	$1,000.00
Partial residential structure or residential accessory structure:	$500.00
Single-family or attached single-family basement finish or interior remodel	$500.00
Single-family or attached single-family retaining wall or deck	$500.00
Single-family residential projects less than $7,500.00	waived
Single-family residential fence	waived
Swimming pool	$1,000.00

Table 1-G. OCCUPANCY INSPECTIONS AND CERTIFICATES

A. Residential Inspection Fee: Residential Inspection Fee. All initial residential inspection fees as set forth below shall include the initial inspection and one reinspection to assure compliance with this Chapter.

Single-family residence, initial inspection fee	$95.00*
Multi-family unit (per unit), initial inspection fee	$75.00*
Other building or structure, initial inspection fee	$65.00
Additional inspections	$35.00

* Fee is doubled is the residence or unit is occupied prior to inspection.

Single-Family Residential Rental Property Inspection Fee. All initial Single-Family Residential Rental Property Inspection fees required by this Section shall include the initial inspection and shall include one follow-up inspection to determine property compliance with this Chapter. Fees for any additional follow-up inspection granted by the code official per Section 112.4(f) shall be twenty-eight dollars ($28.00) per inspection. The fee for the issuance of a Certificate of Rental Occupancy shall be ten dollars ($10.00).

Initial inspection for new tenant	$95.00*
Annual reinspection, no tenant change	$75.00**
Request for 60-day extension	$35.00
(Only applies in situations where existing tenant is schedule to move out within sixty (60) days from expiration of existing Certificate of Rental Occupancy. Includes 60-day extension of existing Certificate of Rental Occupancy.)	
Additional inspections	$35.00

* Fee is doubled is the residence or unit is occupied prior to inspection.

** Fee is doubled if an inspection is not secured prior to expiration of Certificate of Rental Occupancy.

B. Non-Residential Inspection Fee. All initial nonresidential inspection fees as set forth below shall include the initial inspection and one reinspection to assure compliance with this Chapter.

Less than 2,500 sq. ft.	$80
2,500 sf., but less than 5,000 sf.	$95
5,000 sf. but less than 10,000 sf.	$120.00
10,000 sf. but less than 20,000 sf.	$160.00
20,000 sf. or greater	$200.00, plus $35 for each additional 10,000 sf.

Unreadiness, lockout or similar circumstances resulting in cancellation of any inspection at the scheduled inspection time will result in a thirty-five dollar ($35.00) fee to be paid prior to rescheduling.

C. Certificate of Occupancy

1. Residential $10.00
2. Non-Residential $20.00
   (a) Amendment to existing, existing business name change $10.00
   (b) Amendment to existing, no change to primary tenant $15.00

D. Certificate of Rental Occupancy (Single-Family Residential Rental Property only):

1. Certificate of Rental Occupancy

Chapter 500. Building Regulations

500a Permit Fee Schedule

ARTICLE I. Building Code Regulations

Division 1. Building Code Adoptions

Section 500.010. Building Code.

[R.O. 2008 §§40.800—40.810; Ord. No. 1309, 3-11-1980; Ord. No. 1482, 7-13-1985; Ord. No. 1739, 5-12-1992; Ord. No. 1939, 9-23-1997; Ord. No. 1949, 12-9-1997; Ord. No. 2081, 3-13-2001; Ord. No. 2231, 5-25-2004; Ord. No. 2294, 10-25-2005; Ord. No. 2316, 6-13-2006; Ord. No. 2362 §1, 1-22-2008; Ord. No. 2363, 1-22-2008; Ord. No. 2389, 9-9-2008; Ord. No. 2440 §§1—3, 10-26-2010]

A. The Building Code of the City of Olivette shall consist of the following codes, three (3) copies of which are on file in the office of the City Clerk, which are incorporated by reference and made a part hereof as though fully set out herein:

1. The 2006 International Building Code, Third Printing: March 2007 published by the International Code Council.

2. The St. Louis County Mechanical Code, as adopted by St. Louis County through the date of its last amendatory ordinance. (County Ordinance No. 24,438 adopted on July 14, 2010)

3. The St. Louis County Electrical Code, as adopted by St. Louis County through the date of its last amendatory ordinance. (County Ordinance No. 24,439 adopted on July 14, 2010)

4. The St. Louis County Plumbing Code, as adopted by St. Louis County through the date of its last amendatory ordinance. (County Ordinance No. 24,441 adopted on July 14, 2010)

5. The St. Louis County Explosives Code, as adopted by St. Louis County through the date of its last amendatory ordinance. (County Ordinance No. 18,693 adopted on November 11, 1997)

6. The 2006 International Residential Code for One- and Two-Family Dwellings, published by the International Code Council.

7. *Code adopted.* The St. Louis County Weights and Measures Code as amended by the County of St. Louis through the date of the last amendatory ordinance, February 13, 1987, is hereby adopted as the Weights and Measures Code of the City of Olivette, Missouri, attached [to Ordinance 1949] as Exhibit A and incorporated herein by reference.

8. *Property Maintenance Code.* The Property Maintenance Code of the City of Olivette shall consist of the 2006 International Property Maintenance Code, Third Printing, March 2007, published by the International Code Council, Inc. which is incorporated by reference and made a part hereof as though fully set out herein.

9. *Code Official defined.* The term "code official" as used in the Property Maintenance Code adopted under this Article shall mean the Building Official of the City of Olivette and authorized designee.

10. The Saint Louis County Property Maintenance Code, as amended by the County of Saint Louis, Missouri, through date of last amendatory ordinances:
Property Maintenance. As it applies to the services of the St. Louis County Problem Property unit. (County Ordinance 22,316 adopted May 18, 2005)

Division 2. Amendments and Additions To Building Codes

Section 500.020. Amendments To The 2006 International Building Code.

[R.O. 2008 §40.100; Ord. No. 2360, 1-22-2008]
The 2006 International Building Code, Third Printing, March 2007, adopted as provided for in Section **500.010** of the Municipal Code, is hereby amended as follows:

(a) Section 101.1 is hereby amended by substituting "City of Olivette" for the words "(name of jurisdiction)".

(b) Insert new Section 102.7 as follows:

102.7 *Matters not provided for:* Any requirements that are essential for the structural, fire or sanitary safety of an existing or proposed building or structure or for the safety of the occupants thereof, which are not specifically provided for by this code, shall be determined by the code official. The code official may invoke the requirements of the standards referenced and listed in Chapter 35 of this code in matters not provided for to secure the structural, fire or sanitary safety of a building or structure or the safety of the occupants.

(c) Section 104.1 is hereby repealed in its entirety and a new Section 104.1 is hereby adopted in lieu thereof as follows:

104.1 *Department of building inspection, code official defined:* The term "department of building inspection" as used in this code shall mean the Building Department of the City of Olivette and the Building Official of the City of Olivette and authorized designees shall be known as the "code official".

(d) Section 105.2 is repealed. Sections 105.2.1 through 105.2.7 to remain.

(e) Add new Section 105.3.3 as follows:

105.3.3 *Rejected application:* Rejected applications will be held on file for sixty (60) days after the date of rejection. If the required information or corrections are not received within this period of time, the application shall be deemed to have been abandoned.

(f) Add to 106.2 as follows:

The site plan shall provide sufficient detail to permit the code official to determine compliance with site grading and storm water drainage provisions of this code and of all applicable ordinances for the control of drainage and discharge of storm water.

(g) Section 106.3.4 of IBC to be replaced with new Section 106.3.4, Professional Architectural and Engineering Services.

106.3.4 *Professional Architectural and Engineering Services.*

106.3.4.1 *General:* The provisions of this Section 106.3.4 define the construction controls required for buildings involving professional architectural or engineering services and delineate the responsibilities of providers of such professional services during construction.

106.3.4.1.1 *Design and construction documents:* All design for new construction, alteration, repair, expansion, addition or modification work involving the practice of professional architecture or engineering, as defined by the statutory requirements of the professional registration laws of the State of Missouri, shall be prepared by registered design professionals certified by the Missouri Board for Architects, Professional Engineers and Land Surveyors. All construction documents required for a building permit application for such work shall be prepared by or under the direct supervision of a registered design professional, shall include the name, address and telephone number of the design professional, and shall bear the seal and signature of the design professional in accordance with Section 106.3.4.1.3 of this code.

Exceptions: The supervision, seal and signature of a professional architect or engineer shall not be required for the following unless the code official determines that public safety so requires:

1. Decks not exceeding six hundred fifty (650) square feet in area;
2. Above and below ground swimming pools;

3. Nonstructural changes to commercial or residential structures;
4. Conversion of residential carports;
5. Enclosed porches;
6. Accessory structures not exceeding two hundred fifty (250) square feet in area;
7. Satellite dishes;
8. Temporary structures as defined in Section 107.0 of this code.

106.3.4.1.2 *Shop drawing and samples:* The registered design professional whose seal is on the approved construction documents shall be responsible for review and approval of shop drawings and samples, as required by the approved construction documents for conformance to the design concept and compliance with this code. This review process may be contracted by the owner to another registered design professional licensed by the State of Missouri, should the original design professional not desire to provide such services.

106.3.4.1.3 *Application of seals and signatures:* All construction documents required by Subsection 106.3.4.1.1 of this code to bear the seal of a registered design professional shall bear seals and signatures in accordance with the following:

a. The registered design professional for each discipline shall place his or her original embossed or wet ink seal and signature upon the cover sheet of each set of construction documents or on the front sheet of each discipline within each set of construction documents.
b. In addition, all other sheets of the construction documents other than specifications or calculations shall bear the original embossed, wet ink or mechanically reproduced seals of the registered design professional.
c. Any addenda or modification to the construction documents shall also bear an original seal and signature by the registered design professional. Such changes shall be clearly indicated.

106.3.4.2 *Special professional services:* When applications are filed for unusual designs or for a magnitude of construction either of which require construction document review or inspection services beyond the capacity of the code official, or where code reference standards in Chapter 35 of this code require special architectural or engineering inspections, the code official may require that the owner retain a properly qualified registered design professional to perform the services necessary for code compliance in addition to that provided in Subsection 106.3.4.1.2 of this code. The project representative shall keep daily records and submit reports as shall be required by the code official. Upon completion of the work, the registered design professional shall file a final report indicating whether all required inspections were performed and listing pertinent deviations from the requirements of this code or from the approved construction documents and the source of authority for such deviations.

106.3.4.2.1 *Building permit requirement:* The necessity for special professional services shall be determined by the code official prior to issuance of the building permit, unless postponed to a later date by the code official in writing. Refusal by the applicant to provide such services as required by the code official shall result in the denial of the permit.

106.3.4.2.2. *Fees and costs:* All fees and costs related to the performance of special inspection services shall be the responsibility of the owner.

106.3.4.2.3 *Visits to site:* When so directed by the code official, or when required by the special inspection provisions of this code, the registered design professional shall make visits to the site at intervals appropriate to the applicable stage of the construction to observe the progress and the quality of the work; to observe construction components requiring controlled materials; or to determine that the work is proceeding in accordance with the construction documents approved for the building permit. The registered design professional shall periodically submit reports to the code official showing the results of such periodic visits.

(h) Section 108.6 is hereby repealed and a new Section 108.6 is hereby adopted in lieu thereof as follows:

108.6 *Refunds:* No portion of any fee shall be returned to a permit holder in the case of a revocation of a building permit or a suspension, discontinuance or abandonment of work.

(i) Section 109.6 in IBC is renumbered as 109.7 and a new Section 109.6 is inserted as follows:

109.6 *Extra Inspections:* In addition to the inspections normally provided, the code official may require that additional inspections or reinspections be conducted due to noncompliance with code requirements or due to work which is not ready for inspection or not accessible for inspection at the time of a scheduled inspection. Fees for such additional inspections shall be assessed when such inspections are conducted.

(j) Section 112.0 is hereby repealed in its entirety and a new Section 112.0 "Means of Appeal" is hereby adopted in lieu thereof as follows:

Section 112.0 Means of Appeal

112.1 *Application for appeal:* Any owner or holder of a permit issued subject to this code shall have the right to appeal to the Board of Building Appeals established in Section 112.2 of this code from a decision of the code official in connection with such permit or from any notice issued in connection with this enforcement of this code. Appeals shall be based solely upon and shall state a claim: either (i) that the true intent of this code or the rules or regulations adopted pursuant to this code have been incorrectly interpreted, or (ii) that the provisions of this code do not apply, or (iii) that an equivalent form of construction can be used. Any appeal under this section shall be in writing, shall contain a statement of the grounds for the appeal and shall be filed in the office of the code official within twenty (20) days after the rendering of the decision or from the date of service of the notice from which the appeal is taken.

112.2 *Membership of board:* The Olivette Planning and Community Design Commission established under Article **II** of Chapter **125**, Sections **125.050** et seq., of the Olivette Municipal Code shall serve as the Olivette Board of Building Appeals.

112.3 *Hearing on appeal:* The board shall meet to hear an appeal upon notice from the chair within thirty (30) days of the filing of the appeal.

(k) Section 113.4 is hereby repealed in its entirety and a new section 113.4 is hereby adopted in lieu thereof as follows:

113.4 *Violation penalties:* Any person who shall violate a provision of this code, or who shall fail to comply with any of the requirements thereof, or who shall erect, move, construct, alter, remove, demolish or repair a structure in a manner that is not in compliance with an approved plan or directive of the code official, or of a permit or certificate issued under the provisions of this code, or who shall start any work requiring a permit without first obtaining the permit thereof, or who shall continue any work in or about a structure after having been served a stop work order, except such work as that person has been directed to perform to remove a violation or unsafe condition; or any owner or tenant of a building or premises, or any other person, who takes part or assists in any violation of this code or who has charge of any building, premises or part thereof in which such violation shall exist shall be guilty of a misdemeanor punishable, upon conviction, by a fine of not more than one thousand dollars ($1,000.00). Each day that a violation continues shall be deemed a separate offense.

(l) Add new Section 114.4 as follows:

114.4 *Refusal to comply:* The code official shall revoke a permit in the case of refusals to comply with stop work orders.

(m) Add new Section 510.0 as follows:

Section 510.0 Closing Existing Exterior Openings:

510.1 *Permanent closure:* Doors, windows and other exterior wall openings shall not be closed up with permanent construction unless the new construction meets all requirements of this code for exterior wall construction.

510.2 *Temporary closure, restricted:* Doors, windows and other exterior wall openings shall not be closed up or boarded up with temporary construction unless the code official makes a finding that such temporary closure is necessary to protect the public health, safety or welfare.

510.3 Temporary closure, standards: Temporary closures permitted under this Section 508 shall consist of not less than ½ inch thick weather-resistant plywood coated with approved paint or protective coating to prevent deterioration, cut to fit within openings, securely nailed or screwed in place and securely braced.

1803.3 to be renamed as *"Site grading and drainage"* with the following paragraph to be added to 1803.3: Storm water collected from roofs, paved areas, yard, courts and sub-soil drainage systems shall not be permitted to discharge onto flat areas of the site with the discharge point being closer than 10 feet from the closest lot line.

(n) Section 1805.2.1.1 is hereby amended by adding thereto a new Subsection 1805.2.1.1 as follows:

1805.2.1.1 *Frost line*. The frost line is established at 30 inches below finished grade.

(o) New Sections 2901.2 and 2901.3 added as follows:

2901.2 *Public water supply:* The water distribution system of any building in which plumbing fixtures are installed shall be connected to a public water supply.

2901.3 *Sewer connection:* The water drainage system of any building in which plumbing fixtures are installed shall be connected to a public sewer system.

(p) Repeal 3306.5 and 3306.6 and insert a new Section 3306.5 as follows:

3306.5 *Fencing:* All construction of structures open to unauthorized entry during construction shall be fenced at the perimeter of the lot. The fence shall be as required by the code official and the construction area shall be placarded with warning signs and/or construction signage as so directed by the code official.

(q) Insert a new Section 3307.2 as follows:

3307.2 *Protection.* All adjoining public and private property shall be protected from damage caused by construction. For any property on which site grading, excavation or demolition will occur during or incident to any construction, alteration or demolition activity, the owner, contractor or permit holder before initiating any work under a permit issued therefor shall cause to be clearly demarcated with survey stakes or similar devices placed by a land surveyor licensed to practice by the State of Missouri each boundary corner of such property and shall maintain the survey stakes or similar devices for the duration of work authorized under the permit.

(r) Section 3410.2 to be amended as follows:

3410.2 *Applicability:* Amended insert date of January 23, 2008.

Section 500.030. Amendments To The 2006 International Residential Code For One- and Two-Family Dwellings.

[R.O. 2008 §40.112; Ord. No. 2363, 1-22-2008]

The 2006 International Residential Code for One- and Two-Family Dwellings, Second Printing, November 2006, adopted as provided for in Section **500.010** of the Municipal Code, is hereby amended as follows:

(a) Section R101.1 is hereby amended by substituting "City of Olivette" for the words "(name of jurisdiction)".

(b) Insert new Section R102.8 as follows:

R102.8 *Matters not provided for:* Any requirements that are essential for the structural, fire or sanitary safety of an existing or proposed building or structure or for the safety of the occupants thereof, which are not specifically provided for by this code, shall be determined by the code official. The code official may invoke the requirements of the standards referenced and listed in Chapter 35 of this code in matters not provided for to secure the structural, fire or sanitary safety of a building or structure or the safety of the occupants.

(c) Section R104.1 is hereby repealed in its entirety and a new Section R104.1 is hereby adopted in lieu thereof as follows:

R104.1 *Department of building inspection, code official defined:* The term "department of building inspection" as used in this code shall mean the Building Department of the City of Olivette and the Building Official of the City of Olivette and authorized designees shall be known as the "code official".

(d) Section R105.2 is repealed. Sections R105.2.1 through R105.7 to remain.

(e) Add new Section R105.3.3 as follows:

R105.3.3 *Rejected application:* Rejected applications will be held on file for sixty (60) days after the date of rejection. If the required information or corrections are not received within this period of time, the application shall be deemed to have been abandoned.

(f) Sections R105.8.1 and 105.8.2 to be inserted as follows:

R105.8.1 *Fencing:* All construction of structures open to unauthorized entry during construction shall be fenced at the perimeter of the lot. The fence shall be as required by the code official and the construction area shall be placarded with warning signs and/or construction signage as so directed by the code official.

R105.8.2 *Protection:* All adjoining public and private property shall be protected from damage caused by construction. For any property on which site grading, excavation or demolition will occur during or incident to any construction, alteration or demolition activity, the owner, contractor or permit holder before initiating any work under a permit issued therefore shall cause to be clearly demarcated with survey stakes or similar devices placed by a land surveyor licensed to practice by the State of Missouri each boundary corner of such property and shall maintain the survey stakes or similar devices for the duration of work authorized under the permit.

(g) Add to R106.2 as follows:

The site plan shall provide sufficient detail to permit the code official to determine compliance with site grading and storm water drainage provisions of this code and of all applicable ordinances for the control of drainage and discharge of storm water.

(h) Section R106.3.4 to be inserted as follows:

Section R106.3.4 Professional Architectural and Engineering Services

R106.3.4.1 *General:* The provisions of this Section R106.3.4 define the construction controls required for buildings involving professional architectural or engineering services and delineate the responsibilities of providers of such professional services during construction.

R106.3.4.1.1 *Design and construction documents:* All design for new construction, alteration, repair, expansion, addition or modification work involving the practice of professional architecture or engineering, as defined by the

statutory requirements of the professional registration laws of the State of Missouri, shall be prepared by registered design professionals certified by the Missouri Board for Architects, Professional Engineers and Land Surveyors. All construction documents required for a building permit application for such work shall be prepared by or under the direct supervision of a registered design professional, shall include the name, address and telephone number of the design professional, and shall bear the seal and signature of the design professional in accordance with Section R106.3.4.1.3 of this code.

Exceptions: The supervision, seal and signature of a professional architect or engineer shall not be required for the following unless the code official determines that public safety so requires:

1. Decks not exceeding six hundred fifty (650) square feet in area;
2. Above and below ground swimming pools;
3. Nonstructural changes to commercial or residential structures;
4. Conversion of residential carports;
5. Enclosed porches;
6. Accessory structures not exceeding two hundred fifty (250) square feet in area;
7. Satellite dishes;
8. Temporary structures as defined in Section R107 of this code.

R106.3.4.1.2 *Shop drawing and samples:* The registered design professional whose seal is on the approved construction documents shall be responsible for review and approval of shop drawings and samples, as required by the approved construction documents for conformance to the design concept and compliance with this code. This review process may be contracted by the owner to another registered design professional licensed by the State of Missouri, should the original design professional not desire to provide such services.

R106.3.4.1.3 *Application of seals and signatures:* All construction documents required by Subsection R106.3.4.1.1 of this code to bear the seal of a registered design professional shall bear seals and signatures in accordance with the following:

a. The registered design professional for each discipline shall place his or her original embossed or wet ink seal and signature upon the cover sheet of each set of construction documents or on the front sheet of each discipline within each set of construction documents.
b. In addition, all other sheets of the construction documents other than specifications or calculations shall bear the original embossed, wet ink or mechanically reproduced seals of the registered design professional.
c. Any addenda or modification to the construction documents shall also bear an original seal and signature by the registered design professional. Such changes shall be clearly indicated.

R106.3.4.2 *Special professional services:* When applications are filed for unusual designs or for a magnitude of construction either of which require construction document review or inspection services beyond the capacity of the code official, or where code reference standards in Chapter 35 of this code require special architectural or engineering inspections, the code official may require that the owner retain a properly qualified registered design professional to perform the services necessary for code compliance in addition to that provided in Subsection R106.3.4.1.2 of this code. The project representative shall keep daily records and submit reports as shall be required by the code official. Upon completion of the work, the registered design professional shall file a final report indicating whether all required inspections were performed and listing pertinent deviations from the requirements of this code or from the approved construction documents and the source of authority for such deviations.

R106.3.4.2.1 *Building permit requirement:* The necessity for special professional services shall be determined by the code official prior to issuance of the building permit, unless postponed to a later date by the code official in writing. Refusal by the applicant to provide such services as required by the code official shall result in the denial of the permit.

R106.3.4.2.2. *Fees and costs:* All fees and costs related to the performance of special inspection services shall be the responsibility of the owner.

R106.3.4.2.3 *Visits to site:* When so directed by the code official, or when required by the special inspection provisions of this code, the registered design professional shall make visits to the site at intervals appropriate to the applicable stage of the construction to observe the progress and the quality of the work; to observe construction components requiring controlled materials; or to determine that the work is proceeding in accordance with the construction documents approved for the building permit. The registered design professional shall periodically submit reports to the code official showing the results of such periodic visits.

(i) Section R108.5 is hereby repealed and a new Section R108.5 is hereby adopted in lieu thereof as follows:

R108.5 *Refunds:* No portion of any fee shall be returned to a permit holder in the case of a revocation of a building

permit or a suspension, discontinuance or abandonment of work.

(j) Section R109.4 in IRC is renumbered as R109.5. Section R109.4 now reads as follows (insertion):

R109.4 *Extra Inspections:* In addition to the inspections normally provided, the code official may require that additional inspections or re-inspections be conducted due to noncompliance with code requirements or due to work which is not ready for inspection or not accessible for inspection at the time of a scheduled inspection. Fees for such additional inspections shall be assessed when such inspections are conducted.

(k) Section R112 is hereby repealed in its entirety and a new Section R112 "Means of Appeal" is hereby adopted in lieu thereof as follows:

Section R112 Means of Appeal

R112.1 *Application for appeal:* Any owner or holder of a permit issued subject to this code shall have the right to appeal to the Board of Building Appeals established in Section R112.2 of this code from a decision of the code official in connection with such permit or from any notice issued in connection with this enforcement of this code. Appeals shall be based solely upon and shall state a claim: either (i) that the true intent of this code or the rules or regulations adopted pursuant to this code have been incorrectly interpreted, or (ii) that the provisions of this code do not apply, or (iii) that an equivalent form of construction can be used. Any appeal under this Section shall be in writing, shall contain a statement of the grounds for the appeal and shall be filed in the office of the code official within twenty (20) days after the rendering of the decision or from the date of service of the notice from which the appeal is taken.

R112.2 *Membership of board:* The Olivette Planning and Community Design Commission established under Article **II** of Chapter **125**, Sections **125.050** et seq., the Olivette Municipal Code shall serves as the Olivette Board of Building Appeals.

R112.3 *Hearing on appeal:* The board shall meet to hear an appeal upon notice from the chair within thirty (30) days of the filing of the appeal.

(l) Section R113.4 is hereby repealed in its entirety and a new Section R113.4 is hereby adopted in lieu thereof as follows:

R113.4 *Violation penalties:* Any person who shall violate a provision of this code, or who shall fail to comply with any of the requirements thereof, or who shall erect, move, construct, alter, remove, demolish or repair a structure in a manner that is not in compliance with an approved plan or directive of the code official or of a permit or certificate issued under the provisions of this code, or who shall start any work requiring a permit without first obtaining the permit thereof, or who shall continue any work in or about a structure after having been served a stop work order, except such work as that person has been directed to perform to remove a violation or unsafe condition, or any owner or tenant of a building or premises, or any other person, who takes part or assists in any violation of this code or who has charge of any building, premises or part thereof in which such violation shall exist shall be guilty of a misdemeanor punishable, upon conviction, by a fine of not more than one thousand dollars ($1,000.00). Each day that a violation continues shall be deemed a separate offense.

(m) Add new Section R114.3 as follows:

R114.3 *Refusal to comply:* The code official shall revoke a permit in the case of refusals to comply with stop work orders.

(n) Section R401.3 to be renamed as "Site Grading and Drainage" with the following paragraph to be added to R401.3:

Storm water collected from roofs, paved areas, yard, courts and sub-soil drainage systems shall not be permitted to discharge onto flat areas of the site with the discharge point being closer than 10 feet from the closest lot line.

(o) A new Section R403.1.4.3 shall be inserted as follows:

R403.1.4.3 *Frost line.* The frost line is established at 30 inches below finished grade.

(p) A new Section R704 shall be inserted as follows:

Section R704 Closing Existing Exterior Openings

R704.1 *Permanent closure:* Doors, windows and other exterior wall openings shall not be closed up with permanent construction unless the new construction meets all requirements of this code for exterior wall construction.

R704.2 *Temporary closure, restricted:* Doors, windows and other exterior wall openings shall not be closed up or boarded up with temporary construction unless the code official makes a finding that such temporary closure is necessary to protect the public health, safety or welfare.

R704.3 *Temporary closure, standards:* Temporary closures permitted under this Section 508 shall consist of not less than ½ inch thick weather-resistant plywood coated with approved paint or protective coating to prevent deterioration, cut to fit within openings, securely nailed or screwed in place and securely braced.

Section 500.040. Amendments To International Property Maintenance Code.

[R.O. 2008 §40.820; Ord. No. 2362 §2, 1-22-2008]

The Property Maintenance Code adopted as provided for in Section **500.010** of this Article is hereby amended as follows:

(a) Section 101.1 is hereby amended by substituting "City of Olivette" for the words "[name of jurisdiction]" and by inserting after the words "this code" the following paragraph:

The phrase "the ICC Electrical Code" wherever used in this code shall be deleted and the phrase "the Electrical Code as adopted by St. Louis County" shall be inserted in each such instance; the phrase "the International Plumbing Code" wherever used in this code shall be deleted and the phrase "the Plumbing Code as adopted by St. Louis County" shall be inserted in each such instance; the phrase "the International Building Code" wherever used in this code shall be deleted and the phrase "the Building Code of the City of Olivette" shall be inserted in each such instance; the phrase "the International Fire Code" wherever used in this code shall be deleted and the phrase "the Fire Code of the City of Olivette" shall be inserted in each such instance; and the phrase "the International Zoning Code" wherever used in this code shall be deleted and the phrase "the Zoning Code of the City of Olivette" shall be inserted in each such instance.

(b) Section 103.1 is hereby repealed in its entirety and a new Section 103.1 is hereby substituted in lieu thereof as follows:

103.1 *Department of Property Maintenance Inspection defined.* The term "department of property maintenance inspection" as used in this code shall mean the Building Department of the City of Olivette.

(c) Section 103.5 is hereby repealed in its entirety.

(d) Section 106.4 is hereby repealed and a new Section 106.4 is hereby substituted in lieu thereof as follows:

106.4 *Penalties:* Any person who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall install, alter or repair an existing building or structure in violation of an approved plan or directive of the code official or of a permit or certificate issued under the provisions of this code shall be guilty of a misdemeanor punishable by a fine of not more than one thousand dollars ($1,000.00). Each day that a violation continues shall be deemed a separate offense.

(e) Section 107.3 is hereby amended by inserting the words "of the owner(s) or the person(s) responsible" after the words "last known address".

(f) Section 111 is hereby repealed in its entirety and a new Section 111, followed by a new Section 112, are hereby substituted in lieu thereof as follows:

Section 111 Means of Appeal

111.1 *Appeals to board of appeals.* Any person shall have the right to appeal a decision of the code official to the Board of Building Appeals as provided under Section 112.0 of the Building Code of the City of Olivette or Section R112 of the City of Olivette Residential Code, as applicable. Procedures and requirements of appeals brought under this Section shall be as set forth in Section 112.0 or Section R112 of the respective code of the City of Olivette, as amended.

Section 112 Occupancy Permits and Fees

112.1 *Occupancy permit required.* No person, firm or corporation shall occupy, permit the occupation of any building or addition or part thereof or of any dwelling unit therein for any purpose until a certificate of occupancy has been issued by the code official. The code official shall issue the certificate of occupancy if the premises complies with the requirements of this code. The certificate of occupancy shall specify the names of those persons who may occupy the building or addition or part thereof or the dwelling unit therein under the provisions of this code. No certificate of occupancy shall issue until all required inspections have been made by the appropriate code official or officials. These requirements apply to buildings owned by the original owner and to buildings in which ownership changes.

112.2 *Fee Schedule.* Fees for inspections and occupancy permits required by Section 112.1 shall be as follows.

(a) *Residential Inspection Fee.* All initial residential inspection fees as set forth below shall include the initial inspection and one reinspection to assure compliance with this Chapter. Additional reinspections have a fee of twenty-eight dollars ($28.00) per inspection.

Single-family residence, initial inspection fee	$95.00
Multi-family unit (per unit), initial inspection fee	$75.00

Other building or structure, initial inspection fee $65.00

(b) *Non-Residential Inspection Fee*. All initial nonresidential inspection fees as set forth below shall include the initial inspection and one reinspection to assure compliance with this Chapter. Additional reinspections have a fee of twenty-five dollars ($25.00) per inspection.

Less than 3,500 sq. ft. gross floor area, initial inspection fee $80.00

3,500 or more sq. ft. gross floor area, initial inspection fee $160.00

Unreadiness, lockout or similar circumstances resulting in cancellation of any inspection at the scheduled inspection time will result in a twenty-five dollar ($25.00) fee to be paid prior to rescheduling.

(c) Certificate of Occupancy $10.00

112.3 *Violations*. It shall be unlawful for any person knowingly to make false statements in the application for certificate of occupancy. It shall be unlawful for any person to permit the occupancy of any building or addition or part thereof or of any dwelling unit therein by persons other than those named in the certificate of occupancy issued therefore. It shall be unlawful for the owner of any dwelling unit upon whom a notice of violation or compliance order has been served to sell, transfer, mortgage, lease or otherwise dispose of the dwelling unit until the provisions of the notice or compliance order have been satisfied or until the owner shall furnish a true copy of the notice of violation or compliance order to the purchaser, transferee, mortgagee, lessee or grantee. Any such purchaser, transferee, mortgagee, lessee or grantee having actual or constructive notice of a notice of violation or compliance order shall be bound by the notice of violation or compliance order as of the date of transfer without further service or notice. Violations of Section 112 shall be subject to the penalties provided in Section 106.4.

Subsection 112.4 Single-Family Residential Rental Property.

(a) Definitions. When used in this Subsection, the following terms shall have the following meanings:

(1) Certificate of Rental Occupancy--A certificate issued at least annually by the code official indicating that a specified single-family residential rental property complies with the requirements of this Section.

(2) Housing Code--A local building, fire, health, property maintenance, nuisance or other ordinance which contains standards regulating the condition or maintenance of a single-family residential property.

(3) Owner/Operator--Any person or business entity in the business of renting or leasing one or more single-family residential rental properties.

(4) Owner/Occupant--Any person who owns and occupies as his or her primary residence a single-family residential property and who may temporarily rent said residence to another for less than one year, but not more than once during any five-year period.

(b) Annual certificate required; scope; fees; violations.

(1) No Owner/Operator shall permit the occupation of a single-family residential rental property until an annual Certificate of Rental Occupancy has been issued by the code official. This Section shall not apply to Owner/Occupants.

(2) This Section shall not relieve Owner/Operators or tenants from obtaining certificates of occupancy as otherwise may be required by Section 112.1 hereof.

(3) Fees for an inspection required by this Section shall be ninety-five dollars ($95.00) and shall include one follow-up inspection to determine property compliance. Fees for any additional follow-up inspection granted by the code official per Section 112.4(f) shall be twenty-eight dollars ($28.00) per inspection. The fee for the issuance of a Certificate of Rental Occupancy shall be ten dollars ($10.00).

(4) It shall be unlawful for any Owner/Operator to knowingly make false statements in an application for a Certificate of Rental Occupancy or to violate any provision of this Section 112.4. Violations shall be subject to the penalties provided in Section 106.4 hereof.

(c) Application for certificate; Owner/Operator obligations.

(1) No Certificate of Rental Occupancy shall be issued unless the Owner/Operator has first made application for inspection, the completed application form is accompanied by the payment of an inspection fee, and an inspection establishes that the single-family residential property complies with the Housing Code and the requirements of this Section.

(2) The code official shall issue the Certificate of Rental Occupancy if the property complies with the requirements of the Housing Code. Every Certificate of Rental Occupancy for a single-family residential rental property shall be issued for a period of one year. The Certificate of Rental Occupancy shall specify the names of those persons who may occupy the single-family residence

under the provisions of the Housing Code and this Section 112.4.

(3) After obtaining an initial Certificate of Rental Occupancy the Owner/Operator shall apply for an annual inspection no more than sixty (60) days and no less than thirty (30) days prior to the expiration of any current Certificate of Rental Occupancy.

(4) The application shall include such relevant information deemed necessary by the code official, including:

(i) the name and address of the Owner/Operator,

(ii) the names of the current or prospective tenants/occupants; and

(iii) if the Owner/Operator does not reside or have a place of business in the City of St. Louis or St. Louis County, a designation of an agent who shall either reside or have a place of business in the City of St. Louis or St. Louis County and who shall be authorized to accept service of notice of violation of the provisions of this Section 112.4 and for service of any necessary process. Said agent may act on behalf of an Owner/Operator to meet the obligations of the Owner/Operator imposed by this Section.

(d) Inspections and compliance.

(1) The code official shall provide notice to the Owner/Operator or the tenant/occupant of the time and date of the inspection required by this Section. If the Owner/Operator or the tenant/occupant refuses to consent to the code official's inspection, the code official shall apply to the Olivette Municipal Court for an administrative search warrant as provided in Section **135.110** of the Municipal Code of Olivette.

(2) If the inspection reveals conditions or practices that violate the Housing Code, the Owner/Operator shall be served with notice of same by first class United States mail at their last known address according to the records of the City of Olivette. Such notice shall state:

1. A description of the property registered;
2. A description of the code violations found on the property; and
3. A reasonable time allowed for correction of any violation cited.

(3) At the end of the time allowed for correction of any violation cited, the code official shall reinspect the property to determine whether the property complies with the Housing Code. If the property so complies, the code official shall issue the Certificate of Rental Occupancy.

(4) If any cited violations have not been corrected in the time allowed, the Certificate of Rental Occupancy shall be denied and existing code violations shall be prosecuted. An Owner/Operator shall be required to reapply for a Certificate of Rental Occupancy after correcting any cited violation.

(e) Revocation of Certificates of Rental Occupancy.

A Certificate of Rental Occupancy may be revoked by the code official for non-compliance with the Housing Code. In the event of such non-compliance the Owner/Operator shall be served with notice of same by first class United States mail at their last known address according to the records of the City of Olivette. Such notice shall state:

1. A description of the property registered;
2. A description of the code violations found on the property; and
3. A reasonable time allowed for correction of any violation cited.

If any cited violations have not been corrected within the time allowed, the Certificate of Rental Occupancy shall be revoked and existing code violations shall be prosecuted.

(f) Code official discretion.

Notwithstanding anything herein to the contrary, the code official, in his or her discretion, may grant reasonable extensions of time consistent with this Section for the correction of any code violations provided herein.

The City Manager is authorized and directed to take such action as may be reasonable and necessary to inform Owner/Operators, as defined in Subsection 112.4 hereof, of the requirements of this Section.

(g) Section 302 is hereby amended by adding and amending as follows:

Section 302.4 to be amended to identify 7″ in height

Addendum: Add new Sections 302.10 and 302.11 as follows:

302.10 *Yards:* All unpaved areas, which are not covered by grass or vegetation, shall be treated to prevent dust or the blowing or scattering of dust particles into the air. All trees, bushes or vegetation located on private property, which overhangs a street, shall be properly trimmed to avoid obstruction of the view of

traffic. All dead or damage plant materials located on private property shall be promptly removed.

Section 302.11 *Storm drainage discharge on grade:* Storm water collected from roofs, paved areas, yard, courts and sub-soil drainage systems serving one- and two-family dwellings, and in other locations where approved, shall be permitted to discharge onto flat areas of the site provided the discharge is located at least 10 feet from the closest lot line.

(h) Section 304.14 is hereby amended by substituting "June 1 to August 31" for the words "[DATE] to [DATE]".

(i) Section 602.3 is hereby amended by substituting "September 1 to May 31" for the words "[DATE] to [DATE]".

(j) Section 602.4 is hereby amended by substituting "September 1 to May 31" for the words "[DATE] to [DATE]".

(k) Section 703 is hereby amended by adding thereto a new Section 703.3 as follows:

703.3 *Attached garages:* Private garages located beneath a dwelling shall have walls, partitions, floors and ceilings constructed of not less than one (1) hour fire-resistance rating separating the garage space from the dwelling. Private garages attached to a dwelling shall be completely separated from the dwelling including the attic area by means of one-half (½) inch gypsum board or equivalent applied to the garage and taped at the joints. Door opening protectives on all doors leading from any attached garage to a dwelling shall be a minimum of one and three-eighths inch (1 ⅜") solid core doors or equivalent

Division 3. General Provisions

Section 500.050. Definitions.

[R.O. 2008 §40.015; Ord. No. 579, 10-24-1961; Ord. No. 1739, 5-12-1992; Ord. No. 1817, 5-24-1994; Ord. No. 2231, 5-25-2004]

For purposes of this Division, the terms below shall be defined as follows:

BUILDING OFFICIAL

The term *"Building Official"* as used in Section **500.010** hereof shall be construed as meaning the Building Official as established by Section **120.070** hereof, unless context otherwise requires.

CODE OFFICIAL

The Building Official as established by Section **120.070** of the Municipal Code.

CONTRACTOR

Any person, partnership, limited liability company or corporation hired or retained by the owner or the owner's employee, representative or agent to perform any service governed or regulated by this Chapter.

OWNER

Any person, agent, firm or corporation having legal or equitable interest in the property.

Section 500.060. Permits Required — Contractor — Commencement or Work Prohibited Prior To Issuance — Penalty For Violation.

[R.O. 2008 §40.020; Ord. No. 1320, 6-10-1980; Ord. No. 1817, 5-24-1994; Ord. No. 1856, 5-23-1995]

A. No owner shall construct, enlarge, alter or demolish any building or structure in which such owner has a legal or equitable interest; change the occupancy of any such building or structure requiring greater strength, exitway or sanitary provisions; change the use of such building or structure; install or alter any equipment at such building or structure; or cause any act for which provision is made or which is regulated by the Building Code, including all amendments and additions thereto, without first obtaining a permit thereafter from the Building Official, except that ordinary repairs as defined in the Building Code which do not involve violation thereof shall be exempt from this requirement.

B. No contractor shall commence any work for which provision is made or which is regulated by the Building Code, including all amendments and additions thereto, by the Electrical Code or by the Plumbing Code prior to the issuance of all required permits. Any contractor who shall commence or continue any such work prior to

the issuance of all required permits shall be deemed guilty of a misdemeanor and upon conviction therefor shall be fined not less than five hundred dollars ($500.00) nor more than one thousand dollars ($1,000.00) for each such offense. Each day that such violation continues shall be deemed a separate offense.

Section 500.070. Work Commencing Before Permit Issuance.

[R.O. 2008 §40.130; Ord. No. 2243, 8-10-2004; Ord. No. 2254, 9-14-2004]
If the Code Official determines that a person has commenced work before obtaining a construction permit required by law, the Code Official shall issue a stop work order and no additional work shall be authorized until an application for a building permit is received (including all required construction documentation), the building permit application is reviewed, the building permit application is approved and all required permit fees are paid in full. Any person who commences any work before obtaining the necessary permit(s) shall be subject to an enhancement of one hundred percent (100%) of the usual permit fee, in addition to the required permit fee, to defray the City's additional costs of code enforcement. The Director of Public Services may reduce the enhanced fee if circumstances so require.

Section 500.080. Satisfaction of Delinquent Taxes, Assessments Required.

[R.O. 2008 §40.021; Ord. No. 2136, 11-12-2002]
Notwithstanding any other provision of the Municipal Code, no permit required under the Building Code, the Electrical Code or the Plumbing Code shall be issued in respect of any property on which taxes, including, without limitation, special taxes, special assessments or other fees owed to the City of Olivette, are delinquent, until satisfaction of such delinquency. For purposes of this Section, the term *"delinquent"* with respect to property taxes, special taxes and special assessments shall have the same meaning and use as that term is used in Section 140.010, RSMo., or successor enactments; the term *"delinquent"* with respect to fees shall mean any fee due and remaining unpaid.

Section 500.090. Permitted Hours of Construction.

[R.O. 2008 §40.023; Ord. No. 2288, 8-23-2005]
Work authorized by a permit shall be performed between the hours of 7:00 A.M. and 7:00 P.M. Monday through Saturday, unless the permittee obtains written consent from the Building Official to do the work at an earlier or later hour. Such permission shall be granted only in case of an emergency.

Section 500.100. Permit and Inspection Fees.

[R.O. 2008 §40.025; Ord. No. 735, 12-28-1965; Ord. No. 1397, 1-11-1983; Ord. No. 1794, 8-24-1993; Ord. No. 2154, 2-11-2003]

A. Before issuance of a building permit, a permit fee shall be paid in accordance with the appropriate following schedule based on the total cost of construction.

    1. *Determining total cost of construction.* The total cost of construction shall be calculated by one (1) of the following ways:

        a. Whenever practical, by multiplying the total floor area of the structure in square feet by an appropriate square foot cost rate; or

        b. By utilizing current, commonly accepted unit cost figures to the various components in a commonly accepted manner; or

        c. By submitting to the Code Official a bona fide contract or any affidavit of the owner of the building structure or project, in which the total cost of construction, including site improvements related to the permit, is verified by the applicant and owner. The Code Official is authorized to accept a bona

fide cost amount of subcontract for each specialized trade or discipline of construction.

2. *Residential construction permit fees.* Fees for a building permit and inspections of residential construction, of new structures, alterations and additions to one- and two-family residential structures, residential swimming pools, accessory structures and all other miscellaneous residential construction not otherwise specified in this Chapter shall be determined by the following fee rates based on the total estimated cost of construction as described in Subsection **(1)** and are as follows:

Residential Construction—Permit Fee Schedule

Total Cost (Thousands of Dollars)	Total Fee	Total Cost (Thousands of Dollars)	Total Fee	Total Cost (Thousands of Dollars)	Total Fee	Total Cost (Thousands of Dollars)	Total Fee
Up to 1	$73.00	Up to 32	$207.00	Up to 86	$405.00	Up to 240	$959.00
Up to 2	$82.00	Up to 33	$207.00	Up to 88	$413.00	Up to 250	$996.00
Up to 3	$92.00	Up to 34	$215.00	Up to 90	$429.00	Up to 260	$1,025.00
Up to 4	$105.00	Up to 35	$215.00	Up to 92	$436.00	Up to 270	$1,061.00
Up to 5	$122.00	Up to 36	$222.00	Up to 94	$442.00	Up to 280	$1,092.00
Up to 6	$134.00	Up to 37	$223.00	Up to 96	$451.00	Up to 290	$1,128.00
Up to 7	$140.00	Up to 38	$228.00	Up to 98	$458.00	Up to 300	$1,158.00
Up to 8	$156.00	Up to 39	$230.00	Up to 100	$466.00	Up to 310	$1,195.00
Up to 9	$161.00	Up to 40	$237.00	Up to 105	$479.00	Up to 320	$1,224.00
Up to 10	$164.00	Up to 42	$244.00	Up to 110	$502.00	Up to 330	$1,253.00
Up to 11	$164.00	Up to 44	$252.00	Up to 115	$516.00	Up to 340	$1,289.00
Up to 12	$164.00	Up to 46	$258.00	Up to 120	$539.00	Up to 350	$1,320.00
Up to 13	$164.00	Up to 48	$267.00	Up to 125	$552.00	Up to 360	$1,355.00
Up to 14	$164.00	Up to 50	$273.00	Up to 130	$576.00	Up to 370	$1,385.00
Up to 15	$164.00	Up to 52	$280.00	Up to 135	$590.00	Up to 380	$1,413.00
Up to 16	$165.00	Up to 54	$295.00	Up to 140	$612.00	Up to 390	$1,453.00
Up to 17	$170.00	Up to 56	$295.00	Up to 145	$627.00	Up to 400	$1,482.00
Up to 18	$170.00	Up to 58	$304.00	Up to 150	$648.00	Up to 420	$1,541.00
Up to 19	$177.00	Up to 60	$310.00	Up to 155	$664.00	Up to 440	$1,606.00
Up to 20	$177.00	Up to 62	$317.00	Up to 160	$678.00	Up to 460	$1,678.00
Up to 21	$177.00	Up to 64	$324.00	Up to 165	$701.00	Up to 480	$1,732.00
Up to 22	$177.00	Up to 66	$333.00	Up to 170	$717.00	Up to 500	$1,791.00
Up to 23	$177.00	Up to 68	$340.00	Up to 175	$738.00	Up to 520	$1,850.00
Up to 24	$185.00	Up to 70	$347.00	Up to 180	$753.00	Up to 540	$1,915.00
Up to 25	$185.00	Up to 72	$354.00	Up to 185	$767.00	Up to 560	$1,976.00
Up to 26	$194.00	Up to 74	$363.00	Up to 190	$787.00	Up to 580	$2,034.00
Up to 27	$194.00	Up to 76	$370.00	Up to 195	$804.00	Up to 600	$2,092.00
Up to 28	$198.0	Up to 78	$376.00	Up to 200	$819.00	Up to 620	$2,152.00
Up to 29	$198.00	Up to 80	$383.00	Up to 210	$856.00	Up to 640	$2,211.00
Up to 30	$198.00	Up to 82	$392.00	Up to 220	$893.00	Up to 660	$2,269.00
Up to 31	$207.00	Up to 84	$399.00	Up to 230	$927.00	Up to 680	$2,330.00

A building permit and inspection fee for residential construction with a total estimated cost of construction in excess of six hundred eighty thousand dollars ($680,000.00) shall be computed at the rate of three dollars forty-three cents ($3.43) for each one thousand dollars ($1,000.00) of the total estimated cost of construction.

3. *Commercial and industrial construction permit fees.* The fee for a building permit and inspections of commercial and industrial construction, including signage, shall be determined by the following fee rates based on the total estimated cost of construction:[1]

A building permit and inspection fee for commercial or industrial construction with a total estimated cost of construction in excess of fifty million dollars ($50,000,000.00) shall be computed at the rate of three dollars forty cents ($3.40) per thousand of the total estimated cost of construction.

[1] *Editor's Note — The Commercial And Industrial Construction—**Permit Fee Schedule** is included as an attachment to this chapter.*

4. *Demolition permit fees.* Fees for a demolition permit shall be forty cents ($0.40) for each one hundred (100) cubic feet of demolished structure. The minimum total permit fee shall be fifty dollars ($50.00).

5. *Interior demolition permit fees.* Fees for an interior demolition permit where applied for separate from a building permit shall be fifty dollars ($50.00).

6. *Explanation of permit fees—minimum and additional fees.* The standard permit processing fee, plan review fee and one (1) inspection fee are all included in the total fee shown in Subsections **(2)**, **(3)** and **(5)**. The minimum total permit fee shall be fifty dollars ($50.00) where no plan review is required. For each additional inspection required for compliance with this Chapter, an additional fee of twenty-eight dollars ($28.00) shall be paid before issuance of a certificate of use and occupancy. Such additional inspections may include those required as a result of unusual or complicated construction as determined by the Code Official or those resulting from non-compliance, unreadiness, lock-out or similar circumstances.

Section 500.110. Administrative and Enforcement Fees.

[R.O. 2008 §40.026; Ord. No. 2154, 2-11-2003; Ord. No. 2427 §1, 6-22-2010]
Fees for administrative activities necessary for the enforcement of the following duties of the Building Department of the City of Olivette shall be charged as listed in the following table:

	Administrative Fees	
Permit extension	$22.00	
Partial permit	$73.00	Plus normal fee and deposits
Addendum to issued permit	$50.00 plus revised costs	
Extra inspection	$28.00	
Occupancy—new structure		No charge—included in permit
Temporary occupancy—commercial	$50.00	
Temporary occupancy—single-family	$50.00	
Appeal filing fee	$150.00	
Moving of building	$50.00 plus regular permit	

Section 500.120. Completion Deposits.

[R.O. 2008 §40.028; Ord. No. 2245, 8-10-2004; Ord. No. 2281, 6-14-2005; Ord. No. 2333, 1-23-2007; Ord. No. 2343, 7-10-2007; Ord. No. 2427 §1, 6-22-2010]

A. *Deposit Required.* Each applicant for a building permit for the construction, alteration or repair of any building or structure shall be required by the Director of Public Services, before such permit is issued, to make a cash deposit with the City with respect to the proposed work to insure completion of the work and compliance with all codes, approved plans and other building requirements as provided herein. The amount of said deposit shall be:

New single-family and attached single-family residence	$5,000.00
Multi-family, non-residential buildings and signs the greater amount of: $500.00 or 10% of constructions costs, not to exceed	$5,000.00
Single-family or attached single-family basement finish or interior remodel	$500.00
Single-family or attached single-family retaining wall or deck	$500.00
Single-family residential projects less than $7,500.00	waived
Single-family residential fence	waived
Swimming pool	$1,000.00

B. *Use And Release Of Deposit.*

1. All such funds shall be deposited by the City and the City shall document the use, replacement or release of such funds, as deposited by each applicant, according to generally accepted accounting principles.

2. The City may use an applicant's deposited funds to ensure compliance with all codes, approved plans or building or other legal requirements applicable to the applicant, the owner or the property, including, but not limited to:

    a. When a residential construction site has been substantially inactive for a period of thirty (30) consecutive days, then the deposited funds may be used to secure the structure, to remove debris and construction materials from the exterior of the structure and to remediate any threat to public health or safety; and

    b. To pay any outstanding obligations, taxes or special assessments owed to the City. Prior to using such funds, the City shall provide the applicant with written notice identifying the deficiency and the City's intent to correct or address the deficiency through the use of the deposited funds and the City shall allow the applicant a minimum of seven (7) days within which to cure the deficiency. If the City so utilizes the deposited funds, the applicant shall be obligated to deposit a sum equal to the amount so used so as to maintain full funding of the required deposit.

3. Upon final inspection by the City and satisfactory completion of all required work by the applicant, the deposit shall be released in favor of the applicant.

4. Failure of the applicant to make a timely request for a final inspection and obtain final approval shall result in forfeiture to the City of any funds deposited in escrow in connection with the permit if the failure continues after thirty (30) days' written notice sent by certified mail to the last known address of the applicant.

5. Unless the applicant applies in writing for segregated investment of a completion deposit at the time of permit application, an escrow deposit may be invested by the City with other municipal funds and any income derived therefrom may be used for general revenue purposes at any time. If the applicant applies by timely signed writing for segregated investment of its escrow deposit, the City shall segregate such funds and invest them in the same manner as allowed for municipal funds, to the extent practicable given the amount of the escrow; however, no return is assured and the City shall have no liability whatsoever other than to pay any income actually derived from such investment in the event of return of such escrow deposit. In the event of a forfeiture of an escrowed completion deposit, any income from the segregated investment shall also be forfeited.

C. *Appeals.*

1. Any applicant aggrieved by the administration of this program shall file a written appeal to the City Manager within ten (10) days of the decision appealed from. The City Manager shall issue a written determination of the appeal within five (5) business days of the applicant's appeal, unless circumstances prevent a timely determination, in which case the determination shall be made as soon as reasonably possible.

2. In the event the applicant believes that the City Manager improperly denied such an appeal, the applicant must make a written notice of appeal to the City Council. The Council shall hold a hearing, affording the applicant notice and an opportunity to be heard and to offer evidence. The City Council shall determine the merits of the appeal, in writing, within thirty (30) days of the hearing.

D. *Additional Remedies.* If an applicant fails to comply with any obligation of this Section, the Code Enforcement Official may withhold or withdraw any grading, building, occupancy or other permit until such non-compliance is cured.

Section 500.130. Seismic Design Standards.

[R.O. 2008 §40.030; Ord. No. 1691, 2-12-1991; Ord. No. 2081, 3-13-2001]

A. Any new construction or major structural renovation, all buildings upon which construction was begun after

January 1, 1994 for which leases are executed by political subdivisions of the State of Missouri and all buildings upon which construction was begun after January 1, 1994 for which leases are executed by the State of Missouri or any institution of higher education shall comply with the standards for seismic design and construction of the latest editions of the Building Officials and Code Administrators Code or of the Uniform Building Code.

B. As used in this Section, the term *"major structural renovation"* shall mean any reconstruction, rehabilitation, addition or other improvement of an existing structure, the cost of which equals or exceeds fifty percent (50%) of the market value of the structure before the start of construction of the major structural renovation.

C. This Section shall not apply to any building owned by the State of Missouri, any institution of higher education or any political subdivision upon which construction was begun or finished before August 28, 1991 or to any single-family or duplex residence.

Section 500.140. Penalty For Violation.

[R.O. 2008 §40.045; Ord. No. 395, 1-14-1958; Ord. No. 2231, 5-25-2004; Ord. No. 2440 §4, 10-26-2010]
Except as otherwise provided by law, any person found guilty of violating any provision of the technical codes adopted herein shall be punishable by a fine not exceeding one thousand dollars ($1,000.00) or by imprisonment for a period not to exceed ninety (90) days, or by both such fine and imprisonment.

ARTICLE II. Miscellaneous Building and Construction Regulations

Division 1. Smoke Detectors

Section 500.150. Smoke Detectors.

[R.O. 2008 §40.115; Ord. No. 1278 §1, 6-26-1979]

A. An approved system providing for automatic smoke detectors sensing visible or invisible particles of combustion shall be installed in every residential structure heretofore or hereafter constructed in accordance with the following standards:

1. *Location and number.*

   a. In single-family residential buildings, there shall be not less than one (1) smoke detector per floor, including basement; provided further, that there shall be one (1) smoke detector mounted on the ceiling in the hallway outside each separate cluster of sleeping areas and one (1) smoke detector mounted on the ceiling at the head of each stairway leading to a living area; and, provided further, that if an entrance to a bedroom is more than ten (10) feet from the center of the head of such stairway, there shall be one (1) smoke detector mounted on the ceiling outside of such bedroom.

   b. In all multiple-family dwellings, there shall be not less than one (1) smoke detector per family unit; provided further, that there shall be one (1) smoke detector mounted on the ceiling in the hallway outside each separate cluster of sleeping areas and one (1) smoke detector mounted on the ceiling at the head of each stairway leading to a living area; and, provided further, that if an entrance to a bedroom is more than ten (10) feet from the center of the head of such stairway, there shall be one (1) smoke detector mounted on the ceiling outside of such bedroom.

2. *Hookups.*

   a. In new construction, all alarms shall be multiple station alarm devices, interconnected so that the actuation of one (1) shall cause at least three (3) alarms in remote areas to operate. Such alarms shall be wired to the electrical service in accordance with the requirements of the City's Electrical Code with the power supply to be in accordance with Section 1216.8 of the City's Building Code.

b. In existing construction, single station battery operated alarms shall be permitted provided that they meet the following requirements:

(1) All power requirements shall be met for at least one (1) year, including routine testing;

(2) A distinctive, audible trouble signal is given before the battery is incapable of operating the device for alarm purposes.

(3) The unit is capable of producing an alarm signal for at least four (4) minutes at the battery voltage at which a trouble signal is normally obtained, followed by seven (7) days of trouble signal operation;

(4) The audible trouble signal is produced at least once every minute for seven (7) consecutive days;

(5) All devices shall be approved by Underwriters Laboratories or other nationally recognized testing laboratories.

c. *Time for compliance of existing construction.* Whenever the owner of an existing residential structure applies for a certificate of occupancy, such certificate shall not issue until the structure is brought into compliance with the provisions of this Section.

Division 2. Undergrounding of Utility Lines

Section 500.160. Undergrounding Required.

[R.O. 2008 §40.300; Ord. No. 866, 3-11-1969; Ord. No. 873, 4-22-1969]
All electric, telephone and telegraph distribution lines serving residential improvements, whether single-family or multiple-dwelling, commercial and office improvements, hereafter constructed shall be installed underground excepting however that overhead distribution feeder lines to the property lines of such improvements, cable closures, pad-mounted transformers and service pedestals shall be allowed.

Division 3. Burglar and Emergency Alarms

Section 500.170. Permit Required.

[R.O. 2008 §40.700; Ord. No. 1078, 10-9-1973; Ord. No. 1794, 8-24-1993]
No person, firm or corporation shall install or permit the installation of a burglar alarm system on property located within the City of Olivette without obtaining an electrical permit therefor from the Building Official and paying the fees required under Chapter **500** of this Code.

Section 500.180. Application.

[R.O. 2008 §40.705; Ord. No. 1078, 10-9-1973; Ord. No. 1794, 8-24-1993]
An application to install a burglar alarm system shall be in writing and filed with the Building Official. Said application shall describe the proposed system to be installed. Upon receipt of such application, a permit therefor shall be issued by the Building Official, provided that the proposed system complies with City ordinances.

Section 500.190. Emergency Alarms.

[R.O. 2008 §40.710; Ord. No. 1183, 7-13-1976]
All emergency alarm systems equipped with any sound-producing device which, when activated, produces sound on the exterior of the building in which same is located, including, but not limited to, gongs, buzzers, sirens, bells or

horns, are prohibited, excepting any such alarm system which is equipped with a time device which limits the operation of such sound-producing device to five (5) minutes.

Section 500.200. Service Charges For Non-Valid Alarms.

[R.O. 2008 §40.715; Ord. No. 1266, 12-26-1978; Ord. No. 1413, 1-25-1983; Ord. No. 1435, 1-10-1984; Ord. No. 2100, 11-27-2001; Ord. No. 2385 §1, 8-26-2008; Ord. No. 2480 §2, 8-28-2012]

A. *Charges.* The first two (2) non-valid alarms, as defined in Section **500.210** hereof, from a security alarm/fire alarm system occurring during any calendar year shall not result in the imposition of a service charge. The third (3rd) non-valid alarm from a security alarm/fire alarm system occurring during such calendar year shall result in a service charge of twenty-five dollars ($25.00) upon the person who owns or operates such system. Each non-valid alarm from a security alarm/fire alarm system occurring after the third (3rd) non-valid alarm from such system during such calendar year shall result in a service charge of fifty dollars ($50.00) upon the person who owns or operates such system.

B. *Suspension Of System.* Upon the occurrence of the eighth (8th) non-valid alarm in any calendar year, taking into account the first three (3) non-valid alarms, a notice of suspension shall be issued by the Police Department to the person who owns or operates the security system or by the Fire Department to the person who owns or operates the fire alarm system. Such notice shall be sent by regular mail and shall be effective ten (10) days after the postmarked date on the notice. No person who owns or operates a security alarm system or alarm business monitoring a system shall activate an alarm from a system that has been suspended as provided herein.

C. *Reinstatement Of Suspended Systems.* A suspension shall be lifted after the Police Department or Fire Department reviews the system and its operation and the alarm business monitoring the system certifies in a letter to the Police Department or Fire Department that the system is in good working condition and the person who owns or operates the system pays a reinstatement fee of thirty-five dollars ($35.00) to defray the cost of the inspection.

D. *Non-Valid Alarms After Reinstatement.* Upon reinstatement of the suspended system, the next subsequent non-valid alarm from such system in the same calendar year shall result in a service charge and upon the occurrence of the non-valid alarm after reinstatement, the suspension of the system will again occur as provided above.

Section 500.210. Non-Valid Alarm Defined.

[R.O. 2008 §40.720; Ord. No. 1266, 12-26-1978; Ord. No. 1413, 1-25-1983; Ord. No. 2480 §3, 8-28-2012]

A. For the purpose of the foregoing regulation, the term *"non-valid alarm"* shall mean the activation of an alarm system through mechanical or electronic failure or malfunction or through intentional negligent or unintentional act, excepting that the following shall not be considered non-valid alarms:

    1. (Reserved)

    2. Security alarms caused by an attempted illegal entry, of which there is visible evidence;

    3. Fire alarms caused by smoke, steam, or fire of which there is visible evidence;

    4. Security alarms caused by acts over which the user has no control, such as windstorm, thunder, lighting or other similar phenomena;

    5. Residential fire alarms caused by acts over which the user has no control, such as windstorm, thunder, lighting or other similar phenomena;

    6. Alarms intentionally caused by a person acting under sincere belief that a need exists to call the Police Department or Fire Department;

7. Alarms followed by an immediate call to the Police Department or Fire Department canceling same by giving the proper code number or satisfactory identification, such call having been made prior to the arrival of the Police or Fire Department;

8. Alarms occurring on a repeated basis without apparent cause but where reasonable effort, in the sole judgment of the Police Chief with regard to security alarms or the Fire Department with regard to fire alarms, is being made jointly by the homeowner or occupant, the alarm servicing firm and any other concerned person to correct the malfunction expeditiously.

In determining the existence of a non-valid alarm, if the Police Chief or the Fire Chief finds that reasonable doubt exists as to the cause of the alarm, he/she may determine the alarm not to be a non-valid alarm.

Section 500.220. Penalty For Violation.

[R.O. 2008 §40.725; Ord. No. 1078, 10-9-1973; Ord. No. 1183, 7-13-1976; Ord. No. 1266, 12-26-1978]
Any person, firm or corporation violating any of the provisions hereof shall be deemed guilty of a misdemeanor and shall be subject to the penalties provided for violation of City ordinances. Failure to pay the service charge assessed for a non-valid alarm within a period of thirty (30) days after issuance of a statement therefor shall be deemed a violation hereof and shall subject the violator to prosecution for violation of City ordinances.

Division 4. Sprinklers

Section 500.230. Sprinklers To New Residential Structures.

[Ord. No. 2418 §§1—4, 2-9-2010]

A. A builder of single-family dwellings or residences or multi-unit dwellings of four (4) or fewer units shall offer to any purchaser on or before the time of entering into the purchase contract the option, at the purchaser's cost, to install or equip fire sprinklers in the dwelling, residence or unit. Notwithstanding any other provision of law to the contrary, no purchaser of such a single-family dwelling, residence, or multi-unit dwelling shall be denied the right to choose or decline to install a fire sprinkler system in such dwelling or residence being purchased.

B. An application for permit for a single-family dwelling or residence or multi-unit dwelling of four (4) or fewer units shall be accompanied by a residential fire sprinkler option form (to be prepared by the City), signed by the builder and the purchaser and affirming that a fire sprinkler system was offered to the purchaser prior to entering into the purchase contract in conformance with Section 67.281, RSMo., and this Section. If there is no purchaser at the time of the permit application submittal, then said signed form shall be submitted as soon as there is a purchaser and prior to the issuance of a certificate of occupancy for the new residence.

C. This Section is intended to supplement the City's adopted technical construction codes without specific reference to any related code provisions. If this Section conflicts with any such code provision, this Section shall prevail; provided, however, that this Section shall not apply to the construction of three (3) or four (4) unit residential structures when fire sprinklers are otherwise required by law.

D. This Section and its requirements shall expire on December 31, 2011.

500 Attachment 1

City of Olivette

COMMERCIAL AND INDUSTRIAL CONSTRUCTION—PERMIT FEE SCHEDULE

Total Cost (Thousands of Dollars)	Fee	Total Cost (Thousands of Dollars)	Fee	Total Cost (Thousands of Dollars)	Fee	Total Cost (Millions of Dollars)	Fee	Total Cost (Millions of Dollars)	Fee
Up to 1	$73.00	Up to 76	$556.00	Up to 500	$2,743.00	4.0	$16,419.00	23.5	$80.391.00
Up to 2	$100.00	Up to 78	$567.00	Up to 520	$2,834.00	4.2	$17,118.00	24.0	$82,098.00
Up to 3	$118.00	Up to 80	$578.00	Up to 540	$2,937.00	4.4	$17,828.00	24.5	$83,811.00
Up to 4	$137.00	Up to 82	$590.00	Up to 560	$3.026.00	4.6	$18,518.00	25.0	$85,508.00
Up to 5	$170.00	Up to 84	$601.00	Up to 580	$3,118.00	4.8	$19,218.00	25.5	$87,231.00
Up to 6	$194.00	Up to 86	$612.00	Up to 600	$3,207.00	5.0	$19,905.00	26.0	$88,938.00
Up to 7	$204.00	Up to 88	$624.00	Up to 620	$3,298.00	5.2	$20,595.00	26.5	$90,651.00
Up to 8	$226.00	Up to 90	$646.00	Up to 640	$3,390.00	5.4	$21,271.00	27.0	$92,357.00
Up to 9	$236.00	Up to 92	$657.00	Up to 660	$3,480.00	5.6	$21,949.00	27.5	$94,070.00
Up to 10	$239.00	Up to 94	$670.00	Up to 680	$3,571.00	5.8	$22,625.00	28.0	$95,777.00
Up to 11	$239.00	Up to 96	$680.00	Up to 700	$3,662.00	6.0	$23,290.00	28.5	$97,490.00
Up to 12	$239.00	Up to 98	$692.00	Up to 720	$3,752.00	6.2	$23,967.00	29.0	$99,197.00
Up to 13	$239.00	Up to 100	$702.00	Up to 740	$3,843.00	6.4	$24,634.00	29.5	$100,910.00
Up to 14	$239.00	Up to 105	$726.00	Up to 760	$3,933.00	6.6	$25,276.00	30.0	$102,443.00
Up to 15	$239.00	Up to 110	$759.00	Up to 780	$4,024.00	6.8	$25,953.00	30.5	$104,150.00
Up to 16	$240.00	Up to 115	$781.00	Up to 800	$4,116.00	7.0	$26,608.00	31.0	$105,858.00
Up to 17	$240.00	Up to 120	$816.00	Up to 820	$4,206.00	7.2	$27,262.00	31.5	$107,565.00
Up to 18	$249.00	Up to 125	$838.00	Up to 840	$4,284.00	7.4	$27,916.00	32.0	$109,272.00
Up to 19	$262.00	Up to 130	$874.00	Up to 860	$4,375.00	7.6	$28,595.00	32.5	$110,979.00
Up to 20	$262.00	Up to 135	$896.00	Up to 880	$4,465.00	7.8	$29,214.00	33.0	$112,685.00
Up to 21	$262.00	Up to 140	$930.00	Up to 900	$4,556.00	8.0	$29,858.00	33.5	$114,392.00
Up to 22	$262.00	Up to 145	$952.00	UP to 920	$4,636.00	8.2	$30,502.00	34.0	$116,099.00
Up to 23	$262.00	Up to 150	$986.00	Up to 940	$4,726.00	8.4	$31,144.00	34.5	$117,806.00
Up to 24	$272.00	Up to 155	$1,009.00	Up to 960	$4,816.00	8.6	$31,780.00	35.0	$119,513.00

Total Cost (Thousands of Dollars)	Fee	Total Cost (Thousands of Dollars)	Fee	Total Cost (Thousands of Dollars)	Fee	Total Cost (Millions of Dollars)	Fee	Total Cost (Millions of Dollars)	Fee
Up to 25	$272.00	Up to 160	$1,032.00	Up to 980	$4,897.00	8.8	$32,420.00	35.5	$121,221.00
Up to 26	$284.00	Up to 165	$1,065.00	Up to 1,000	$4,987.00	9.0	$33,051.00	36.0	$122,928.00
Up to 27	$284.00	Up to 170	$1,088.00	**Total Cost (Millions of Dollars)**	**Fee**	9.2	$33,684.00	36.5	$124,635.00
Up to 28	$295.00	Up to 175	$1,123.00			9.4	$34,316.00	37.0	$126,342.00
Up to 29	$295.00	Up to 180	$1,146.00	1.1	$5,394.00	9.6	$34,947.00	37.5	$128,048.00
Up to 30	$295.00	Up to 185	$1,168.00	1.2	$5,811.00	9.8	$35,579.00	38.0	$129,755.00
Up to 31	$306.00	Up to 190	$1,202.00	1.3	$6,229.00	10.0	$36,200.00	38.5	$131,462.00
Up to 32	$306.00	Up to 195	$1,224.00	1.4	$6,635.00	10.5	$37,756.00	39.0	$133,169.00
Up to 33	$306.00	Up to 200	$1,247.00	1.5	$7,041.00	11.0	$39.303.00	39.5	$134,877.00
Up to 34	$317.00	Up to 210	$1,304.00	1.6	$7,447.00	11.5	$40,837.00	40.0	$136,352.00
Up to 35	$317.00	Up to 220	$1,360.00	1.7	$7,843.00	12.0	$42,372.00	40.5	$138,059.00
Up to 36	$328.00	Up to 230	$1,412.00	1.8	$8,238.00	12.5	$43,884.00	41.0	$139,760.00
Up to 37	$329.00	Up to 240	$1,463.00	1.9	$8,633.00	13.0	$45,397.00	41.5	$141,467.00
Up to 38	$340.00	Up to 250	$1,519.00	2.0	$9,027.00	13.5	$46,896.00	42.0	$143,168.00
Up to 39	$342.00	Up to 260	$1,564.00	2.1	$9,410.00	14.0	$48,397.00	42.5	$144,875.00
Up to 40	$352.00	Up to 270	$1,622.00	2.2	$9,794.00	14.5	$49,887.00	43.0	$146,577.00
Up to 42	$363.00	Up to 280	$1,667.00	2.3	$10,179.00	15.0	$51,365.00	43.5	$148,284.00
Up to 44	$374.00	Up to 290	$1,724.00	2.4	$10,562.00	15.5	$53,119.00	44.0	$149,985.00
Up to 46	$384.00	Up to 300	$1,767.00	2.5	$10,946.00	16.0	$54,832.00	44.5	$151,692.00
Up to 48	$398.00	Up to 310	$1,789.00	2.6	$11,319.00	16.5	$56,544.00	45.0	$153,393.00
Up to 50	$408.00	Up to 320	$1,872.00	2.7	$11,689.00	17.0	$58,258.00	45.5	$155,101.00
Up to 52	$420.00	Up to 330	$1,914.00	2.8	$12,061.00	17.5	$59,970.00	46.0	$156,801.00
Up to 54	$441.00	Up to 340	$1,971.00	2.9	$12,435.00	18.0	$61,683.00	46.5	$158,509.00
Up to 56	$442.00	Up to 350	$2,017.00	3.0	$12,808.00	18.5	$63,396.00	47.0	$160,210.00
Up to 58	$452.00	Up to 360	$2,073.00	3.1	$13,181.00	19.0	$65,109.00	47.5	$161,917.00
Up to 60	$466.00	Up to 370	$2,120.00	3.2	$13,541.00	19.5	$66,821.00	48.0	$163,619.00
Up to 62	$476.00	Up to 380	$2,164.00	3.3	$13,903.00	20.0	$68,419.00	48.5	$165.325.00
Up to 64	$488.00	Up to 390	$2,221.00	3.4	$14,276.00	20.5	$70,131.00	49.0	$167,027.00
Up to 66	$498.00	Up to 400	$2,267.00	3.5	$14,636.00	21.0	$71,839.00	49.5	$168,734.00
Up to 68	$511.00	Up to 420	$2,358.00	3.6	$14,990.00	21.5	$73,552.00	50.0	$170,145.00

Total Cost (Thousands of Dollars)	Fee	Total Cost (Thousands of Dollars)	Fee	Total Cost (Millions of Dollars)	Fee	Total Cost (Millions of Dollars)	Fee	Total Cost (Millions of Dollars)	Fee
Up to 70	$522.00	Up to 440	$2,460.00	3.7	$15,346.00	22.0	$75,258.00		
Up to 72	$533.00	Up to 460	$2,551.00	3.8	$15,708.00	22.5	$76,971.00		
Up to 74	$544.00	Up to 480	$2,652.00	3.9	$16,059.00	23.0	$78,678.00		

Olivette

...in the center of it all

CITY COUNCIL AGENDA SUBMISSION
June 28, 2016

Agenda Item:

Bill #2809 - An ordinance making appropriations for current expenses of the city government of the City of Olivette, Missouri for the fiscal year July 1, 2016-June 30, 2017; adopting a certain budget; and adopting a certain salary scale – Second Reading, Public Hearing, and Adoption

Description:

Attached is a proposed ordinance to adopt the operating budget for the City of Olivette for the fiscal year beginning July 1, 2016 and ending June 30, 2017 including salary scale. In addition, the Capital Improvement Plan is being presented for the first time as part of the budget document.

Recommended Action:

Approve Bill #2809 - An Ordinance Making Appropriations for Current Expenses of the City Government of the City of Olivette for the Fiscal Year beginning July 1, 2016; Adopting a Certain Budget; and Adopting a Certain Salary Scale.

Attachments:

1. Fiscal Year 2016-2017 Budget Bill
2. Fiscal Year 2016-2017 Budget Document
3. Affidavit of Publication of Budget Public Hearing Notification

Funding Request:

None

Submitted by:

Darren Mann, CPA
DEPARTMENT HEAD

Bill No. **2809** Ordinance No.

AN ORDINANCE MAKING APPROPRIATIONS FOR CURRENT EXPENSES OF THE CITY GOVERNMENT OF THE CITY OF OLIVETTE FOR THE FISCAL YEAR BEGINNING JULY 1, 2016; ADOPTING A CERTAIN BUDGET; AND ADOPTING A CERTAIN SALARY SCALE.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF OLIVETTE, ST. LOUIS COUNTY, MISSOURI, as follows:

Section 1: Pursuant to the provisions of Section 5.2 (c) and 5.2(d) of the Charter of the City of Olivette, Missouri there is hereby appropriated and set apart out of the municipal revenues and General Fund Balance and other fund balances of the City of Olivette, the sum of $10,448,997 for the support, maintenance and operations of the several departments, boards, offices and other functions of the city government of the City of Olivette, Missouri for the fiscal year commencing July 1, 2016 and ending June 30, 2017 as hereinafter set out:

FOR GENERAL OPERATIONS OF THE CITY OF OLIVETTE FROM THE GENERAL FUND	
--For General Government Operations of the City of Olivette including the City Council, general administration, finance, communications, boards and commissions and elections	*$ 959,310*
--For operations of Public Safety functions including animal control and health, Fire Department, Police Department, and emergency medical services	*$ 4,773,369*
--For operations and functioning of the Community Center and public recreation	*$ 553,142*
--For operations and functioning of Public Services, including municipal property, inspections and planning, vehicle maintenance, and code enforcement	*$ 914,136*
--For miscellaneous expenses including general insurance and reserves	*$ 107,000*
TOTAL---GENERAL FUND	***$ 7,306,957***
FOR THE OPERATION AND FUNCTIONING OF THE CAPITAL IMPROVEMENT FUND, including street maintenance	$ 1,413,939
FOR THE OPERATION AND FUNCTIONING OF THE OF THE FIRE OPERATIONS FUND	$ 244,800
FOR UTILIZATION OF EQUIPMENT REPLACEMENT RESERVE FUNDS	$ 150,000
FOR THE OPERATION AND FUNCTIONING OF THE LOCAL PARKS AND STORMWATER FUND, including park maintenance	$ 666,961
FOR THE OPERATIONS OF THE SALARIED EMPLOYEES PENSION FUND	$ 562,000
FOR THE OPERATIONS AND FUNCTIONING OF THE SEWER LATERAL FUND	$ 104,340
Total Expenditures	***$ 10,448,997***

Section 2: The detailed budget for the City of Olivette for the fiscal year commencing July 1, 2016 and ending June 30, 2017 is attached as Exhibit A and incorporated by reference in this Ordinance (the "2017 Budget") is hereby adopted and approved. Said adoption and approval extends to and includes the salary schedule for municipal employees of the Fire Department and the Police Department salary schedules and schedules for all other employees as contained in the 2016-17 Budget.

Section 3: The portions of this Ordinance shall be severable. In the event that any portion of this Ordinance shall be found by a court of competent jurisdiction to be invalid, the remaining portions are valid, unless the court finds the valid portions of this Ordinance are so essential and inseparably connected with and dependent upon the void portion that it cannot be presumed that the City Council would have enacted the valid portions without the invalid ones, or unless the court finds that the valid portions standing alone are incomplete and are incapable of being executed in accordance with the legislative intent.

Section 4: This Ordinance shall be in full force and effect from and after it passage and approval as provided by law.

Passed and approved this _____ day of _____, 2016.

_____
MAYOR RUTH SPRINGER

ATTEST:

_____
MYRA BENNETT, CMC/MPCC
CITY CLERK

EXHIBIT A
FISCAL YEAR 2016-17 BUDGET

CITY OF OLIVETTE, MISSOURI

Adopted Annual Operating Budget
July 1, 2016 through June 30, 2017

ANNUAL OPERATING BUDGET

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Introduction

ADOPTED ANNUAL OPERATING BUDGET
JULY 1, 2016 TO JUNE 30, 2017

ELECTED OFFICIALS

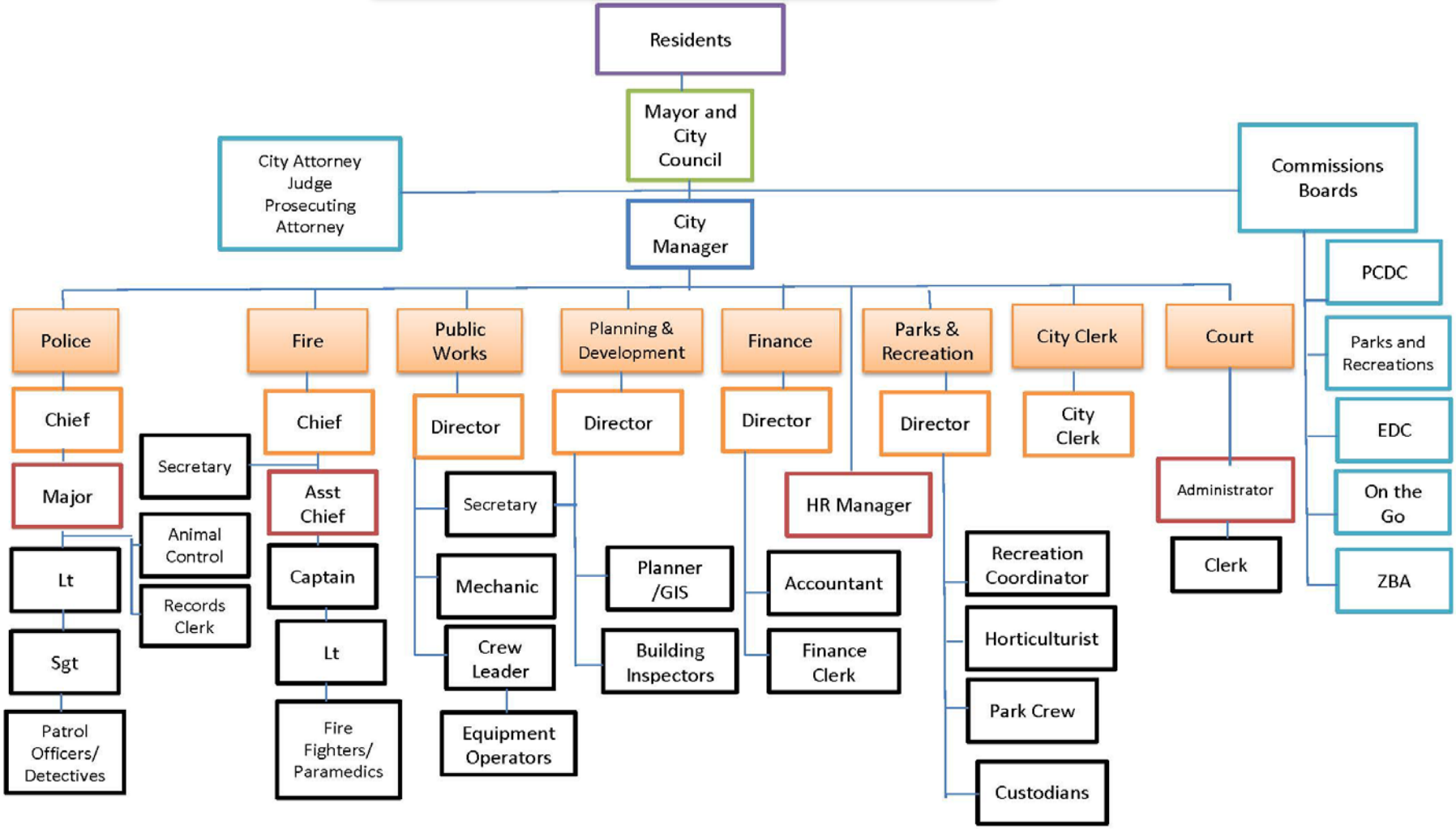
Ruth Springer, Mayor
J. Gregory Carl, Chairman Pro Tem
Missy Waldman, Council Member
Suzanne Sierra Sewell, Council Member
Maxine Weil, Council Member

STAFF

Barbara Sondag, City Manager
Myra G. Bennett, CMC, MPCC, City Clerk
Darren Mann, CPA, Finance Director
Richard F. Knox, Police Chief
Scott Avery, Fire Chief
Bruce McGregor, Director of Public Works
Beverly Tucker-Knight, Director of Parks & Recreation
Sarah Runser, Court Administrator
Carlos Trejo, MUP, AICP, Planning and Zoning Administrator

Organizational Chart

Fiscal Year 2017 Budget



BUDGET MESSAGE TO

THE HONORABLE MAYOR AND CITY COUNCIL

City of Olivette
Olivette, Missouri

June 28, 2016

Mayor Springer and City Council:

Submitted herein for your consideration is the Annual Budget for the City of Olivette for the Fiscal Year 2016-2017. This budget is prepared in accordance with requirements of the City Charter and accepted by the City Council by Ordinance Number 2583, adopted on June 28, 2016. It covers the fiscal year beginning July 1, 2016 and ending June 30, 2017.

The fiscal year 2016-2017 budget is a short term attempt to put citizen's tax dollars to work in the most efficient and responsible way based on the needs identified through historic uses and citizen demands. We believe this budget provides the best possible equilibrium between demands for services which are limited by the realization of limited resources while maintaining a commitment to a balanced budget. This budget provides authority for operational activities for the year with a focus on both day to day activities as well as a concentration towards long range goals. Both of these factors play a significant role in improving the quality of the community and the lives of all Olivette residents.

Budget Explained

The budget document includes both an overview and a detailed analysis of the state and financial condition of the city. Along with graphs and charts of itemized accounts, the document offers the community an opportunity to evaluate goals and review efficiency of operations. Page 37 begins detailed departmental operations budgets that contain a summary of department functions in addition to a line by line itemization of anticipated spending needs. Along with the operational budgets information is provided on various Grants on page 25 and employee pay scales on page 100. Capital information is summarized with the operational budgets of the respective funds and presented with the Capital Improvement Plan in Appendix A. The intention is to provide the necessary information to allow users of the budget document to evaluate the efficiency of operations and appropriateness of long term policy decisions of city leaders and administration.

Throughout the past several years, conversations have surrounded the aging capital assets of the city. The fiscal year 2016-2017 budget presented here contains the costs associated with the culmination of several long term city projects. These projects to date haven't all required funding in the past but as they near completion, will require significant amounts of resources. The deferral of purchases effects all departments and can best be illustrated with the capital improvement plan in Appendix A. The reasons for the deferral stem from a variety of factors but the foremost is the plateauing of revenue sources which are discussed with the revenue summary on page 17. Current administration and leadership has prioritized the growth of revenue to help close the gap between needs and available resources through fully identifying existing opportunities such as the Interstate 170 and Olive Interchange and former City Hall location on Olive. Although several capital items have been included in this budget, as the Capital Improvement Plan shows us, many high cost items continue to age and loom as potential underfunded demands for future budget years. With looming demand for limited resources, funds continue to be

allocated for master plans for our streets, parks, and traffic ways in an attempt to strategically spend where we can and be "at the ready" for any potential grants opportunities.

One area where a long term solution has been identified and alleviated is with the new City Center which is currently under construction. This new facility will house public safety operations, general administration, public meetings, and contain community spaces which had been clearly identified as long-range priorities for the City of Olivette by the City Council. The process in its current iteration began back in January of 2013 with the Olivette Future Task Force and is a good example of leaders working together to build consensus with the citizenry, council, and administration to bring a plan together that alleviates a long term strategic mission.

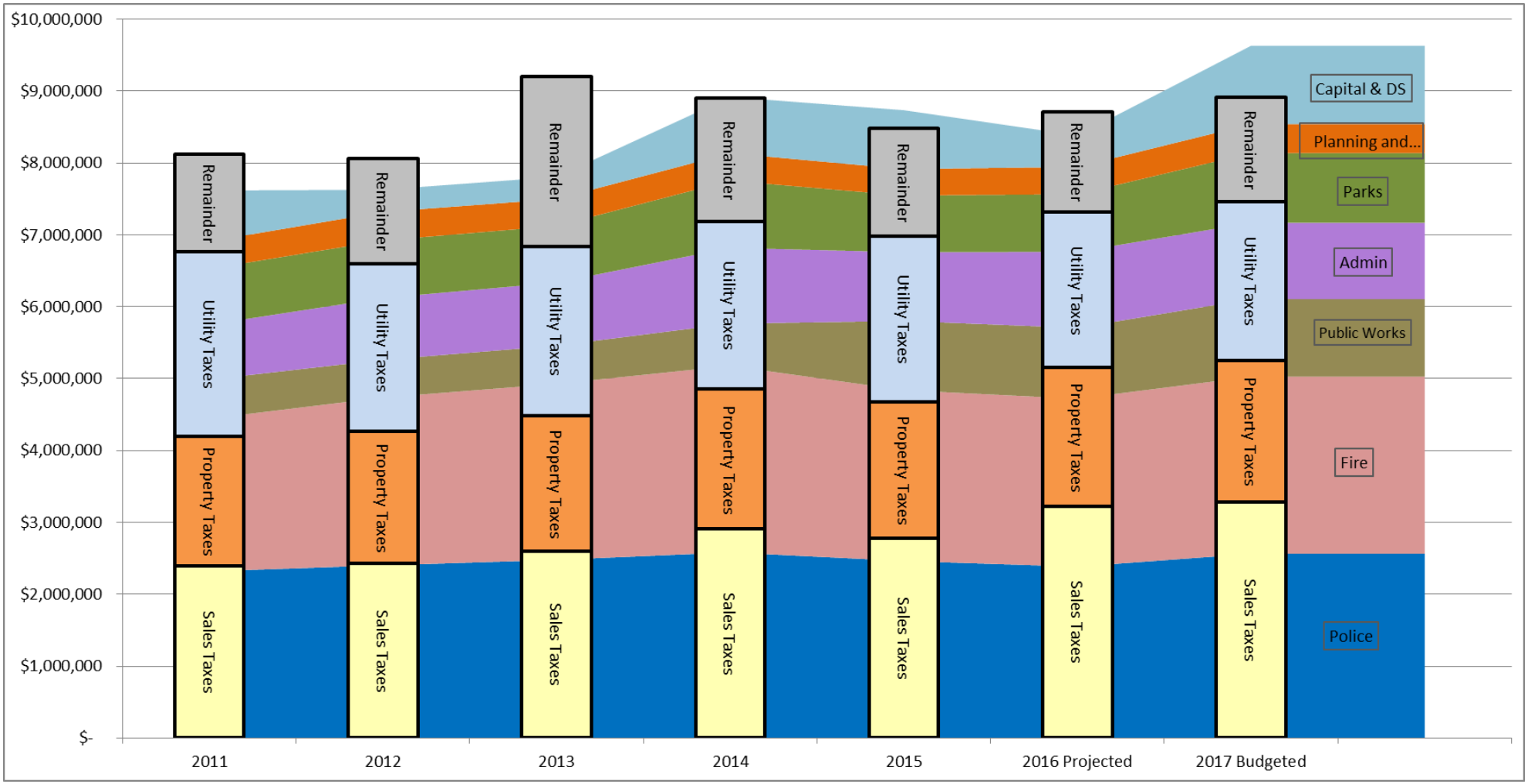
The Annual Budget is one of the three financial tools designed to plan and evaluate the financial affairs of the City. It is designed to be used in conjunction with the annual audited financial statements located on the city website and capital improvement plan in Appendix A for full planning and evaluation of the City. The budget identifies the priorities of the upcoming fiscal year and how they are to be carried out with relationship to expenditures. Through more descriptive budget documents, financial statements, and forward looking capital improvement plans, the administration hopes to project future goals and provide a means by which users can weigh in, evaluate, and provide feedback on those goals.

The fiscal year 2016-2017 General Fund budgeted revenues of $7,307,925 (including transfers) are balanced with projected expenditures of $7,306,957 as presented on page 33. This is projected to result total fund balance in the General Fund of $4,522,731 as of June 30, 2017. The General Fund budgeted revenue represents an increase from the projected current fiscal year revenue of $185,706 or 2.61%. More information on the revenue landscape can be found on page 17.

General Fund expenditures for fiscal year 2016-2017 are decreased by $41,808 from the prior adopted General Fund budget (as amended), a decrease of .5%. Major items/factors leading to the decrease include lack of large project costs in the general fund, employee turnover in the fire and police departments, and lower fuel prices. In fiscal year 2015-2016 costs for major projects such as a new city website ($15,000) and an agreement with landowners along Old Bonhomme Rd ($80,000) attribute to the majority of the decrease in fiscal year 2016-2017 which doesn't contain any similar costs.

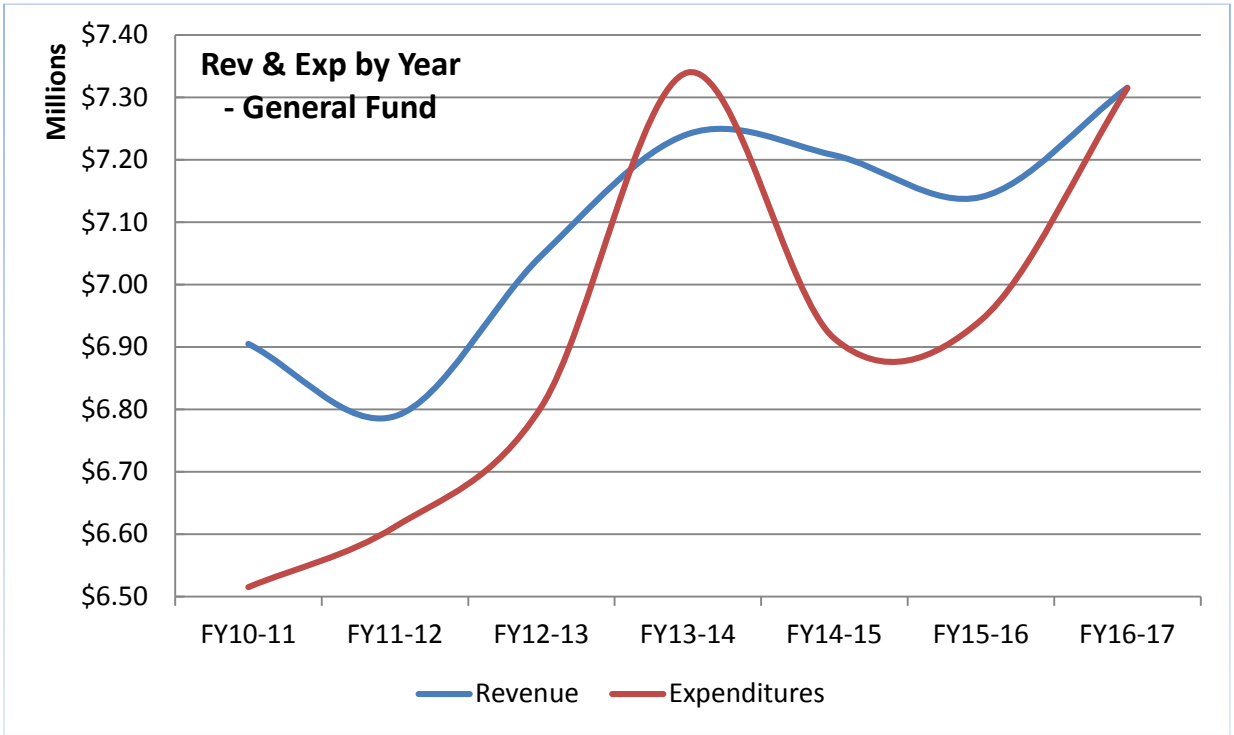
Revenue decreases are showing in many sources as a result of lower enrollment in youth sports, lower community center rentals, downward pressure on court revenues and medical transport fees along with lower phone and television based utility gross receipts. This is coupled with minimal options with regard to growing sales and property taxes in the short term and has led to challenges in creating a balanced budget because of flat revenue. Meanwhile personnel costs including wage growth and insurance and benefit costs continue to put systemic upward pressure on expenditures. When revenue challenges in new areas that have provided steady growth in the past along with the heavy reliance on sales and property taxes which have shown themselves to be susceptible to large, quick downward swings are compared to steadily rising costs with respect items like wages and insurance costs, caution is in order. While this situation is no different than many other entities and the City has shown its ability to adapt to those situations, this budget does not propose to add or authorize any additional full time positions in any department of the City. In addition, operating budgets continue their leaning process and capital outlay expenditures are continuing to be limited to those identified as those essential to maintain current services.

The following chart contains all operational revenues in addition to all operational expenditures by department with the capital items and debt service at the top of operating expenditures.



Fiscal Year 2016-2017 Fund Overview

General Fund – Fund 01



General Property Tax

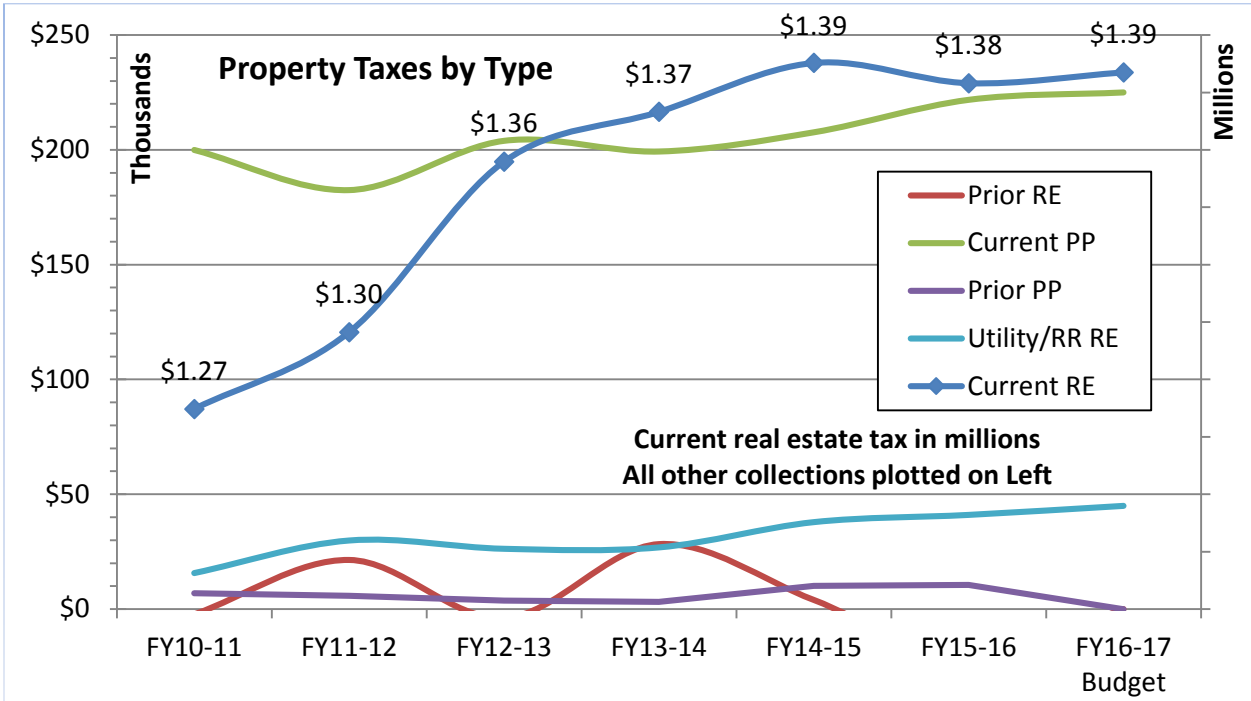
Total property taxes for the residential and commercial real and personal property owners contain three aspects. One is for general fund revenue, another for defined benefit pension revenue for current, past, and future employees, and a third for debt service on Series 2014 General Obligation bonds.

The general purpose property tax which is made up of both residential and commercial real estate and personal property constitutes roughly 25% of the total revenue in the General Fund and 22% of operating funds as seen in the funds summary on page 17. 2016 assessment rolls for the City of Olivette for Tax Year 2016 will be available shortly after budget adoption in July of 2016. Assessment rolls are expected to increase marginally with increases in revenue limited to the State Certified CPI of .7% by the Hancock Amendment to the Missouri Constitution. New construction is not subject to this limit and when combined with the inflation component, total increases in property tax revenue is budgeted with a 1.8% increase from prior fiscal year. Total residential and commercial real estate tax revenue is budgeted to provide $1,387,000 in revenue and personal property taxes are expected to provide $225,000.

Property taxes are frequently identified as an incentive for economic development. The City Council exercised their power to abate property taxes in 2007 with the development of the Shoppes at Price Crossing at the southwest intersection of Olive and Price Road. The development is currently operating under an 80% abatement of taxes which will shift to 50% in 2017 tax year and sunset in 2022. A similar tool, tax increment financing, is being explored with the Interstate 170 and Olive redevelopment.

Fiscal Year 2016-2017 Fund Overview - continued

The following chart shows general fund property taxes revenue stream trends from 2010 tax year collected as current in fiscal year 2010-2011 to the budgeted amounts for the 2016 tax year expected to be collected in fiscal year 2016-2017:



Increases in the total assessed valuation in the City of Olivette for the past several years can be attributed to increases in residential housing rebuilds and personal property tax valuations. Meanwhile, commercial valuations remain flat and assessment increases frequently contested. Assessment appeals by property owners are taken into account during budgeting and results in a three percent reduction in projected revenues from general property taxes for fiscal year 2016-2017. Current general purpose tax levies per $100 of assessed valuation for the 2015 year were .623 for residential property, .754 for commercial property, and .771 for personal property. Property tax estimates were prepared for the fiscal year 2016-2017 budget using past rates, inflation factors, and valuation trends.

In addition to the general purpose tax levy, the City also levies a property tax to support the City's defined benefit pension plan which has been in place since a 2008 vote by citizens. The pension levy is limited to a maximum of $0.25 per hundred dollars assessed valuation. Current pension tax levies for the 2015 year were .227 for residential property, .248 for commercial property, and .250 for personal property.

The final aspect of property tax revenue is for debt service in relation to the retirement of Series 2014 General Obligation Bonds which were used to purchase land and construct and outfit the new City Center located at 1140 Dielman Road. The debt service levy began in the 2015 tax year after a vote of the citizens and is expected to remain at $0.42 per hundred dollars assessed valuation through the life of the debt.

Fiscal Year 2016-2017 Fund Overview - continued

Gross Receipts Tax

Gross Receipts taxes are levied on all utility taxes and for fiscal year 2016-2017 and are projected to provide 25% of the total general fund revenue. All providers of electric, natural gas, telephone, and water consumption collect tax on customers at a rate of ten percent and a levy of five percent on cable television and other video services gross receipts. Gross receipt taxes as a whole have steadily declined for the past several years as customers have forgone landline telephones for cellular phone for their primary phone line effectively cutting a phone line and subsequently revenue to the City. This has been compounded by a development in the cellular phone industry allowing customers to switch carriers and maintain their existing phone number. This development led to the increased use of low cost prepaid cellular services for many consumers which currently do not collect or remit the required gross receipts tax. Weather also plays a significant factor in the revenue predictions of the gross receipts tax which adds extra difficulty in formulating accurate projections.

Sales Tax

The City of Olivette receives a 2.5% sales tax on all retail sales within the city limits. The general fund benefits from a 1% countywide local sales tax and a 0.25% additional tax approved by Olivette voters. The additional 0.25% tax resulted from the 1993 St. Louis County sales tax redistribution plan. Although the redistribution plan contains sharing provisions, Olivette currently doesn't contribute any funds to the pool besides the annexation provision of the agreement. Additional sales taxes, all individually approved by voters include the .50% capital improvement sales tax, .50% stormwater/parks sales tax, and finally the .25% fire operations sales tax.

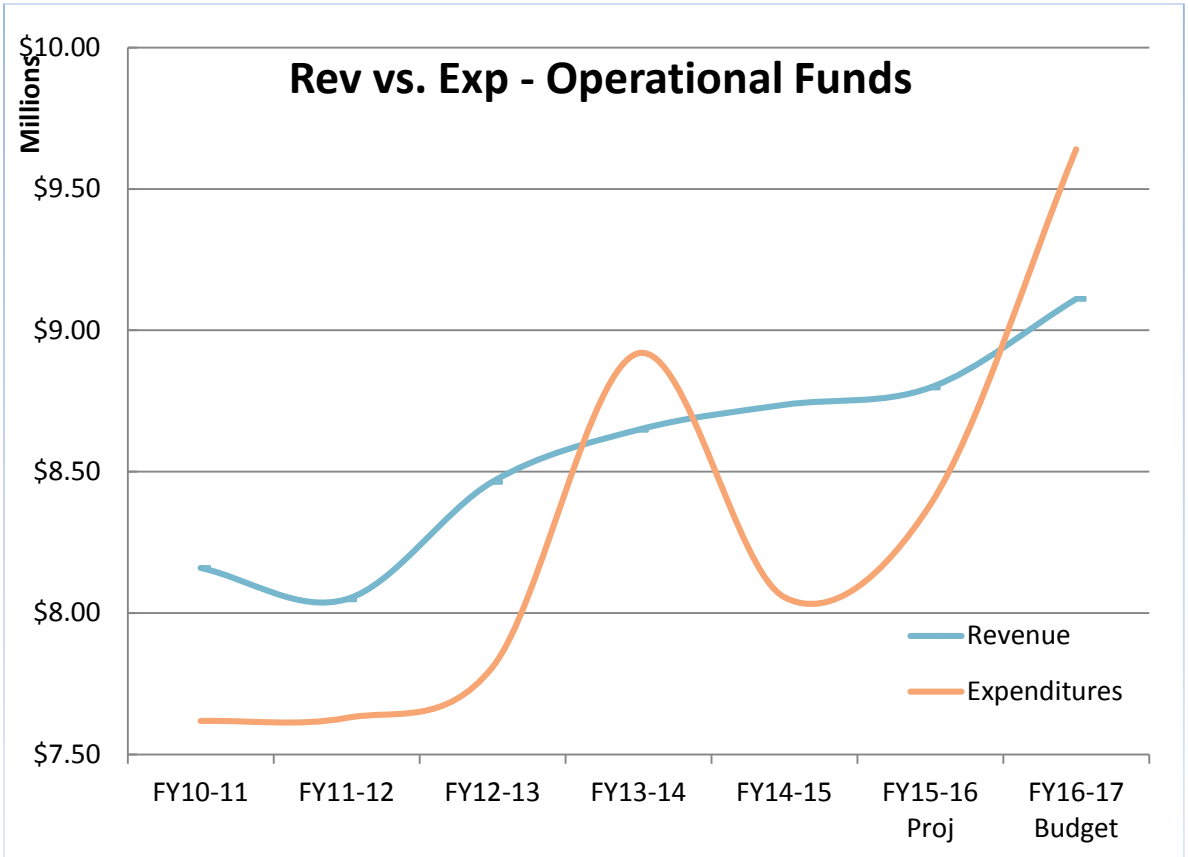
Sales tax receipts have finally recovered and levelled out from 2008 and 2009 lows. Macroeconomic factors were responsible for a majority of the recovery in City sales tax receipts with recent growth accelerated by local business openings. Fiscal year 2016-2017 budget estimates the general fund sales tax category revenues to be $1,930,000, or roughly 25% of operating General Fund revenues. Page 21 provides current budgeted sales tax revenue along with the previous four years of collections for historic comparison. Over the past decade, strategic economic development efforts saw the use of sales tax rebates from 2006 to 2010. Current efforts are looking to continue the conscious effort towards economic development by placing emphasis on development of the full site at the southwest interchange at Olive and Interstate 170. Future efforts are then expected to be focused on the former City Hall location once the City Center is complete. Notwithstanding a large negative economic event, sales taxes look to maintain a 2% annual increase.

Investment Revenues

The City has reinitiated investment activities after several years of letting idle cash earn lower interest rates to help offset bank fees. Laddering of 12 month CD's began in August of 2014 with initial maturities occurring in fiscal year 2016. In addition, repurchase agreements were restarted along with the switch of the City treasury deposit institution. Investment revenues are budgeted at $20,000 in the General Fund for fiscal year 2016-2017 with meager returns of .15% on idle funds in repurchase agreements and CD rates in the .50-.70% range.

Fiscal Year 2016-2017 Fund Overview - continued

The following chart reflects major operating revenue sources for the FY 2016-17 Budget across all operating funds:



Other Funds

The City uses fund accounting where special or restricted revenues or funds held for others are accounted for under a self-balancing set of accounts. For three other funds the City currently identifies operating expenditures that align with the special revenue designations that restrict its use and uses the fund to account for the associated assets and liabilities that occur with the specific revenue and expenditures. The remaining seven funds are established for tracking of specific functions.

Grants Fund – Fund 02

In fiscal year 2014-2015 the City instituted a separate fund to account for the receipt and associated expenditures of grants awarded by various agencies. The fund contains a balanced budget and is designed to have zero fund balance at the conclusion of a period with matching provisions provided via transfers from the appropriate department where the grant awards take place. The year ended June 30, 2015 concluded the first year of use of the Grant fund with $193,704 in revenue on $207,151 in expenditures and $13,447 in transfers in to arrive at the desired zero fund balance. Information on grant awards and activities can be found on page 25.

Fiscal Year 2016-2017 Fund Overview - continued

Capital Improvement Fund – Fund 05

In fiscal year 2000-2001 the City established a special revenue fund for Capital Improvements as required by the enabling legislation for the .5% capital improvement sales tax. 85% of the collected revenue is remitted to the City with the remaining distributed per capita to cities electing to pool their collections. Collected sources to be used specifically for capital and related activities including maintenance of capital facilities.

Besides the Capital Improvement sales tax of .5% which was approved by voters in 1995, the City receives County road and bridge property tax reimbursements based on the total assessed valuation. Road and bridge revenue must be spent for improvement and repairs of public roads, streets, and bridges. The final component of revenue for the fiscal year 2016-2017 budget is a $150,000 transfer in from the Equipment Replacement Fund (Fund 25).

The Streets Department which serves to maintain city owned streets and right-of-way are budgeted within the capital improvement fund as well as other capital related activities, including infrastructure maintenance and renewal and major equipment purchases. Fiscal year 2016-2017 expenditures, both operating and capital, have been a portion of the Capital Improvement Plan at Appendix A. Current year expenditures include payments on fiscal year 2016 lease-purchases, replacement of police department equipment and vehicles, drainage and street improvements and overlays in addition to the preliminary work on Dielman Rd South of Fairwinds Ct and completion of the Old Bonhomme Rd. and North Price Rd. projects.

The Capital Improvement Fund accumulated fund balance of $1,321,691 as of the most recently completed audit period of June 30, 2015 is budgeted to decrease to $665,335 as of the end of fiscal year 2016-2017. The Capital Improvement Plan at Appendix A projects capital needs for the current year and four future fiscal years.

Dielman Neighborhood Improvement Fund – Fund 11

In fiscal year 2013-2014 the City created a separate fund for the Dielman Industrial Park Neighborhood Improvement District (Dielman NID) as a separate capital improvement and debt service fund in connection with the reconstruction and issuance of the Aa2 rated Series 2012 Dielman Industrial Park NID limited obligation bonds. The assessment fees collected from commercial property owners are collected and restricted to retiring the bonds which contain a 2022 call provision.

Revenues are budgeted at $47,000 for fiscal year 2016-2017 to cover $48,000 in debt service payments for the year. Fund balance for the most recent audit as of June 30, 2015 was $49,649 and expected to end fiscal year 2016-2017 at $47,649.

Fiscal Year 2016-2017 Fund Overview - continued

North Price Neighborhood Improvement Fund – Fund 13

In fiscal year 2014-2015 the City created a separate fund to account for the North Price Neighborhood Improvement District (North Price NID) as a separate capital improvement and debt service fund in connection with the reconstruction and issuance of temporary financing arrangements associated with the project.

Revenues in the fiscal year 2016-2017 budget consist of draws on the temporary financing note in addition to anticipated issuance of permanent long-term financing. Total revenues are budgeted at $1,877,221 to cover $1,877,221 in temporary note refunding and issuance costs for the year. Fund balance for the most recent audit as of June 30, 2015 was ($18,456) and is budgeted to end fiscal year end 2016-2017 with a $-0- balance.

Pension Fund – Fund 15

Pension Fund revenue as it relates to City budgeting consists of a roughly $0.25 per $100 in valuation property tax levy for the coming year that was approved by voters in December 2004. Collections for the pension fund less administrative expenditures are then forwarded to the City of Olivette Salaried Employees Pension Plan at the end of the calendar year and end of the fiscal year. Collections for the upcoming fiscal year 2016-2017 are budgeted at $562,000 and after $41,000 in expenses for investment consulting and actuarial fees, the remaining $521,000 is budgeted to be remitted to the employee retirement plan. Actuary reports for the Plan are completed annually with the January 1, 2016 report reflecting assets of $18,888,649 against total pension liability of $24,815,273.

Fire Operations Fund - Fund 20

In November 2001 voters approved a fire operation sales tax of .25% on retail sales to be used exclusively for the operations of the Olivette Fire Department. Budgeted operating revenue for fiscal year 2016-2017 in this fund is $290,000 and unlike the capital improvement or general sales tax, nearly all of the fire operations sales tax is remitted back to the City.

Expenditures projected for fiscal year 2016-17 are all operational and total $244,800, which is the estimated cost for the three firefighter/paramedics with the least seniority in the Fire Department. The Fire Operations Fund has also provided for partial support of lease payments for large ticket items such as fire truck and medical transport vehicles in past budgets.

Equipment Replacement Fund – Fund 25

As recommended with the fiscal year 2001 audit, the City created the equipment replacement fund in the fiscal year 2002-03 budget. Through allocations and use up to the year ended June 30, 2013, accumulated fund balance is $343,710. Evaluation continues on the most appropriate use for this equipment reserve with a $150,000 transfer to the Capital Improvements Fund budgeted for the fiscal year 2016-17.

Fiscal Year 2016-2017 Fund Overview - continued

New Facility Fund – Fund 26

In August 2014 voters approved issuance of $13.5 million in debt which resulted in the issuance of Series 2014 General Obligation Bonds for the purchase of land and construction of the new City Center. The Aa2 rated bond is to be repaid through property taxes currently levied at .42/$100 in assessed valuation. Fiscal year 2016-17 budget includes revenue for both the debt service collections and the investment returns on debt proceeds that remain idle during design and construction. Expenditures are restricted to acquisition, construction, and outfitting costs and are anticipated to total the remaining $9,500,000 of the debt proceeds. Additional expenditures of $900,000 are budgeted for debt service costs.

Stormwater Parks Fund – Fund 30

In April 2002 voters approved a .5% stormwater and parks sales tax that can be used for local parks operations and stormwater control. Budgeted operating revenue for fiscal year 2016-2017 in this fund is $570,000 and similar to the fire operations sales tax, nearly all of the stormwater/parks sales tax is remitted back to the City.

Parks maintenance operational expenditures for fiscal year 2016-17 budget total $421,961. In addition to maintenance operations, the Stormwater/Parks Fund also has capital allocations in the current year for roof replacement at the community center, the initiation of the parks master plan process, and the demolition and reconstruction of the parks maintenance building. Because of the focus on long-term planning and capital projects with the Fund, it is included with the Capital Improvement Plan at Appendix A.

Sewer Lateral Fund----Fund 40

In April 2004 voters approved a levy of $50 a year on residential properties in the City to establish an insurance program to replace sanitary sewer laterals serving residences. The City established operating rules and regulations for the conduct of the sewer lateral program and the collection of the sewer lateral fee began shortly thereafter.

Fiscal year 2016-17 collections are estimated at $135,000 with anticipated reimbursements to citizens of $75,000 and $28,000 in transfers to the General Fund for administrative-related expenses.

FINANCIAL POLICIES

Basis of Accounting

The City records transactions during the year on the basis of cash receipts and disbursements. At year end entries are recorded for financial reporting purposes to reflect the modified accrual basis of accounting.

Under the modified accrual basis of accounting, revenues are recorded when they are both measurable and available. The term available is defined as collectable within the current period or soon enough thereafter to be used to pay liabilities of the current period. The expenditures are recorded when the related fund liability is incurred. Olivette uses the modified accrual basis of accounting for budgeting and accounting.

Investment Policy

The City adopted its most recent Investment Policy by resolution on December 9th, 2014. The Investment Policy covers all financial assets of the City funds currently existing or anticipated, unless excluded by legal or contractual restrictions such as monies established under bond indentures or funds received from other governmental entities as a fiduciary. Specifically excluded from the Investment Policy are the funds of the City of Olivette Salaried Employees Retirement Plan, whose investments are covered by a separate policy. Funds for the City of Olivette may be invested only in the following authorized types of investments:

A) United States Treasury Securities
B) United States Agency Securities
C) Repurchase Agreement
D) Collateralized Public Deposits (Certificates of Deposit)

Procedures for Budget Passage and Amendment

The Annual Budget is one of the three financial tools designed to plan and evaluate the financial affairs of the City. The budget is among the City's most important written communications since it provides a glimpse of goals and intentions for a one year look into future. Then, once adopted, the document becomes a compass for department heads for their various functions and activities.

City Charter dictates the finalization of the budget process by saying that the budget is to be adopted by affirmative vote of a majority of the members of the Council no later than three days prior to the end of the fiscal year which is currently June 30th. Should the Council fail to adopt the budget, amounts appropriated for current operations for the current fiscal year are deemed adopted for the ensuing fiscal year on the prorated month-to-month basis until the Council adopts a budget.

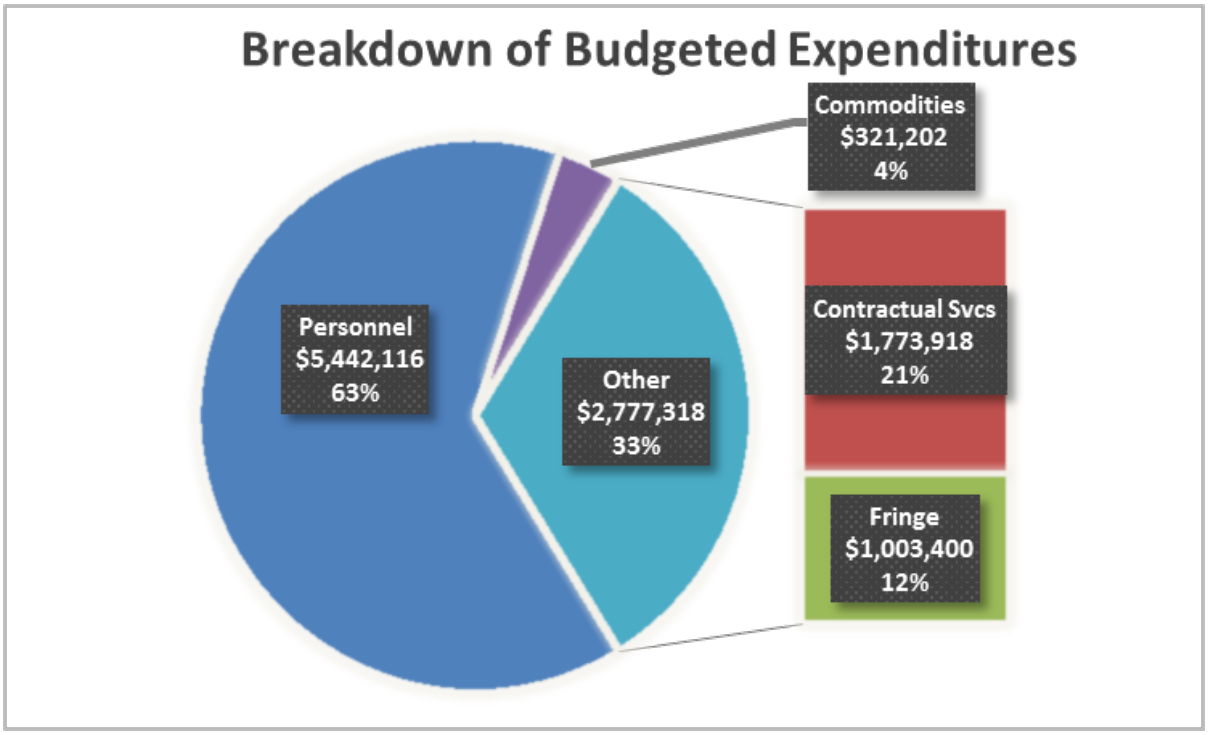
The City Manager may freely transfer unencumbered appropriations within departments or certify that funds are available for supplemental appropriations and then request that Council pass an ordinance for additional expenditures.

The Finance Director keeps Council, staff, and citizens up to date on revenue and expenditures with the Monthly Finance Report portion of City Council meetings. Reporting is completed using the same funds, departments, and accounts as those used in the budgeting process so as to provide interested parties an adequate tool to monitor the funding status and progress with goals and expenditures throughout the year. In addition, throughout the budget process a variety of graphics, tables, and charts are presented to assist in conveying goals and intentions for the upcoming year and are considered supplemental to the budget message.

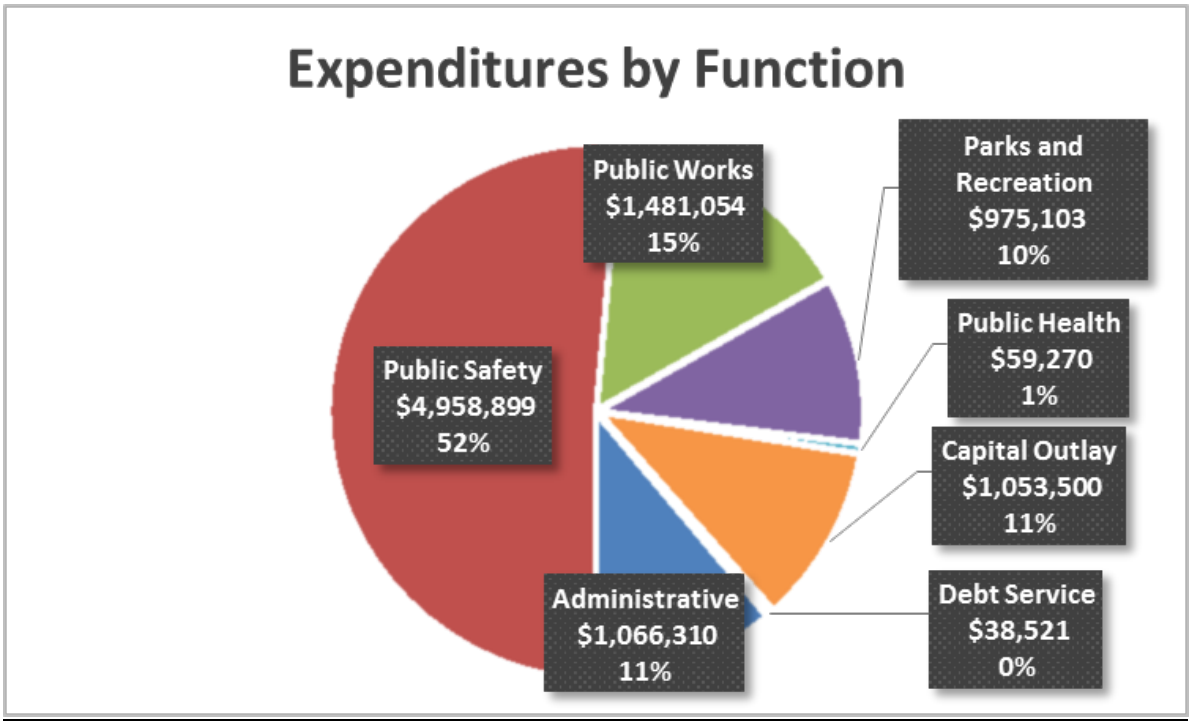
If during the fiscal year it becomes apparent insufficient funds have been budgeted in a certain area, the shortfall is reported to the City Manager. After reviewing the total budget, recommendations are made to the City Council and the budget is amended, if necessary, by Ordinance.

EXPENDITURES AND CAPITAL PURCHASES

The following chart provides a breakdown of operational expenditures with the fiscal year 2016-17 budget. Fringe benefits for workers compensation premiums, health, dental, and life insurance, and disability premiums represent 12% of the contractual services category. These costs are broken down to reflect that if those fringe benefits were included with personnel costs, total personnel costs would increase from 63% of operational expenditures to 75% of all operational expenditures.



Expenditures are reported by major function on the annual financial statements. The chart below reflects projected FY 2016-17 expenditures for all operating funds by major functional area to provide a comparison of historic results to current budgeting with a notable increase in capital outlay in the current year versus historic results:



Capital Items

Capital expenditures have been a major challenge over the past several years as revenues have struggled to keep pace with increases in operating costs. This has led the City to make assets last past their anticipated useful life and narrow focus to those items only to those absolutely necessary to maintain City infrastructure and essential services. Fiscal Year 2016-2017 is no different with stubborn flat revenues and increasing costs requiring items to once again be pushed out additional years. In addition, several long term projects are expected to be completed in fiscal year 2016-2017 which weighs heavily on the budget. To better plan and allow council and citizens an opportunity to realize capital asset challenges, the Capital Improvement Plan was developed and presented in fiscal year 2015-16 and is intended to provide additional perspective for planning and capital needs by projecting future years' needs. The Capital Improvement Plan updated for fiscal year 2016-2017 can be found at Appendix A and serves as the current and future expected capital needs of the City.

STRATEGIC PLAN

The City completed its last comprehensive strategic plan in 2006. The planning process resulted in a comprehensive strategy for community redevelopment that is used as a framework for planning and community design.

STRATEGIC PLAN - continued

Specific steps and redevelopment processes recommended in Phase III of the *Olivette—A Dynamic Sense of Place* plan are used in an effort towards full development of the Olive and Interstate 170 interchange during fiscal year 2016-17. A developer was chosen to work towards providing not only an economic engine for the city but a catalyst for future projects pursuant to the Strategic Plan principles. This will provide a good evaluation piece for the strategic plan as the City looks forward to a future redevelopment of the vacated City Hall location on Olive Blvd.

GFOA AWARD

The Distinguished Budget Presentation Award from the Government Finance Officers Association recognizes recipients for budget documents which meet established criteria for:

- The Budget as a Policy Document
- The Budget as a Financial Plan
- The Budget as an Operations Guide
- The Budget as a Communications Device

The City of Olivette hasn't submitted an application for consideration for the Distinguished Budget Award in several years after over two decades of continuous award. The 2016-17 Budget of the City of Olivette has been prepared according to the established GFOA criteria and staff expects that this document will qualify for the Distinguished Budget Presentation Award.

Acknowledgements

Budget development is a huge undertaking for city staff and council members. In addition, department heads and support staff spend significant amounts of time and resources in preparing accurate documents. Therefore, a special thanks to city staff for their help during this process as changes are monitored and last minute adjustments are made. This is notwithstanding the time and effort that goes into the process by City Council members and all other members of the public to attend meeting and voice their opinions on issues.

Respectfully submitted,

Barbara Sondag
City Manager

Revenue Summary

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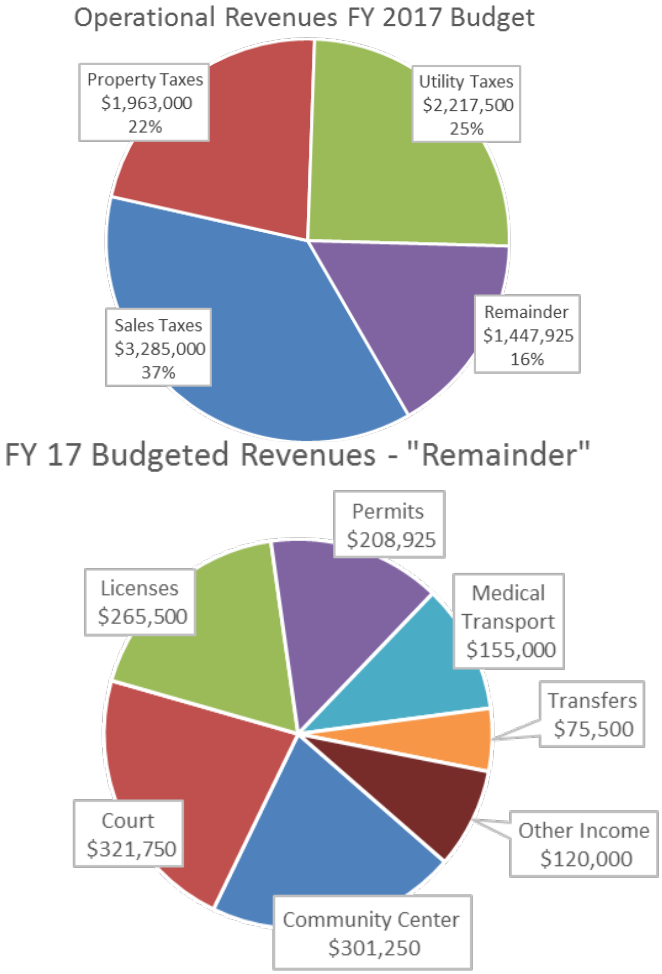
City operational revenues are expected to steadily rise in fiscal year 2017 at $9,110,925. This is an increase of $354,674, or 4.07% from fiscal year 2016's budget of $8,710,751. City revenues are expected to remain dominated by sales, property, and utility tax collections.

Revenues are forecasted using all available information to create a realistic estimate. Although not accomplished with the fiscal year 2016-2017 budget due to large projects, the current administration is committed to balanced budgets in all funds which leads to conservatively estimated revenues with targets for actual revenues to be 100-105% of budgeted expenditures. Revenue projections are based on a variety of methods including 1, 3, and 5 year trend analysis in addition to consideration of macroeconomic elements such as general economic conditions and short term consumer confidence.



Sales Tax

1% County Local Sales Tax – Olivette is a Point-of-Sale municipality within the borders of Saint Louis County and unlike many municipalities receives nearly all of a 1% local sales tax on purchases that take place within its borders. The formula for sales tax is complex but is roughly based on per capita sales generated. This tax continues to represent around 25% of total budgeted revenue within the general fund. Predicting future sales tax revenue is a difficult endeavor but is attempted through short term and long term trend analysis with explanation for any outlying factors. Historically, this method has provided an amount useful enough for planning revenues for a one year period. The difficulty in developing accurate sales tax budgets lies with both identifying and predicting the timing of adverse variables. Such variables include changes to sharing formulas which are currently being challenged, regional or nationwide recessions, weather related events, opening or closure of major sales tax drivers, and increasing online purchases. This 1% tax is included with the 2.888% Saint Louis County sales taxes levied on purchases.

Revenue Summary - continued

Local Option Sales Tax – The 1/4% Local Option Sales Tax was approved by voters in November of 1993. The sales tax was offered as a way to cities to fill gaps in revenue created by sharing provisions in the county sharing formula. The local option sales tax has no special uses attached to it and is included with general fund revenue. It is budgeted in conjunction with the local tax distributed by Saint Louis County and is a portion of 1.5% levied locally on all purchases.

Capital Improvements Sales Tax – The 1/2% Capital Improvements Sales Tax was approved by voters in 1995. Upon passage of the tax, the City opted to keep 85% of the revenue generated and pool the remaining 15% with the other St. Louis County municipalities to be distributed per capita with those opting to pool 100%. According to Missouri State Statute, these funds may only be used for streets, water mains, storm sewers, bridges, park improvements, buildings, and major equipment, for maintenance of those improvements, and for debt service on a bond issue used to construct public improvements. The Capital Improvement Sales Tax is currently used for both the street maintenance operational department and for capital expenditure funding. The Capital Improvement Sales Tax is budgeted with a relationship to general fund sales taxes and is a portion of 1.5% levied locally on all purchases.

Fire Operations Sales Tax – The 1/4% Fire Operations Sales Tax was approved by voters in November of 2001. This tax is not subject to sharing and may be used for the operation of a fire department including debt service expenditures. The Fire Operations Sales Tax is currently used to fund the salary and benefits of the three firefighter/paramedics with the lowest seniority and in the past as a capital expenditure funding source for the fire trucks and ambulance currently in service.

Stormwater/Parks Sales Tax – The 1/2% Stormwater/Parks Sales Tax was approved by voters in 2002. This tax is not subject to sharing and may be used for any parks or stormwater control operating or capital expenditure project including debt service expenditures. The Stormwater/Parks Sales Tax is currently used for both the parks maintenance operational department and as a capital expenditure funding source.

Property Tax

The City of Olivette levies a general, pension, and debt service tax on all non-exempt real and personal property owned as of January 1 in each year. Assessment amounts are completed by the County Assessor who also prepares the tax rolls for submission to the County Board of Equalization for the determination of the proper value of property. Through provisions of the Hancock Amendment to the Missouri Constitution, City levies currently have a ceiling placed on them according to formula based on new construction, inflation, rates, and assessments. Once rates have been certified by the State Auditor, billing and collection of City property taxes are performed by Saint Louis County for fee of 1.5% of the taxes collected which are due December 31st of the assessment year. The general fund portion of property taxes represents roughly 25% of total general fund revenue.

Revenue Summary - continued

Utility Tax

Gross Receipts taxes are collected at a rate of 10% by all public utilities which include land and cell phones, water, natural gas, and electrical usage. All of this tax is placed in the general fund continues to represents around 25% of total budgeted revenue but is down from approximately 35% of revenue a decade ago. Predicting utility tax revenue has always been a difficult process because weather influences a good portion of the sources via electric and natural gas usage. However it has become even more difficult over the last several years due to the "cord cutting" phenomenon where people are ceasing the use of land line telephones and in more extreme cases, cancelling traditional set-top box service for internet based options. This has been coupled with an increased use of prepaid cell phones which currently remit no gross receipts tax. These trends have shown a 3-5 year decreasing trend and have yet to show a trough on city budgeting.

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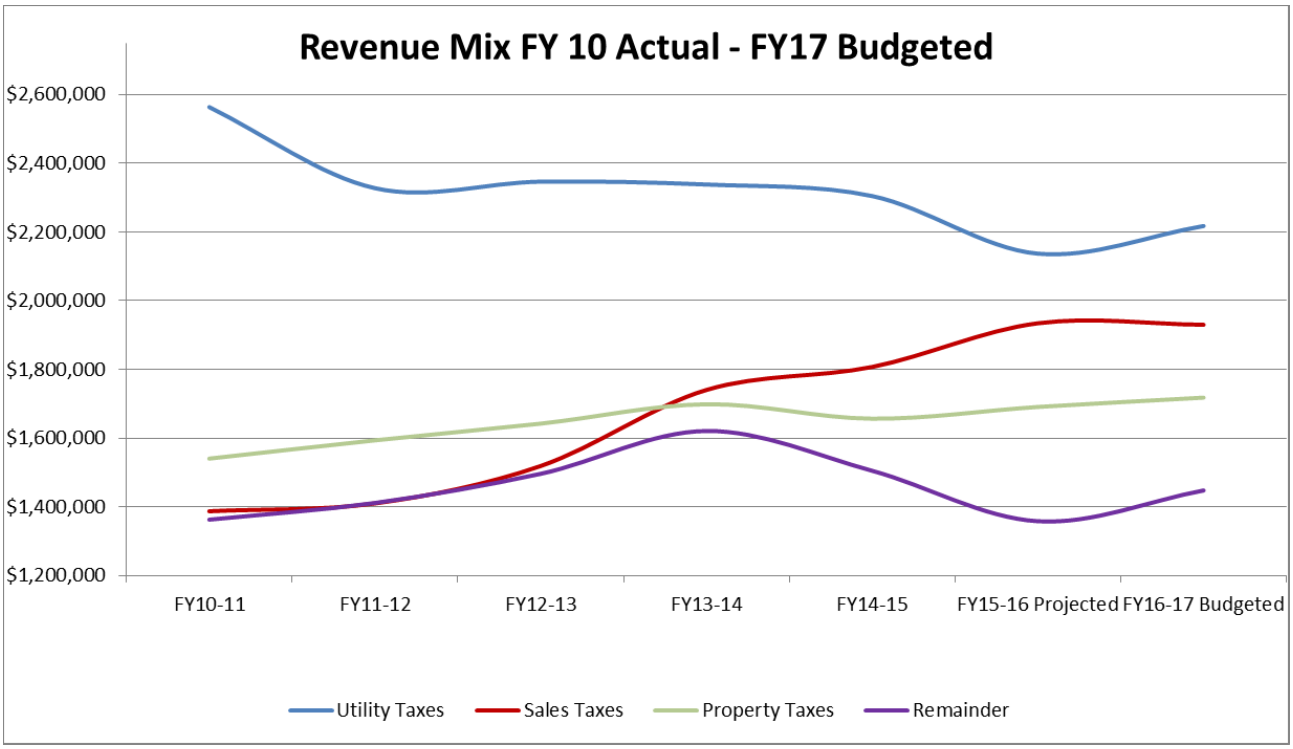
General Fund Revenue (FUND 01)

The General Fund contains 11 of the 14 operating departments of the city in addition to all the commission activities, refuse pickup, and elections. As the primary operating fund of the city it receives revenues from all sources without a mandated earmark. Roughly 75% of revenue in the general fund is made up of collections for sales, property, and gross receipts taxes. In addition to those major three, there are other significant sources of revenue including: Recreation use fees, court revenues, medical transport charges, licenses, other income, permits, investment income, and fund transfers. General Fund revenues for fiscal year 2017 are budgeted for a 2.45% increase in revenues compared to fiscal year 2016 revenue projections. Fiscal Year 2015 decrease occurred due to the accounting of grants activity in a dedicated fund. This can be seen below as well as a factor in the decrease of the "remainder" line.

General Fund Revenue
(2016 & 2017 Projected)

Fiscal Year	Amount	Change
2013	$ 7,046,302	3.79%
2014	$ 7,241,006	2.76%
2015	$ 7,207,089	(0.47)%
2016	$ 7,122,219	(1.18)%
2017	$ 7,315,425	2.71%



Sales Tax

The sales tax category includes sales tax receipts received from St. Louis County in addition to use taxes and intergovernmental taxes such as gasoline tax, cigarette tax, and vehicle fees. These revenues have recovered from recessionary lows with an unexpected spike in collections while the upcoming fiscal year 2016-17 budget was developed. This lead to no increase over prior year collections with respect to budgeting.

Sales Tax
(2016 & 2017 Projected)

Year	Amount	Change
2013	$ 1,519,156	7.73%
2014	$ 1,740,403	14.56%
2015	$ 1,807,402	3.85%
2016	$ 1,934,418	7.03%
2017	$ 1,930,000	(0.23%)

Property Tax

The property tax category includes all real estate and personal property tax collections in addition to funds collected from St. Louis County for fire and medical transport coverage for the unincorporated area north of city limits known as Elmwood Park. Property taxes have increased slightly despite large increases in residential assessments due to Constitutional limits. Low inflation is expected to limit growth in property taxes to 1.6% for fiscal year 2016-17.

Property Tax
(2016 & 2017 Projected)

Year	Amount	Change
2013	$ 1,642,495	3.05%
2014	$ 1,698,822	3.43%
2015	$ 1,656,707	(2.48)%
2016	$ 1,690,929	2.07%
2017	$ 1,718,000	1.60%

Utility Tax

The utility tax category includes all gross receipts on utilities billed within the city limits. Utilities include electrical, natural gas, water, phone, and cable television usage.

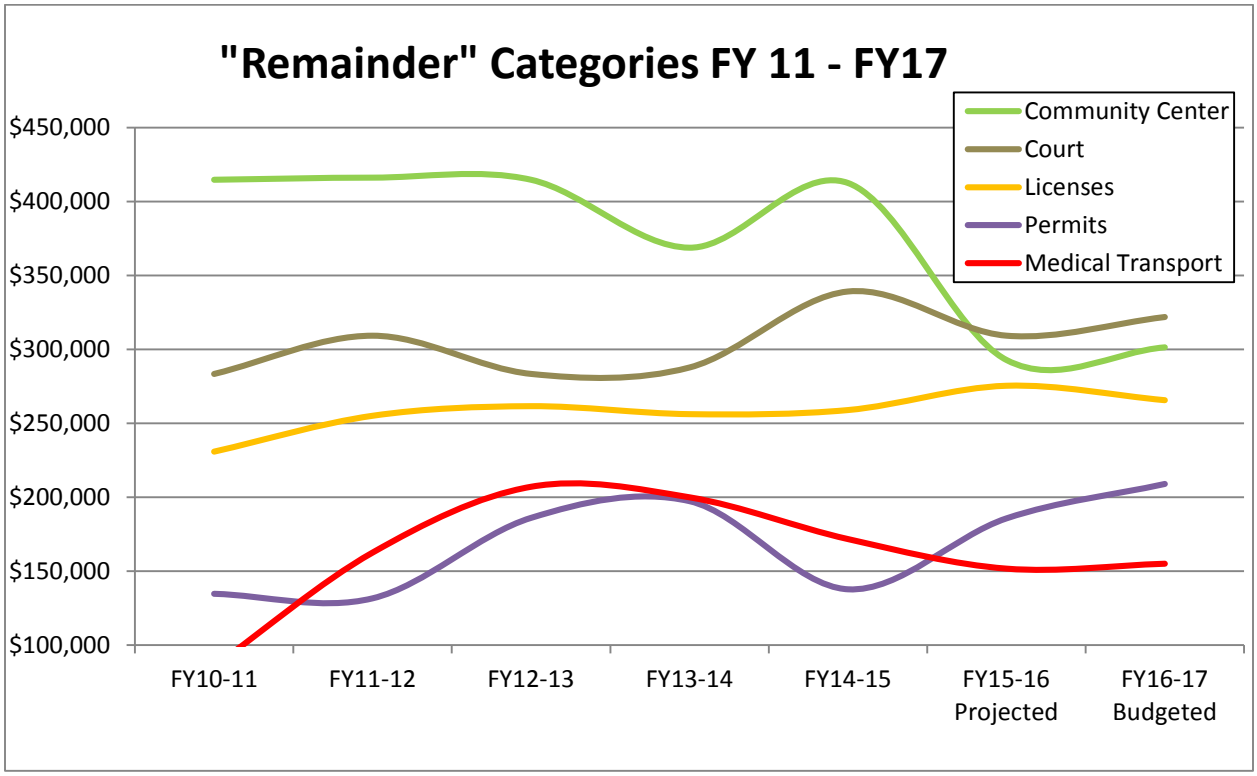
Revenue is expected to recover from multi-year slide in fiscal year 2016-17 with a 3.76% increase due to the return of typical weather trends compared to the relatively mild winter and summer for fiscal year 2015-2016.

Utility Tax
(2016 & 2017 Projected)

Year	Amount	Change
2013	$ 2,346,526	0.81%
2014	$ 2,338,150	(0.36)%
2015	$ 2,304,636	(1.43)%
2016	$ 2,137,107	(7.27)%
2017	$ 2,217,500	3.76%

"Remainder" Category of General Fund Revenues

Although labeled "remainder" categories, these revenue sources are vital to the operations of the city and help to defer the costs of many of the services provided. They include recreation use fees, court revenues, medical transport charges, licenses, other income, permits, investment income, and fund transfers.



Recreation Use Fees

The recreation category includes charges for services for community center and park pavilion rentals in addition to youth sports and other programming charges. The City offers youth soccer, basketball, and baseball, an eight week summer camp, and various other camps and programs.

Recreation Fees
(2016 & 2017 Projected)

Year	Amount	Change
2013	$ 414,690	(0.34)%
2014	$ 368,705	(11.09)%
2015	$ 412,507	11.88%
2016	$ 287,440	(30.32)%
2017	$ 301,250	4.80%

These revenues have seen a negative shift in use over the last five years and this is budgeted to reverse for fiscal year 2016-17 with a 2.91% increase. The increase is expected due to reassessment of the fee structure for community center use and the offering of additional contracted programs.

Municipal Court

The court category includes all fines and costs associated with the City's municipal court which is part of the St. Louis County Circuit Court. The Olivette Municipal Court is therefore subject to the rules imposed by the County Circuit Court. Throughout the past several years, the court system has been under pressure on the revenue and protocol fronts.

Municipal Court
(2016 & 2017 Projected)

Year	Amount	Change
2013	$ 283,289	(8.36)%
2014	$ 287,624	1.53%
2015	$ 339,011	17.87%
2016	$ 307,053	(9.43)%
2017	$ 321,750	4.79%

Budgeted court revenues represent 4.4% of general fund and are expected to increase 4.79% in fiscal year 2016-17 due to project safety citations.

Medical Transport Fees

Medical transport fees consist of charges for ambulance transports. The majority of fees are received from Medicare, Medicaid, or major insurance providers with private payers making up a small remaining percentage.

Medical Transport
(2016 & 2017 Projected)

Year	Amount	Change
2013	$ 207,092	27.41%
2014	$ 199,963	(3.44)%
2015	$ 171,690	(14.14)%
2016	$ 148,546	(13.48)%
2017	$ 155,000	4.34%

Revenue has experienced a steady decline over the past five years as a result of several factors despite the number of transports remaining roughly the same. The biggest factor is with the mix of payers where recent trends have seen a large percent increase in Medicare and Medicaid patients which have the lowest reimbursement amounts. Based on new legislation and steady call volume revenue for fiscal year 2016-17 is expected to increase 4.34%.

Licensing Fees

The licensing fee category consist of automobile licensing fees, liquor licenses, animal licenses, and merchant and manufacturing and service business licenses. Business licensing makes up around 80% of the total fee category and has experienced steady improvement over the last five years. Service licenses are determined based on the number of employees at a rate of $5 per employee over five with a $100 flat fee. Merchants and Manufacturing fees are determined based on gross sales at a rate of $1.00 per $1,000. Another 15% of the category consists of intergovernmental vehicle licensing fees received from the state of Missouri and distributed based on population. These fees have remained consistent through the last five years. Overall, licensing category revenue is expected to decrease 5.20% in the upcoming fiscal year 2016-17.

License Fees
(2016 & 2017 Projected)

Year	Amount	Change
2013	$ 261,462	2.55%
2014	$ 256,058	(2.07)%
2015	$ 258,826	1.08%
2016	$ 280,059	8.02%
2017	$ 265,500	(5.20)%

Permitting Fees

The permitting fee category consist of user based fees for the issuance of occupancy, building, zoning, demolition, and street opening permits. The fees are designed to recover costs associated with the issuance, inspection time, and petition costs associated with Planning and Community Development Department. Fiscal year 2016-17 is expected to increase 13.99% due to changes in the fees structure made in April 2016. The increases are for the most part offset with increases in expenditures as a result of additional professional reviews based on planning priorities.

Permit Fees
(2016 & 2017 Projected)

Year	Amount	Change
2013	$ 185,964	41.42%
2014	$ 197,294	6.09%
2015	$ 137,618	(30.25)%
2016	$ 183,288	33.19%
2017	$ 208,925	13.99%

Other Income

Other income consists of experienced based premium refund checks from the City insurance consortium and billings for snow removal.

Insurance checks are generated from SLAIT, a consortium of local governments used to broker insurance. When rebates are given based on expected versus actual experience, the funds are placed in this category and while difficult to predict, ranges of amounts are generally known at the conclusion of budgeting process.

Other Income
(2016 & 2017 Projected)

Year	Amount	Change
2013	$ 58,982	(25.18)%
2014	$ 193,639	228.30%
2015	$ 140,893	(27.24)%
2016	$ 76,858	(45.45)%
2017	$ 102,000	32.71%

Snow billing amounts are based on actual usage of time and material with rates set by contracts with subdivisions which contain private streets. These billings are based on winter weather and difficult to predict at the time of budgeting.

Overall, the other income category is expected to increase 32.71% in fiscal year 2016-17 due to collection timing with snow billings and similar insurance premium refunds.

Investment Income

Investment activities resumed in August of 2014 after several years of abandoning any efforts to keep idle cash invested to generate as much return as possible. The switch in depository banks boosted return on idle funds. In addition Certificates of Deposit (CD) maturities throughout the year are budgeted to increase investment income 55.27% for fiscal year 2016-17.

Investment Income
(2016 & 2017 Projected)

Year	Amount	Change
2013	$ -	NA
2014	$ -	NA
2015	$ 1,757	100%
2016	$ 12,881	633.12%
2017	$ 20,000	55.27%

Grants Fund Revenue (FUND 02)

The Grants was established in fiscal year 2015 in an effort to track grants activity and attempt to maintain a more consistent revenue path in the City's other funds.

Grant Activity

Fiscal year 2017 awards (revenue)

- Old Bonhomme Road - DOT
  - $1,400,000
- Police Equipment
  - $5,000
- Police Overtime - DOT
  - $24,000
- Fire Department Fitness Equipment
  - $60,000
- Public Works TRIM Grant – DNR
  - $5,000
- Parks Master Plan Assistance
  - $6,000
- Irv Zeid Citizens Park Restroom ADA improvements –CDBG-(pass through grant)
  - $20,000

Grant Fund Revenue
(2016 & 2017 Projected)

Year	Amount	Change
2013	$ -	NA
2014	$ -	NA
2015	$ 193,704	100%
2016	$ 204,160	5.40%
2017	$ 1,500,000	634.72%

Fiscal year 2016 awards (projected to year end)

- Old Bonhomme Road DOT - $166,240
- Police Overtime – DOT - $34,745
- Police Accreditation Support – St. Louis Area Police Chiefs Association - $1,000
- Police Equipment DOT, DOJ - $2,175
- Sidewalk Accessibility Improvements – CDBG - $20,000 (pass through grant)

Fiscal year 2015 awards

- Police Equipment DOJ, DOT - $36,298
- Police Overtime DOT - $22,145
- Police Accreditation Support – St. Louis Area Police Chiefs Association - $1,000
- Fire Department Self-Contained Breathing Apparatus (SCBA) – FEMA - $109,261
- Public Works TRIM Grant – DNR - $25,000
- Fire Department Automated CPR Device - $14,500 (pass through grant)
- Sidewalk Accessibility Improvements – CDBG - $30,234 (pass through grant)

NOTE: Pass through grants are included as revenue for single audit calculation only

Capital Improvement Fund Revenue (FUND 05)

The Capital Improvement Fund was established as a result of the approval of the .5% sales tax dedicated to the improvement, purchase, and maintenance of capital projects, equipment, or debt service for those purposes. In addition, revenues from the $.10/$100 road and bridge property tax levy are contained in the capital improvement fund.

Sales Tax and Road and Bridge Funds

The dedicated .5% sales tax makes up roughly 67% of the Capital Improvement Fund's budgeted revenues for the upcoming fiscal year 2016-17. The $.10/$100 road and bridge property tax makes up the remaining 23% of the Capital Improvement Fund's budgeted revenue for fiscal year 2016-17.

Since the revenue sources are derived from similar sales and property taxes contained in the general fund, five year charts and trends mirror those in the General Fund. Overall, and increase of 2.62% is budgeted for fiscal year 2016-2017.

Capital Improvement Fund Total Revenue
(2016 & 2017 Projected)

Year	Amount	Change
2013	$ 634,039	3.33%
2014	$ 700,303	10.45%
2015	$ 708,352	1.15%
2016	$ 724,974	4.16%
2017	$ 735,000	1.31%

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Dielman NID Fund Revenue (FUND 11)

The Dielman Neighborhood Improvement District (NID) Fund was established by ordinance for the reconstruction of Dielman Industrial Drive in one of the light industrial areas in the City limits. On inception, the Fund was a capital projects fund until completion. Now that debt has been issued, it remains as a debt service fund to repay the long-term limited obligation bonds.

In another great example of the City working with business owners to improve both the City and their properties, the City accepted the previously private streets and completed a reconstruction of the road, guttering and sidewalks which were financed with long-term debt. In return, landowners agreed to repay the limited obligation long-term debt issued under the City's name in annual assessments to cover upcoming debt service. Due to lower risk of issuing the debt under the City's name, the landowners receive the benefit of new roads and lower financing costs.

NID Assessments

There are 10 properties within the District that are repaying the $730,000 in limited obligation bonds issued in 2012. In fiscal year 2013, property owners who didn't want to incur financing costs or interest simply repaid the city for their portion of the improvements with the remaining 10 property owners share of improvement costs included in the permanent financing. All properties are current on payments which is expected to continue into fiscal year 2016-17. Fiscal year 2015-16 saw an increase due to one property owner with 5.2% of the responsibility of the assessment annual assessment coming current on three years of payments.

Dielman NID Revenue
(2016 & 2017 Projected)

Year	Amount	Change
2013	$ 414,182	100%
2014	$ 44,285	(89.31)%
2015	$ 45,242	2.16%
2016	$ 53,835	18.99%
2017	$ 47,000	912.70)%

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North Price NID Fund Revenue (FUND 13)

The North Price Neighborhood Improvement District (NID) Fund was established by ordinance for the reconstruction of North Price Road from the intersection of Lisa Drive to the northern terminus of the road in Olivette. In fiscal year 2015-16 the Fund is a capital projects fund and is expected to remain a capital projects fund into mid fiscal year 2016-17. Upon completion of the road project, landowners will either repay the City for the costs of construction or limited obligation debt will be issued and the Fund will transform into a debt service fund for assessments on property owners to repay the debt.

Both the City and business owners stand to benefit from the NID as the City accepts the previously private streets and completes reconstruction of the road, guttering, and sidewalks.

NID Assessments

It is unknown at this point how many property owners, if any, will repay their portion of the costs which effects the amount of debt issues. For budgeting purposes, the assumption is that they will be no assessment in fiscal year 2016-2017.

North Price NID Revenue

(2016 & 2017 Projected)

Year	Amount	Change
2013	$ -	NA
2014	$ -	NA
2015	$ -	NA
2016	$ -	NA
2017	$ -	NA

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Pension Fund Revenue (FUND 15)

The Pension Fund revenue is generated by a dedicated property tax on all residential, commercial, and personal property within the city limits. The rate varies based on amounts allowed by constitutional limits but hovers around the current maximum of $.25/$100 in valuation.

Pension property tax

Property taxes have increased slightly despite large increases in residential assessments due to Constitutional limits. Low inflation is expected to limit growth in property taxes to 1.8% for fiscal year 2016-17. Rates for the 2016 tax year due December 31st will be set in September so estimates are used for budgeting based on currently available assessment information and inflation statistics. Anticipated rates for 2016 tax year collected in fiscal year 2016-17 are $.227/$100 of valuation for residential, $.753/$100 of valuation for commercial property, and $.771/$100 of valuation for personal property.

Pension Fund Revenue
(2016 & 2017 Projected)

Year	Amount	Change (%)
2013	$ 547,814	1.08%
2014	$ 558,059	1.87%
2015	$ 550,800	(1.30)%
2016	$ 552,918	0.38%
2017	$ 562,000	1.64%

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Fire Operations Fund Revenue (FUND 20)

The Fire Operations Fund is a special revenue fund established as a result of the approval of the .25% sales tax dedicated to fire operations which can cover personnel, benefits, operational, or capital expenditures within the fire department. Since inception, the Fund has been used to fund the staffing of three of the least tenured firefighter/paramedics. In addition, the fund has been used to fund debt service on the purchase of the two fire trucks and ambulance currently in use.

As a relatively new fund, the situation arose with all revenues coming from sales taxes was combined with tight budgeting, little reserves were built up when the recession arrived causing deficit spending to occur. As a result, a negative fund balance has been reported since fiscal year 2009-2010. However, this trend is expected to reverse in fiscal year 2016-2017 with a fund balance of $6,799 projected for June 30, 2017.

Sales Tax

The dedicated .25% sales tax makes up all of the Fire Operations Fund's revenues.

Since the revenue sources are derived from similar sales taxes contained in the general fund, five year charts and trends mirror those in the General Fund and due to a late spike in collections, only reflect an increase of 3.57%.

Fire Operations Revenue

(2016 & 2017 Projected)

Year	Amount	Change
2013	$ 230,151	6.30%
2014	$ 247,000	7.32%
2015	$ 274,797	11.25%
2016	$ 286,240	4.16%
2017	$ 290,000	0.44%

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City Center Fund Revenue (FUND 26)

The City Center Fund was established following approval by voters to issue bonds for the construction of the new City Center located at 1140 Dielman Rd. The fund is currently acting as a capital projects fund during the construction process which is expected to cease during fiscal year 2016-17 when construction completes. The fund also acts as a debt service fund for collection and repayment of the General Obligation Bonds Series 2014.

City Center debt service property tax

Property tax rates for debt service follow different limits than general fund property tax rates. The current maximum allowed rate is far above the $.42/$100 currently assessed as promised to voters prior to the election. Therefore, Increases in property valuation result in increased revenue for the City Center Fund until a maximum reserve is met. Rates for the 2016 tax year due December 31st will be set in September and are anticipated to remain at $.42/$100 for residential, commercial property, and personal property.

City Center Fund Revenue
(2016 & 2017 Projected)

Year	Amount	Change (%)
2013	$ -	NA
2014	$ -	NA
2015	$ 932,210	100%
2016	$ 1,003,992	7.70%
2017	$ 1,007,000	0.30%

Stormwater/Park Fund Revenue (FUND 30)

The Stormwater/Parks Fund is a special revenue fund established as a result of the approval of the .50% sales tax dedicated to maintenance and construction of stormwater control infrastructure or city parks. Eligible expenditures can include operational and capital expenditures. Since inception, the Fund has been used for three parks maintenance employees' wages and benefits in addition to purchase playground equipment, pave walkways, and most recently, reconstruct stormwater runoff infrastructure. The use of the fund is budgeted to expand yet again in fiscal year 2016-2017 to fund the community center roof replacement.

Sales Tax

The dedicated .50% sales tax makes up all of the Stormwater/Park Fund's revenues.

Since the revenue sources are derived from similar sales taxes contained in the general fund, five year charts and trends mirror those in the General Fund and due to a late spike in collections, only reflect an increase of 0.44%.

Stormwater/Parks Revenue
(2016 & 2017 Projected)

Year	Amount	Change (%)
2013	$ 460,301	6.31%
2014	$ 464,000	0.80%
2015	$ 549,592	18.45%
2016	$ 572,482	4.16%
2017	$ 575,000	0.44%

Sewer Lateral Fund Revenue (FUND 40)

The Sewer Lateral Fund is a special revenue fund established to collect and reimburse funds for the $50/residential household fee. Collection is made by St. Louis County along with property taxes and remitted to the City less a 1% collection fee.

Sewer Lateral Fee

Revenues for the upcoming fiscal year 2016-17 are expected to remain unchanged as a result of no new households expected to be built within the city and collection rates expected to remain the same.

Sewer Lateral Revenue
(2016 & 2017 Projected)

Year	Amount	Change (%)
2013	$ 136,500	(0.19)%
2014	$ 136,535	0.03%
2015	$ 135,815	(0.53)%
2016	$ 135,303	(0.38)%
2017	$ 135,000	(0.22)%

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Printed 6/20/2016
Updated 6/20/2016

City of Olivette
FY 17 Budget Summary

	FY 2017 Revenue	FY 2017 Expenditure	FY 2017 Budget Excess/ (Deficit)	Fund Balance 6/30/2015 (audited)	Projected Excess/ (Deficit) FY2016	Fund Balance Projected 6/30/2016	Fund Balance Projected End of FY 2017
FUND 01 - General Fund	7,307,925	7,306,957	968	4,335,986	185,777	4,521,763	4,522,731
FUND 02 - Grants	1,500,000	1,500,000	0	0	0	0	0
FUND 05 - Capital Imp	885,000	1,413,939	(528,939)	1,321,691	(127,417)	1,194,274	665,335
FUND 11 - Dielman NID	47,000	48,000	(1,000)	49,649	5,977	48,649	47,649
FUND 13 - North Price NID	1,877,221	1,877,221	0	(18,456)	18,456	0	0
FUND 15 - Pension	562,000	562,000	0	13,446	(7,082)	6,364	6,364
FUND 20 - Fire Operations	290,000	244,800	45,200	(139,466)	139,240	(226)	44,974
FUND 25 - Equip Replacmt	0	150,000	(150,000)	343,710	0	343,710	193,710
FUND 26 - 2014 GO Bonds	1,067,000	9,000,000	(7,933,000)	11,576,814	(3,312,277)	8,264,537	331,537
FUND 30 - Parks/Stmwtr	570,000	666,961	(96,961)	969,265	154,257	1,123,522	1,026,561
FUND 35 - Escrow Trust	500	500	0	0	0	0	0
FUND 40 - Sewer Lateral	136,000	104,340	31,660	602,952	42,315	645,267	676,927
				19,055,591	(2,900,754)	16,147,860	7,515,788

FUND 01 - General Fund	CY (2016) Budget (as amended w/ Ord 2554)	CY (2016) Actual to May + Projected June	Current Projected % of Budget	FY 2017 Department Head Budget Request	FY 2017 City Manager Budget	FY 17 Budget Difference from FY16 Budget	FY 17 Budget Difference from FY16 Actual
Revenues							
Parks and Recreation	359,500	287,440	80%	301,250	301,250	-58,250	13,810
Court	318,500	307,053	96%	321,750	321,750	3,250	14,697
Medical Transport Fees	180,000	148,546	83%	155,000	155,000	-25,000	6,454
Licenses	259,000	280,059	108%	265,500	265,500	6,500	-14,559
Investment Income	6,500	12,281	189%	20,000	20,000	13,500	7,719
Other Income	92,000	76,856	84%	102,000	102,000	10,000	25,144
Permits	186,965	183,288	98%	208,925	201,425	14,460	18,137
Property Taxes	1,715,000	1,690,929	99%	1,718,000	1,718,000	3,000	27,071
Sales Tax	1,832,400	1,934,418	106%	1,920,000	1,930,000	97,600	-4,418
Transfers for Administrative Costs	143,400	64,242	45%	75,500	75,500	-67,900	11,258
Utility Taxes	2,255,500	2,137,107	95%	2,217,500	2,217,500	-38,000	80,393
Revenues	7,348,765	7,122,219	97%	7,305,425	7,307,925	-40,840	185,706
Expenditures							
Legislative (1000)	129,908	117,500	90%	132,920	133,920	4,012	16,420
Administration (1200)	136,255	133,185	98%	142,700	142,700	6,445	9,515
Finance Department (1300)	348,040	338,500	97%	370,000	370,000	21,960	31,500
Municipal Court (1400)	147,090	115,000	78%	134,820	133,520	-13,570	18,520
City Attorney (1450)	100,000	135,755	136%	100,000	100,000	0	-35,755
Communications (1500)	44,195	35,665	81%	27,308	27,308	-16,887	-8,357
Planning & Zoning (1601)	550	0	0%	550	550	0	550
Community Affairs (1605)	27,200	30,000	0%	31,922	31,922	4,722	1,922
Zoning Board Of Adjustment(1606)	1,025	800	78%	2,035	1,350	325	550
Economic Development (1607)	13,880	5,000	36%	13,880	9,030	-4,850	4,030
Special Committees (1610)	0	45,000	0%	0	0	0	-45,000
Old Bonhomme Rd Agremt(1612)	80,000	0	0%	0	0	-80,000	0
Elections (1800)	9,010	2,000	22%	9,010	9,010	0	7,010
Rabies Control (2000)	57,985	56,822	98%	59,270	59,270	1,285	2,448
Fire Department (2500)	2,226,395	2,156,075	97%	2,240,827	2,220,007	-6,388	63,932
Police Department (2600)	2,489,407	2,328,066	94%	2,460,827	2,494,092	4,685	166,026
Community Center (3000)	187,787	189,098	101%	179,452	167,870	-19,917	-21,228
Recreation (3200)	359,480	275,651	77%	388,740	385,272	25,792	109,621
Planning & Comm. Devpmt (4010)	403,410	374,913	93%	425,134	402,005	-1,405	27,092
Refuse Collection (4050)	357,700	369,743	103%	378,541	378,541	20,841	8,798
Municipal Property-General (4061)	130,448	129,782	99%	133,590	133,590	3,142	3,808
Insurance (4500)	99,000	97,887	99%	107,000	107,000	8,000	9,113
Expenditures Total	7,348,765	6,936,442	94%	7,338,526	7,306,957	-41,808	370,515

FUND 02 - Grants (City Match amounts are contained in their respective funds (01,05,30))

Revenues	2,130,000	231,631	11%	1,500,000	1,500,000	-630,000	1,268,369
Expenditures	2,130,000	231,631	11%	1,500,000	1,500,000	-630,000	1,268,369
	0	0	0%	0	0	-1,260,000	2,536,738

FUND 05 - Cap. Impr.	CY (2016) Budget (as amended w/ Ord 2554)	CY (2016) Actual to May + Projected June	Current Projected % of Budget	FY 2017 Department Head Budget Request	FY 2017 City Manager Budget	FY 17 Budget Difference from FY16 Budget	FY 17 Budget Difference from FY16 Actual
Revenues							
Capital Improvement Sales Tax	475,000	486,733	102%	490,000	490,000	15,000	3,267
Bridge & Road Fund From County	250,000	226,612	91%	245,000	245,000	-5,000	18,388
Transfers	0	0	0%	150,000	150,000	150,000	150,000
Debt Proceeds	150,000	150,000	100%	0	0	-150,000	-150,000
Revenues	875,000	863,345	99%	885,000	885,000	10,000	21,655
Expenditures							
Fire Dept. Improvements	34,000	32,543	96%	36,200	0	-34,000	-32,543
Police Department	61,025	58,529	96%	76,800	68,500	7,475	9,971
Street Department	571,464	483,124	85%	639,448	566,918	-4,546	83,794
Street Dept. Improvements	195,000	171,045	88%	105,000	176,000	-19,000	4,955
OBR Improvement - Tree Agrmt.	20,000	0	0%	0	0	-20,000	0
Old Bonhomme Rd	0	207,000	0%	260,000	260,000	260,000	53,000
North Price NID Transfer	0	0	0%	250,000	250,000	250,000	250,000
Dielman Rd - South	0	0	0%	54,000	54,000	54,000	54,000
Debt Service	43,511	38,521	89%	38,521	38,521	-4,990	0
Expenditures	925,000	990,762	107%	1,459,969	1,413,939	488,939	423,177
FUND 11 - Dielman NID							
Revenue							
NID Assessments	45,000	53,835	120%	47,000	47,000	2,000	-6,835
Revenue	45,000	53,835	120%	47,000	47,000	2,000	-6,835
Expenditures							
Debt Pmt and Fiscal Agent Fees	47,857	47,858	100%	48,000	48,000	143	142
Expenditures	47,857	47,858	100%	48,000	48,000	143	142
FUND 13 - North Price NID							
Revenue							
NID Assessments	0	0	0%	0	0	0	0
Debt Proceeds	1,943,000	870,000	45%	1,877,221	1,877,221	-65,779	1,007,221
Revenue	1,943,000	870,000	45%	1,877,221	1,877,221	-65,779	1,007,221
Expenditures							
N. Price NID Improv. Project	943,000	851,544	90%	627,221	627,221	-315,779	-224,323
Debt Pmt and Fiscal Agent Fees	1,000,000	0	0%	1,250,000	1,250,000	250,000	1,250,000
Expenditures	1,943,000	851,544	44%	1,877,221	1,877,221	-65,779	1,025,677
FUND 15 - Pension							
Revenue							
Property Taxes	558,000	552,918	99%	562,000	562,000	4,000	9,082
Revenue	558,000	552,918	99%	562,000	562,000	4,000	9,082
Expenditures							
Misc Professional Services	40,000	40,000	100%	41,000	41,000	1,000	1,000
City Pension Plan Contributions	520,500	520,000	100%	521,000	521,000	500	1,000
Expenditures	560,500	560,000	100%	562,000	562,000	1,500	2,000

	CY (2016) Budget (as amended w/ Ord 2554)	CY (2016) Actual to May + Projected June	Current Projected % of Budget	FY 2017 Department Head Budget Request	FY 2017 City Manager Budget	FY 17 Budget Difference from FY16 Budget	FY 17 Budget Difference from FY16 Actual
FUND 20 - Fire Operations							
Revenue							
Sales Tax	280,000	286,240	102%	290,000	290,000	10,000	3,760
Revenue	280,000	286,240	102%	290,000	290,000	10,000	3,760
Expenditures							
Fire Department	224,591	147,000	65%	244,800	244,800	20,209	97,800
Fire Dept. Improvements	0	0	0%	0	0	0	0
Expenditures	224,591	147,000	65%	244,800	244,800	20,209	97,800
FUND 25 - Equipment Replacement							
Revenue	0	0	0%	0	0	0	0
Expenditures	0	0	0%	150,000	150,000	150,000	150,000
FUND 26 - Dielman Facility 2014 GO Bonds							
Revenue							
Property Tax	941,000	1,020,511	108%	1,007,000	1,007,000	66,000	-13,511
Investment Income	51,000	52,065	102%	60,000	60,000	9,000	7,935
	992,000	1,072,576	108%	1,067,000	1,067,000	75,000	-5,576
Expenditures							
Facility Expenditures	1,012,000	3,500,000	346%	8,100,000	8,100,000	7,088,000	4,600,000
Debt Pmt and Fiscal Agent Fees	1,000,000	884,853	88%	900,000	900,000	-100,000	15,147
Expenditures	2,012,000	4,384,853	218%	9,000,000	9,000,000	6,988,000	4,615,147
FUND 30 - Stormwater/Parks							
Revenue							
Sales Tax	562,000	572,482	102%	570,000	570,000	8,000	-2,482
Revenue	562,000	572,482	102%	570,000	570,000	8,000	-2,482
Expenditures							
Parks (3100)	467,305	380,327	81%	424,541	421,961	-45,344	41,634
Capital Improvements	64,225	37,898	59%	305,000	245,000	180,775	207,102
Capital Improvements Stormwater	80,000	0	0%	0	0	-80,000	0
Expenditures	611,530	418,225	68%	729,541	666,961	135,431	248,736
FUND 35 - Escrow Trust							
Investment Income	480	494	103%	500	500	20	6
Transfer of Interest	480	494	103%	500	500	20	6
FUND 40 - Sewer Lateral							
Investment Income	720	1,348	187%	1,000	1,000	280	-348
Sewer Lateral Fees	135,000	135,303	100%	135,000	135,000	0	-303
Revenue	135,720	136,651	101%	136,000	136,000	280	-651
Collection Fees - St Louis Co	1,331	1,336	100%	1,340	1,340	9	4
Sewer Lateral Improvements	75,000	65,000	87%	75,000	75,000	0	10,000
Transfers for Administrative Costs	28,000	28,000	100%	28,000	28,000	0	0
Expenditures	104,331	94,336	90%	104,340	104,340	9	10,004

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General Fund (FUND 01)

Legislation (Department 1000)

The Olivette City Council consists of five individuals who are the elected representatives of the City of Olivette. They are elected at large for three years with staggered terms and receive compensation of $100.00 per month. In addition, the rate of compensation for the City Treasurer is $50.00 per month.

The Legislative Department is classified as an operational department and has one full-time City Clerk who is appointed by the City Manager with the primary responsibility is the maintenance of the City's permanent records.

The City Council, with the Mayor serving as chair, is the policy making legislative body of the City of Olivette and is responsible for guiding programs and services provided by City staff. The Council approves all ordinances, resolutions and purchases over $10,000 in addition to adopting the annual operating budget and levying taxes. With the advice and assistance of the City Manager, the Council reviews proposals for community needs, initiates action for new programs and determines the ability of the City to provide financing for activities for the City.

The City Council of the City of Olivette meets regularly on the second and fourth Tuesdays of the month and on other occasions for public hearings or matters of special importance to the community. All meetings are open and the public is invited to attend.

GOALS

- Provide a full range of municipal services allowable under State law including law enforcement, zoning and code enforcement, recreation centers, trash disposal and parks.
- Provide high quality and responsive government to the Olivette community.
- Provide mechanisms to ensure ordinances, resolutions, minutes and other important City information is available to residents.
- Maintain City Clerk's designation as a Missouri Professional City Clerk through the Missouri City Clerks and Finance Officers Association and Certified Municipal Clerk status through the International Institute of Municipal Clerks. Encourage participation in professional organizations to bring new ideas to the City Council for consideration.
- Participate in local, state and national organizations to influence legislation.

GOALS - continued

- Encourage residents to become more involved in their community through volunteer participation at events or by serving on various City Boards and Commissions.
- Create a sense of place and encourage civic pride
- Create opportunities for economic development and retain and improve existing businesses

OBJECTIVES

- Maintain council member's status as body to enact laws that provide equal opportunity and citizen engagement.
- Maintain documents and historical records for public access and aid in decision making by council, staff, and citizens.
- Provide official representation of the governing body at ceremonial activities
- Continue to hold Council meetings to provide a public forum for various viewpoints, inform citizens of opportunities and plans, and deliberate in an attempt to reach best possible conclusions for the City and its citizens.
- Maintain structure and formality of City Council meetings to provide an atmosphere that facilitates mutual respect among participants.
- Maintain records open and easily to public including ensure that all meeting notices, minutes, ordinances, and both Municipal and Zoning Codes are maintained on the City website.
- Initiate periodic recodification of the Municipal Code and Zoning Code to ensure that City codes are compatible with Missouri State Statute and the Strategic Plan for the City which most recently occurred in 2008.
- Provide formal training for Board/Commission members and Council liaison to review primary missions and effectiveness of meetings and encourage a proper communication channel with City Council.
- Initiate City Council review of mission statements for the various Boards and Commissions to clarify goals and objectives for each group.
- Search for ways the City Council can encourage more residents become involved in their community through serving or appearing on a board or commission.
- Provide atmosphere for residents attending public meetings to expect an opportunity to communicate viewpoints and share concerns on community issues within a structured setting guided by the Council.
- Increase participation in Municipal League of Metro St. Louis
- Continue to establish the Olive Boulevard corridor as a focal point of the City as outlined in the strategic plan most recently evidenced by redevelopment of the Olive Boulevard & Interstate 170 interchange and expected to continue through former City Hall site.
- Hold open house at new City Center for council to welcome public to their new city hall

Fund 01 Acct #	Legislative - 1000 Account	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Budget	2015-16 Budget	2016-17 Dept	2016-17 CM
PERS	**Personnel Services**								
A100.00	Salaries---Regular Employees	$50,304	$62,978	$86,724	$85,015	$88,000	$86,100	$90,000	$90,000
A400.00	Longevity	$716	$630	$888	$2,291	$725	$2,388	$0	$0
A600.00	FICA	$5,351	$5,526	$2,469	$5,839	$5,815	$6,771	$6,900	$6,900
A700.00	Unemployment Comp	$223	$401	$466	$474	$300	$460	$500	$500
	TOTAL---PERSONNEL	**$56,594**	**$69,534**	**$90,547**	**$93,619**	**$94,840**	**$95,719**	**$97,400**	**$97,400**
CSVC	**Contractual Services**								
B190.00	Miscellaneous Professional Services	-$468	$1,000	$1,850	$514	$3,000	$3,200	$3,200	$3,200
B220.00	Postage	$0	$55	$0	$0	$0	$0	$0	$0
B240.00	Travel & Training	$1,287	$819	$3,361	$1,150	$3,875	$4,245	$4,515	$4,515
B310.00	Legal Notices/Advertising	$334	$122	$100	$0	$300	$250	$250	$250
B320.00	Printing	$482	$0	$0	$305	$250	$250	$250	$250
B440.00	Telephone	$751	$429	$321	$386	$1,000	$600	$700	$700
B542.00	Copier Maintenance	$1,655	$1,048	$1,604	$1,377	$1,300	$1,300	$1,200	$1,200
B545.00	Computer Maintenance	$483	$1,147	$723	$532	$750	$750	$750	$750
B730.00	Workers Compensation	$82	$57	$96	$177	$190	$190	$200	$200
B780.00	Group Health & Liability	$9,488	$6,440	$14,875	$14,877	$15,000	$14,504	$14,600	$14,600
B790.00	Life Insurance/LTD	$279	$284	$1,053	$682	$365	$650	$1,000	$1,000
B914.00	Association Dues	$1,758	$5,140	$6,082	$6,169	$6,150	$6,100	$6,105	$6,105
B920.00	Reception	$0	$75	$90	$291	$400	$400	$2,300	$2,300
B990.00	Misc. Contractual Services	-$81	$2,674	$0	$0	$0	$0	$0	$0
	TOTAL-CONTRACTUAL SER.	**$16,050**	**$19,292**	**$30,155**	**$26,460**	**$32,580**	**$32,439**	**$35,070**	**$35,070**
COMM	**Commodities**								
C110.00	Office Supplies	$62	$260	$463	$342	$400	$700	$400	$400
C125.00	Books/Publications	$0	$0	$0	$0	$200	$150	$150	$150
C470.00	Awards, Gifts, & Memorials	$638	$898	$1,288	$476	$600	$900	$900	$900
	TOTAL COMMODITIES	**$700**	**$1,158**	**$1,751**	**$818**	**$1,200**	**$1,750**	**$1,450**	**$1,450**
CAPT	**Capital Outlay/Improvements**								
D320.00	Computer/Institutional Equip	$0	$3,559	$0	$1,420	$1,400	$0	$0	$0
	TOTAL--CAPITAL OUTLAY	**$0**	**$3,559**	**$0**	**$1,420**	**$1,400**	**$0**	**$0**	**$0**
	TOTAL DEPARTMENT	$73,344	$93,543	$122,453	$122,317	$130,020	$129,908	$133,920	$133,920

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General Fund (FUND 01)

Administration (Department 1200)

The Administration Department is classified as an operational department and contains the compensation, benefits, and other expenditures for the office of the City Manager and related duties. The City Manager is appointed based on executive and administrative qualifications and according to City Charter, serves at the pleasure of the majority of the City Council. Unlike the City Council who is made up of Olivette citizens, the City Manager need not be a resident of the city.

The manager serves as the chief administrative officer of the city and shall be responsible to the council for the administration of all city affairs. Powers and duties include ensuring all laws, provisions of the charter, and acts of the council are faithfully enforced and executed; appointing, suspending or removing city employees; administration of all departments, offices, and agencies of the city; preparation of the annual budget and capital program to the council; reporting on the finances and administrative activities of the city at the end of each fiscal year; attend all open city council meetings with the right to take part in discussions but may not vote; and exercise such other powers and perform such other duties as may be prescribed by Charter, by ordinance, or law.

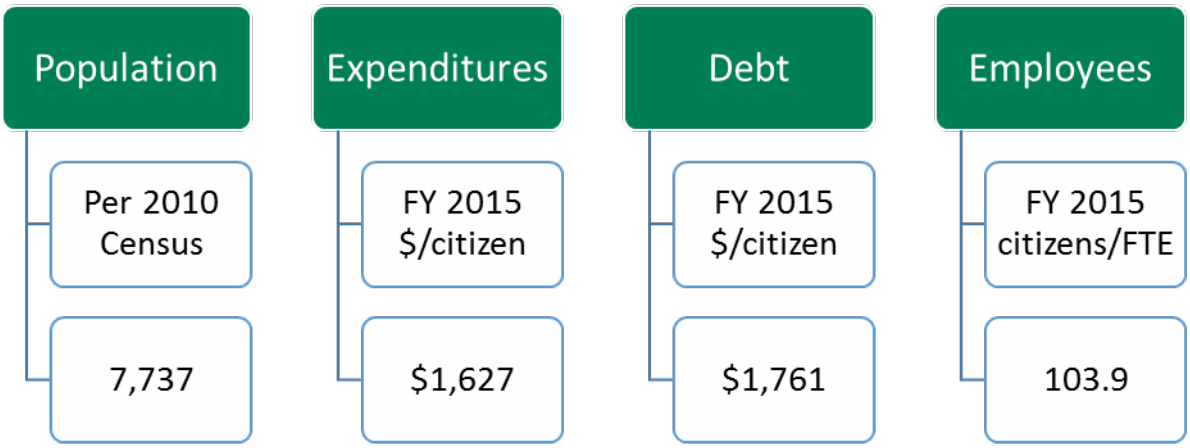
The City Manager, as the administrative head of the government subject to the direction and supervision of the Council is employed for a term not to exceed one year with a 30 day termination provision with compensation set by the Council. Upon appointment, the City Manager is expected take the official oath required by law and execute a bond in favor of the city for the faithful performance duties.

GOALS

- Strengthen relationship between City and businesses
- Develop a long range plan for funding of needed street improvements in the City
- Actively pursue redevelopment opportunities
- Continue to work of active pursuit of the priorities established in the Olivette Strategic Plan
- Investigate possible cost-sharing opportunities with other municipalities and organizations.
- Develop a long-range information technology improvement plan
- Continue to strengthen outreach with Olivette citizens by upgrading communications techniques

OBJECTIVES

- Increase ongoing dialogue with the Olivette business community and facilitate business roundtables to discuss pertinent business issues in the Olivette community
- Continue to work towards the redevelopment of the Olive Boulevard/Interstate 170 corridor, City Hall site, and other underutilized areas in the City
- Ensure that the directives of the City Council are implemented promptly and efficiently
- Serve the citizens of Olivette with responsiveness and courtesy through a variety of communication outlets
- To implement measures to insure maximum efficiency in administrative operations
- Provide and share information with City Council, management staff, and employees in a timely manner
- Work with City boards and commissions to facilitate policy making and implement City goals



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Fund 01	Administration - 1200	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17	2016-17
Acct #	Account	Actual	Actual	Actual	Actual	Budget	Budget	Dept	CM
PERS	**Personnel Services**								
A100.00	Salaries---Regular Employees	$99,480	$74,723	$88,495	$97,713	$105,000	$102,300	$108,000	$108,000
A400.00	Longevity	$0	$0	$0	$0	$0	$515	$0	$0
A600.00	FICA	$7,974	$5,983	$6,584	$7,151	$8,033	$7,865	$8,300	$8,300
A700.00	Unemployment Comp	$50	$152	$359	$169	$0	$155	$200	$200
A900.00	Pre-Tax Earnings	$7,862	$0	$0	$0	$0	$0	$0	$0
	TOTAL---PERSONNEL	**$115,366**	**$80,859**	**$95,438**	**$105,033**	**$113,033**	**$110,835**	**$116,500**	**$116,500**
CSVC	**Contractual Services**								
B190.00	Misc. Professional Services	$310	$3,560	$7,127	$2,842	$3,000	$0	$0	$0
B195.00	Relocation Expenses	$0	$0	$5,000	$0	$5,000	$0	$0	$0
B210.00	Automobile Allowance	$0	$0	$3,500	$4,200	$0	$4,200	$4,200	$4,200
B240.00	Travel & Training	$1,393	$308	$175	$3,462	$4,750	$2,000	$3,750	$3,750
B310.00	Legal Notices/Advertising	$0	$718	$364	$47	$450	$100	$0	$0
B320.00	Printing	$0	$0	$18	$0	$350	$100	$40	$40
B440.00	Telephone	$1,446	$1,070	$1,127	$1,493	$1,072	$2,000	$1,400	$1,400
B542.00	Copier Expenses	$618	$782	$2,096	$1,322	$750	$1,000	$800	$800
B545.00	Computer Maintenance	$566	$1,625	$1,141	$944	$1,201	$1,145	$900	$900
B550.00	Automotive Repairs	$64	$148	$28	$0	$575	$0	$0	$0
B730.00	Workers Compensation	$207	$222	$224	$214	$225	$240	$300	$300
B780.00	Group Health & Liability	$10,049	$8,639	$7,244	$10,174	$11,600	$10,785	$10,900	$10,900
B790.00	Life Insurance/LTD	$781	$513	$367	$699	$260	$750	$1,000	$1,000
B914.00	Association Dues	$1,119	$1,048	$897	$960	$1,125	$1,300	$1,360	$1,360
B920.00	Reception	$0	$0	$0	$0	$0	$300	$300	$300
B990.00	Misc. Contractual Services	-$56	$0	$0	$0	$0	$0	$0	$0
	TOTAL-CONTRACTUAL SER.	**$16,497**	**$18,633**	**$29,308**	**$26,357**	**$30,358**	**$23,920**	**$24,950**	**$24,950**
COMM	**Commodities**								
C110.00	Office Supplies	$0	$167	$334	$36	$375	$400	$150	$150
C125.00	Books/Publications	$101	$0	$120	$298	$140	$100	$300	$300
C310.00	Gasoline & Oil	$1,265	$1,152	$984	$670	$2,000	$1,000	$800	$800
C320.00	Automotive Accessories	$122	$257	$0	$0	$580	$0	$0	$0
C470.00	Awards & Gifts	$0	$0	$0	$177	$0	$0	$0	$0
	TOTAL COMMODITIES	**$1,488**	**$1,576**	**$1,438**	**$1,181**	**$3,095**	**$1,500**	**$1,250**	**$1,250**
CAPT	**Capital Outlay/Improvements**								
D311.00	Office Equipment	$0	$0	$48	$0	$0	$0	$0	$0
D320.00	Computer/Institutional Equip	$0	$0	$1,344	$0	$1,500	$0	$0	$0
	TOTAL--CAPITAL OUTLAY	**$0**	**$0**	**$1,392**	**$0**	**$1,500**	**$0**	**$0**	**$0**
	TOTAL DEPARTMENT	$133,351	$101,068	$127,576	$132,571	$147,986	$136,255	$142,700	$142,700

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General Fund (FUND 01)

Finance (Department 1300)

The Finance Department is an operational department that seeks to provide effective and professional management of the City of Olivette accounting policies to maintain compliance with federal and state statutes and City ordinances. Responsibilities include but are not limited to financial reporting, coordination of audits, maintenance of internal control structures, budget preparation, debt service administration, investment activities, fixed assets, and human resources activities. Current year budgeting remains unchanged for personnel with one finance director, one human resources administrator, on accountant, and one finance clerk.

GOALS

- Maintain internal control structural integrity throughout transition to new facility
- Continue review of the City's Financial Policy and Procedures Manual and recommend changes as necessary.
- Regain GFOA Distinguished Budget Presentation Award Continue to prepare a budget document in conjunction with the GFOA and receive the Distinguished Budget Presentation Award.
- Attain GFOA Consolidated Annual Financial Reporting Certificate of Achievement
- Provide tools and means to plan future financial stability by projecting current and future needs

OBJECTIVES

- Prepare monthly revenue and expenditure that accurately reflect the financial condition of the City.
- Manage City investment portfolio to meet cash flow needs while maximizing the yield on investments.
- Maintain vendor relations by accurately and efficiently process accounts payable
- Endeavor towards accurate and timely payroll processing and benefits administration.
- Facilitate creation and approval of budgets that place the City in sound financial position
- Update and maintain five year Capital Improvement Plan for planning and information purposes

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Fund 01 Acct #	Finance - 1300 Account	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Budget	2015-16 Budget	2016-17 Dept	2016-17 CM
PERS	**Personnel Services**								
A100.00	Salaries---Regular Employees	$159,280	$193,230	$112,915	$163,580	$192,000	$204,500	$216,000	$216,000
A300.00	Salary Adjustment	$173	$900	$0	$0	$0	$0	$0	$0
A400.00	Longevity	$1,985	$2,657	$796	$788	$1,615	$303	$0	$0
A600.00	FICA	$9,052	$13,402	$11,566	$11,560	$14,760	$15,667	$16,600	$16,600
A700.00	Unemployment Comp	$294	$586	$169	$574	$590	$590	$700	$700
	TOTAL---PERSONNEL	**$170,784**	**$210,775**	**$125,446**	**$176,502**	**$208,965**	**$221,060**	**$233,300**	**$233,300**
CSVC	**Contractual Services**								
B110.00	Audit	$10,300	$9,300	$11,244	$17,000	$16,000	$15,000	$20,000	$20,000
B115.00	Payroll Services	$19,855	$14,067	$15,414	$12,852	$15,360	$11,850	$13,600	$13,600
B167.00	Software Support/Maintenance	$2,837	$4,396	$8,769	$4,660	$3,700	$3,990	$4,200	$4,200
B190.00	Misc. Professional Services	$0	$0	$45,704	$0	$0	$0	$0	$0
B220.00	Postage	$8,484	$6,196	$5,518	$6,784	$7,560	$5,385	$6,385	$6,385
B240.00	Travel & Training	$299	$581	$0	$1,116	$1,400	$1,850	$1,500	$1,500
B245.00	Tuition Reimbursement	$0	$1,959	$0	$0	$0	$0	$0	$0
B310.00	Legal Notices/Advertising	$385	$223	$1,834	$831	$300	$250	$275	$275
B320.00	Printing	$1,779	$1,984	$1,763	$1,708	$1,750	$1,750	$2,050	$2,050
B440.00	Telephone	$3,715	$2,115	$1,834	$2,068	$3,175	$3,200	$3,100	$3,100
B542.00	Copier Maintenance	$2,581	$2,320	$2,205	$1,262	$1,740	$1,500	$1,500	$1,500
B545.00	Computer Maintenance	$1,983	$3,680	$4,574	$2,732	$3,125	$2,575	$3,200	$3,200
B730.00	Workers Compensation	$321	$393	$445	$433	$465	$465	$500	$500
B780.00	Group Health & Liability	$12,740	$27,150	$12,197	$27,356	$41,000	$38,000	$41,800	$41,800
B790.00	Life Insurance/LTD	$1,112	$1,397	$297	$805	$1,680	$1,680	$2,000	$2,000
B914.00	Association Dues	$330	$280	$634	$970	$680	$595	$780	$780
B990.00	Misc. Contractual Services	-$804	$96	$1,534	$256	$330	$340	$240	$240
B991.00	Bank Charges	$6,312	$6,363	$11,278	$9,946	$9,600	$7,700	$7,320	$7,320
B992.00	County Collection--PP/Auto	$22,932	$20,252	$24,276	$24,276	$23,000	$25,000	$25,250	$25,250
	TOTAL-CONTRACTUAL SER.	**$95,161**	**$102,749**	**$149,520**	**$115,055**	**$130,865**	**$121,130**	**$133,700**	**$133,700**

Fund 01	Finance - 1300 (cont.)	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17	2016-17
Acct #	Account	Actual	Actual	Actual	Actual	Budget	Budget	Dept	CM
COMM	Commodities								
C110.00	Office Supplies	$2,854	$2,922	$3,374	$3,671	$3,000	$5,850	$3,000	$3,000
C250.00	Institutional Supplies	$266	$0	$0	$0	$0	$0	$0	$0
C470.00	Awards and Gifts	$0	$0	$64	$0	$0	$0	$0	$0
C490.00	Miscellaneous Commodities	$87	$318	$66	$0	$0	$0	$0	$0
	TOTAL COMMODITIES	$3,207	$3,240	$3,504	$3,671	$3,000	$5,850	$3,000	$3,000
CAPT	Capital Outlay/Improvements								
D311.00	Office Equipment	$0	$0	$669	$752	$750	$0	$0	$0
D320.00	Computer/Institutional Equip	$0	$2,126	$0	$2,055	$0	$0	$0	$0
D325.00	Furniture & Fixtures	$213	$0	$0	$0	$0	$0	$0	$0
	TOTAL--CAPITAL OUTLAY	$213	$2,126	$669	$2,807	$750	$0	$0	$0
	TOTAL DEPARTMENT	$269,365	$318,891	$279,139	$298,035	$343,580	$348,040	$370,000	$370,000

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General Fund (FUND 01)

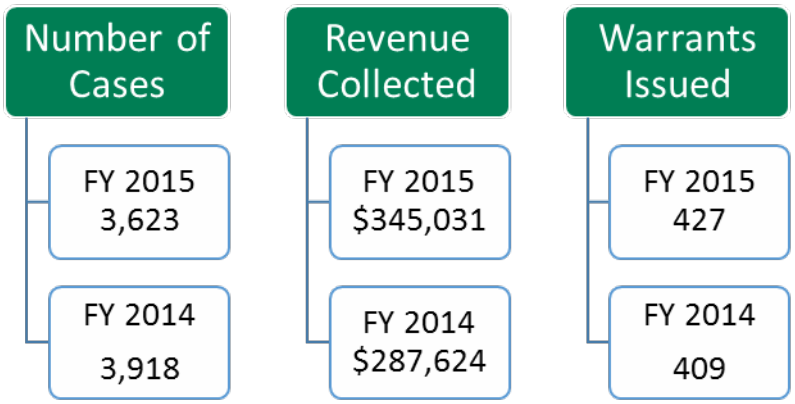
Court (Department 1400)

The Court Department is an operational department that contains all costs associated with operating the Olivette Municipal Court. The City Council appoints a contracted municipal Judge who provides judicial determination on charges dealing with the violations of municipal ordinances while the full time Court Administrator and part time Court Clerk handles the administrative duties.

The Olivette Municipal Court is held two nights per month with the Municipal Judge, Prosecuting Attorney, Court Administrator and Assistant Court Clerk attending. The court is responsible for daily operations, including processing all City ordinance and traffic code violations, recording dispositions, collection of fines and costs, and all required reporting.

The Municipal Court is empowered by the State of Missouri and the Saint Louis County, Missouri Circuit Court to operate a Traffic Violations Bureau, collect fines, prepare and issue subpoenas and perform all duties provided by municipal code, ordinances and state law. The court prepares and maintains all records, reports, and documents relating to Court activities in the required manner and time frame established by state law.

In addition to all Municipal Court operations, the Prosecuting Attorney also serves as the city liaison with the various departments and agencies of St. Louis County, the State of Missouri, and the Circuit Court of St. Louis County.



GOALS

- Work to achieve Municipal Court Administration certification
- Provide responsible management of court records and funds for fines and forfeiture revenues to ensure compliance with legal provisions embodied in State and City laws.

OBJECTIVES

- Retain judge, prosecutor, and staff to provide fair and just court according to moral and ethical codes.
- Provide training opportunities to staff to remain abreast on fast moving and unclear implementation of recent legislative activities.

Fund 01 Acct #	Court - 1400 Account	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Budget	2015-16 Budget	2016-17 Dept	2016-17 CM
PERS	**Personnel Services**								
A100.00	Salaries---Regular Employees	$48,863	$48,817	$41,466	$60,819	$50,202	$70,000	$65,000	$65,000
A200.00	Extra Help	$17,822	$24,277	$9,423	$0	$40,215	$2,000	$2,000	$2,000
A400.00	Longevity	$472	$493	$210	$5	$1,258	$0	$0	$0
A500.00	Overtime	$0	$0	$0	$0	$300	$200	$200	$200
A600.00	FICA	$5,042	$5,502	$3,646	$4,412	$7,036	$5,510	$5,000	$5,000
A700.00	Unemployment Comp	$245	$469	$171	$354	$0	$470	$400	$400
	TOTAL---PERSONNEL	**$72,444**	**$79,558**	**$54,916**	**$65,590**	**$99,011**	**$78,180**	**$72,600**	**$72,600**
CSVC	**Contractual Services**								
B130.00	Legal Services	$0	$0	$0	$6,380	$0	$0	$0	$0
B135.00	Municipal Court Services	$29,671	$26,439	$25,201	$25,329	$31,700	$30,000	$30,000	$29,000
B190.00	Misc. Professional Services	$0	$0	$10,837	$50	$0	$0	$100	$100
B240.00	Travel & Training	$1,025	$408	$332	$837	$1,950	$2,100	$2,100	$2,100
B310.00	Legal Notices/Advertising	$0	$0	$25	$0	$0	$0	$300	$200
B320.00	Printing	$72	($36)	$225	$402	$100	$100	$100	$100
B440.00	Telephone	$1,389	$751	$552	$797	$1,112	$1,100	$1,100	$1,100
B540.00	Equipment Repairs	$50	$82	$0	$0	$120	$120	$0	$0
B542.00	Copier Expenses	$0	$25	$49	$38	$0	$0	$0	$0
B545.00	Computer Maintenance	$751	$1,807	$2,056	$1,544	$1,141	$1,200	$1,000	$1,000
B730.00	Workers Compensation	$139	$186	$252	$153	$252	$280	$300	$300
B780.00	Group Health & Liability	$10,869	$11,394	$11,497	$9,852	$11,269	$14,625	$10,700	$10,700
B790.00	Life Insurance/LTD	$349	$374	$543	$284	$374	$415	$500	$500
B912.00	REJIS Comm/Control Data	$8,073	$8,573	$8,103	$8,275	$9,000	$10,500	$10,000	$10,000
B914.00	Association Dues	$90	$0	$0	$0	$120	$120	$120	$120
B917.00	Prisoner Housing	$3,990	$5,730	$4,893	$1,211	$5,000	$3,950	$2,400	$2,200
	TOTAL-CONTRACTUAL SER.	**$56,468**	**$55,733**	**$64,565**	**$55,152**	**$62,138**	**$64,510**	**$58,720**	**$57,420**
COMM	**Commodities**								
C110.00	Office Supplies	$1,039	$1,089	$701	$1,293	$1,100	$2,100	$3,500	$3,500
	TOTAL COMMODITIES	**$1,039**	**$1,089**	**$701**	**$1,293**	**$1,100**	**$2,100**	**$3,500**	**$3,500**
CAPT	**Capital Outlay/Improvements**								
D320.00	Computer/Institutional Equip	$694	$130	$2,515	$543	$3,450	$2,300	$0	$0
	TOTAL--CAPITAL OUTLAY	**$694**	**$130**	**$2,515**	**$543**	**$3,450**	**$2,300**	**$0**	**$0**
	TOTAL DEPARTMENT	$130,645	$136,510	$122,697	$122,578	$165,699	$147,090	$134,820	$133,520

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General Fund (FUND 01)

City Attorney (Department 1450)

The City Attorney department contains all the expenditures relating to legal representation costs of the City. The primary expenditure are the costs of the appointed City Attorney who represents and advises the City Council and all officers in matters of law; represents and appears for the City and any City officer or employee in any and all actions and proceedings in which the City is concerned. The City Attorney also attends all regular meetings of the City Council as well as all other commissions as requested. The City Attorney also advises on all contracts, ordinances, and resolutions of the City.

Fund 01	City Attorney - 1450	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17	2016-17
Acct #	Account	Actual	Actual	Actual	Actual	Budget	Budget	Dept	CM
CSVC	Contractual Services								
B130.00	Legal Services	$49,320	$73,338	$87,064	$154,209	$80,000	$100,000	$100,000	$100,000
	TOTAL-CONTRACTUAL SER.	$49,320	$73,338	$87,064	$154,209	$80,000	$100,000	$100,000	$100,000
	TOTAL DEPARTMENT	$49,320	$73,338	$87,064	$154,209	$80,000	$100,000	$100,000	$100,000

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General Fund (FUND 01)

Communications (Department 1500)

The Communication Department is designed to support the spread of information to the community in a timely fashion and make approved ordinances and laws readily available and orderly through codification.

GOALS

- Publicize information that is factual, complete, and timely to residents, employees, and the general public through print materials, media outlets, and the City website.
- Maintain an up to date and relevant City website to distribute information timely and make necessary documents readily available.
- Continue to explore ways to promote the City to area residents.
- Ensure that the Olivette Municipal Code and Zoning Code are routinely updated to include newly passed legislation by the City Council.

OBJECTIVES

- Make citizens, employees and the surrounding community aware of information regarding special events, awards received, employee promotions, and new legislation enacted by the City Council with the goal of promoting a feeling of community.
- Seek to attain a concerted voice on issues to disseminate honest and credible information to achieve a positive image of the City of Olivette. Expenditures for active social media management and the design and printing of the quarterly newsletter are contained in the Communications Department. Media communications are often initiated by the City Manager and Mayor with the City Clerk providing assistance and the custodian of record.

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Fund 01 Acct #	Communications - 1500 Account	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Budget	2015-16 Budget	2016-17 Dept	2016-17 CM
CSVC	**Contractual Services**								
B160.00	Public Relations Services	$27,000	$12,000	$16,250	$12,000	$12,000	$10,000	$5,000	$5,000
B165.00	Web Site Design/Maintenance	$6,997	$1,500	$1,540	$1,500	$1,500	$15,000	$3,620	$3,620
B167.00	Software Support/Maintenance	$0	$0	$0	$0	$295	$1,500	$373	$373
B190.00	Misc. Professional Services	$0	$0	$1,195	$0	$0	$0	$0	$0
B220.00	Postage	$3,818	$4,675	$5,936	$5,920	$6,000	$4,000	$4,000	$4,000
B310.00	Legal Notices/Advertising	$0	$0	$0	$31	$0	$0	$0	$0
B320.00	Printing	$7,164	$3,857	$6,090	$7,394	$8,250	$9,000	$8,520	$8,520
B910.00	Codification of Ordinances	$1,612	$3,506	$3,300	$3,684	$3,300	$4,195	$5,195	$5,195
B990.00	Misc. Contractual Services	$0	$0	$2,250	$1,500	$0	$0	$0	$0
	TOTAL-CONTRACTUAL SER.	**$46,591**	**$25,538**	**$36,561**	**$32,029**	**$31,345**	**$43,695**	**$26,708**	**$26,708**
COMM	**Commodities**								
C110.00	Office Supplies	$0	$0	$0	$0	$0	$500	$600	$600
	TOTAL COMMODITIES	**$0**	**$0**	**$0**	**$0**	**$0**	**$500**	**$600**	**$600**
	TOTAL DEPARTMENT	$46,591	$25,538	$36,561	$32,029	$31,345	$44,195	$27,308	$27,308

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General Fund (FUND 01)

Boards & Commissions(Department 1601-1607)

The series of 1600 Departments are for the expenditures of the various boards and commissions created by the City Council. The Council appoints the individuals on the boards and commissions based on the bylaws of the various groups which are, for the most part, required to be made up of Olivette residents. The City Council also assigns a liaison amongst themselves to attend their designated group's meetings.

Planning and Community Design Commission (1601)

The Planning and Community Design Commission (PCDC) is established under Article II of Section 125 of the Olivette City Code with seven members holding four year terms. The Commission holds regular public meetings with the primary responsibility of making recommendations to the City Council regarding zoning, subdivision, and planned development of land. In addition, the commission also reviews building plans of all new construction and remodeling within the City. The Director of Planning and Community Development serves as the staff member responsible for preparing and conducting meetings of the Commission.

Olivette on the Go Committee (1605)

The Olivette on the Go Committee is established under Article VI of Section 125 of the Olivette City Code with at least seven members holding three year terms. The committee may have more members as long as the number of members remains an odd number and additionally may have up to two non-voting non-residents. The committee plans the Olivette on the Go event held in September of every year in the City with expenditures also budgeted in this department. The Director of Parks and Recreation serves as the staff member responsible for preparing and conducting meetings of the Committee.

Zoning Board of Adjustment (1606)

The Zoning Board of Adjustment(ZBA) is established under Article XVII of Section 400 of the Olivette City Code with five members and three alternates holding five year terms. The Board holds regular public meetings with the primary responsibility of hearing and deciding appeals to the decision of a building official, permit the erection of public utilities, or approve variances of building or zoning codes. The Director of Planning and Community Development serves as the staff member responsible for preparing and conducting meetings of the Board.

Economic Development Commission (1607)

The Economic Development Commission(EDC) is established under Article III of Section 125 of the Olivette City Code with five members with three year terms. The five members must be made up of three to four residents and one to two business representatives. Budgeted expenditures are to encourage retention of existing businesses and provide analysis and input on development efforts. Recent activity includes completion of a SWOT analysis of the City and review of the proposals of the Olive & I170 interchange. The Director of Planning and Community Development serves as the staff member responsible for preparing and conducting meetings of the Commission.

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Fund 01 Acct #	Planning and Zoning-1601 Account	2013-14 Budget	2014-15 Budget	2015-16 Budget	2016-17 Dept	2016-17 CM
	`					
CSVC	**Contractual Services**					
B130.00	Legal Services	$500	$0	$0	$0	$0
B190.00	Misc. Professional Services	$200	$25,000	$0	$0	$0
B220.00	Postage	$0	$0	$0	$0	$0
B240.00	Travel and Training	$200	$200	$100	$100	$100
B310.00	Notices and Advertising	$350	$0	$0	$0	$0
B320.00	Printing	$250	$250	$250	$250	$250
B914.00	Association Dues	$0	$80	$0	$0	$0
B990.00	Misc. Contractual Services	$300	$0	$0	$0	$0
	TOTAL-CONTRACTUAL SER.	**$1,800**	**$25,530**	**$350**	**$350**	**$350**
COMM	**Commodities**					
C120.00	Maps and Publications	$300	$0	$200	$200	$200
C490.00	Miscellaneous Commodities	$0	$0	$0	$0	$0
	TOTAL COMMODITIES	**$300**	**$0**	**$200**	**$200**	**$200**
	TOTAL DEPARTMENT	$2,100	$25,530	$550	$550	$550

Fund 01 Acct #	Olivette on the Go-1605 Account	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Budget	2015-16 Budget	2016-17 CM
CSVC	**Contractual Services**						
B190.00	Misc. Professional Services	$0	$0	$0	$0	$0	$0
B220.00	Postage	$0	$0	$0	$0	$0	$0
B310.00	Legal Notices/Advertising	$0	$0	$616	$350	$500	$0
B320.00	Printing	$0	$0	$5,100	$450	$500	$0
B540.00	Equipment Repairs	$0	$0	$0	$0	$0	$0
B620.00	Linen/Equipment Rental	$0	$0	$4,363	$7,160	$7,500	$0
B810.00	Lighting	$0	$0	$6,850	$0	$0	$0
B920.00	Reception	$0	$0	$0	$0	$0	$0
B990.00	Misc. Contractual Services	$0	$0	$23,151	$10,090	$11,000	$0
B995.00	Contracts-Special Events	$0	$0	$2,280	$3,340	$3,500	$31,922
	TOTAL-CONTRACTUAL SER.	**$0**	**$0**	**$42,360**	**$21,390**	**$23,000**	**$31,922**
COMM	**Commodities**						
C250.00	Institutional Supplies	$0	$0	$304	$1,015	$1,100	$0
C251.00	Supplies - Special Events	$0	$0	$0	$0	$0	$0
C275.00	Signage	$0	$0	$208	$1,600	$1,600	$0
C430.00	Uniforms Accessories	$0	$0	$1,341	$950	$950	$0
C470.00	Awards and Gifts	$0	$0	$789	$550	$550	$0
C472.00	Awards - Special Events	$0	$0	$0	$0	$0	$0
C490.00	Miscellaneous Commodities	$0	$0	$0	$0	$0	$0
	TOTAL COMMODITIES	**$0**	**$0**	**$2,642**	**$4,115**	**$4,200**	**$0**
	TOTAL DEPARTMENT	$0	$0	$45,002	$25,505	$27,200	$31,922

Fund 01 Zoning Board of Adjustment 1606		2012-13	2013-14	2014-15	2014-15	2015-16	2016-17	2016-17
Acct #	**Account**	**Actual**	**Actual**	**Actual**	**Budget**	**Budget**	**Dept**	**CM**
CSVC	**Contractual Services**							
B130.00	Legal Services	$0	$500	$0	$500	$0	$0	$0
B190.00	Misc. Professional Services	$0	$0	$0	$0	$0	$0	$0
B220.00	Postage	$0	$0	$0	$0	$0	$0	$0
B240.00	Travel and Training	$0	$0	$0	$200	$75	$50	$50
B310.00	Notices and Advertising	$0	$350	$164	$0	$350	$300	$300
B320.00	Printing	$0	$0	$0	$0	$0	$0	$0
B914.00	Association Dues	$0	$0	$0	$80	$0	$0	$0
B990.00	Misc. Contractual Services	$0	$400	$655	$400	$600	$1,000	$1,000
TOTAL-CONTRACTUAL SER.		**$0**	**$1,250**	**$819**	**$1,180**	**$1,025**	**$1,350**	**$1,350**
COMM	**Commodities**							
C120.00	Maps and Publications	$0	$100	$0	$100	$0	$0	$0
	TOTAL COMMODITIES	**$0**	**$100**	**$0**	**$100**	**$0**	**$0**	**$0**
	TOTAL DEPARTMENT	$0	$1,350	$819	$1,280	$1,025	$1,350	$1,350

Fund 01	Ecomonic Development-1607	2013-14	2014-15	2014-15	2015-16	2016-17	2016-17
Acct #	**Account**	**Actual**	**Actual**	**Budget**	**Budget**	**Dept**	**CM**
CSVC	**Contractual Services**						
B130.00	Legal Services	$5,000	$0	$0	$0	$0	
B190.00	Misc. Professional Services	$0	$7,853	$8,000	$7,000	$7,000	$5,000
B220.00	Postage	$0	$0	$0	$0	$0	$0
B240.00	Travel and Training	$500	$58	$250	$250	$250	$250
B310.00	Notices and Advertising	$0	$0	$350	$350	$350	$200
B320.00	Printing	$0	$236	$2,000	$2,000	$2,000	$2,000
B914.00	Association Dues	$0	$0	$80	$80	$80	$80
B990.00	Misc. Contractual Services	$5,600	$300	$2,000	$4,000	$4,000	$1,500
TOTAL-CONTRACTUAL SER.		**$6,100**	**$8,447**	**$12,680**	**$13,680**	**$13,680**	**$9,030**
COMM	**Commodities**						
C120.00	Maps and Publications	$0	$0	$300	$200	$200	
	TOTAL COMMODITIES	**$0**	**$0**	**$300**	**$200**	**$200**	**$0**
	TOTAL DEPARTMENT	$6,100	$8,447	$12,980	$13,880	$13,880	$9,030

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General Fund (FUND 01)

Elections (Department 1800)

The Elections Department contains the budgeting for expenditures for the costs of holding municipal elections. This activity is under the supervision of the City Clerk, is responsible for all administrative duties of elections held by and for the City. Depending on the number of elections held throughout the jurisdictions, the cost of an individual election can fluctuate from year to year. Elections are administered in the City of Olivette by the Board of Commissioners for the St. Louis County Election Commission. This budget provides for one general election as well as a contingent special election.

GOALS

- Carry out municipal elections as needed.

OBJECTIVES

- Facilitate elections required by charter provisions in a legal manner in accordance with the Federal, State, County and City laws.

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Fund 01 Acct #	Elections-1800 Account	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Budget	2015-16 Budget	2016-17 Dept	2016-17 CM
CSVC	**Contractual Services**							
B220.00	Postage	$0	$0	$677	$0	$0	$0	$0
B310.00	Legal Notices/Advertising	$0	$24	$46	$60	$60	$60	$60
B320.00	Printing	$0	$0	$2,181	$300	$300	$300	$300
B990.00	Misc. Contractual Services	$3,758	$3,447	$8,577	$9,000	$8,650	$8,650	$8,650
	TOTAL-CONTRACTUAL SER.	**$3,758**	**$3,471**	**$10,804**	**$9,360**	**$9,010**	**$9,010**	**$9,010**
	TOTAL DEPARTMENT	$3,758	$3,471	$10,804	$9,360	$9,010	$9,010	$9,010

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General Fund (FUND 01)

Animal Control (Department 2000)

The Animal Control Department is an operational department that contains budgeted expenditures for matters of public health and animal control as it relates to rabies and mosquito control. The City maintains one Animal Control Officer who is responsible for the control of stray animals, enforcement of laws pertaining to animal licensing, and control of the nuisance animal populations. The Animal Control Officer is under the supervision of the Chief of Police.

GOALS

- Encourage the proper care and treatment of dogs and other domestic animals and to prevent harm by enforcing the City's dog ordinance.
- Maintain climate free of inhumane treatment of animals.
- Reduce and attempt to control populations of disease carrying insects

OBJECTIVES

- Maintain routine patrols of the City in response to the complaints regarding stray and wild animals posing threats to people and property
- Continue to mitigate insect populations by contracting with St. Louis County for mosquito fogging and spot treatment of problem areas
- Continue to license animals within the City to enforce public health ordinances limiting pets per household and ensuring proper vaccinations

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Fund 01	Animal Control-2000	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17	2016-17
Acct #	Account	Actual	Actual	Actual	Actual	Budget	Budget	Dept	CM
PERS	**Personnel Services**								
A100.00	Salaries---Regular Employees	$30,421	$23,930	$27,305	$35,106	$33,000	$35,750	$38,500	$38,500
A400.00	Longevity	$1,322	$1,351	$1,438	$1,743	$1,400	$1,768	$0	$0
A500.00	Overtime	$0	$0	$0	$0	$100	$0	$0	$0
A600.00	FICA	$1,949	$1,990	$1,925	$2,461	$2,600	$2,872	$3,100	$3,100
A700.00	Unemployment Comp	$144	$202	$170	$169	$220	$220	$200	$200
A970.00	Clothing Allowance	$150	$150	$150	$146	$150	$150	$150	$150
	TOTAL---PERSONNEL	**$33,986**	**$27,623**	**$30,988**	**$39,625**	**$37,470**	**$40,760**	**$41,950**	**$41,950**
CSVC	**Contractual Services**								
B540.00	Equipment Repair	$0	$0	$0	$0	$100	$100	$100	$100
B551.00	Truck Repairs	$701	$206	$98	$130	$200	$500	$200	$200
B730.00	Workers Compensation	$477	$523	$508	$474	$510	$510	$600	$600
B780.00	Group Health & Liability	$10,184	$10,587	$10,839	$11,140	$11,200	$11,000	$10,900	$10,900
B790.00	Life Insurance/LTD	$205	$220	$230	$208	$595	$595	$400	$400
B990.00	Misc. Contractual Services	$2,147	$1,764	$1,823	$2,349	$3,500	$2,500	$2,500	$3,100
	TOTAL-CONTRACTUAL SER.	**$13,714**	**$13,300**	**$13,498**	**$14,301**	**$16,095**	**$15,205**	**$14,700**	**$15,300**
COMM	**Commodities**								
C310.00	Gasoline & Oil	$2,102	$3,579	$2,620	$1,572	$1,500	$1,500	$1,500	$1,500
C320.00	Auto Accessories	$0	$189	$0	$0	$200	$200	$200	$200
C461.00	Animal Licensing	$99	$106	$0	$119	$120	$120	$120	$120
C490.00	Miscellaneous Commodities	$0	$70	$324	$320	$200	$200	$200	$200
	TOTAL COMMODITIES	**$2,201**	**$3,945**	**$2,944**	**$2,011**	**$2,020**	**$2,020**	**$2,020**	**$2,020**
	TOTAL DEPARTMENT	$49,901	$44,868	$47,430	$55,937	$55,585	$57,985	$58,670	$59,270

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General Fund (FUND 01)

Fire (Department 2500)

The Fire Department is an operational department to fund the public safety role of providing fire protection and emergency medical services (EMS) for the City of Olivette. The Olivette Fire Department also provides fire response and EMS services not only to the residents of Olivette but also to the unincorporated area north of Olivette known as Elmwood Park. The department's budget has authorization for a Fire Chief, Assistant Fire Chief, and one part-time Secretary who hold Monday through Friday business hours, three Captains, three Lieutenants, and fifteen Firefighter/Paramedics who provide 24 hour coverage in three shifts. Three of the fifteen Firefighter/Paramedics' salaries and benefits are budgeted in the Fire Operations Fund, Fund 20. In addition to maintaining two fire trucks, the Department provides Emergency Medical Services (EMS) calls by state certified paramedics using the City owned ambulance containing life support capabilities to provide transports to area medical care facilities.

The Department strives to reduce the frequency of fires and provide high quality first responder medical care. Fire prevention and education, combined with aggressive fire code enforcement are tools that are proven to help reduce fires. In addition, calls for medical assistance require quality, compassionate, patient care. Paramedics are trained in the latest techniques in all aspects of Life Support Care and have the ability to initiate treatment expeditiously to achieve attain a successful outcome. Overall, the department must be properly training and well prepared the event of an unpreventable fire, medical situation, or other emergency.

The Insurance Service Organization (ISO) fire classification for the City of Olivette remains a Class 4. The ISO classification is based on a 1-10 scale with class 1 (rating) representing exemplary fire protection and a class 10 indicates that the area's fire suppression program does not meet minimum recognition criteria. The ISO rating system impacts insurance rates with a lower ISO classification resulting in reduced insurance rates by many carriers.

GOALS

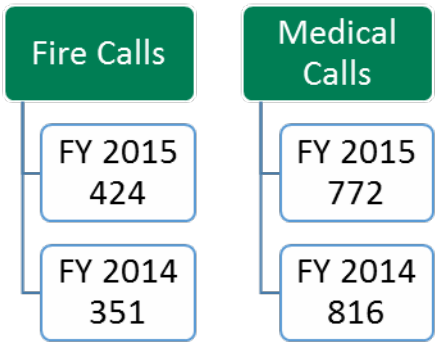
- Provide the best services possible to the community with the resources provided to reduce frequency of fires and rapid, high quality medical care and transportation.
- Preserve the current ISO Class 4 rating.
- Seek national accreditation of the department.
- Increase public outreach to encourage public health and fire prevention.
- Maintain minimum certifications through the State of Missouri Division of Fire Safety, meet minimum hazardous material operations levels and eventually meet National Fire Protection Association (NFPA) training and education requirements for each rank represented within the Department.

GOALS (continued)

- Continuation integration and data from dispatching of call through to reporting on live fire and analysis of care.
- Seamless transition to new facility

OBJECTIVES

- Establish a community-based Automatic External Defibrillation (AED) program where community CPR and AED training classed are held in to businesses and groups.
- Joining with the Police department to provide Community Emergency Response Training (CERT) classes.
- Provides free blood-pressure screening, fire extinguisher training, smoke-detector installations and participate in various community events such as Olivette on the Go and Party in the Park.
- Continue pattern of inspecting all businesses semi-annually and annual inspection of all hose and fire hydrants.
- Identify requirements for accreditation and take steps with training and procedure analysis towards goal of achieving accreditation.
- Increase quality and quantity of training by strategic expenditures to allow more internal training and identifying cost sharing opportunities.
- Cooperate with local agencies during transition to new facility to maintain 100% emergency response time.



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Fund 01 Acct #	Fire - 2500 Account	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Budget	2015-16 Budget	2016-17 Dept	2016-17 CM
PERS	**Personnel Services**								
A100.00	Salaries---Regular Employees	$1,309,125	$1,346,202	$1,346,054	$1,423,721	$1,386,000	$1,431,000	$1,472,000	$1,472,000
A150.00	Holiday Pay	$0	$13,500	$3,270	$16,732	$3,820	$17,000	$16,000	$16,000
A300.00	Salary Adjustment	$7,801	$7,627	$8,604	$8,336	$8,000	$9,000	$0	$0
A400.00	Longevity	$22,873	$28,706	$32,051	$32,361	$38,900	$39,034	$0	$0
A500.00	Overtime	$28,747	$21,271	$21,566	$33,562	$35,000	$25,500	$35,000	$30,000
A600.00	FICA	$98,987	$103,320	$102,488	$110,308	$106,000	$114,000	$117,400	$116,500
A700.00	Unemployment Comp	$3,110	$3,363	$3,569	$3,556	$3,300	$4,000	$3,800	$3,800
	TOTAL---PERSONNEL	**$1,470,643**	**$1,523,990**	**$1,517,602**	**$1,628,576**	**$1,581,020**	**$1,639,534**	**$1,644,200**	**$1,638,300**
CSVC	**Contractual Services**								
B150.00	Medical Services	$2,859	$1,632	$5,357	$14,965	$11,560	$11,830	$13,360	$12,860
B167.00	Software Support/Maintenance	$1,175	$5,721	$5,805	$8,404	$8,405	$10,980	$11,039	$11,050
B190.00	Misc. Professional Services	$331	$0	$0	$0	$0	$1,650	$1,680	$1,680
B220.00	Postage	$58	$0	$94	$26	$100	$100	$100	$100
B240.00	Travel & Training	$18,096	$4,636	$21,448	$22,442	$24,830	$20,700	$25,835	$22,500
B245.00	Tuition Reimbursement	$1,233	$0	$2,152	$325	$7,200	$1,800	$1,800	$1,800
B310.00	Legal Notices/Advertising	$1,022	$528	$1,012	$0	$400	$300	$500	$200
B320.00	Printing	$988	$429	$558	$2,693	$1,500	$1,500	$1,150	$1,150
B440.00	Telephone	$10,236	$7,019	$6,320	$7,054	$6,185	$10,175	$8,015	$8,015
B510.00	Building Repairs & Maint.	$218	$64	$484	$1,510	$2,200	$2,000	$1,800	$1,000
B540.00	Equipment Repairs	$4,147	$5,391	$9,278	$9,459	$20,888	$15,000	$14,050	$13,000
B542.00	Copier Maintenance	$1,318	$987	$1,255	$2,499	$3,325	$975	$900	$900
B545.00	Computer Maintenance	$6,667	$9,803	$8,405	$13,804	$12,610	$13,810	$11,595	$11,595
B550.00	Automotive Repairs	$1,180	$1,278	$833	$2,178	$1,880	$2,080	$1,880	$1,880
B551.00	Truck Repairs	$11,318	$6,511	$15,497	$16,523	$20,075	$20,000	$22,000	$20,000
B620.00	Linen/Equipment Rental	$1,674	$1,919	$1,903	$1,196	$2,600	$1,000	$1,000	$1,000
B630.00	Radio Repairs	$2,263	$2,068	$533	$582	$870	$1,335	$1,335	$1,335
B730.00	Workers Compensation	$71,493	$80,009	$80,115	$79,999	$86,000	$100,000	$101,800	$101,800
B780.00	Group Health & Liability	$217,282	$219,793	$232,384	$226,002	$267,000	$228,056	$217,000	$217,000
B790.00	Life Insurance/LTD	$7,388	$9,753	$9,708	$12,184	$11,030	$11,030	$11,000	$11,000
B912.00	REJIS Comm/Control Data	$990	$1,073	$1,223	$1,331	$1,375	$1,375	$1,375	$1,375
B914.00	Association Dues	$1,414	$1,110	$1,416	$1,586	$2,160	$1,960	$2,635	$2,000
B915.00	ECDC	$48,981	$48,328	$49,874	$49,082	$49,073	$50,335	$58,296	$58,350
B920.00	Reception	$179	$0	$70	$225	$300	$300	$300	$350
B970.00	Clothing Allowance	$13,380	$12,831	$14,158	$15,361	$15,000	$15,350	$16,000	$15,300
B980.00	Car Wash	$199	$183	$215	$309	$400	$435	$432	$432
B990.00	Misc. Contractual Services	-$101	$1,631	$0	$10,196	$14,000	$11,000	$12,500	$11,000
	TOTAL-CONTRACTUAL SER.	**$428,660**	**$425,100**	**$470,097**	**$499,935**	**$573,566**	**$535,076**	**$539,377**	**$528,672**

Fund 01 Acct #	Fire - 2500 (cont). Account	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Budget	2015-16 Budget	2016-17 Dept	2016-17 CM
COMM	**Commodities**								
C110.00	Office Supplies	$679	$1,264	$1,792	$1,329	$1,300	$1,300	$1,300	$1,300
C120.00	Map & Periodicals	$48	$152	$64	$164	$120	$120	$120	$120
C125.00	Books/Publications	$1,789	$1,110	$1,478	$1,478	$2,400	$2,200	$4,300	$3,300
C210.00	Building Maint. Supplies	$49	$58	$836	$627	$450	$250	$250	$250
C230.00	Painting Supplies	$6	$0	$0	$0	$0	$0	$0	$0
C240.00	Hardware/Small Tools	$228	$67	$71	$84	$200	$0	$0	$0
C250.00	Institutional Supplies	$391	$405	$470	$496	$600	$400	$500	$500
C310.00	Gasoline & Oil	$11,974	$11,209	$13,942	$16,184	$20,700	$18,000	$19,300	$18,000
C320.00	Automotive Accessories	$0	$0	-$81	$0	$0	$0	$0	$0
C420.00	Fire Fighting Equipment	$4,929	$242	$8,696	$9,859	$11,010	$10,125	$11,680	$10,125
C430.00	Uniform Accessories	$152	$91	$302	$52	$340	$340	$550	$340
C440.00	Photographic Supplies	$0	$0	$0	$14	$75	$0	$0	$0
C455.00	Medical Supplies	$993	$976	$403	$16,506	$17,200	$17,200	$17,200	$17,200
C470.00	Awards, Gifts, & Memorials	$0	$0	$300	$429	$300	$350	$550	$400
C490.00	Miscellaneous Commodities	$1,080	$1,500	$1,500	$1,500	$1,500	$1,500	$1,500	$1,500
	TOTAL COMMODITIES	**$22,318**	**$17,074**	**$29,773**	**$48,722**	**$56,195**	**$51,785**	**$57,250**	**$53,035**
CAPT	**Capital Outlay/Improvements**								
D320.00	Computer/Institutional Equip	$600	$1,118	$36,419	$5,486	$7,200	$0	$0	$0
D325.00	Furniture & Fixtures	$2,425	$0	$1,400	$0	$0	$0	$0	$0
D340.00	Fire/Public Safety Gear	$2,146	$67,287	$7,110	$0	$0	$0	$0	$0
	TOTAL--CAPITAL OUTLAY	**$5,171**	**$68,406**	**$44,929**	**$5,486**	**$7,200**	**$0**	**$0**	**$0**
	TOTAL DEPARTMENT	$1,926,792	$2,034,570	$2,062,401	$2,182,719	$2,217,981	$2,226,395	$2,240,827	$2,220,007

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General Fund (FUND 01)

Police (Department 2600)

The Police Department is an operational department to fund the public safety role of providing innovative, effective, and efficient police service to improve the quality of life in the City. The Department is committed to serving the public with respect, fairness, and compassion while ensuring the Constitutional Rights of all individuals through the highest level of ethical and moral standards. Budget authorization includes expenditures for a police chief, one major, and one records secretary who maintain standard business hours while three lieutenants, seven sergeants, and eleven police officers work in 12 hour shifts to provide 24 hour police coverage. A fleet of six patrol vehicles and an additional three administrative vehicles are replaced on a cycle of two per year to maintain reliable transportation in times of need.

GOALS

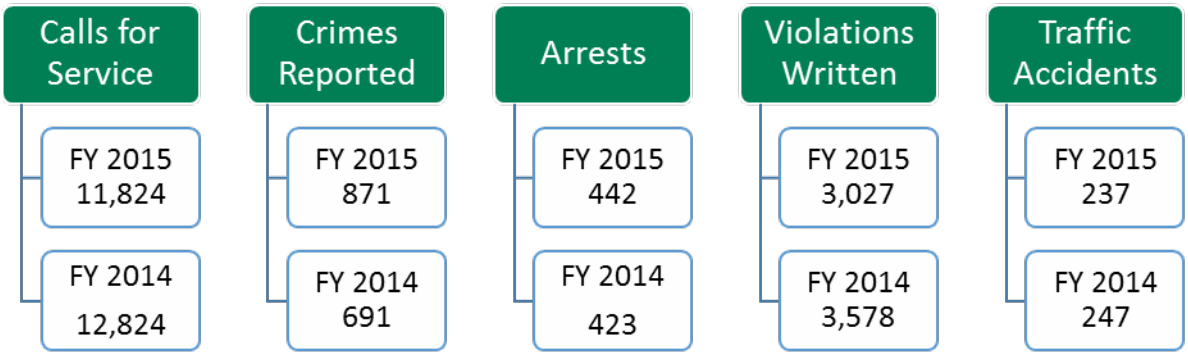
- Protect life and property in addition to maintaining social order within carefully prescribed ethical and constitutional limits.
- Maintain accreditation with Missouri Police Chief's Charitable Foundation(MPCCF) Accreditation
- Maintain community outreach programs to provide positive role models and remain ambassadors of the city government.
- Strive to improve the level of service provided on a daily basis.
- Maintain quality, reliable, and efficient equipment and fleet
- Seek out grant funding from both State and Federal government agencies and other revenue sources.
- Adapt to new situations involving additional training requirements and procedural duties as a result of move to new facility.
- Continue to attract and maintain highest caliber of professional employees
- Maintain police-community relationship our citizens are accustomed to and deserve

OBJECTIVES

- Continue to provide quality service to the community as a recognized, professionally operated police department through use of state-of-the-art information and policing technologies,
- Consistently improve quality of training and demonstrate innovation and operational flexibility to display that the department is dedicated to maintaining the community as safe place to live, work, and visit.
- Adhere to the workforce staffing of one supervisor and a minimum of three officers on duty at any given time to maintain accreditation.

OBJECTIVES (continued)

- Maintain system that ensures each individual, without regard to rank, is held accountable for their actions and meets their personal goals as employees of the City of Olivette.
- Maintain policies to conform to state law and the Missouri Police Chiefs Association Accreditation Program. The Department has a dedicated certification officer and makes all policies directly available to officers as well as integrating their use into training.
- Empower officers and maintain cohesive group to build community relationships through encouraging department personnel involvement. Opportunities for involvement include presenting for public safety meetings as areas schools and authoring of articles for the City newsletter.
- Maintain system to enable quick connection to citizens for public safety information. Current success is expected to be maintained through use of the CODE RED system.
- Continue to maximize public services though diligence and prudent application and allocation of overtime grant funding.
- Maintain the best possible police force by requiring aggressive crime fighting, the highest possible work ethic and professional conduct, enhancing the role of personnel in the planning and development process, recognizing exception work by department employees, and stress responsibility and accountability to the department and citizens.



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Fund 01 Acct #	Police-2600 Account	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Budget	2015-16 Budget	2016-17 Dept.	2016-17 CM
PERS	**Personnel Services**								
A100.00	Salaries---Regular Employees	$1,508,323	$1,544,648	$1,508,729	$1,501,811	$1,473,017	$1,563,000	$1,665,000	$1,665,000
A150.00	Holiday Pay	$0	$13,425	$13,623	$12,847	$14,250	$16,000	$16,000	$16,000
A300.00	Salary Adjustment	$13,112	$11,786	$12,743	$13,265	$10,800	$13,500	$0	$0
A400.00	Longevity	$80,049	$82,271	$76,565	$66,751	$84,242	$72,100	$0	$0
A500.00	Overtime	$13,021	$16,899	$30,771	$26,295	$24,000	$23,000	$23,000	$23,000
A511.00	Court Appearance	$7,025	$6,731	$8,733	$10,357	$10,000	$10,000	$8,000	$8,000
A600.00	FICA	$117,420	$120,806	$120,029	$120,339	$123,862	$129,622	$130,000	$130,000
A700.00	Unemployment Comp	$3,796	$4,594	$4,307	$4,050	$3,500	$4,300	$4,300	$4,300
	TOTAL---PERSONNEL	**$1,742,746**	**$1,801,160**	**$1,775,500**	**$1,755,715**	**$1,743,671**	**$1,831,522**	**$1,846,300**	**$1,846,300**
CSVC	**Contractual Services**								
B150.00	Medical Services	$1,975	$3,588	$3,086	$2,582	$4,242	$3,485	$4,095	$4,095
B167.00	Software Support/Maintenance	$0	$4,712	$4,630	$4,630	$5,630	$6,630	$4,630	$4,630
B190.00	Misc. Professional Services	$3,973	$3,494	$7,403	$876	$10,377	$7,110	$12,795	$12,795
B220.00	Postage	$152	$133	$55	$103	$350	$350	$350	$200
B240.00	Travel & Training	$8,620	$10,618	$9,538	$12,529	$16,500	$15,000	$16,830	$16,830
B245.00	Tuition Reimbursement	$7,391	$5,032	$5,765	$5,764	$8,000	$7,200	$9,000	$9,000
B310.00	Legal Notices/Advertising	$570	$744	$786	$762	$1,100	$1,000	$600	$600
B320.00	Printing	$1,753	$802	$1,564	$2,782	$1,091	$1,235	$1,525	$1,525
B440.00	Telephone	$14,701	$8,639	$7,423	$9,005	$12,595	$7,600	$9,300	$9,300
B510.00	Building Repairs & Maint.	$477	$0	$0	$328	$7,766	$400	$400	$400
B540.00	Equipment Repairs	$6,496	$2,768	$1,955	$1,683	$2,125	$2,100	$1,600	$1,600
B542.00	Copier Maintenance	$1,420	$1,460	$1,504	$1,942	$1,200	$1,200	$3,000	$3,000
B545.00	Computer Maintenance	$8,140	$13,939	$10,987	$9,085	$13,054	$12,200	$14,170	$14,170
B550.00	Automotive Repairs	$10,737	$9,269	$5,114	$9,763	$10,000	$10,000	$10,000	$10,000
B630.00	Radio Repairs	$2,088	$857	$1,184	$2,101	$2,000	$1,000	$1,000	$1,000
B730.00	Workers Compensation	$46,961	$47,022	$45,188	$45,581	$45,331	$51,000	$52,000	$52,000
B780.00	Group Health & Liability	$264,789	$265,155	$258,545	$255,453	$287,510	$282,000	$256,000	$256,000
B790.00	Life Insurance/LTD	$10,250	$11,127	$10,684	$10,979	$10,830	$11,920	$13,000	$13,000
B912.00	REJIS Comm/Control Data	$43,907	$44,984	$38,018	$47,588	$46,716	$45,000	$40,700	$40,700
B914.00	Association Dues	$1,100	$1,330	$730	$1,135	$1,390	$1,375	$1,470	$1,470
B915.00	ECDC	$99,889	$96,656	$104,496	$98,163	$97,901	$100,010	$116,600	$116,600
B917.00	Prisoner Housing	$4,364	$3,254	$3,550	$2,008	$6,000	$2,200	$2,820	$2,820
B970.00	Clothing Allowance	$13,656	$12,233	$15,303	$13,643	$13,800	$13,800	$13,800	$13,800
B980.00	Car Wash	$739	$676	$1,200	$954	$1,000	$1,000	$1,550	$1,550
B990.00	Misc. Contractual Services	-$34	$0	$0	$0	$0	$7,235	$7,885	$7,885
	TOTAL-CONTRACTUAL SER.	**$554,114**	**$548,491**	**$538,708**	**$539,439**	**$606,508**	**$592,050**	**$595,120**	**$594,970**

Fund 01 Acct #	Police-2600 (cont.) Account	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Budget	2015-16 Budget	2016-17 Dept.	2016-17 CM
COMM	**Commodities**								
C110.00	Office Supplies	$746	$655	$1,384	$1,382	$4,400	$4,000	$4,085	$4,000
C120.00	Map & Periodicals	$0	$0	$0	$0	$300	$300	$0	$0
C125.00	Books/Publications	$0	$181	$0	$0	$200	$200	$0	$0
C250.00	Institutional Supplies	$841	$800	$607	$607	$1,291	$1,200	$1,550	$1,550
C255.00	Police Supplies	$4,245	$4,118	$3,141	$7,423	$3,735	$4,255	$2,397	$2,397
C275.00	Signage	$0	$0	$0	$0	$300	$300	$300	$300
C310.00	Gasoline & Oil	$44,007	$45,330	$51,384	$35,897	$44,000	$46,200	$38,300	$38,300
C320.00	Automotive Accessories	$33	$129	$103	$496	$500	$1,400	$400	$400
C410.00	Ammunition	$2,264	$1,544	$8,373	$10,910	$8,229	$5,500	$2,500	$2,500
C430.00	Uniform Accessories	$1,743	$8,568	$15,263	$234	$11,775	$2,180	$2,975	$2,975
C440.00	Photographic Supplies	$0	$0	$276	$183	$300	$300	$400	$400
	TOTAL COMMODITIES	**$53,879**	**$61,325**	**$80,531**	**$57,132**	**$75,030**	**$65,835**	**$52,907**	**$52,822**
CAPT	**Capital Outlay/Improvements**								
D320.00	Computer/Institutional Equip	$0	$16,313	$58,353	$0	$54,049	$0	$0	$0
D340.00	Fire/Public Safety Gear	$2,700	$9,525	$0	$0	$0	$0	$0	$0
	TOTAL--CAPITAL OUTLAY	**$2,700**	**$25,838**	**$58,353**	**$0**	**$54,049**	**$0**	**$0**	**$0**
	TOTAL DEPARTMENT	$2,353,439	$2,436,814	$2,453,092	$2,352,286	$2,479,258	$2,489,407	$2,494,327	$2,494,092

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General Fund (FUND 01)

Community Center (Department 3000)

The Community Center is an operational department that consists of the direct costs of operating and maintaining the Olivette Community Center. The Center continues to be the meeting place of Olivette with events ranging from wedding receptions to karate classes held on a weekly basis. The facility also hosts a St. Elizabeth Adult Day Care site. Parks and Recreation staff offices are inside the Community Center with one full time equivalent budgeted to provide administration of the facility while two part time facility attendants remain on site during evening hours. Previous budgets included costs for three part time custodians whose positions were eliminated during fiscal year 2015-2016.

Mission Statement: Create community through people, parks & programs

Goals

- Maintain current and attract new users to the center
- Review fee structure and policies and procedures to maximize efficiency.
- Maintain facility to participant expectations.
- Improve community use of facility

Objectives

- Continue to improve appearance and aesthetics of facility. Approximately $10,000 was spent in FY2016 for painting and floor refinishing with the budget for fiscal year 2016-2017 maintaining high levels for painting and maintenance activities.
- Continue offering Community Center lobby as place to gather. FY2016 saw the introduction of the "Lively Lobby" program that offers free public Wi-Fi, daily periodicals, games, and coffee to foster this objective. In addition, a newly established mission statement was created and developed by leadership and staff to guide in new offerings.
- Explore fair, equitable fee structures to balance cost recovery with use. Information gathering and initial discussions were held with the Park and Recreation Board on the current and possible fee structures.
- Research and pilot new, relevant program offerings to give citizens of all ages opportunities to remain active in body and mind. In conjunction with Recreation Department (Dept 3200), both revenue and costs have been budgeted in FY2017 to offer new programs to be held in the Community Center.

Fund 01 Acct #	Community Center-3000 Account	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Budget	2015-16 Budget	2016-17 Dept	2016-17 CM
PERS	**Personnel Services**								
A100.00	Salaries---Regular Employees	$34,422	$32,831	$36,278	$42,068	$38,500	$38,500	$53,500	$53,500
A200.00	Extra Help	$61,711	$53,627	$43,874	$49,460	$63,908	$59,570	$32,282	$15,000
A400.00	Longevity	$126	$172	$179	$149	$385	$0	$0	$0
A600.00	FICA	$7,149	$6,709	$6,062	$6,603	$7,870	$7,505	$8,200	$8,200
A700.00	Unemployment Comp	$779	$867	$676	$739	$600	$600	$600	$600
A970.00	Clothing Allowance	$90	$180	$180	$135	$200	$0	$200	$200
	TOTAL---PERSONNEL	**$104,277**	**$94,386**	**$87,249**	**$99,154**	**$111,463**	**$106,175**	**$94,782**	**$77,500**
CSVC	**Contractual Services**								
B150.00	Medical Services	$0	$0	$0	$50	$200	$200	$100	$100
B220.00	Postage	$500	$126	$30	$75	$250	$200	$250	$250
B240.00	Travel & Training	$0	$0	$0	$75	$0	$150	$100	$100
B310.00	Legal Notices/Advertising	$478	$0	$0	$607	$500	$500	$200	$200
B320.00	Printing	$264	$1,668	$134	$187	$100	$0	$0	$0
B410.00	Electricity	$17,291	$14,520	$17,961	$14,441	$18,500	$18,000	$18,000	$18,000
B420.00	Heating Oil	$8,741	$7,471	$9,537	$12,670	$9,500	$9,000	$9,000	$9,000
B430.00	Water	$2,232	$1,593	$1,687	$1,025	$2,000	$2,000	$2,000	$2,000
B440.00	Telephone	$5,955	$4,337	$4,188	$5,170	$4,300	$5,800	$6,800	$6,800
B450.00	Sewer	$1,927	$2,081	$1,219	$727	$2,650	$1,650	$1,650	$1,650
B510.00	Building Repairs & Maint.	$5,829	$4,342	$8,303	$7,337	$7,750	$8,000	$8,350	$8,350
B520.00	Grounds Maintenance	$0	$88	$88	$0	$0	$0	$0	$0
B540.00	Equipment Repairs	$0	$136	$206	$1,845	$400	$700	$700	$700
B542.00	Copier Maintenance	$0	$1	$4	$0	$0	$250	$720	$720
B545.00	Computer Maintenance	$1,077	$2,570	$1,858	$1,852	$1,200	$1,200	$3,100	$3,100
B550.00	Automotive Repairs	$0	$0	$0	$0	$500	$0	$0	$0
B590.00	Misc. Repair & Maintenance	$0	$0	$0	$146	$0	$0	$0	$0
B620.00	Linen/Equipment Rental	$285	$235	$191	$281	$600	$400	$0	$0
B730.00	Workers Compensation	$956	$1,063	$1,066	$1,116	$1,200	$1,300	$1,400	$1,400
B780.00	Group Health & Liability	$4,948	$4,741	$5,128	$5,571	$5,700	$11,322	$6,000	$6,000
B790.00	Life Insurance/LTD	$217	$242	$255	$255	$290	$290	$1,000	$1,000
B914.00	Association Dues	$0	$0	$0	$0	$0	$0	$0	$0
B990.00	Misc. Contractual Services	$0	$0	$0	$0	$0	$0	$19,800	$19,800
	TOTAL-CONTRACTUAL SER.	**$50,700**	**$45,214**	**$51,855**	**$53,430**	**$55,640**	**$60,962**	**$79,170**	**$79,170**

Fund 01 Acct #	Community Center-3000 (cont.) Account	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Budget	2015-16 Budget	2016-17 Dept	2016-17 CM
COMM	**Commodities**								
C110.00	Office Supplies	$23	$66	$147	$75	$0	$0	$100	$100
C210.00	Building Maint. Supplies	$10,036	$9,994	$10,306	$7,882	$11,000	$9,500	$7,500	$7,500
C220.00	Ground Maintenance	$0	$0	$0	$0	$0	$0	$0	$0
C230.00	Painting Supplies	$32	$0	$0	$3,920	$300	$1,000	$1,000	$1,000
C240.00	Hardware/Small Tools	$245	-$206	$35	$291	$700	$500	$250	$250
C250.00	Institutional Supplies	$1,436	$404	$572	$2,393	$1,200	$900	$2,250	$2,250
C310.00	Gasoline & Oil	$3,018	$1,765	-$11	$0	$2,700	$0	$0	$0
C320.00	Automotive Accessories	$0	$0	$0	$23	$50	$0	$0	$0
C430.00	Uniform Accessories	$0	$0	$0	$0	$0	$250	$100	$100
C490.00	Miscellaneous Commodities	$0	$163	$28	$0	$100	$0	$0	$0
	TOTAL COMMODITIES	**$14,790**	**$12,186**	**$11,077**	**$14,584**	**$16,050**	**$12,150**	**$11,200**	**$11,200**
CAPT	**Capital Outlay/Improvements**								
D210.00	Building/Building Improvements	$0	$0	$0	$0	$0	$4,000	$0	$0
D311.00	Office Equipment	$0	$0	$0	$0	$0	$3,000	$0	$0
D320.00	Computer/Institutional Equip	$0	$0	$0	$0	$0	$1,500	$0	$0
	TOTAL--CAPITAL OUTLAY	**$0**	**$0**	**$0**	**$0**	**$0**	**$8,500**	**$0**	**$0**
	TOTAL DEPARTMENT	$169,767	$151,786	$150,181	$167,168	$183,153	$187,787	$185,152	$167,870

Reservations
- FY 2015 2,670
- FY 2014 2,017

Hours Used
- FY 2015 9,437
- FY 2014 6,054

Revenue Generated
- FY 2015 $57,798
- FY 2014 $52,828

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General Fund (FUND 01)

Recreation (Department 3200)

The Recreation department is an operational department that consists of the direct costs of operating the Olivette youth and adult sports programs as well as contract programming for activities. Recreation department staff also manage park pavilion reservations at Villa, Irv Zeid Citizens, and Stacy Parks along with planning for special events throughout the year. The fiscal year 2016-2017 budget for personnel remains unchanged with funds for the parks and recreation director, one recreation coordinator to provide administration of the programs, one part time front desk attendant at the offices located in the community center, and seasonal staff for camps and programs.

Mission Statement: Create community through people, parks & programs

Goals

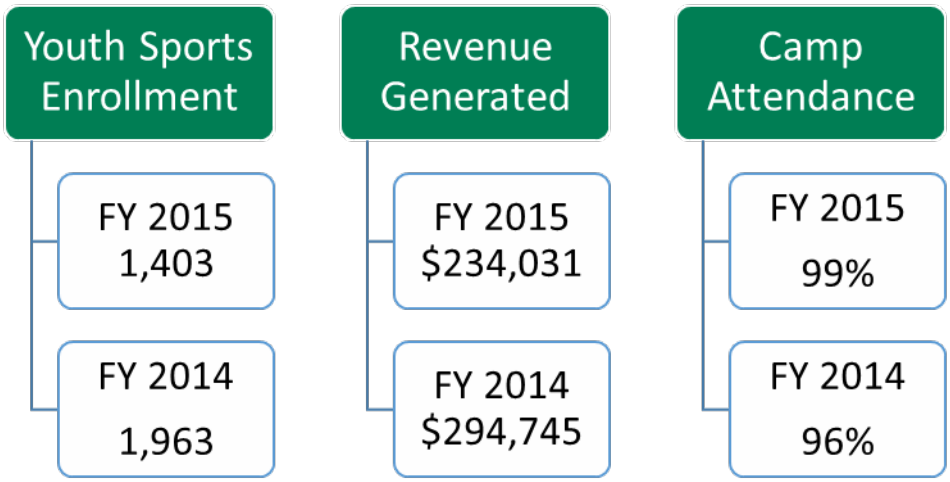
- Increase participation in youth sports programs
- Create partnerships with Olivette community groups and businesses for future development
- Increase participation among citizens to gain more interaction and feedback on offerings
- Offer top notch day camp offering during summer months
- Provide clean park pavilions and dependable reservation system for area users

Objectives

- Provide the highest quality programs with review of current offerings for youth sports to reach acceptable levels to continue programs and identify possible new offerings.
- Continue outreach at recreation events including hosting booths and collecting feedback on offerings and services.
- Develop offerings outside of recent programs to increase engagement with citizens. Fiscal year 2017 budget has included an additional $20,000 for contracted programs with associated revenue to partially offset increase in payments to contractors holding programs in City facilities.
- Maintain camp at maximum attendance while offering educational, engaging, and safe camp activities.
- Continue offering quality adult sports leagues that create bonds with community and businesses.
- Maintain reservation system that works in conjunction with parks maintenance employees to provide clean and desirable pavilions for users. During fiscal year 2015-2016 the park pavilion reservation fee structure was updated to match area cities with similar offerings with success.

Objectives - continued

- Continue to offer special event programming such as Party in the Park which has moved to an outdoor movie showing format during fiscal year 2015-2016 and Boo Bash. Other programs were evaluated and eliminated during fiscal year 2015-2016 as participation and quality of program had diminished to the point of inefficiency.
- Evaluate offerings and staffing levels to determine most effective and efficient way to offer only high quality, relevant programs. A newly created mission was adopted by parks and recreation staff to guide decisions on direction of department.



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Fund 01 Acct #	Recreation-3200 Account	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Budget	2015-16 Budget	2016-17 Dept	2016-17 CM
PERS	**Personnel Services**								
A100.00	Salaries---Regular Employees	$98,469	$104,336	$106,537	$86,776	$109,000	$108,500	$106,100	$106,100
A200.00	Extra Help	$66,156	$63,531	$61,085	$50,296	$62,300	$61,240	$63,812	$63,812
A400.00	Longevity	$2,106	$2,312	$2,211	$66	$4,000	$547	$0	$0
A600.00	FICA	$12,651	$12,782	$12,932	$10,093	$13,710	$13,028	$13,200	$13,200
A700.00	Unemployment Comp	$1,046	$1,209	$1,353	$1,057	$1,300	$1,300	$1,300	$1,300
A970.00	Clothing Allowance	$360	$435	$480	$405	$250	$0	$200	$200
	TOTAL---PERSONNEL	**$180,788**	**$184,606**	**$184,598**	**$148,693**	**$190,560**	**$184,615**	**$184,612**	**$184,612**
CSVC	**Contractual Services**								
B150.00	Medical Services	$0	$0	$0	$305	$150	$300	$100	$100
B167.00	Software Support/Maintenance	$2,052	$2,052	$2,052	$4,360	$2,300	$4,850	$5,145	$2,845
B180.00	Supplemental Rent	$20,553	$20,400	$33,155	$13,455	$17,000	$14,000	$17,000	$17,000
B190.00	Misc. Professional Services	$558	$279	$0	$0	$0	$0	$0	$0
B220.00	Postage	$5,448	$3,189	$4,039	$1,938	$4,500	$3,920	$4,440	$4,440
B240.00	Travel & Training	$350	$360	$0	$1,040	$1,150	$1,750	$1,018	$1,050
B310.00	Legal Notices/Advertising	$0	$50	$100	$956	$150	$1,150	$900	$900
B320.00	Printing	$3,656	$4,215	$1,814	$720	$6,500	$2,700	$6,100	$6,100
B440.00	Telephone	$2,205	$1,874	$1,769	$2,193	$2,000	$3,200	$2,400	$2,400
B540.00	Equipment Repairs	$0	$0	$0	$0	$0	$0	$0	$0
B542.00	Copier Maintenance	$1,383	$1,241	$1,368	$1,463	$1,100	$1,100	$2,880	$2,880
B545.00	Computer Maintenance	$353	$1,008	$1,182	$3,087	$1,050	$3,000	$1,800	$1,800
B730.00	Workers Compensation	$3,030	$3,567	$3,219	$3,163	$3,400	$5,770	$5,900	$5,900
B780.00	Group Health & Liability	$4,927	$12,785	$2,239	$6,367	$19,200	$17,000	$16,500	$16,500
B790.00	Life Insurance/LTD	$793	$723	$636	$418	$900	$900	$1,000	$1,000
B913.00	Summer Recreation Program	$16,404	$27,352	$26,382	$25,438	$24,600	$24,600	$27,000	$26,000
B914.00	Association Dues	$316	$256	$265	$336	$315	$525	$670	$670
B915.00	Contracted Programs	$0	$0	$12,300	$0	$5,300	$3,500	$11,000	$11,000
B916.00	Youth/Athletic Camps	$0	$1,100	$0	$1,708	$2,000	$13,000	$13,000	$13,000
B990.00	Misc. Contract Service	$0	$0	$0	$1,032	$0	$0	$11,025	$11,025
B995.00	Contracts--Special Events	$0	$0	$0	$401	$450	$9,350	$10,800	$10,800
B996.00	Adult Athletic Programs	$3,350	$4,500	$2,151	$4,940	$5,000	$5,000	$9,500	$9,500
	TOTAL-CONTRACTUAL SER.	**$65,378**	**$84,950**	**$92,671**	**$73,320**	**$97,065**	**$115,615**	**$148,178**	**$144,910**

Fund 01	Recreation-3200(cont.)	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17	2016-17
Acct #	Account	Actual	Actual	Actual	Actual	Budget	Budget	Dept	CM
COMM	Commodities								
C110.00	Office Supplies	$968	$637	$443	$1,314	$1,200	$1,200	$1,200	$1,000
C220.00	Ground Maintenance	$2,528	$2,616	$1,330	$272	$4,000	$3,000	$3,750	$3,750
C251.00	Supplies--Special Events	$762	$552	$136	$1,039	$2,200	$4,000	$2,100	$2,100
C252.00	Supplies---Youth Day Camp	$2,136	$669	$2,847	$3,056	$2,500	$5,100	$6,800	$6,800
C430.00	Uniform Accessories	$34,260	$33,842	$17,816	$37,117	$36,000	$26,500	$34,000	$34,000
C431.00	Shirts--Day Camp	$356	$584	$68	$2,420	$800	$1,000	$2,850	$2,850
C432.00	Shirts--Adult	$0	$0	$0	$0	$200	$0	$0	$0
C471.00	Sports Awards	$7,927	$5,373	$4,246	$963	$7,200	$5,500	$0	$0
C472.00	Awards---Special Events	$225	$0	$0	$0	$350	$0	$150	$150
C473.00	Awards---Adult Programs	$188	$278	$50	$120	$500	$250	$400	$400
C510.00	Equipment---Youth Athletics	$6,195	$4,667	$10,290	$2,938	$8,500	$4,250	$1,300	$1,300
C511.00	Equipment---Adult Athletics	$758	$513	$1,049	$209	$750	$600	$3,400	$3,400
	TOTAL COMMODITIES	$56,303	$49,730	$38,275	$49,448	$64,200	$51,400	$55,950	$55,750
CAPT	Capital Outlay/Improvements								
D310.00	Recreation Equipment	$3,158	$1,350	$3,000	$0	$4,000	$0	$0	$0
D320.00	Computer/Institutional Equip	$0	$0	$0	$0	$0	$7,850	$0	$0
	TOTAL--CAPITAL OUTLAY	$3,158	$1,350	$3,000	$0	$4,000	$7,850	$0	$0
	TOTAL DEPARTMENT	$305,627	$320,636	$318,544	$271,461	$355,825	$359,480	$388,740	$385,272

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General Fund (FUND 01)

Planning and Community Development (Department 4010)

The Department of Planning and Community Development is an operational department that oversees the development and construction of all residential and commercial properties through the issuance of occupancy inspections, building permits, soil and grading permits, and subdivision permits. The department also enforces local zoning and land use regulations and the City's property maintenance standards. The enforcement of mechanical, electrical, plumbing, elevator, explosive, and amusement regulations are carried out by St. Louis County. As planning communities becomes more important during the design and construction process, the decision was made with the fiscal year 2014-2015 to remove the Planning and Community Development department from the Public Works department and make it a standalone department. This change also resulted in an upgrade of the Planning and Zoning Administrator position to the title of Planning and Community Development Director. The Planning and Community Development budget contains funding for the Planning and Community Development Director, one Planning/GIS Coordinator, two building inspector and one executive secretary at their current office location at 1200 North Price Rd. Fiscal year 2014-2015 saw the addition of the Planner/GIS Coordinator position which is expected to remain in perpetuity as the focus of the department changes from a reactive, inspection driven department to a proactive, planning oriented department.

Goals

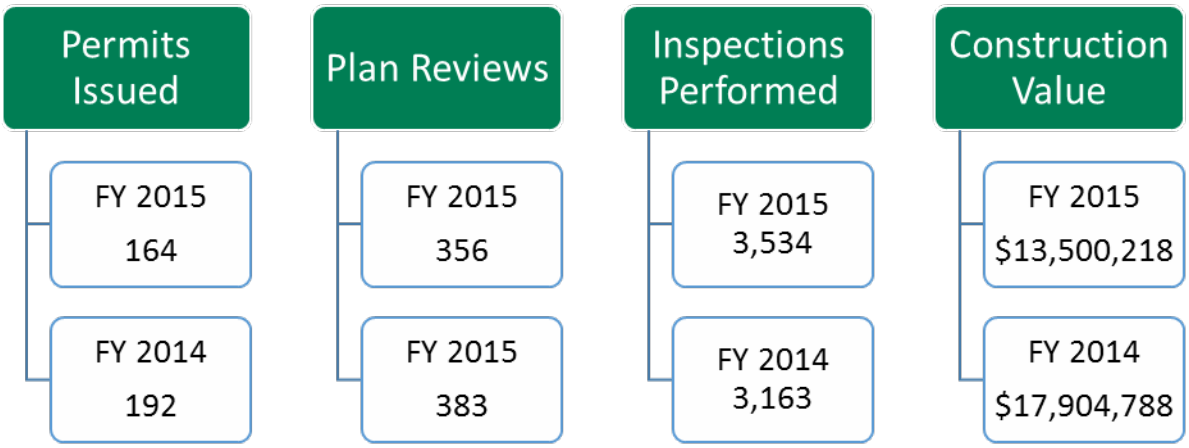
- Maintain an ISO rating of Class 4.
- Uphold the goals and vision of the City's Strategic Plan: *Dynamic Sense of Place*.
- Maintain a high quality housing and commercial stock in the city while preserving professional and citizen relationships.
- Integrate new technology into operations to improve consumer satisfaction and appreciation.
- Increase efficiency of Planning and Community Design Commission including steering focus of limited meeting times toward policy rather than administrative functions.

Objectives

- Continue employee development and periodic update to current code standards to maintain ISO rating. This serves to reduce the insurance rates of citizens by demonstrating a commitment to safer building standards. Planning is underway to update to the most recent code standards from the current 2006 standards. Travel and training budgets are maintained to encourage and maintain certifications. The fiscal year 2016-2017 budget also contains fee updates to respond to the concern and problematic area of stormwater runoff within the City. Additional fees and reviews are now being required by outside consultants who are experts in stormwater runoff to offer a planning solution rather than relying on increased throughput from stormwater capacity.

Objectives - continued

- Facilitate the implementation strategies outlined in the City's Strategic Plan: *Dynamic Sense of Place* for the purpose of identifying and defining the City's redevelopment visions. This plan is currently being utilized for the promotion and review of potential developments with the selection of a developer at the Interstate 170 and Olive Interchange and expected to continue with the current City Hall location on Olive Blvd.
- Enforce the ordinances as charged to maintain safe buildings with an enforcement orientation aimed at efficiency and customer resolution. Training efforts and utilizing the skills and abilities of the personnel to provide guidance and resolution in difficult enforcement situations.
- Review current permitting and inspection management software as a result of possible sunset of current system and explore replacement systems for value, efficiency, and effectiveness.
- Continue to promote the understanding and implication of results of good planning and review procedures in the City. This serves to allow the Planning and Community Design Commission, who meets 1-2 times per month, to focus on policy decisions and allow the daily employees to carry out policies. This in turn reduces application and review times which leads to better served customers.



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Fund 01 Acct #	Planning and Community Development -4010 Account	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Budget	2015-16 Budget	2016-17 Dept	2016-17 CM
PERS	**Personnel Services**								
A100.00	Salaries---Regular Employees	$244,115	$225,884	$228,889	$265,296	$275,000	$264,000	$269,500	$269,500
A200.00	Part Time (Intern)	$0	$0	$0	$0	$0	$2,000	$0	$2,000
A400.00	Longevity	$6,637	$6,515	$6,233	$5,898	$7,500	$8,060	$0	$0
A500.00	Overtime	$0	$0	$0	$0	$300	$200	$0	$0
A600.00	FICA	$17,956	$17,124	$17,271	$19,170	$21,650	$21,300	$20,700	$20,700
A700.00	Unemployment Comp	$733	$847	$905	$1,041	$900	$1,230	$1,100	$1,100
A970.00	Clothing Allowance	$675	$825	$825	$1,050	$1,200	$900	$900	$900
	TOTAL---PERSONNEL	**$270,116**	**$251,195**	**$254,123**	**$292,455**	**$306,550**	**$297,690**	**$292,200**	**$294,200**
CSVC	**Contractual Services**								
B120.00	Architectural/Engineering Ser.	$47,500	$47,500	$47,500	$0	$4,000	$3,400	$7,500	$7,500
B150.00	Medical Services	$135	$0	$100	$200	$250	$250	$0	$0
B190.00	Misc. Professional Services	$0	$95	$79	$0	$0	$0	$0	$0
B220.00	Postage	$3,003	$1,626	$1,743	$1,864	$2,000	$2,580	$2,695	$2,695
B240.00	Travel & Training	$1,017	$351	$67	$2,854	$4,571	$5,100	$7,540	$7,540
B310.00	Legal Notices/Advertising	$767	$119	$126	$404	$750	$750	$750	$500
B320.00	Printing	$1,332	$1,794	$4,820	$1,742	$1,985	$2,245	$2,243	$2,245
B440.00	Telephone	$10,795	$8,126	$8,063	$8,718	$8,204	$9,900	$9,000	$9,000
B542.00	Copier Maintenance	$1,045	$941	$757	$1,011	$1,000	$870	$1,220	$1,220
B545.00	Computer Maintenance	$1,418	$3,244	$2,155	$1,292	$3,840	$2,750	$2,500	$2,500
B550.00	Automotive Repairs	$607	$892	$257	$498	$750	$600	$600	$600
B730.00	Workers Compensation	$5,686	$8,495	$8,032	$9,302	$10,000	$9,400	$9,600	$9,600
B780.00	Group Health & Liability	$41,249	$38,182	$36,934	$31,644	$47,000	$41,000	$46,200	$46,200
B790.00	Life Insurance/LTD	$1,650	$1,511	$1,522	$1,680	$1,800	$1,750	$3,000	$3,000
B912.00	REJIS Comm/Control Data	$5,500	$6,000	$5,500	$6,041	$6,000	$14,000	$31,685	$6,000
B914.00	Association Dues	$275	$610	$570	$645	$1,085	$1,000	$1,245	$1,245
B990.00	Misc. Contractual Services	$0	$252	$293	$585	$0	$0	$0	$0
	TOTAL-CONTRACTUAL SER.	**$121,979**	**$119,738**	**$118,518**	**$68,480**	**$93,235**	**$95,595**	**$125,778**	**$99,845**

Fund 01	Planning and Community Development -4010	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17	2016-17
Acct #	Account	Actual	Actual	Actual	Actual	Budget	Budget	Dept	CM
COMM	Commodities								
C110.00	Office Supplies	$1,158	$1,517	$2,471	$2,265	$2,500	$1,565	$2,800	$2,800
C120.00	Map & Periodicals	$95	$95	$245	$245	$500	$345	$345	$345
C125.00	Books/Publications	$150	$150	$0	$1,241	$1,861	$150	$500	$500
C240.00	Hardware/Small Tools		$0	$0	$0	$250	$50	$50	$50
C310.00	Gasoline & Oil	$3,277	$3,484	$3,283	$3,017	$5,300	$4,800	$3,200	$3,200
C320.00	Automotive Accessories	$114	$743	$666	$1,007	$1,037	$865	$1,061	$1,065
	TOTAL COMMODITIES	**$4,794**	**$5,989**	**$6,665**	**$7,775**	**$11,448**	**$7,775**	**$7,956**	**$7,960**
CAPT	Capital Outlay/Improvements								
D311.00	Office Equipment		$0	$0	$0	$1,600	$1,200	$0	$0
D320.00	Computer/Institutional Equip		$0	$2,915	$1,420	$1,500	$1,150	$0	$0
	TOTAL--CAPITAL OUTLAY	**$0**	**$0**	**$2,915**	**$1,420**	**$3,100**	**$2,350**	**$0**	**$0**
	TOTAL DEPARTMENT	$396,889	$376,921	$382,221	$370,130	$414,332	$403,410	$425,934	$402,005

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General Fund (FUND 01)

Refuse Collection (Department 4050)

The Refuse Collection Department is a non-operating department containing the costs of weekly trash/recycle pickup, weekly yard waste pickup, and annual leaf removal. In addition, major pickups of large items, household items, etc., occur twice per year. Olivette refuse collection costs remain lower than other cities in the region. No staff is allocated to this department and the contract with Republic Services is managed by the Public Works director. The current contract was updated during the fiscal year 2016 and included inflation provisions for the hauler and added discounts for citizens over 65 years of age. Currently, citizens pay 60% of the cost of waste hauling while the City pays the remaining 40% on behalf of citizens.

Goals

- Meet the requirements of State of Missouri laws with regard to the safe disposal of refuse.
- Maintain a safe and healthy environment for the citizens free of refuse and pestilence.
- Continue to increase the percentage of solid waste diverted from landfills through recycling
- Maintain commitment to citizens of current level of subsidy waste service billing

Objectives

- Maintain relationship with trash hauling provider to contain cost increases to city and citizens while maximize services rendered.
- Explore additional grant opportunities for increase deferral of solid waste to recycling centers.
- Increase education to citizens the monetary and environmental benefits of reducing solid waste.

Fund 01 Acct #	Refuse Collection-4050 Account	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Budget	2015-16 Budget	2016-17 Dept	2016-17 CM
CSVC	**Contractual Services**								
B830.00	Refuse Collection Contract	$258,446	$131,235	$293,190	$277,925	$275,567	$268,700	$289,541	$289,541
B993.00	Leaf Collection	$70,000	$70,991	$70,809	$81,900	$85,000	$89,000	$89,000	$89,000
	TOTAL-CONTRACTUAL SER.	**$328,446**	**$202,226**	**$364,000**	**$359,825**	**$360,567**	**$357,700**	**$378,541**	**$378,541**
	TOTAL DEPARTMENT	$328,446	$202,226	$364,000	$359,825	$360,567	$357,700	$378,541	$378,541

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General Fund (FUND 01)

Municipal Property(Department 4061)

The Municipal Property Department is an operational department that contains the cost of maintaining City vehicles and maintenance and utilities for the City Hall and Public Works building locations. One mechanic position and benefits are budgeted in this department.

GOALS

- Maintain city vehicles to the highest available standard.
- Protect city investments by maintaining city owned buildings to the highest possible standard
- Enable operations of all City departments by maintaining functioning utilities

OBJECTIVES

- Maintain constant monitoring of equipment and structures for damage to help to maintain the integrity and value of the assets.
- Properly maintain the City's operating vehicle fleet to reduce downtime, reduce operating and repair costs to ensure that departments are capable of accomplishing assigned tasks.
- Improve maintenance and janitorial functions for existing City buildings to present a better public appearance.
- Develop maintenance schedules for new City Center to ensure longevity of building and decrease in ongoing repairs.

Fund 01 Acct #	Municipal Property-4061 Account	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Budget	2015-16 Budget	2016-17 Dept	2016-17 CM
PERS	**Personnel Services**								
A100.00	Salaries---Regular Employees	$50,861	$50,575	$51,691	$52,443	$52,900	$52,810	$57,100	$57,100
A400.00	Longevity	$2,428	$2,563	$2,584	$2,621	$2,700	$2,641	$0	$0
A500.00	Overtime	$97	$0	$0	$0	$200	$100	$0	$0
A600.00	FICA	$3,817	$3,969	$3,999	$4,009	$4,270	$4,252	$4,400	$4,400
A700.00	Unemployment Comp	$123	$217	$172	$169	$200	$200	$200	$200
A970.00	Clothing Allowance	$249	$300	$302	$541	$540	$540	$540	$540
	TOTAL---PERSONNEL	**$57,575**	**$57,625**	**$58,747**	**$59,783**	**$60,810**	**$60,543**	**$62,240**	**$62,240**
CSVC	**Contractual Services**								
B410.00	Electricity	$21,607	$25,106	$22,507	$26,638	$25,750	$26,500	$27,000	$27,000
B420.00	Heating Oil	$5,207	$6,001	$6,633	$5,804	$7,725	$7,250	$9,000	$9,000
B430.00	Water	$1,456	$1,500	$1,514	$2,149	$2,575	$2,250	$2,600	$2,600
B440.00	Telephone	$0	$0	$0	$704	$0	$600	$1,200	$1,200
B450.00	Sewer	$1,741	$2,495	$1,631	$3,414	$2,575	$2,900	$4,300	$4,300
B510.00	Building Repairs & Maint.	$19,691	$9,659	$21,872	$11,183	$32,800	$12,000	$9,500	$9,500
B540.00	Equipment Repairs	$166	$695	$120	$0	$750	$500	$0	$0
B730.00	Workers Compensation	$1,449	$1,489	$1,470	$1,553	$1,670	$1,685	$1,800	$1,800
B780.00	Group Health & Liability	$10,671	$10,017	$10,359	$9,711	$10,800	$10,600	$10,700	$10,700
B790.00	Life Insurance/LTD	$363	$390	$407	$407	$420	$420	$500	$500
B990.00	Misc. Contractual Services	$0	$0	$0	$0	$0	$0	$0	$0
	TOTAL-CONTRACTUAL SER.	**$62,351**	**$57,352**	**$66,513**	**$61,563**	**$85,065**	**$64,705**	**$66,600**	**$66,600**
COMM	**Commodities**								
C210.00	Building Maint. Supplies	$7,266	$5,119	$6,253	$4,967	$8,000	$5,000	$4,750	$4,750
C220.00	Ground Maintenance	$64	$0	$0	$0	$0	$0	$0	$0
C230.00	Painting Supplies	$0	$7	$0	$0	$0	$0	$0	$0
C240.00	Hardware/Small Tools	$0	$9	$0	$0	$0	$0	$0	$0
C250.00	Institutional Supplies	$0	$197	$0	$0	$0	$0	$0	$0
C275.00	Signage	$0	$0	$130	$0	$200	$200	$0	$0
	TOTAL COMMODITIES	**$7,330**	**$5,332**	**$6,383**	**$4,967**	**$8,200**	**$5,200**	**$4,750**	**$4,750**
	TOTAL DEPARTMENT	$127,256	$120,308	$131,643	$126,313	$154,075	$130,448	$133,590	$133,590

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General Fund (FUND 01)

Insurance (Department 4500)

The Insurance department is a nonoperational department containing all the costs of providing risk management insurance protections for City personnel, property, and equipment. The City of Olivette is a charter member of the St. Louis Area Insurance Trust (SLAIT) which is a consortium created by area cities. SLAIT operates as a self-insured insurance pool for workers compensation, general liability, and health insurance coverage. SLAIT also brokers property and public official's liability coverage for consortium members. Administration of reapplications of the claims and policy is conducted through the Finance and Administration departments.

Insurance costs for Workmen's Compensation, Medical and Dental Insurance, Life Insurance, and Long Term Disability are allocated to each department based on employee salaries.

GOALS

- Adequately defend and insure the City against possible losses.
- Proactively approach and mitigate potential hazards and concerns which could lead to accidents or claims in the work environment.
- Maintain a relevant and easy to follow Policy and Procedures Manual

OBJECTIVES

- Implement specific risk management strategies to minimize losses and exposures.
- Conduct walkthroughs with management and insurance representatives to identify potential risks and possible solutions.
- Maintain wellness meeting group to encourage active and healthy employees to decrease claims and rates down.
- Review employee manual periodically. The current manual was adopted in fiscal year 2015-2016 with full implementation with the start of fiscal year 2016-2017. Despite the recent implementation, periodic reviews identify irrelevant or changing policies that may necessitate a revision.

Fund 01 Acct #	Insurance-4500 Account	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Budget	2015-16 Budget	2016-17 Dept	2016-17 CM
CSVC	**Contractual Services**								
B710.00	Police Liability	$50,222	$46,442	$50,187	$54,252	$54,252	$60,000	$65,000	$65,000
B715.00	Public Officials Liability	$9,941	$9,941	$10,661	$11,484	$13,500	$12,000	$15,000	$15,000
B720.00	Surety Bonds	$1,094	$0	$0	$579	$1,250	$1,000	$1,000	$1,000
B760.00	Casualty & Property Coverage	$18,632	$19,207	$18,571	$24,133	$23,500	$26,000	$26,000	$26,000
B790.00	Life Insurance/LTD	$875	$1,075	-$36	$9,783	$1,000	$0	$0	$0
	TOTAL-CONTRACTUAL SER.	**$80,764**	**$76,665**	**$79,383**	**$100,231**	**$93,502**	**$99,000**	**$107,000**	**$107,000**
	TOTAL DEPARTMENT	$80,764	$76,665	$79,383	$100,231	$93,502	$99,000	$107,000	$107,000

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Capital Improvements Fund (FUND 05)

Streets Maintenance (Department 4020)

The Streets Maintenance Department is an operational department containing costs associated with the daily maintenance of City streets, sidewalks, trees, and landscaping. Some streets within the City are privately owned and maintained while St. Louis County provides street maintenance on Dielman Road north of Olive and the State of Missouri maintains Olive Boulevard in entirety as it flows through the city. The department is responsible for the maintenance and installation of street signs, coordination of the residential sanitary lateral sewer repair program as well as the performance of snow removal on City and private streets by contract.

Current year 2016-2017 budgets contain appropriations for five positions including a Public Works Director, an assistant public work director, a crew leader, and two equipment operators.

GOALS

- Maintain City Hall as a place of professional appearance and safe working environment.
- Maintain more than 85 lane miles of public streets in an efficient manner.
- Administrate sewer lateral program.
- Keep open the lifelines of the city, the streets, for the benefit of residential and commercial citizens.

OBJECTIVES

- Proactively identify and replace inefficient equipment and improving building envelopes.
- Maintain focus of safe and efficient movement of traffic by updating signage and striping where necessary
- Maintain accurate street inventory. Fiscal year 2016 was the first year of active management of road inventory at a data-driven level and is budgeted to continue with funding of street improvements in 2017.
- Remove snow and ice in the event of a winter weather event through monitoring of needed material levels.
- Maintain equipment properly so snow removal can be performed when needed in the quickest and safest fashion possible.

Fund 05 Acct #	Streets Maintenance-4020 Account	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Budget	2015-16 Budget	2016-17 Dept	2016-17 CM
PERS	**Personnel Services**								
A100.00	Salaries---Regular Employees	$183,128	$190,494	$195,290	$211,627	$256,000	$255,581	$340,500	$279,000
A200.00	Extra Help	$0	$4,227	$21,227	$25,622	$20,000	$25,000	$25,000	$25,000
A400.00	Longevity	$3,220	$3,345	$3,458	$3,897	$4,000	$5,112	$5,100	$0
A500.00	Overtime	$0	$0	$2,782	$0	$4,000	$2,000	$2,500	$2,000
A600.00	FICA	$13,752	$14,400	$14,956	$15,874	$20,000	$21,464	$26,630	$21,500
A700.00	Unemployment Comp	$748	$859	$685	$676	$500	$1,100	$700	$900
A970.00	Clothing Allowance	$900	$1,200	$1,206	$1,922	$2,220	$2,220	$3,000	$2,500
	TOTAL---PERSONNEL	**$201,748**	**$214,525**	**$239,604**	**$259,618**	**$306,720**	**$312,477**	**$403,430**	**$330,900**
CSVC	**Contractual Services**								
B120.00	Architectural/Engineering Ser.	$47,500	$47,500	$47,500	$4,340	$5,000	$5,000	$5,000	$5,000
B150.00	Medical Services	$410	$175	$305	$339	$300	$300	$600	$600
B190.00	Misc. Professional Services	$372	$45	$465	$316	$500	$500	$1,000	$1,000
B240.00	Travel & Training	$20	$343	$450	$1,779	$1,215	$1,750	$2,209	$2,209
B245.00	Tuition Reimbursement	$0	$0	$0	$158	$500	$500	$0	$0
B310.00	Notices & Advertising	$161	$137	$1,479	$1,027	$1,000	$1,500	$750	$750
B440.00	Telephone	$4,715	$4,353	$4,571	$2,313	$4,260	$3,950	$3,530	$3,530
B510.00	Building Repairs & Maint.	$158	$114	$0	$283	$0	$0	$0	$0
B520.00	Ground Maintenance	$0	$182	$0	$0	$0	$0	$0	$0
B530.00	Street Repair & Maintenance	$4,000	$0	$14,601	$17,984	$15,504	$18,000	$40,000	$40,000
B540.00	Equipment Repairs	$3,805	$2,019	$2,219	$3,559	$2,000	$9,500	$4,000	$4,000
B545.00	Computer Maintenance	$740	$1,691	$966	$985	$2,320	$3,100	$2,014	$2,014
B551.00	Truck Repairs	$1,645	$2,228	$4,929	$2,865	$5,000	$9,000	$4,000	$4,000
B570.00	Painting	$0	$0	$78	$0	$0	$0	$0	$0
B620.00	Linen/Equipment Rental	$899	$2,107	$1,484	$645	$2,000	$2,500	$4,000	$4,000
B730.00	Workers Compensation	$12,461	$12,285	$12,243	$17,023	$18,300	$17,500	$17,900	$17,900
B780.00	Group Health & Liability	$29,773	$24,689	$25,195	$26,553	$41,000	$46,127	$45,500	$45,500
B790.00	Life Insurance/LTD	$357	$1,307	$1,496	$1,496	$1,610	$1,600	$2,000	$2,000
B810.00	Street Lighting	$35,440	$30,517	$31,929	$32,390	$34,640	$39,340	$35,550	$35,550
B914.00	Association Dues	$256	$294	$292	$310	$350	$350	$350	$350
B990.00	Misc. Contractual Services	$0	$79	$0	$0	$750	$0	$0	$0
	TOTAL-CONTRACTUAL SER.	**$142,712**	**$130,062**	**$150,203**	**$114,365**	**$136,249**	**$160,517**	**$168,403**	**$168,403**

Fund 05	Streets Maintenance-4020(cont.)	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17	2016-17
Acct #	Account	Actual	Actual	Actual	Actual	Budget	Budget	Dept	CM
COMM	Commodities								
C110.00	Office Supplies	$33	$0	-$20	$0	$0	$0	$385	$385
C220.00	Ground Maintenance	$74	$0	$0	$0	$0	$0	$0	$0
C230.00	Painting Supplies	$196	$753	$758	$63	$750	$500	$350	$350
C240.00	Hardware/Small Tools	$1,969	$1,794	$2,278	$2,302	$2,500	$2,500	$3,850	$3,850
C250.00	Institutional Supplies	$219	$778	$886	$538	$1,200	$1,200	$750	$750
C260.00	Snow Removal Supplies	$17,790	$16,683	$29,714	$67,119	$51,260	$62,250	$30,630	$30,630
C270.00	Street Maintenance Materials	$13,135	$16,557	$12,817	$18,869	$13,000	$15,000	$18,000	$18,000
C275.00	Signage	$4,684	$1,318	$2,096	$1,188	$2,000	$1,000	$1,000	$1,000
C310.00	Gasoline & Oil	$7,129	$9,522	$14,170	$9,708	$14,000	$12,270	$8,900	$8,900
C320.00	Automotive Accessories	$4,538	$2,097	$7,439	$3,087	$4,500	$3,500	$3,500	$3,500
C460.00	Chemicals (Inc. Kerosene)	$0	$129	$0	$0	$0	$0	$0	$0
C490.00	Miscellaneous Commodities	$0	$78	$243	$28	$500	$250	$250	$250
	TOTAL COMMODITIES	$49,767	$49,706	$70,381	$102,902	$89,710	$98,470	$67,615	$67,615
	TOTAL DEPARTMENT	$394,227	$394,294	$460,187	$476,885	$532,679	$571,464	$639,448	$566,918

Lane Miles Maintained

- FY 2015 85
- FY 2014 85

Snow Events

- FY 2016 5
- FY 2015 14

Capital Improvement Fund (Fund 05) Capital Approved Purchases Summary

- Police Vehicles (2) $56,500
- Patrol Vehicles Laptops $12,000
- Skid Steer $48,000
- Street Repair $128,000
- Street Replacement Projects $564,000

Dielman NID (FUND 11)

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Debt Service

The Dielman Neighborhood Improvement District (NID) is a Debt Service fund containing the collections for and repayment of the Neighborhood Improvement District Bonds, Series 2012 Limited General Obligations bonds in the amount of $730,000. The bonds carry an average interest rate of 2.07% and are expected to be retired in 2032. Assessments on 10 property holders based on frontage to Dielman Industrial Drive secure the debt within the district and provide funding to repay the notes.

The District was established according to the Missouri Neighborhood Improvement District Act and was used to reconstruct the streets and sidewalk within the Dielman light industrial zoning district which include Dielman Industrial Drive, Dielman Industrial Ct, Shortline Dr, and Walters Way Ln.

The State of Missouri Constitution limits the amount of general obligation debt a city may incur to 10% of total tangible property as determined by the County Assessor. As of the final year of available assessment prepared for 2015 tax billings, the City of Olivette had an assessed value of $247,524,306 making the debt limit $24,752,431. As of June 30, 2015, the most recent year subjected to an audit, the City held debt subject to this limit of $13,530,000 or 54.6%.

GOALS

- Retain Moody's Aa3 (October 2014) rating.

OBJECTIVES

- Maintain billing practices to collect outstanding amounts due on a timely basis.
- Maintain proper payable's practices to make timely payments on debt service.

Dielman NID (Fund 11)			
Fund Balance 6/30/2016 (projected)	Revenue Fiscal Year 2017 (budgeted)	Expenditures Fiscal Year 2017 (budgeted)	Fund Balance 6/30/2017 (budgeted)
$48,649	$47,000	($48,000)	$47,649

North Price NID (FUND 13)

Capital Project/Debt Service

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The North Price Neighborhood Improvement District (NID) is currently a Capital Project fund to account for the reconstruction and addition of sidewalks on North Price Road north of Alice Rd. to the terminus of the road along the northern city limits. Property owners have agreed to repay the city for costs associated with the project based on a proportion of road frontage. Upon completion, property owners will have the option of paying their full portion to the city or repaying bonds issued on behalf of the city over the course of 20 years.

If bonds are issued, issuance costs, principal, and interest would be borne by the property owners through annual assessments and the fund would convert into a debt service fund to retire the bonds.

The District was established according to the Missouri Neighborhood Improvement District Act and was used to reconstruct the streets and sidewalk within the light industrial zoning district. Temporary financing has been secured since the inception of the district up to $1,000,000 which is expected to carry until either repayment or issuance of permanent financing which would be subject to statutory debt limits.

GOALS

- Retain Moody's Aa3 (October 2014) rating.
- Capture appropriate costs to be reimbursed by taxpayers receiving benefit

OBJECTIVES

- Maintain accounting system to accurately capture all construction activities for project.
- Maintain billing practices to collect outstanding amounts due on a timely basis.
- Maintain proper payable's practices to make timely payments on debt service.

North Price NID (Fund 13)			
Fund Balance 6/30/2016 (projected)	Revenue Fiscal Year 2017 (budgeted)	Expenditures Fiscal Year 2017 (budgeted)	Fund Balance 6/30/2017 (budgeted)
$-0-	$1,877,221	($1,877,221)	$-0-

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Fire Operations Fund (FUND 20)

Fire (Department 2500)

The Fire Department is an operational department to fund the public safety role of providing fire protection and emergency medical services (EMS) for the City of Olivette. The Olivette Fire Department also provides fire response and EMS services not only to the residents of Olivette but also to the unincorporated area north of Olivette known as Elmwood Park. The department's budget has authorization for a Fire Chief, Assistant Fire Chief and one part-time Secretary who hold Monday through Friday business hours, three Captains, three Lieutenants, and fifteen Firefighter/Paramedics who provide 24 hour coverage in three shifts. Three of the fifteen Firefighter/Paramedics' salaries and benefits are current budgeted in the Fire Operations Fund, Fund 20. Past use and the ongoing intention of the Fire Operations fund is to support the operations of the department through personnel costs in addition to acting as an equipment reserve fund for fire equipment.

Fire Department Goals and Objectives can be found with the General Fund (01) Fire Department (2500) budget narrative.

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Fund 20 Acct #	Fire-2500 Account	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Budget	2015-16 Budget	2016-17 Dept	2016-17 CM
PERS	**Personnel Services**								
A100.00	Salaries---Regular Employees	$165,572	$173,745	$187,542	$162,121	$166,000	$175,832	$176,000	$176,000
A150.00	Holiday	$0	$2,025	$474	$681	$1,000	$1,000	$1,000	$1,000
A300.00	Salary Adjustment	$836	$69	$908	$823	$1,800	$1,800	$0	$0
A400.00	Longevity	$24	$0	$0	$0	$300	$295	$0	$0
A500.00	Overtime	$2,644	$2,983	$3,468	$2,197	$3,500	$1,000	$3,000	$3,000
A600.00	FICA	$13,764	$12,730	$14,388	$12,280	$14,500	$13,764	$13,800	$13,800
A700.00	Unemployment Comp	$1,165	$1,102	$1,056	$885	$300	$1,000	$900	$900
	TOTAL---PERSONNEL	**$184,005**	**$192,654**	**$207,836**	**$178,987**	**$187,400**	**$194,691**	**$194,700**	**$194,700**
CSVC	**Contractual Services**								
B730.00	Workers Compensation	$8,018	$10,243	$9,761	$12,093	$13,000	$13,000	$13,300	$13,300
B780.00	Group Health & Liability	$28,566	$21,626	$18,985	$8,959	$20,500	$16,900	$34,800	$34,800
B790.00	Life Insurance/LTD	$569	$766	$1,144	$0	$1,550	$0	$2,000	$2,000
B970.00	Clothing Allowance	$0	$0	$0	$0	$0	$0	$0	$0
	TOTAL-CONTRACTUAL SER.	**$37,153**	**$32,636**	**$29,890**	**$21,052**	**$35,050**	**$29,900**	**$50,100**	**$50,100**
CAPT	**Capital Outlay/Improvements**								
D332.00	Fire Crimson Pumper Lease	$31,667	$31,667	$31,667	$31,667	$31,667	$0	$0	$0
	TOTAL DEPARTMENT	$252,825	$256,957	$269,393	$231,706	$254,117	$224,591	$244,800	$244,800

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Equipment Replacment Fund (FUND 25)

Capital Project

The Equipment Replacement Fund is Capital Project fund to account for the purchase of property or equipment. The fund has no revenue source with fund balance accumulated through transfers from the general fund. The fund has remained dormant since fiscal year 2012-2013. However, due to ongoing projects with Old Bonhomme Rd, North Price, and Dielman Rd, the determination has been made that the best use of the fund would be to provide funding for these projects in the amount of $150,000 via a transfer to the Capital Improvements Fund (Fund 05).

GOALS

- Provide adequate funding for capital project needs.

OBJECTIVES

- Strategically use fund balances for intended purposes to achieve maximum efficiency of taxpayer money. A transfer out of $150,000 to the Capital Improvements Fund has been included with the current budget for assistance with ongoing capital projects.

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City Center Fund (FUND 26)

Capital Project/Debt Service

The City Center Fund is currently a Capital Project and Debt Service fund to account for the purchase of property, razing of structures, and construction of the new City Center located on Dielman Rd north of Olive. Citizens voted to increase the property tax levy in August of 2014 to repay the General Obligation, Series 2014 bonds in the amount of $13,500,000. The bonds carry an average interest rate of 2.88% and are expected to be retired in 2034.

Once construction is completed the fund will remain only as a debt service fund for the repayment of the Series 2014 GO Bonds. The levy on all real and personal property from 2014 tax year through the current year of 2016 is expected to remain at $.42/$100 in valuation.

The State of Missouri Constitution limits the amount of general obligation debt a city may incur to 10% of total tangible property as determined by the County Assessor. As of the final year of available assessment prepared for 2015 tax billings, the City of Olivette had an assessed value of $247,524,306 making the debt limit $24,752,431. As of June 30, 2015, the most recent year subjected to an audit, the City held debt subject to this limit of $13,530,000 or 54.6%.

GOALS

- Retain Moody's Aa3 (October 2014) rating.
- Use movement of operations to City Center as opportunity to change processes where possible to create more efficient City operations.

OBJECTIVES

- Maintain accounting system to accurately capture all construction activities for project.
- Maintain proper payable's practices to make timely payments on debt service.

City Center Fund (Fund 26)			
Fund Balance 6/30/2016 (projected)	Revenue Fiscal Year 2017 (budgeted)	Expenditures Fiscal Year 2017 (budgeted)	Fund Balance 6/30/2017 (budgeted)
$9,713,816	$1,067,000	($10,400,000)	$380,816

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Stormwater/Parks Fund (FUND 30)

Parks Maintenance (Department 3100)

The Parks Maintenance department is an operational department that consists of the direct costs of maintaining over 90 acres of parks, trees, walkways, and greenspace within the City of Olivette. The Parks department maintains play equipment, pavilions, and playing fields at Villa, Irv Zeid Citizens, Indian Meadows, Warson, and Stacy Parks. The current fiscal year 2016-2017 budget for personnel remains unchanged with funding for one crew leader, one equipment operator, one horticulturalist, a part time laborer, and two seasonal positions for assistance during the summer months. Allocations are made for administrative functions of the department including all finance related activities and a portion of the Parks and Recreation Director's time. In addition, budgets for personnel costs have decreased over the past several years through use of contractors for turf maintenance (mowing) and seasonal employee staffing with costs shifting to services based budget lines. The single largest initiative taking place in fiscal year 2016-2017 will be the identification of an expert consulting group to foster the exploration and identification of needs of citizens that is intended to be a discussed and result in a final master parks plan deliverable. This plan is meant to provide direction for the future spending and allocation of other resources within the City as it relates to parks and recreation.

Mission Statement: Create community through people, parks & programs

Goals

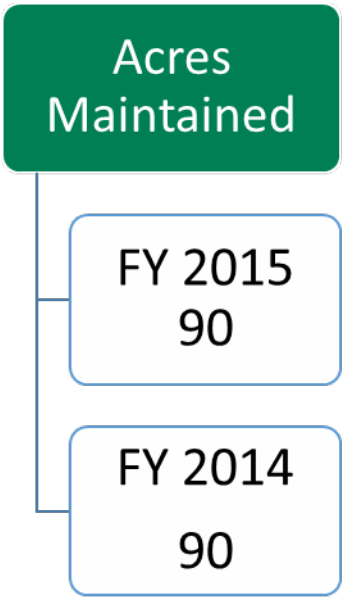
- Provide clean, safe environment for citizen enjoyment and involvement.
- Inspire sense of community through parks.
- Encourage well-being and quality of life through parks.
- Provide clean park pavilions and dependable reservation system for area users

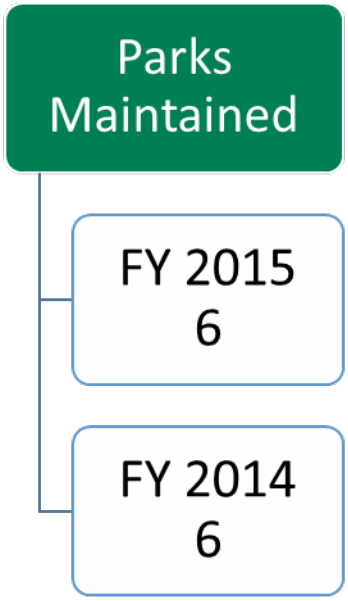
Objectives

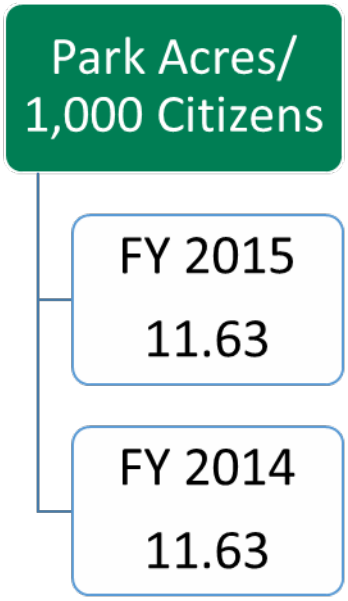
- Adapt park needs to citizens to maintain involvement. Current year budget includes funding for the initiation of a master parks plan. The next step in identifying needs and best uses according to the citizens.
- Work closely with public safety officials to provide safe environment. Oversight and procedures within the police and fire departments work closely during events and busy times to maintain visibility and secure the areas.
- Maintain equipment and structures to a clean and safe level of use.

Objectives - continued

- Remove hazardous and noxious vegetation. This will continue to be a focus with funding maintained for dead hazardous tree removal that promotes healthy and safe parks and continuation of the "Weed Warriors" program to thin and eradicate invasive honeysuckle.
- Make parks available to all citizens regardless of income, mobility, or other factors.
- Work closely with Olivette in Bloom group to identify and create planting opportunities to increase beatification of parks.
- Partner with parks oriented groups to attain grants and provide alternative transportation means across municipalities. This is achieved by work with the Great Rivers Greenway and local governmental grant agencies.







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Fund 30 Acct #	Parks Maintenance-3100 Account	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Budget	2015-16 Budget	2016-17 Dept	2016-17 CM
PERS	**Personnel Services**								
A100.00	Salaries---Regular Employees	$135,799	$131,377	$138,084	$140,700	$140,000	$141,374	$151,000	$152,000
A200.00	Extra Help	$13,979	$15,679	$21,088	$42,881	$25,380	$37,000	$39,614	$39,614
A400.00	Longevity	$8,226	$8,676	$9,064	$9,471	$9,700	$10,049	$0	$0
A500.00	Overtime	$0	$0	$0	$2,716	$0	$2,000	$2,000	$2,000
A600.00	FICA	$11,258	$11,589	$12,125	$11,936	$13,395	$14,567	$14,830	$11,800
A700.00	Unemployment Comp	$569	$841	$764	$679	$300	$1,000	$1,100	$600
A970.00	Clothing Allowance	$675	$900	$900	$1,078	$600	$600	$600	$600
	TOTAL---PERSONNEL	**$170,506**	**$169,061**	**$182,025**	**$209,461**	**$189,375**	**$206,590**	**$209,144**	**$206,614**
CSVC	**Contractual Services**								
B150.00	Medical Services	$94	$170	$198	$168	$500	$200	$300	$250
B190.00	Misc. Professional Services	$22	$375	$195	$109	$0	$0	$0	$0
B240.00	Travel & Training	$680	$701	$585	$365	$1,250	$1,580	$1,827	$1,827
B310.00	Notices and Advertising	$0	$0	$50	$0	$0	$0	$0	$0
B320.00	Printing	$0	$44	$0	$0	$150	$0	$0	$0
B410.00	Electricity	$4,428	$5,203	$7,347	$4,225	$5,000	$5,000	$5,000	$5,000
B420.00	Heating Oil	$30	$1,213	$1,157	$1,100	$1,200	$1,200	$900	$900
B430.00	Water	$5,208	$3,335	$4,606	$4,478	$4,000	$5,000	$4,000	$4,000
B440.00	Telephone	$4,741	$3,888	$4,533	$3,861	$5,255	$5,255	$4,900	$4,900
B450.00	Sewer	$3,275	$3,214	$2,669	$2,001	$4,000	$3,500	$3,000	$3,000
B510.00	Building Repairs & Maint.	$5,645	$5,703	$7,261	$12,491	$5,500	$8,000	$8,000	$8,000
B520.00	Ground Maintenance (Mowing)	$42,333	$32,970	$32,885	$37,680	$45,000	$49,500	$37,180	$37,180
B540.00	Equipment Repairs	$1,629	$3,517	$3,007	$3,297	$7,250	$7,250	$4,200	$4,200
B545.00	Computer Maintenance	$900	$1,520	$898	$602	$0	$0	$0	$0
B551.00	Truck Repairs	$2,834	$2,713	$1,321	$1,958	$3,000	$3,000	$3,000	$3,000
B590.00	Misc. Repair & Maintenance	$405	$0	$0	$0	$0	$0	$0	$0
B620.00	Linen/Equipment Rental	$405	$823	$965	$0	$1,800	$3,300	$3,000	$3,000
B730.00	Workers Compensation	$6,873	$4,732	$4,642	$4,651	$5,000	$5,000	$5,100	$5,100
B780.00	Group Health & Liability	$28,520	$29,126	$30,551	$29,331	$31,500	$31,000	$31,000	$31,000
B790.00	Life Insurance/LTD	$983	$1,040	$1,146	$1,083	$1,050	$1,050	$2,000	$2,000
B914.00	Association Dues	$0	$350	$0	$664	$910	$780	$940	$940
	TOTAL-CONTRACTUAL SER.	**$109,005**	**$100,637**	**$104,015**	**$108,064**	**$122,365**	**$130,615**	**$114,347**	**$114,297**

Fund 30 Acct #	Parks Maintenance-3100(cont.) Account	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Budget	2015-16 Budget	2016-17 Dept	2016-17 CM
COMM	**Commodities**								
C110.00	Office Supplies	$0	$42	$0	$139	$100	$100	$0	$0
C210.00	Building Maint. Supplies	$1,272	$1,057	$861	$3,455	$1,000	$1,000	$2,000	$2,000
C220.00	Ground Maintenance Supplies	$2,536	$1,729	$9,469	$5,557	$8,000	$8,000	$9,000	$9,000
C220.01	Annual Beautification	$4,113	$3,439	$3,821	$4,482	$8,000	$9,500	$11,000	$11,000
C220.02	Turf Management	$2,043	$2,303	$1,547	$2,058	$6,500	$6,500	$9,000	$9,000
C220.03	Tree Management	$431	$1,574	$1,600	$5,255	$6,000	$16,000	$6,500	$6,500
C230.00	Painting Supplies	$1,779	$721	$392	$1,818	$1,000	$2,000	$2,000	$2,000
C240.00	Hardware/Small Tools	$814	$435	$1,021	$2,354	$1,400	$1,400	$1,550	$1,550
C250.00	Institutional Supplies	$2,790	$1,992	$1,870	$1,913	$2,000	$2,000	$2,000	$2,000
C275.00	Signage	301	0	426.32	346	$1,000	$2,500	$4,500	$4,500
C310.00	Gasoline & Oil	$4,404	$4,677	$6,441	$6,384	$6,000	$6,000	$8,300	$8,300
C320.00	Automotive Accessories	$0	$0	-$5	$393	$0	$200	$200	$200
	TOTAL COMMODITIES	**$20,483**	**$17,968**	**$27,445**	**$34,154**	**$41,000**	**$55,200**	**$56,050**	**$56,050**
TRANS	**TRANSFERS**								
T100.00	Transfer to General Fund	$0	$24,900	$24,900	$34,400	$24,900	$24,900	$45,000	$45,000
	TOTAL DEPARTMENT	$299,994	$312,567	$338,385	$386,079	$377,640	$417,305	$424,541	$421,961

Stormwater/Parks Fund (Fund 30) Capital Approved Purchases Summary

- Parks Maint. Facility (Demo and Construction) $50,000
- Parks Master Plan $20,000
- Community Center Roof Replacement $175,000

Summary of Full Time Equivalents – Fiscal Year 2016-2017

Fund	Dept Number	Dept Name	Position Title	Full Time Equivelents (FTE's) Prior Actual FY 15	Current Actual FY 16	Future Proposed FY17
General (01)	1000	Legislation	City Clerk	1	1	1
General (01)	1200	Administration	City Manager	1	1	1
General (01)	1300	Finance	HR Administrator	1	1	1
General (01)	1300	Finance	Finance Director	1	1	1
General (01)	1300	Finance	Accounting Clerk	1	1	1
General (01)	1300	Finance	Finance Clerk	1	1	1
General (01)	1400	Court	Court Administrator	1	1	1
General (01)	1400	Court	Assistant Court Clerk	0.5	0.5	0.5
General (01)	2000	Animal Control	Animal Control Officer	1	1	1
General (01)	2500	Fire	Fire Chief	1	1	1
General (01)	2500	Fire	Assistant Fire Chief	1	1	1
General (01)	2500	Fire	Fire Secretary	0.5	0.5	0.5
General (01)	2500	Fire	Fire Captain	3	3	3
General (01)	2500	Fire	Fire Lieutenant	3	3	3
General (01)	2500	Fire	Firefighter/Paramedic	12	12	12
General (01)	2600	Police	Police Chief	1	1	1
General (01)	2600	Police	Police Major	1	1	1
General (01)	2600	Police	Police Detective	0	0	0
General (01)	2600	Police	Police Lieutenant	3	3	3
General (01)	2600	Police	Police Sergeant	7	7	7
General (01)	2600	Police	Police Officer	11	11	11
General (01)	2600	Police	Police Secretary	1	1	1
General (01)	3000	Community Center	Recreation Coordinator	1	1	1
General (01)	3000	Community Center	Janitor/Custodian	1.5	1.5	0
General (01)	3000	Community Center	Facility Attendant	0	0	1
General (01)	3200	Recreation	Parks and Recreation Director	1	1	1
General (01)	3200	Recreation	Recreation Coordinator	1	1	1
General (01)	3200	Recreation	Recreation Supervisor	0	0	0
General (01)	4010	Planning and Community Development	Director of Planning and Community Development	1	1	1
General (01)	4010	Planning and Community	Executive Secretary	1	1	1
General (01)	4010	Planning and Community	Planner	1	1	1
General (01)	4010	Planning and Community	Building Inspector	2	2	2
General (01)	4010	Planning and Community	Planning Secretary	0.5	0.5	0.5
General (01)	4061	Municipal Property	Mechanic	1	1	1
Capital Imp. (05)	4020	Streets	Public Works Director	1	1	1
Capital Imp. (05)	4020	Streets	Assistant Public Works Director	0	1	1
Capital Imp. (05)	4020	Streets	Crew Leader	1	1	1
Capital Imp. (05)	4020	Streets	Equipment Operator	2	2	2
Fire Operations (20)	2500	Fire	Firefighter/Paramedic	3	3	3
Stormwater/Parks (30)	3100	Parks Maintenance	Horticulturalist	1	1	1
Stormwater/Parks (30)	3100	Parks Maintenance	Crew Leader	1	1	1
Stormwater/Parks (30)	3100	Parks Maintenance	Equipment Operator	1	1	1
Stormwater/Parks (30)	3100	Parks Maintenance	Parks Assisstant	0.5	0.5	0.5
			Total Full Time Equivalents	**74.5**	**75.5**	**75**

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Fiscal Year 2016-2017 Salary Scales

STEP	1	2	3	4	5	6	7	8	9	10	11
POLICE											
Chief	88,000.00	90,560.80	93,196.12	95,908.13	98,305.83	100,271.95	102,277.39	104,834.32	106,931.01	109,069.63	
Captain	73,500.00	75,638.85	77,839.94	80,105.08	82,107.71	83,749.86	85,424.86	87,560.48	89,311.69	91,097.93	
Secretary	34,500.00	35,503.95	36,537.11	37,600.34	38,540.35	39,311.16	40,097.38	41,099.82	41,921.81	42,760.25	
Animal Control Officer	31,591.00	32,510.30	33,456.35	34,429.93	35,290.68	35,996.49	36,716.42	37,634.33	38,387.02	39,154.76	
Police Officer	54,000.00	55,566.00	57,177.41	58,835.56	60,541.79	61,903.98	63,451.58	65,037.87	66,663.82	68,330.41	70,000.00
Sergeant	64,544.00	66,422.23	68,355.12	70,344.25	72,102.86	73,544.91	75,015.81	76,891.21	78,429.03		
Lieutenant	67,186.00	69,141.11	71,153.12	73,223.67	75,054.27	76,555.35	78,086.46	80,038.62	81,639.39		
Fire											
Chief	80,144.25	82,476.45	84,876.51	86,998.42	88,738.39	90,513.16	92,775.99	94,631.51	96,524.14	99,333.92	
Assisstant Chief	73,500.00	75,638.85	77,839.94	80,105.08	82,107.71	83,749.86	85,424.86	87,560.48	89,311.69	91,097.93	
Secretary	34,500.00	35,503.95	36,537.11	37,600.34	38,540.35	39,311.16	40,097.38	41,099.82	41,921.81	42,760.25	
Firefighter/Paramedic	55,642.00	58,156.00	59,800.00	61,200.00	63,000.00	64,000.00	66,000.00	68,000.00	70,000.00	72,500.00	
Lieutenant	64,072.00	65,994.00	67,974.00	70,013.00	72,113.00	74,500.00	76,000.00	77,500.00			
Captain	67,186.00	69,202.00	71,278.00	73,417.00	75,618.00	77,900.00	81,000.00	83,000.00			
PARK and Public Works											
Crew Leader PW	45,900.00	47,235.69	48,610.25	50,024.81	51,275.43	52,300.94	53,346.95	54,680.63	55,774.24	56,889.73	
Equipment Operator	40,900.00	42,090.19	43,315.01	44,575.48	45,689.87	46,603.67	47,535.74	48,724.13	49,698.62	50,692.59	51,706.44
Limited Equipment Operator	32,550.00	33,497.21	34,471.97	35,475.11	36,361.99	37,089.23	37,831.01	38,776.79	39,552.32	40,343.37	
Mechanic	45,998.00	47,336.54	48,714.04	50,131.61	51,384.90	52,412.60	53,460.85	54,797.38	55,893.32	57,011.19	
Public Works Director	71,700.00	73,786.47	75,933.66	78,143.33	80,096.91	81,698.85	83,332.82	85,416.14	87,124.47	88,866.96	
Building and Community Development											
Building Inspector	45,242.00	46,597.00	47,948.31	49,343.61	50,577.20	51,588.74	52,620.52	53,936.03	55,014.75	56,115.05	57,875.00
Planner	42,029.00	43,289.00	44,548.71	45,845.08	46,991.20	47,931.03	48,889.65	50,111.89	51,114.13	52,136.41	
Executive Secretary	37,500.00	38,591.25	39,714.26	40,869.94	41,891.69	42,729.52	43,584.11	44,673.72	45,567.19	46,478.53	47,408.10
Community Development Directo	71,700.00	73,786.47	75,933.66	78,143.33	80,096.91	81,698.85	83,332.82	85,416.14	87,124.47	88,866.96	
Recreation and Parks											
Recreation Supervisor	37,500.00	38,591.25	39,714.26	40,869.94	41,891.69	42,729.52	43,584.11	44,673.72	45,567.19	46,478.53	
Recreation Coordinator	33,742.00	34,723.89	35,734.36	36,774.23	37,693.58	38,447.45	39,216.40	40,196.81	41,000.75	41,820.77	
Horticulturist	37,000.00	38,076.70	39,184.73	40,325.01	41,333.13	42,159.80	43,002.99	44,078.07	44,959.63	45,858.82	46,776.00
Parks and Recreation Director	71,700.00	73,786.47	75,933.66	78,143.33	80,096.91	81,698.85	83,332.82	85,416.14	87,124.47	88,866.96	
Administration											
Finance Clerk	27,271.00	28,064.59	28,881.27	29,721.71	30,464.75	31,074.05	31,695.53	32,487.92	33,137.68	33,800.43	
Accountant	43,000.00	44,251.30	45,539.01	46,864.20	48,035.80	48,996.52	49,976.45	51,225.86	52,250.38	53,295.39	
Human Resources Administrator	51,000.00	52,484.10	54,011.39	55,583.12	56,972.70	58,112.15	59,274.39	60,756.25	61,971.38	63,210.81	
Finance Director	73,918.00	76,069.01	78,282.62	80,560.65	82,574.66	84,226.16	85,910.68	88,058.45	89,819.61	91,616.01	
City Clerk	66,500.00	68,435.15	70,426.61	72,476.03	74,585.08	76,076.78	77,598.32	79,538.27	81,129.04	82,751.62	
Court Administrator	44,129.87	45,414.05	46,735.60	48,095.60	49,297.99	50,283.95	51,289.63	52,571.87	53,623.31	54,695.78	

APPENDIX A

CITY OF OLIVETTE, MISSOURI

Capital Improvement Plan for the Five Fiscal Years Ending June 30, 2017 through June 30, 2021

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CITY MANAGER TRANSMITTAL LETTER
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June 28, 2016

Mayor Springer and Members of the Olivette City Council

The first update to the five-year Capital Improvement Program for the fiscal years ending June 30, 2017-2021 for the City of Olivette is presented here.

The Capital Improvement Program presents capital investments forecasted for the next five years as developed by department heads with correspondence from the City Manager's office. Dependency on sales tax revenues to fund capital improvements as well as the addition of operations over the last several decades has put the City in a position where budgets had to be cut when revenues dropped during the most recent recession. This led to the adoption of lean budgets for both operating and capital expenditures. While revenues have recovered from prerecession lows, they are now experiencing a plateau and deferred purchasing and growing needs within the departments have left the City with difficult budget decisions surrounding the replacement of aging equipment throughout the City.

The following document is intended to be used as a tool to help shape those difficult decisions and offer additional context with which to make them. Use of this document in conjunction with the adopted annual budget document can provide increased transparency and thereby create a more informed council and citizenry. Changes will undoubtedly be made as the needs of the City and the various departments change throughout the years but the intent is to offer more tools and knowledge to aid in making better current and forward looking decisions.

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Barbara Sondag, City Manager

Introduction

Purpose of the Capital Improvement Plan

The Capital Improvement Plan (CIP) is one of the three financial tools designed to plan and evaluate the financial affairs of the City of Olivette, Missouri (Olivette). The CIP is designed to be used in conjunction with the annual financial statements and budget for full planning and evaluation of the City.

The CIP is a planning and decision making tool which identifies crucial capital projects as identified by the heads of departments charged with providing and responding to the demands for services of the community. This tool has many uses but foremost is to allow the administration and Council to plan and evaluate its financial requirements for future needs and identify shortcomings or opportunities. Projects identified within this document for fiscal year 2017 are part of the approved fiscal year 2017 budget. In subsequent years, capital projects will be approved on an annual basis and therefore will not receive expenditure authority unless included as part of an approved budget.

The CIP permits the Council, public, and investors to see and consider the capital needs of the City on a long-range basis and provide insights into the long term goals of the administration. Review of individual items will be weighed against estimated revenue sources in an attempt to produce optimal use of public funds. By providing this forward looking resource, the Council, as representatives of the citizens, can better evaluate and choose between routes in the maintenance and growth of the City's assets.

Because of the long term nature of the CIP, many assumptions must be made. Such assumptions include continuity of objectives of the Council and/or administrative leadership, steady revenue sources, and static goals of the departments. However, this document is designed to be a dynamic tool that is reviewed annually and can change with priorities. These priorities may change due to factors such as availability of grants requiring a local match, emergencies, technology, or change in project requirements as the time approaches for implementation.

As each year passes, the CIP is designed to be supplemented with an additional year of projects. Along with the addition of one year, previously presented projects are updated according to changing costs and circumstances. By doing this, the CIP can serve as an initial aid in the budgeting process rather than a final piece since it is a rolling document. Previously identified projects roll into current year projects and their expenditures can be assessed and prioritized along with operating expenditures.

In addition, the CIP challenges staff to assess and make determinations of future needs out to five years while incorporating current knowledge of equipment status and expected life, departmental goals, and cost of such projects.

Capital Item Classification Criteria

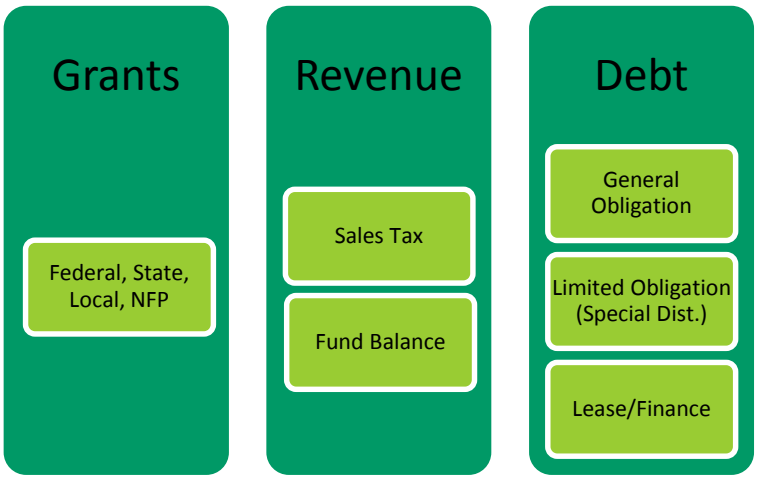
The classification of items as capital or operating expenditures is based on both the cost and asset life of the item purchases. The City defines a capital item as any equipment with a life of more than one year and a cost of over $5,000. Major infrastructure projects, including improvement of any land or streets, are considered capital expenditures if the cost is over $50,000. Most major equipment purchases meet the criteria for capital expenditures.

The detail section of the CIP is derived from capital project justification forms submitted by each City department. Included with each submission is a narrative of the item, justification that states the need for the project, and brief goals the item is expected to accomplish.

Once requests are submitted by the respective departments, members of administration and representatives of the City Council can determine goals and implement long term planning solutions. This step is important since funding remains scarce with aging infrastructure and assets and the increasing demand placed upon the departments by citizens.

Capital Purchase Funding Options

As the City ages and departmental needs change with service expectations of citizens, a dynamic long range plan must be developed based on costs and availability of resources. Funding for projects comes primarily from six sources: Grants, dedicated sales taxes, fund balance, general obligation debt, limited obligation debt, and leasing/financing.



Grants

Grants continue to be a focus of the current administration as a way to address some of the most pressing and costly needs of the city. These efforts have been successful and as a result have altered the capital planning for future periods by freeing up valuable resources. A major drawback with grant funding is their sporadic nature. Grant funding is subject to state and federal funding levels as well as diminishing returns where, in an attempt to evenly distribute funds, as more grants are awarded to an entity the more difficult additional grant awards become.

Sales Tax

Capital Improvements Sales Tax – The 1/2% Capital Improvements Sales Tax was approved by voters in 1995. Upon passage of the tax, the City opted to keep 85% of the revenue generated and pool the remaining 15% with the other St. Louis County municipalities to be distributed per capita with those opting to pool 100%. According to Missouri State Statute, these funds may only be used for streets, water mains, storm sewers, bridges, park improvements, buildings, and major equipment, for maintenance of those improvements, and for debt service on a bond issue used to construct public improvements. The Capital Improvement Sales Tax is currently used for both the street maintenance operational department and for capital expenditure funding.

Stormwater/Parks Sales Tax – The 1/2% Stormwater/Parks Sales Tax was approved by voters in 2002. Unlike the Capital Improvements Sales Tax, this tax is not subject to sharing and may be used for any parks or stormwater control operating or capital expenditure project including debt service expenditures. The Stormwater/Parks Sales Tax is currently used for both the parks maintenance operational department and as a capital expenditure funding source.

Fund Balance

The latest audited fund balance as of June 30, 2015 for the various funds that could be possible contributor to capital improvements are as follows:

General Fund (01) less 6 months expenditures	$ 879,198
Capital Improvements Fund (05)	$ 1,321,691
Fire Operations (20)	$ (139,466)
Equipment Replacement Fund (25)	$ 343,710
Stormwater/Parks (30)	$ 969,265

Debt

General Obligation Debt – The City is permitted by state statutes to incur general obligation bonded indebtedness up to 10% of total assessed valuation with a general vote. In August of 2014, the City's voters authorized sale of $13.5 million in general obligation bonds that were issued later that year. Those funds are currently in use to construct the new City Center to house public safety, planning, recreation, and administrative functions. Completion is expected in January 2017.

Limited General Obligation with Special Assessments – The City is permitted by state statutes to incur limited general obligation bonded indebtedness up to 10% of total assessed valuation with the approval of affected landowners. The current use of Limited General Obligation debt is with Neighborhood Improvement Districts (NID's). Currently there are two within the City located at the Dielman Industrial Park (Dielman NID) and on North Price Rd. (N. Price NID). Landholders within the NID's agree to and are responsible for repaying the debt incurred by the City to improve the streets within the district.

Leasing - The City has utilized lease financing to purchase both current fire trucks and the current ambulance. Leasing is an option for financing the purchase of equipment which might constitute too great an expenditure to be financed in a single year from current revenues. In fiscal year 2015-16, a three year lease/purchase financing totaling $150,000 was issued for a snow removal vehicle and a fire command vehicle. Repayment will continue on this issuance until fiscal year 2017-18.

Active Capital Improvement Funds Financial Status

Capital items requested by staff for fiscal years ending June 30, 2017 through June 30, 2021 are summarized on pages 9 and 10. Summarized below are unaudited projected revenues and operational department future budgets as prepared by the finance department with the proposed capital improvements items as proposed by the respective departments:

Capital Improvements Fund (FUND 05)

	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21
Revenues						
Taxes	$727,094	$735,000	$754,000	$773,000	$793,000	$813,000
Expenditures						
Streets Dept. *	485,744	566,918	582,000	597,000	612,000	628,000
Capital Outlay	334,794	808,500	565,500	1,030,358	1,073,000	743,900
Debt Service	38,521	38,521	38,521	-	-	-
Total Expenditures	859,059	1,413,939	1,186,021	1,627,358	1,685,000	1,371,900
Other Financing Srcs						
Debt Proceeds	87,000	50,500	-	-	-	-
Transfers (net)	-	150,000	-	-	-	-
Total Other Srcs	87,000	200,500	-	-	-	-
Net Change	(44,965)	(478,439)	(432,021)	(854,358)	(892,000)	(558,900)
Fund Balance- Beg.	1,321,691	1,276,726	798,287	366,266	(488,092)	(1,380,092)
Fund Balance - End	$1,276,726	$798,287	$366,266	($488,092)	($1,380,092)	($1,938,992)

NOTE: Assume increase of 2.5% per year for Taxes and Street Dept. Operations

* - Operational Department for Streets Maintenance – Department 4020

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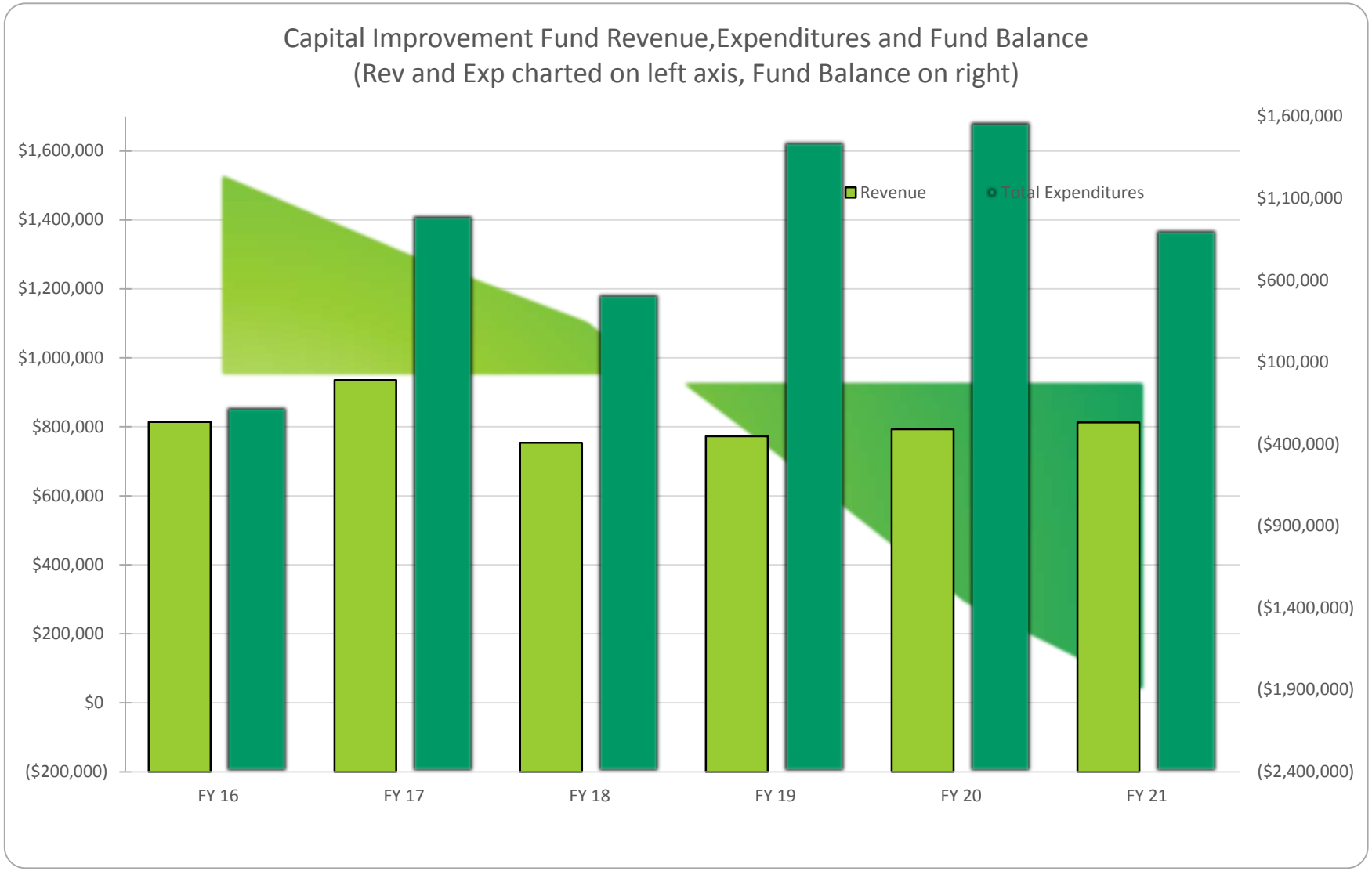
Active Capital Improvement Funds Financial Status (continued)



Active Capital Improvement Funds Financial Status (continued)

Stormwater/Parks Fund (FUND 30)

	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21
Revenues						
Taxes	$565,000	$570,000	$585,000	$600,000	$615,000	$631,000
Expenditures						
Parks Dept. *	337,331	421,961	433,000	444,000	456,000	468,000
Capital Outlay	37,898	245,000	130,000	825,000	120,000	40,000
Total Expenditures	375,229	666,961	563,000	1,269,000	576,000	508,000
Net Change	189,771	(96,961)	22,000	(669,000)	39,000	123,000
Fund Balance- Beg.	969,265	1,159,036	1,062,075	1,084,075	415,075	454,075
Fund Balance - End	$1,159,036	$1,062,075	$1,084,075	$415,075	$454,075	$577,075

NOTE: Assume increase of 2.5% per year for Taxes and Park Dept. Operations
* - Operational Department for Parks Maintenance – Department 3100

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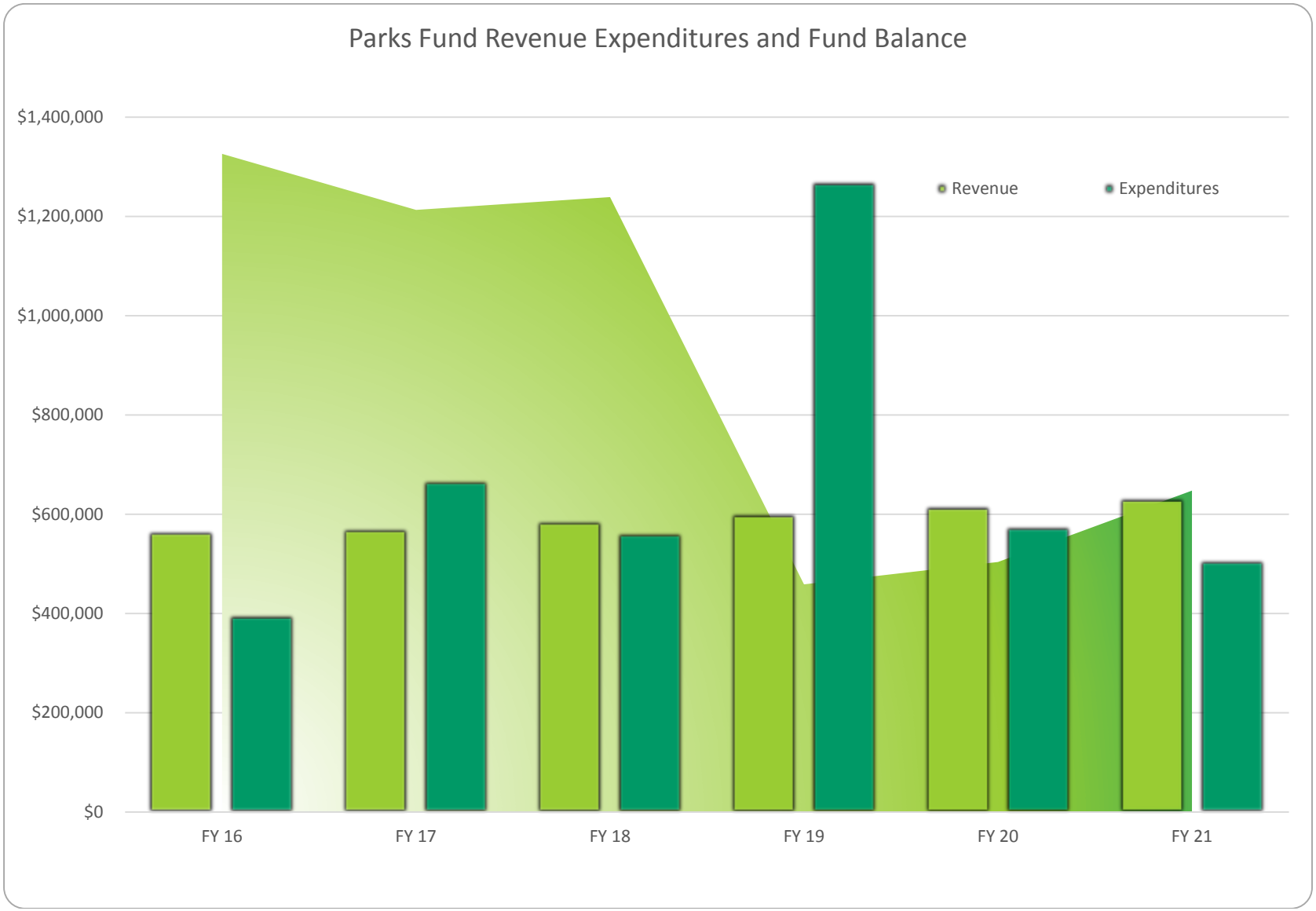
Active Capital Improvement Funds Financial Status (continued)



Current Expenditures and Future Use

As the needs of the City to invest in assets and infrastructure grow, a balance must be struck between new needs that seek to provide efficiencies and current needs to replace existing equipment. Several factors have lent to the current situation where the needs appear to be greater than funding levels. One major contributor is the use of sales taxes which are subject to economic woes for the funding of capital improvements. In addition, operational functions have worked their way into funds traditionally optimized as only for capital improvement purchases. As sales taxes recover and demands for services grow, the City is necessitated to make certain assets last much longer than their intended life cycle.

Even holding the assumption that sales taxes receipts continue to recover beyond prerecession levels, the City will face continued difficulty in identifying the most pressing needs. This document is intended to establish a written plan that can be used to evaluate current and future needs.

While current budgets attempt to not consume any previous Fund Balance, the Capital Improvement Fund (Fund 05) is in the process of completing several large projects that are expected to use accumulated fund balance. These projects have been viewed as unaffordable at any other time because of the nature of the projects on Old Bonhomme Rd and Dielman Rd South where grant funding was available and the North Price reconstruction where property owners are expected to repay the majority of debt financing. The CIP can be a large part of the making a strategic decision to use accumulated fund balance to make capital improvements.

This Capital Improvement Plan is a statement of policy surrounding the City's current and future capital and funding needs. As a policy statement, the CIP shows the planning of the governing body that is based on needs and assumptions that may change with time. Therefore, actual budget commitments will be made when the annual budget is approved.

Finally, the Capital Improvements Plan is not static. Facts, needs, and assumptions will change that may lead to changes in the City's approach to some projects. This makes an annual review of the CIP an important part of the budgeting process to allow for adjustment in current and future periods.

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City of Olivette

Capital Improvement Items by Fund and Department
for Fiscal Years ending June 30, 2016 through June 30, 2021

Capital Improvements Fund (FUND 05)	Account	Page	Budget FY 16	Actual FY 16	Budget FY 17	FY 18	FY 19	FY 20	FY 21
Fire									
Fire Command Vehicles	05-2500-D330	CIP-01	$ 34,000	$ 32,543	$ -	$ -	$ 42,000	$ -	$ -
Ambulance	05-2500-D340	CIP-02	-	-	-	-	190,000	-	-
Fire Engine (Pumper)	05-2500-D340	CIP-03	-	-	-	-	625,000	-	-
Cardiac Monitor	05-2500-D320	CIP-04	-	-	-	-	42,000	-	-
Vehicle Rescue Tools (Jaws of Life)	05-2500-D320	CIP-05	-	-	-	18,000	-	-	-
Structural Firefighting Gear	05-2500-D320	CIP-06	-	-	-	18,200	18,200	10,400	10,400
Thermal Imaging Cameras	05-2500-D320	CIP-07	-	-	-	12,500	-	-	12,500
Self-Contained Breathing Apparatus	05-2500-D320	CIP-08	-	-	-	-	-	-	40,000
Police									
Patrol Vehicles	05-2600-D330	CIP-09	43,500	42,983	56,500	56,500	56,500	56,500	56,500
Patrol Vehicle Mounted Cameras	05-2600-D320	CIP-10	-	-	-	37,002	-	-	-
Standard Issue Pistols	05-2600-D320	CIP-11	-	-	-	-	-	-	-
Tactical Shotguns	05-2600-D320	CIP-12	-	-	-	-	-	-	-
Tactical Rifles	05-2600-D320	CIP-13	-	-	-	-	4,500	3,600	-
Tasers	05-2600-D320	CIP-14	-	-	-	-	-	10,000	-
Patrol Vehicle Laptops	05-2600-D320	CIP-15	11,025	9,925	12,000	-	-	-	12,000
Bullet Proof Vests	05-2600-D320	CIP-16	-	-	-	-	9,500	-	-
Police Servers	05-2600-D320	CIP-17	6,500	5,621	-	7,000	-	7,000	-
Evidence Tracking System	05-2600-D320	CIP-18	-	-	-	8,300	-	-	-
Public Works									
Old Bonhomme Road	05-4023-D234	CIP-19	20,000	80,000	260,000	-	-	-	-
North Price NID	05-4024-D237	CIP-20	-	-	250,000	-	-	-	-
Dielman Rd South	04-4021-D233	CIP-21	-	-	54,000	150,000	-	-	-
Dielman Rd North	04-4021-D233	CIP-22	-	-	-	-	200,000	-	-
Street Maint/Snow Removal Fleet	05-4021-D331	CIP-23	105,000	104,698	-	-	30,000	100,000	60,000
Street Maint/Snow Removal Equip	05-4021-D380	CIP-24	-	-	48,000	20,000	75,000	-	-
1 Ton Dually Bucket Truck	05-4021-D331	CIP-25	-	-		75,000	-	-	-
Street Repair	05-4021-D230	CIP-26	60,000	59,024	128,000	120,000	367,656	250,000	250,000
Salt Enclosure	05-4021-D210	CIP-27	-	-	-	-	-	-	125,000
Public works Lot Resurfacing	05-4021-D230	CIP-28	-	-	-	-	-	-	-

-continued on next page -

Capital Improvements Fund (FUND 05) –continued-	Account	Page	Budget FY 16	Actual FY 16	Budget FY 17	FY 18	FY 19	FY 20	FY 21
Community Center									
Tables and Chairs	05-3000-D325	CIP-29	-	-	-	-	-	10,500	-
HVAC System Replacement	05-3000-D210	CIP-30	-	-	-	60,000	-	-	-
Administration									
Permanent Record Archival	05-1000-D311	CIP-31	-	-	-	20,000	-	-	-
			$ 280,025	**$ 334,794**	**$ 808,500**	**$ 565,500**	**$1,030,358**	**$1,073,000**	**$ 743,900**
Debt Service									
Debt Service - FY 16 Trucks	05-4850-D110		43,511	38,521	38,521	38,521	-	-	-
			$ 43,511	**$ 38,521**	**$ 38,521**	**$ 38,521**	**$ -**	**$ -**	**$ -**

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City of Olivette

Capital Improvement Items by Fund and Department
for Fiscal Years ending June 30, 2016 through June 30, 2021

Stormwater/Parks Fund (FUND 30)	Account	Page	Budget FY 16	Actual FY 16	Budget FY 17	FY 18	FY 19	FY 20	FY 21
Public Works									
Stormwater Improvements	30-3110-D230		$ 80,000	$ -	$ -	$ -	$ -	$ -	$ -
Parks									
Comm. Ctr. Roof Resurfacing	05-3000-D210	CIP-32	-	-	175,000	-	-	-	-
Parks Maint Fleet	30-3110-D331	CIP-33	40,000	37,898	-	40,000	-	-	40,000
Ball field maintenance tools	30-3110-D380	CIP-34	7,000	-	-	-	-	-	-
Parking lot resurfacing	30-3110-D225	CIP-35	-	-	-	-	245,000	-	-
Park improvements	30-3110-D225	CIP-36	17,225	-	-	90,000	550,000	-	-
Stacy Park fountain redesign	30-3110-D225	CIP-37	-	-	-	-	30,000	-	-
Play systems refurbish	30-3110-D225	CIP-38	-	-	-	-	-	120,000	-
Park Master Plan	30-3110-D225	CIP-39	-	-	20,000	-	-	-	-
Maintenance Building/Demo	30-3100-D210	CIP-40	-	-	50,000	-	-	-	-
			$ 144,225	**$ 37,898**	**$ 245,000**	**$ 130,000**	**$ 825,000**	**$ 120,000**	**$ 40,000**

New Facilities (FUND 26)	Account	Page	Budget FY 16	Est Actual FY 16	FY 17	FY 18	FY 19	FY 20	FY 21
Facilities									
City Center	26-1610-D210	CIP-41	$ 3,000,000	$ 210,000	$ 9,500,000	$ -	$ -	$ -	$ -

Capital Improvement Items

- Individual Request Forms -

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Fire**
CAPITAL ITEM: **Replace Fire Command Vehicles**
ACCOUNT: **05-2500-D330** CIP-1

Description:

Reliable mobility is an important aspect of public safety. Mobility also includes making sure highly trained fire service personnel have all the tools at their disposal wherever that may be to maintain order in an expedient manner. The City of Olivette's Fire Department is committed to maintain a fleet of 2 command vehicles that provide transportation to the command staff. These vehicles are equipped to handle the appropriate responsibilities on location.

Existing Condition:

The current command vehicles are a 2013 Chevy Tahoe and a 2016 Ford F250. Current usage dictates that the purchase of one command vehicle every several years maintains the reliability of the vehicles without putting undue stress on the budgets in any given year. Units past their emergency response service life are generally used in departments where public safety is not the primary responsibility.

Narrative Justification:

Each of the two vehicles are anticipated to be replaced every six years with the next vehicle expected to be in fiscal year 2019.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$87,000	$-	$-	$42,000	$-	$-	$45,000

Funding Source:

Most recent fire command vehicle purchases were funded through financing agreements in the year of purchase with repayment in the Capital Improvement Fund (Fund 05) in subsequent years. Future purchases may follow suit or be funded with the current revenues of the Capital Improvement Fund (Fund 05).

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Fire**
CAPITAL ITEM: **Advanced Life Support Vehicle (Ambulance)**
ACCOUNT: **05-2500-D340** CIP-2

Description:

Reliable mobility is an important aspect of public safety. In an effort to change with the needs and demands of modern public safety expectations, fire departments have adopted the use of ambulances as part of their operations. With this comes additional responsibility to train fire service personnel. Along with additional training, medical advancements have changed the mobile tools at their disposal to stabilize and care for patients while on the road. The City of Olivette's Fire Department is committed to maintain an ambulance that is equipped to handle appropriate responses on location to patients in medical need.

Existing Condition:

The current ambulance was purchased in 2010. Standard fire service practices dictate that ambulances have a 10 year useful life with the economics and reliability of keeping the vehicles diminishing thereafter.

Narrative Justification:

The ambulance will be 8 years old in September of 2018 when it would then be moved to reserve status. This will allow for the department to have a reserve ambulance and when the department is fully staffed will allow for second EMS call to be handled by our department personnel. A new ambulance is expected to be purchased every five years and rotated to reserve status for a full life cycle of 10 years.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$370,000	$-	$-	$190,000	$-	$-	$180,000

Funding Source:

Ambulance purchases may be funded through financing agreements in the year of purchase with repayment in either the Capital Improvement Fund (Fund 05) or Fire Operations Fund (Fund 20) in subsequent years.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Fire**
CAPITAL ITEM: **Fire Engine (Pumper)**
ACCOUNT: **05-2500-D340** CIP-3

Description:

Reliable mobility is an important aspect of public safety. The City of Olivette's Fire Department is committed to maintain a fleet that is equipped to handle the appropriate responses on location. This requires the replacement of the fire engine every 10 to 12 years. The Department has two pumpers one as primary and one as back up. And the Department needs to continue this deployment strategy.

Existing Condition:

The current fire trucks were both purchased in 2005. Standard fire service practices dictate that pumpers have a 20 year useful life with the economics and reliability of keeping the vehicles diminishing thereafter.

Narrative Justification:

The fire trucks will be 13 years old in 2018 when one would then be moved to reserve status. This will allow for the department to continue to have a reserve pumper so that when the primary needs maintenance the reserve can be used. A new fire truck is expected to be purchased every 10 years and rotated to reserve status for a full life cycle of 20 years.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$1,375,000	$-	$-	$625,000	$-	$-	$750,000

Funding Source:

Fire Engine purchases are expected to be funded through financing agreements in the year of purchase with repayment in the Capital Improvement Fund (Fund 05) in subsequent years.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Fire**
CAPITAL ITEM: **Cardiac Monitor**
ACCOUNT: **05-2500-D320** CIP-4

Description:

Cardiac monitors have become a standard for diagnosing and monitoring patients while on scene and during transport to medical facilities.

Existing Condition:

The Fire Department currently has two cardiac monitors. One Philips monitor was purchased through a grant in 2014. The ambulance Lifepak monitor was moved to the pumper to replace a 10 year old monitor. That monitor was subsequently traded in for a 2015 Philips monitor to be used on the primary pumper truck when the pumper responds on medical calls when the ambulance is on another call.

Narrative Justification:

The cardiac monitor replaced will be 4 years old in October of 2018 when the current monitor acquired in 2014 will be placed in reserve. A new monitor is expected to be purchased every four years and rotated to reserve status for a full life cycle of 8 years.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$84,000	$-	$-	$42,000	$-	$-	$42,000

Funding Source:

Cardiac Monitor purchases are expected to be funded from anticipated revenues of the Capital Improvement Fund (Fund 05) in each respective year of purchase. Historically, grants have become available to acquire replacement monitors but can't be guaranteed award at time of need.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Fire**
CAPITAL ITEM: **Vehicle Rescue Tools**
ACCOUNT: **05-2500-D320** CIP-5

Description:

Vehicle rescue tools, known as the Jaws of Life, have become a standard equipment for fire apparatus' responding to accidents.

Existing Condition:

The current rescue tool to be replaced will be 11 years old in October of 2016 when it is expected to be replaced. Vehicle rescue tools are expected to have a life of 10 years. Experience has shown that powered cutters purchased before 2008 can be expected to be severely challenged by the high strength steel and composite materials in today's motor vehicles.

Narrative Justification:

The current extrication tools were purchased in 2005. According to the Fire Protection Research Foundation, since 2006 there has been an increasing use of high strength metal alloys and composite materials. Extrication tools designed before that date were not designed to be used on these types of materials. Replacement tools would be battery powered which offers much better mobility and decreased extrication times.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$18,000	$-	$18,000	$-	$-	$-	$-

Funding Source:

Vehicle rescue tool purchase is expected to be funded from anticipated revenues of the Capital Improvement Fund (Fund 05) in the year of purchase.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Fire**
CAPITAL ITEM: **Structural Firefighting Gear**
ACCOUNT: **05-2500-D320** CIP-6

Description:

Structural Firefighting Gear is used for entering structure fires and as protection on vehicle accidents.

Existing Condition:

The current Structural Firefighting Gear was purchased in 2013. Structural Firefighting Gear has a life span of 10 years. Each Firefighter has a second set of Gear that is used when the primary set is being cleaned or repaired.

Narrative Justification:

Replacing seven sets of gear in fiscal year 2017-18 and another seven sets in fiscal year 2018-19 will allow the department to purchase four sets per year and maintain the need supply of turn out gear to maintain an under 10 year age per current standards.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$67,600	$-	$18,200	$18,200	$10,400	$10,400	$10,400

Funding Source:

Structural Firefighting Gear purchases are expected to be funded from anticipated revenues of the Capital Improvement Fund (Fund 05) in each respective year of purchase.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Fire**
CAPITAL ITEM: **Thermal Imaging Cameras**
ACCOUNT: **05-2500-D320** CIP-7

Description:

The Fire Department currently has two thermal imaging cameras which have become a standard equipment for fire apparatus' responding to active fire calls. These cameras allow responders to detect victims and maintain their own safety during an active fire.

Existing Condition:

The department currently has two cameras, one on the pumper in service and an additional one on the ambulance. The camera will be 12 years old in October of 2017 when it is expected to be replaced. Each camera has an expected life of 6 years.

Narrative Justification:

The technology and ruggedness of the thermal imaging cameras continues to improve and become smaller. A replacement camera offers smaller size, increased sensitivity, and other advancements. A new camera is expected to be purchased every three years for a full life cycle of 6 years.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$25,000	$-	$12,500	$-	$-	$12,500	$-

Funding Source:

Thermal imaging camera purchases are expected to be funded from anticipated revenues of the Capital Improvement Fund (Fund 05) in each respective year of purchase.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Fire**
CAPITAL ITEM: **Self Contained Breathing Apparatus**
ACCOUNT: **05-2500-D320** CIP-8

Description:

Self-Contained Breathing Apparatus (SCBA) are used by firefighters when fighting fires. The SCBA allows the firefighter to enter environment that have nonsurvivable atmospheres. The SCBA is one of the tools that are very necessary for the day to day needs of the fire department.

Existing Condition:

The current SCBAs were purchased with a grant in 2014. The life expectancy of an SCBA is 10 years due to constantly changing technology. With 14 packs, a replacement plan of four per year over a four year period would allow for the proper upkeep of the equipment.

Narrative Justification:

The current SCBAs were purchased in 2014 and will need to begin replacement in 2021with full replacement cycle concluding in 2024. These items are expected to maintain current cost based on the competition that is currently occurring in the marketplace.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$140,000	$-	$-	$-	$-	$40,000	$100,000

Funding Source:

Self-Contained Breathing Apparatus purchase is expected to be funded from anticipated revenues of the Capital Improvement Fund (Fund 05) in each respective year of purchase. Historically, grants have become available to acquire replacement monitors but can't be guaranteed award at time of need.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Police**
CAPITAL ITEM: **Patrol Vehicle Replacement**
ACCOUNT: **05-2600-D330** CIP-9

Description:

Reliable mobility is at the foundation of police forces and is an important aspect of public safety. Mobility also includes making sure highly trained officers have all the tools at their disposal wherever that may be to maintain order in an expedient manner. The City of Olivette's Police Department is committed to maintain a fleet of 9 vehicles that provide modest transportation but equipped with cutting edge technology.

Existing Condition:

The current fleet of vehicles were purchased over the last 4 years and current usage dictates that the purchase of two vehicles per year maintains the fleet in working order without putting undue stress on the budgets in any given year. Units past their service life are either sold at auction or passed on to other departments where public safety isn't the primary responsibility.

Narrative Justification:

Car 6406 and Car 6408 will have approximately 75,000 miles in October of 2016. Experience has shown that once a patrol vehicle passes this point, the economics of maintaining and repairing the vehicle diminishes significantly.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$282,500	$56,500	56,500	56,500	56,500	56,500	N/A

Funding Source:

Patrol vehicle purchases are expected to be funded from anticipated revenues of the Capital Improvement Fund (Fund 05) in each respective year of purchase.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Police**
CAPITAL ITEM: **Patrol Vehicle Mounted Cameras**
ACCOUNT: **05-2600-D320** CIP-10

Description:

Vehicle mounted cameras have proven themselves to be powerful tools for safety, training and accountability of modern police forces. The City of Olivette's Police Department is committed to maintain a fleet of 6 patrol vehicles that provide modest transportation but equipped with cutting edge technology.

Existing Condition:

The current car cameras were purchased in 2013 and current usage dictates that the replacement of all cameras every 5 years maintains a reliable fleet without putting undue stress on the budgets in any given year. Retired units in working order are maintained as spares or sold. All cameras are maintained on an extended warranty program that is renewed annually.

Narrative Justification:

The currently used cameras will be approximately 4 years old in August of 2017. With the constant change in technology, experience has shown that with the purchase of new cameras, it is appropriate to purchase a new server to facilitate the technological and logistical change that new hardware presents. To maintain a budget conscious replacement cycle and keep up to date technologically, vehicle mounted cameras are expected to be replaced every 5 years thereafter.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$37,002	$-	$37,002	$-	$-	$-	$-

Funding Source:

Vehicle mounted camera purchases are expected to be funded from anticipated revenues of the Capital Improvement Fund (Fund 05) in each respective year of purchase.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Police**
CAPITAL ITEM: **Standard Issue Pistols**
ACCOUNT: **05-2600-D320** CIP-11

Description:

Replacement of all 25 department standard issue pistols with holsters.

Existing Condition:

The current pistols were purchased in 2012 and experience dictates that with usage required for practice and qualification of officers, some pieces are mechanically worn after 10 years. All parts of the standard issue weapons system to be completely replaced for safety, maintenance, and training purposes.

Narrative Justification:

Provide quality, up to date, and reliable weapons for each officer.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$16,125	$-	$-	$-	$-	$-	$16,125

Funding Source:

Standard issue pistol purchases are expected to be funded from anticipated revenues of the Capital Improvement Fund (Fund 05) in each respective year of purchase.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Police**
CAPITAL ITEM: **Tactical Shotguns**
ACCOUNT: **05-2600-D320** CIP-12

Description:

Replacement of all 7 department tactical shotgun weapons.

Existing Condition:

The current shotguns weapons system was purchased in 2012 and experience dictates that with usage through training and qualification, in addition to exposure from riding in patrol vehicles, some pieces are mechanically worn after 10 years. All shotguns will be completely replaced for safety, maintenance, and training purposes.

Narrative Justification:

Provide quality, up to date, and reliable weapons for tactical uses.

Funding Schedule:

Total	FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	Post FY20
$2,100	$-	$-	$-	$-	$-	$2,100

Funding Source:

Tactical shotgun purchases are expected to be funded from anticipated revenues of the Capital Improvement Fund (Fund 05) in each respective year of purchase.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Police**
CAPITAL ITEM: **Tactical Rifles**
ACCOUNT: **05-2600-D320** CIP-13

Description:

Replacement of all 9 department tactical rifle weapons.

Existing Condition:

The current rifle weapons system were purchased in 2006 and 2008 and experience dictates that with usage through training and qualification, in addition to exposure from riding in patrol vehicles, some pieces are mechanically worn after 10 years. Due to the higher cost of rifle systems, they are expected to be completely replaced over the span of two consecutive years for safety, maintenance, and training purposes.

Narrative Justification:

Provide quality, up to date, and reliable weapons for tactical uses.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$8,100	$-	$-	$4,500	$3,600	$-	N/A

Funding Source:

Tactical rifle weapons system purchases are expected to be funded from anticipated revenues of the Capital Improvement Fund (Fund 05) in each respective year of purchase.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Police**
CAPITAL ITEM: **Tasers**
ACCOUNT: **05-2600-D320** CIP-14

Description:

Replacement of all 8 department Taser systems.

Existing Condition:

The non-lethal weapon system currently manufactured by Taser was purchased in 2015. Experience dictates that with usage through training and qualification and exposure from continuous 24/7 usage they become mechanically worn after 5 years.

Narrative Justification:

Provide quality, up to date, and reliable weapons for non-lethal use of force situations every 5 years.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY19-20	Post FY20
$10,000	$-	$-	$-	$10,000	$-	N/A

Funding Source:

Taser weapons system purchases are expected to be funded from anticipated revenues of the Capital Improvement Fund (Fund 05) in each respective year of purchase.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Police**
CAPITAL ITEM: **Patrol Vehicle Laptops**
ACCOUNT: **05-2600-D320** CIP-15

Description:

Replacement of 6 patrol vehicle laptop computers.

Existing Condition:

Due to the fast-paced cycle of technology changes, it will be necessary to replace 3 laptop computers in order to maintain the highest level of security, functionality and efficiency. Three of the current laptops deployed in the patrol vehicles were purchased in fiscal year 2016 and another three in fiscal year 2012. As newer computer programs are installed on older machines, the machines begin to run much slower and employee productivity is reduced. Although the laptops used are hardened to take the rigors of being mounted in a vehicle, experience dictates that these computers become out of date and unreliable after 5 years.

Narrative Justification:

Provide quality, up to date, and reliable equipment on a 5 year rotation. New computers ensure the continued ability to maintain computer functionality with REJIS, enhanced productivity and more secure computer environment.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$24,000	$12,000	$-	$-	$-	$12,000	$-

Funding Source:

In-car laptop computer purchases are expected to be funded from anticipated revenues of the Capital Improvement Fund (Fund 05) in each respective year of purchase.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Police**
CAPITAL ITEM: **Bullet Proof Vests**
ACCOUNT: **05-2600-D320** CIP-16

Description:

Replacement of 13 bullet proof vests

Existing Condition:

The City of Olivette mandates each certified police officer be equipped with a bullet resistant vest. The 13 vests currently in service and scheduled for replacement were purchased in 2013 and are warrantied for 5 years. At the end of the life span of the vests, the ballistic resilience begins to degrade and does not offer the necessary amount of ballistic protection.

Narrative Justification:

Provide quality, up to date, and reliable ballistic protection for the officers.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$9,500	$-	$-	$9,500	$-	$-	N/A

Funding Source:

Server purchases are expected to be funded from anticipated revenues of the Capital Improvement Fund (Fund 05) in each respective year of purchase.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Police**
CAPITAL ITEM: **Police Servers**
ACCOUNT: **05-2600-D320** CIP-17

Description:

Replacement of police department servers.

Existing Condition:

Since the Police Department uses digital technology and due to various time limit retention requirements, the number of files that must be kept by the Police Department is massive. In order to continue to store critical data and files, allow officers to manage and retrieve information from a sole source and replace antiquated technology, new servers are periodically required. Updating servers allows the police department to maintain computer functionality with REJIS, enhance productivity, and enable a more secure computer environment.

Narrative Justification:

To maintain maximum reliability of the system and keep the department up to date, the two police department servers are on a four year replacement cycle. Ability to maintain computer functionality with REJIS, enhanced productivity and more secure computer environment.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$21,000	$-	$7,000	$-	$7,000	$-	$7,000

Funding Source:

Server purchases are expected to be funded from anticipated revenues of the Capital Improvement Fund (Fund 05) in each respective year of purchase.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Police**
CAPITAL ITEM: **Evidence Tracking System**
ACCOUNT: **05-2600-D320** CIP-18

Description:

Evidence tracking software program & peripherals

Existing Condition:

This is a new acquisition. Currently, index cards are used to catalog and maintain evidence location

Narrative Justification:

Managing evidence is one of law enforcement's most critical tasks. Automating evidence management allows police personnel to streamline the evidence tracking process thus working more effectively and efficiently. The automated process allows for better physical tracking of evidence and property as well as improving compliance and risk management.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$8,300	$-	$8,300	$-	$-	$-	$-

Funding Source:

The Evidence Tracking software is expected to be funded from anticipated revenues of the Capital Improvement Fund (Fund 05) in each respective year of purchase.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Public Works**
CAPITAL ITEM: **Old Bonhomme Road Improvement Project**
ACCOUNT: **05-4023-D234** CIP-19

Description:

Old Bonhomme Road is 1.8 miles long running from Olive Blvd at its western terminus along the border of Stacy Park and eastward to the city limits of Olivette where it passes alongside Irv Zeid Citizens Park and enters University City. Along the way, it also passes by Old Bonhomme Elementary School and Logos School with intersections at the major thoroughfares of Dielman Rd and Price Rd. Improving this road has been identified as a priority for the East-West Gateway Council of Governments, the manager of transportation grants in our region. These improvements will make access to Stacy Park, Irv Zeid Citizens Park, Logos School, and Old Bonhomme Elementary School safer for pedestrians and drivers.

Existing Condition:

Old Bonhomme Road carries a large amount of daily traffic for commuters, park goers, and the two schools in Olivette. The road condition continues to deteriorate and contains several areas of rainwater drainage problems. In addition, the sidewalks are not ADA compliant.

Narrative Justification:

Work has now begun with Cochran Engineering as the construction engineer and Spencer Contracting as the general contractor on the project.
Once complete an entire new road surface, new guttering, handicap ramps, and ADA sidewalks on Old Bonhomme Road from Olive Blvd to Price Rd will improve the aesthetics and safety. Grant funding from East-West Gateway providing 80% of project costs up to $2 million project. The 20% match and 100% of costs above $2 million are the responsibility of the city.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$260,000	$260,000	$-	$-	$-	$-	$-

Funding Source:

Project costs would be funded from the accumulated fund balance of the Capital Improvement Fund (Fund 05).

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Public Works**
CAPITAL ITEM: **North Price Road NID improvements**
ACCOUNT: **05-4024-D237** CIP-20

Description:

North Price Road is approximately 1 mile long running north from Olive Blvd to a terminus near the northern city limits. The zoning along the road is classified as a light industrial district and is home to several businesses and warehouses. History has shown that improving infrastructure along industrial areas improves property values and reduces vacancy. These improvements will make access to the industrial area safer for pedestrians and drivers.

Existing Condition:

Prior to current construction the unsightly road was in dire condition roadbed deterioration causing large potholing and rough roadways.

Narrative Justification:

Building owners with frontage to North Price Rd have agreed to accept responsibility to repay the City up to $1,250,000 of costs of construction with any amounts over that amount the responsibility of the City. Unforeseen costs and delays with utility relocations has resulted in and estimated $250,000 in costs the city will bear.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$250,000	$250,000	$-	$-	$-	$-	$-

Funding Source:

Project costs would be funded from the accumulated fund balance of the Capital Improvement Fund (Fund 05).

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Public Works**
CAPITAL ITEM: **Dielman Road South Improvement Project**
ACCOUNT: **05-4021-D233** CIP-21

Description:

Dielman Road is centrally located in the City of Olivette running from the northern boundary of the City to the southern boundary. Of the 1.5 miles, roughly half is maintained by St. Louis County with the southern half the responsibility of the City. The southern half from Olive Blvd to Tamarack Dr acts as local thoroughfare for residential areas with intersections at the major street of Old Bonhomme Rd. Improving this road through resurfacing and installation of sidewalks has been identified as a priority for the East-West Gateway Council of Governments, the manager of transportation grants in our region. This project will improve access to schools and increase the general walkability of the areas by making the roadway safer for pedestrians and drivers.

Existing Condition:

Dielman Road carries a large amount of daily traffic for commuters, park goers, and the two schools in Olivette. The road condition continues to deteriorate and currently has no sidewalks in either direction.

Narrative Justification:

Approval for improving just under half a mile from Fairwinds Ct. to Tamarack Dr. has been given by East-West Gateway which will begin the engineering and design process of the project with completion expected in fiscal year 2018. 70% of the $667,000 project costs for the project come from federal transportation grant funding with the remaining 30% match the responsibility of the city.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$204,000	$54,000	$150,000	$-	$-	$-	$-

Funding Source:

Matching portion of project costs would be funded from the accumulated fund balance of the Capital Improvement Fund (Fund 05).

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Public Works**
CAPITAL ITEM: **Dielman Road North Improvement Project**
ACCOUNT: **05-4021-D233** CIP-22

Description:

Dielman Road is centrally located in the City of Olivette running from the northern boundary of the City to the southern boundary. Of the 1.5 miles, roughly half is maintained by St. Louis County with the southern half the responsibility of the City. The southern half from Olive Blvd to Tamarack Dr acts as local thoroughfare for residential areas with intersections at the major street of Old Bonhomme Rd. Improving the southern portion of this road through resurfacing and installation of sidewalks has been identified as a priority for the East-West Gateway Council of Governments, the manager of transportation grants in our region. This project will continue the progress of improving access to schools and increase the general walkability of the areas by making the roadway safer for pedestrians and drivers and also alleviate an infrastructure problem presented by the storm drainage culvert near Dielman and Hill N' Dale Ln.

Existing Condition:

Dielman Road carries a large amount of daily traffic for commuters, park goers, and the two schools in Olivette. The road condition continues to deteriorate and currently has aging sidewalks in one direction.

Narrative Justification:

Approval for improving just under half of Dielman Rd. has been given by East-West Gateway and the expectation is to apply for a grant to complete the remainder of the road in future award years to complete the road reconstruction.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$200,000	$-	$-	$200,000	$-	$-	$-

Funding Source:

Matching portion of project costs would be funded from the accumulated fund balance of the Capital Improvement Fund (Fund 05).

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Public Works**
CAPITAL ITEM: **Street Maintenance /Snow Removal Truck Fleet**
ACCOUNT: **05-4021-D331** CIP-23

Description:

The City of Olivette's Public Works Department is committed to maintain a fleet of 5 vehicles for street maintenance and snow removal.

Existing Condition:

The existing truck fleet is in various states of age and repair. In addition, the sizes vary to suit the needs of the department. Currently the fleet contains a 2000 GMC with plow and stake bed, 2008 a ¾ ton two wheel drive pickup, a 2008 1 ton four wheel drive pickup, a 2010 1 ton dump bed with plow and spreader, and a 2011 2 ½ ton dump bed truck.

Narrative Justification:

The 2008 one ton standard bed pickup and 2000 GMC one ton diesel with dump bed, plow, and spreader are scheduled for replacement in the fall of 2019. These vehicles are expected to be 10 and eight years old at that time and unreliable and used beyond its useful life.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$265,000	$-	$-	$30,000	$100,000	$60,000	$-

Funding Source:

Truck purchases are expected to be funded through financing agreements in the year of purchase with repayment in the Capital Improvement Fund (Fund 05) in subsequent years.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Public Works**
CAPITAL ITEM: **Street Maintenance/Snow Removal Equipment**
ACCOUNT: **05-4021-D380** CIP-24

Description:

The City of Olivette's Public Works Department is committed to maintain a fleet of equipment for street maintenance and snow removal.

Existing Condition:

The current fleet of equipment contains two backhoes. One was purchased in 1989 and the other in 2004. The oldest backhoe is currently limited to yard use due to the deteriorating condition. In addition to lacking safety features, it lacks the ability to smoothly operate the bucket due to its age. It is also used as a reserve for snow events.

Narrative Justification:

The Public Works Division does not currently have a mid-sized piece of equipment to utilize while maintaining City streets, sidewalks and right of ways. A skid steer would allow staff to more efficiently accomplish street repairs with a smaller workforce by fully leveraging the capabilities of a skid steer with a cold milling and sweeper attachment are needed to complete the many developing pavement failures throughout the City. Additionally the sweeper can be used to clean curbs/gutters areas and to recover excess salt that would have otherwise been lost into the sewer systems during winter events. Attachments would be purchased in FY18 to smooth budget needs. In FY19, the intent is to replace the older backhoe with another newer backhoe. This would also allow the city to use the backhoe purchased in 2004 as a reliable backup during snow events.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$143,000	$48,000	$20,000	$75,000	$-	$-	N/A

Funding Source:

Equipment purchases are expected to be funded by the Capital Improvement Fund (Fund 05).

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Public Works**
CAPITAL ITEM: **1 Ton Dually with 30' Boom**
ACCOUNT: **05-4021-D331** CIP-25

Description:

Replacement of a 1995 1 ton utility truck with boom.

Existing Condition:

The current bucket truck is 21 years old and is in need of replacement. As equipment ages, the reliability and safety factors surrounding its use diminishes to the point where there is reluctance to use it unless absolutely necessary.

Narrative Justification:

Replace 1995 truck with a similar 1 ton dually with a 30' boom to assist with tree and limb removal. Salvage value for the old truck is estimated to be $8,000-$10,000.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$75,000	$-	$75,000	$-	$-	$-	N/A

Funding Source:

Truck purchases are expected to be funded by the Capital Improvement Fund (Fund 05).

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Public Works**
CAPITAL ITEM: **Street Repair**
ACCOUNT: **05-4021-D230** CIP-26

Description:

Street repairs are prioritized based on periodic ratings. According the PASER rating system, streets rated 5 or above are generally streets in good condition and may need maintenance performed by the street department. Those streets rated 4 or below are in need of more extensive repair which requires the use of a contractor.

Existing Condition:

Streets were initially graded according to the PASER system by the combination of a city employee and construction consultant in January of 2015.

Narrative Justification:

As our streets age, it is best to identify streets that benefit from preventive maintenance for both economic and aesthetic purposes. At a certain point, a street becomes beyond touch up repairs and requires a more costly reconstruction. By staying on top of surface repairs, the goal is to keep the base of the roads in good repair to ensure the longest life possible. As the street repairs program develops, future years will specifically identify the needs of the City. Street preservation activities are expected to reinitiate in fiscal year 2016-2017 with slab replacements and restorative seal projects.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$1,115,656	$128,000	$120,000	$367,656	$250,000	$250,000	N/A

Funding Source:

Street repairs are expected to be funded by the Capital Improvement Fund (Fund 05).

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Public Works**
CAPITAL ITEM: **Salt Enclosure**
ACCOUNT: **05-4021-D230** CIP-27

Description:

The City is responsible for clearing snow and ice from roadways in during winter weather events. To keep roadways drivable during and after events, calcium chloride, sand, and road salt are used. These materials are stockpiled on site for time of need from November – March.

Existing Condition:

To keep the necessary amount of road salt available and achieve the best price for it, salt is currently stored on an empty lot and covered by unsightly tarpaulins. In addition to the poor aesthetics, despite being covered, rain and snow-melt runoff causes some of the salt to be disintegrated and run into the storm sewer and exposure to the elements causes large, hard pieces of salt rendering is useless in time of need.

Narrative Justification:

As salt enclosure would have the capacity to keep the salt and equipment needed for winter weather events in a more controlled environment. This controlled environment is easier on equipment, workforce, and prevents runoff of unnecessary dissolved salt as storm runoff.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$125,000	$-	$-	$-	$-	$125,000	N/A

Funding Source:

A Salt Enclosure is expected to be funded by the Capital Improvement Fund (Fund 05).

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Public Works**
CAPITAL ITEM: **Public Works Lot Resurfacing**
ACCOUNT: **05-4021-D230** CIP-28

Description:

Parking lots age over time and are susceptible to damage through the winter months by snow plows and heavy equipment. This aging requires resurfacing for safety and aesthetics.

Existing Condition:

Three of the four parking lot areas are developing potholes with a crumbling surface and is in need of resurfacing.

Narrative Justification:

As a parking lot ages, it is best to resurface as a preventive maintenance procedure for both economic and aesthetic purposes. These lots are used frequently by all City departments and keeping it in the best condition possible serves the city better.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$-	$-	$-	$-	$-	$-	N/A

Funding Source:

Parking Lot resurfacing is expected to be funded from anticipated revenues of the Capital Improvement Fund (Fund 05) in respective year of purchase.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Community Center**
CAPITAL ITEM: **Tables and Chairs**
ACCOUNT: **05-3000-D325** CIP-29

Description:

Replace all round tables and all chairs at the community center.

Existing Condition:

The current tables are worn and broken on the edges from being rolled to move due to the absence of a carrying cart. In addition, the chairs are aging, of subpar construction, and currently breaking at an alarming rate.

Narrative Justification:

Mity-Lite tables and chairs offer a great balance between price and quality for the Olivette Community Center. Mity-Lite tables and chairs are the industry standard for durabilty, weight and compact storage and have a 10 year warranty.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$10,500	$-	$-	$-	$10,500	$-	N/A

Funding Source:

Table and Chair Replacement is expected to be funded by the Capital Improvement Fund (Fund 05).

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Community Center**
CAPITAL ITEM: **HVAC System Replacement**
ACCOUNT: **05-3000-D210** CIP-30

Description:

As a vital asset to providing citizens a safe, comfortable place to hold meetings, visit, and enjoy programs, the Community Center has stood firm as maintenance has been deferred over the past several years.

Existing Condition:

There are currently only a handful of working HVAC units in operation throughout the building. Due to the nature of the use of the building, individual rooms have their own units to control the temperature with many of the put in service the same time and are at the end or past their useful lives.

Narrative Justification:

Replacement HVAC units consist of replacing current units with similar units that are operational and provide the necessary cooling heating functions for the spaces they are designed to be used in.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$60,000	$-	$60,000	$-	$-	$-	N/A

Funding Source:

HVAC System Replacement is expected to be funded by the Capital Improvement Fund (Fund 05).

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Administration**
CAPITAL ITEM: **Permanent Record Archival**
ACCOUNT: **05-1000-D311** CIP-31

Description:

State statue dictates record retention requirements for documents produced and used by the City. The Missouri Secretary of State documents archive timeframes for many document classifications which can at times lead to confusion or misclassification. Currently the only approved permanent record media is microfiche.

Existing Condition:

Many documents contained at City Hall, Public Works, and Community Center have never been sorted or had a determination made as to retention time.

Narrative Justification:

Teams of dedicated archivists are able to comb through massive amounts of data and rapidly make determinations of retention periods and prepare the documents for imaging as a permanent archiving if required.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$20,000	$-	$20,000	$-	$-	$-	N/A

Funding Source:

Records Archival is expected to be funded by Capital Improvement Fund (Fund 05) revenue in the year of service.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Parks**
CAPITAL ITEM: **Community Center Roof Resurfacing**
ACCOUNT: **30-3110-D210** CIP-32

Description:

As a vital asset to providing citizens a safe, comfortable place to hold meetings, visit, and enjoy programs, the Community Center has stood firm as maintenance has been deferred over the past several years.

Existing Condition:

Leaks to the flat roof have grown progressively worse despite patching and attempting to identify the source.

Narrative Justification:

A replacement roof would consist of weather resistant felt backed vinyl roofing material. There are currently two layers of material on the existing flat roof which will require the complete removal of all roofing material down to original structure. Once the roof is replaced water intrusion is expected to stop and the insulation factor will increase making the building more energy efficient.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$175,000	$175,000	$-	$-	$-	$-	N/A

Funding Source:

Community Center Roof Resurfacing is expected to be funded by the Stormwater/Parks Fund (Fund 30).

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Parks**
CAPITAL ITEM: **Parks Maintenance Fleet**
ACCOUNT: **30-3110-D331** CIP-33

Description:

The City of Olivette's Parks Department is committed to maintain a fleet of 4 vehicles for park maintenance and city property snow removal.

Existing Condition:

The existing truck fleet is in various states of age and repair. In addition, the sizes vary to suit the needs of the department. Currently the fleet contains a 2005 Chevy pickup, a 2007 Chevy Impala, a 2014 Ford F350, a 1999 Jeep Grand Cherokee, and a 2016 Ford F350.

Narrative Justification:

The 2005 is anticipated to be replaced in FY'18, the 2014 F350 in FY'21, and the 2016 after FY'21.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$120,000	$-	$40,000	$-	$-	$40,000	$40,000

Funding Source:

Parks fleet replacement are expected to be funded from anticipated revenues of the Stormwater/Parks Fund (Fund 30) in each respective year of purchase

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Parks**
CAPITAL ITEM: **Ball field maintenance tools**
ACCOUNT: **30-3110-D380** CIP-34

Description:

Parks staff prepare and maintain three fields for competitive games and an additional two fields for practice. Tools and equipment used to maintain and prepare the fields are specialized for their purpose.

Existing Condition:

Current equipment is aging and in various states of repair and use. A parks master plan is expected to identify needs for department.

Narrative Justification:

No activities planned for FY ’17 through FY ’21.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$-	$-	$-	$-	$-	$-	N/A

Funding Source:

Ball field maintenance tools are expected to be funded from anticipated revenues of the Stormwater/Parks Fund (Fund 30) in each respective year of purchase.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Parks**
CAPITAL ITEM: **Parking lot surfacing**
ACCOUNT: **30-3110-D225** CIP-35

Description:

Parking lots age over time and are susceptible to damage through the winter months by snow plows. This aging requires resurfacing for safety and aesthetics.

Existing Condition:

Stacy Park parking lot is developing potholes with a crumbling surface and is in need of resurfacing.

Narrative Justification:

As the parking lot ages, it is best to resurface as a preventive maintenance procedure for both economic and aesthetic purposes. This park is our most used and keystone park so keeping it in the best condition possible serves the city better.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$245,000	$-	$-	$245,000	$-	$-	N/A

Funding Source:

Parking Lot resurfacing is expected to be funded from anticipated revenues of the Stormwater/Parks Fund (Fund 30) in each respective year of purchase.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Parks**
CAPITAL ITEM: **Park Improvements**
ACCOUNT: **30-3110-D225** CIP-36

Description:

Replace and improve parks equipment including drinking fountains, reseeding and redesigns, extension of parks paths and general improvements.

Existing Condition:

Deferred maintenance of park infrastructure and equipment has grown over the past several years and left older equipment dilapidated and in need of updates to meet modern service needs.

Narrative Justification:

As a full park plan is developed, several items have been identified as current needs. FY18 plans include initiating park master plan recommendations with FY19 beginning full implementation of master plan recommendations.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$640,000	$-	$90,000	$550,000	$-	$-	N/A

Funding Source:

Park improvements are expected to be funded from the Stormwater/Parks Fund (Fund 30) in each respective year of purchase or from accumulated fund balance if current year expenditures exceed revenue.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Parks**
CAPITAL ITEM: **Stacy Park Fountain Redesign**
ACCOUNT: **30-3110-D225** CIP-37

Description:

Rebuild and restore the Stacy Park fountain.

Existing Condition:

The existing structure is in a state of disrepair with rocks missing and the lining under the structure exposed. In addition, the pumping and water delivery system is not built to the standards of wear and tear typical in a public park setting.

Narrative Justification:

In keeping with the intent and dedication of the feature, a rebuild of the fountain and aesthetic portions of the fountain would be redesigned to a tougher and more permanent standard to lower staff time require to maintain the fountain and prevent breakdowns in the fountain mechanisms.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$30,000	$-	$-	$30,000	$-	$-	N/A

Funding Source:

Fountain improvements are expected to be funded from anticipated revenues of the Stormwater/Parks Fund (Fund 30) in each respective year of purchase.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Parks**
CAPITAL ITEM: **Park Play Systems Refurbish**
ACCOUNT: **30-3110-D225** CIP-38

Description:

Replace, redesign, and refurbish play structures at the city's five parks. The playgrounds are up various ages and many are showing their age. Structures such as these generally serve as the heart of a park and improve usage and sense of community.

Existing Condition:

The play systems were installed in several time periods and therefore some are aging and in need of replacement or repairs to maintain a safe environment.

Narrative Justification:

Generally improvements have been funded through grants and the intention is to develop a comprehensive plan and apply for funding to complete the project at once via a grant funding round.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$120,000	$-	$-	$-	$120,000	$-	N/A

Funding Source:

Play systems are expected to be funded from the Stormwater/Parks Fund (Fund 30) in each respective year of purchase.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Parks**
CAPITAL ITEM: **Park Master Plan**
ACCOUNT: **30-3110-D225** CIP-39

Description:

A full master plan to encompass the roughly 100 acres of park ground. A comprehensive look at the needs and wants of the community to make the five major parks, greenways, and walking trails a cohesive parks system.

Existing Condition:

A full master plan that encompasses the roughly 100 acres of park ground and open areas has never had a comprehensive look. The most recent plan appears to have been preliminarily approached with the long range facilities task force. Current usage of time and money follows a spotty approach due to lack of knowledge of needs of the community.

Narrative Justification:

A new master plan that provides direction to city staff on the needs of a modern parks system and the wants of the citizens. A full deliverable is expected to include findings and goals along that will formulate a spending and time allotment strategy.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$20,000	$20,000	$-	$-	$-	$-	N/A

Funding Source:

The Parks Master Plan is expected to be funded from the Stormwater/Parks Fund (Fund 30) in the year of contract.

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Parks**
CAPITAL ITEM: **Parks Maintenance Building/Demo**
ACCOUNT: **30-3110-D210** CIP-40

Description:

Parks Maintenance staff consists of a Parks Crew Lead, Operator, and Horticulturalist in addition to seasonal and part time employees. Proper office space, equipment storage, and covered work areas increase efficiency and safety in addition to allowing equipment to last longer.

Existing Condition:

The current staff "office", small equipment storage, and covered work area consists of an aging and deteriorating house located at 1158 Warson Rd adjacent to Warson Park. By design, a house doesn't provide the storage, ventilation, or space needed to operate an efficient parks operation.

Narrative Justification:

The current house would be destroyed and utilities abandoned with the location transitioned into open space. The replacement building would consist of a larger shed type building located in Warson Park where equipment could be stored and maintained in an appropriate area.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Post FY21
$50,000	$50,000	$-	$-	$-	$-	N/A

Funding Source:

Maintenance building demolition and construction of replacement is expected to be funded from the Stormwater/Parks Fund (Fund 30) in the respective year of purchase

City of Olivette, Missouri

Capital Improvement Request Form

DEPARTMENT: **Facilities**
CAPITAL ITEM: **New Public Safety and Administration Building**
ACCOUNT: **26-1610-D210** CIP-41

Description:

Construction of a new two story building to house police, fire, administration, recreation, and planning and community development departments.

Existing Condition:

Residential properties have been purchased and the existing houses have been razed on the current site located on Dielman between Olive and Dielman Industrial Drive. Construction is set to begin in January of 2016 with initial operation of the building scheduled to begin in February 2017.

Narrative Justification:

In August of 2014, voters approved a $13.5 million bond issue that became the Series 2014 GO Bonds. These bonds are expected to be paid off over the next 20 years with an additional tax on Real and Personal Property within the city limits. FY '16 costs consisted of the completion of the majority of architectural and engineering costs, the front end of construction costs. Final expenditures of the $13.5 million are expected to conclude in FY '17.

Funding Schedule:

Total	FY16-17	FY17-18	FY18-19	FY19-20	FY19-20	Post FY20
$9,500,000	$9,500,000	$-	$-	$-	$-	$-

Funding Source:

The new facility is funded by 2014 GO Bonds in the amount of $13.5 million contained in the New Facility Fund (Fund 26).

AFFIDAVIT OF PUBLICATION

STATE OF MISSOURI } S.S.

COUNTY OF ST. LOUIS

Before the undersigned Notary Public personally appeared **Chanel Jones** on behalf of **THE COUNTIAN, ST. LOUIS COUNTY** who, being duly sworn, attests that said newspaper is qualified under the provisions of Missouri law governing public notices to publish, and did so publish, the notice annexed hererto, starting with the **June 17, 2016** edition and ending with the **June 17, 2016** edition, for a total of 1 publications:

06/17/2016

Chanel Jones

Subscribed & sworn before me this 17 day of June, 2016

(SEAL)

Notary Public

KIMBERLY KAEMMERER
Notary Public - Notary Seal
State of Missouri,St Louis City
Commission #14967146
My Commision Expires Apr 27, 2018

AFFIDAVIT OF PUBLICATION

NOTICE OF BUDGET PUBLIC HEARING
CITY OF OLIVETTE
ST. LOUIS COUNTY, MISSOURI

The City Council of the City of Olivette will hold a public hearing at **7:00 PM on Tuesday, June 28, 2016** in the Council Chambers, 9473 Olive Boulevard, Olivette, Missouri for the purpose of hearing written and oral comments from the public concerning the City's proposed annual budget for the fiscal year beginning July 1, 2016 and ending June 30, 2017 as contained in the proposed budget summarized below All interested citizens, groups, businesses and organizations are encouraged to attend and to submit comments. This notice is given pursuant to Section 5.2 c of the City Charter.

TOTAL REVENUE from all sources, including a projected general tax rate of $1.269 for Residential Real Estate, $1.421 for Commercial Real Estate and $1.441 for Personal Property	**$9,801,425**
Proposed Expenditures:	
General Government	$959,310
Public Safety, including Public Health, Fire Department and Police Department	$4,773,369
Recreation and Community Center	$553,142
Municipal Property and Refuse	$512,131
Planning and Community Development	$402,005
Miscellaneous, including insurance and reserves	$107,000
Capital Improvement Fund	$1,413,939
Fire Operations Fund	$244,800
Local Parks and Stormwater Fund	$666,961
Salaried Employees Pension Fund	$562,000
Sewer Lateral Fund	$104,340
TOTAL EXPENDITURES	**$10,298,997**

A copy of this information, the entire budget and additional background materials are available for public inspection from 8 AM to 5 PM daily except Saturday, Sunday and legal holidays at the Olivette City Hall, 9473 Olive Boulevard, Olivette, Missouri 63132

CITY OF OLIVETTE
BARBARA SONDAG
CITY MANAGER
June 15, 2016
11094572 County June 17, 2016

Olivette

...in the center of it all

CITY COUNCIL AGENDA SUBMISSION
June 28, 2016

Agenda Item:

Request to Encumber FY2016 Budgeted Funds

Description:

Included in the Council packets is a listing of individual items included with the budgets of fiscal year 2014, 2015, and 2016. These funds are not expected to be spent by the end of the fiscal year and therefore we are requesting that they be encumbered for expenditure in a subsequent period.

Recommended Action:

Approve $117,593 in encumbrances. $26,338 in the General Fund(Fund 01), $63,005 in the Capital Improvements Fund(Fund 05), and $28,250 in the Stormwater/Parks Fund(Fund 30).

Attachments:

1. Requested Encumbrance Listing

Funding Request:

Various-See Attachment #1.

Submitted by:

Darren Mann, CPA
DEPARTMENT HEAD

City of Olivette

Fiscal Year 2014-2016 Encumbrance Request - June 28, 2016 City Council Meeting

Year	Account	Description	Amount
FY 2016	01-1500-B910	Codification of Ordinances	$1,838
FY 2015	01-1601-B190	Planning and Zoning Traffic Study	$24,500
FY 2015	05-4021-D230	Public Works Engineering	$4,270
FY 2015	30-3100-D210	Park Pavilion and Community Center Roof	$28,250
FY 2014	05-4021-D230	Dielman Road Bridge Repair	$58,735
		Total encumbrances requested to be approved	$117,593

SUMMARY BY FUND

General Fund(Fund 01)	$26,338
Capital Improvement Fund(Fund 05)	$63,005
Stormwater/Parks Fund(Fund 30)	$28,250
Total encumbrances requested to be approved	$117,593

Olivette

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CITY COUNCIL AGENDA SUBMISSION
JUNE 28, 2016

Agenda Item:

Bill #2810 – An Ordinance to amend Section 400.840 Special Permit Uses of Article IX "LID" Light Industrial District being part of Chapter 400 Zoning Regulations of Title IV Land Use of the Olivette Municipal Code regarding Adult Entertainment Businesses or Establishments. – First Reading, Public Hearing, Second Reading, and consideration for adoption.

Description:

The proposed ordinance would authorize adult entertainment businesses and establishments as a special permit use in the "LID" Light Industrial District, as was initially adopted by the City Council under Ordinance #2319.

Recommended Action:

Given that the placement of adult entertainment businesses and establishments mistakenly were repealed from the LID District, the current use is not authorized in any zoning district. This exposes the City to litigation if a property owner was to request authorization to permit such a use. Without defined parameters for location, the Courts could determine where and how this use can operate.

Staff is requesting the City Council to consider adoption of Bill #2810. In doing so, the City Council will read Bill #2810 for the first time, set aside ordinary rules to read Bill #2810 for a second time and hold a hearing, and then consider a motion to adopt.

A public notice for a hearing has been scheduled in accordance with Section 400.1910, and properly posted in accordance with Article XX of the City's Zoning Regulations. At the June 16, 2016, meeting of the Planning and Community Design Commission, the Commission unanimously motioned to recommend approval.

Recommended action is as follows:

Motions:

1. Permit the City Clerk to read Bill #2810 by title only for the first time.

2. Motion to set aside ordinary rules to read Bill #2810 by title only for the second time and close the regular session. The City Council should then open a public hearing in accordance with the procedures outlined in Article XX of the City's Zoning Regulations.
3. Motion to approve Bill #2810, an ordinance to amend Section 400.840 Special Permit Uses of Article IX "LID" Light Industrial District being part of Chapter 400 Zoning Regulations of Title IV Land Use of the Olivette Municipal Code regarding adult entertainment businesses or establishments.

Attachments:

1. Department Memorandum to the City Council dated June 28, 2016, including a copy of the referenced Ordinance #2319.
2. Public Hearing notice and affidavit of publication.
4. Bill #2810, proposed draft ordinance.

Funding Request: None.

Submitted by:

Carlos Trejo, AICP
DEPARTMENT HEAD

City of Olivette Public Services
Department of Planning & Community Development
1200 North Price Road
Olivette, MO 63132

(314) 993-0252 (Office)
(314) 994-9862 (Fax)

DEPARTMENT MEMORANDUM

DATE: **JUNE 28, 2016**

TO: **MAYOR RUTH SPRINGER AND MEMBERS OF THE CITY COUNCIL**

FROM: **CARLOS TREJO**
DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT

RE: **CHAPTER 400 ZONING REGULATIONS**
ARTICLE IX: "LID" LIGHT INDUSTRIAL DISTRICT
ADULT ENTERTAINMENT BUSINESSES OR ESTABLISHMENTS

As the City Council was reassessing the City's liquor control regulations, it was brought to the Department's attention that the reference to permit adult entertainment businesses or establishments in the LID District was inadvertently removed.

Adult entertainment business or establishments are to be permitted as a Special Permit Use in the "LID" Light Industrial District, subject to additional restrictions provided under Section 400.850. The provisions to permit adult entertainment businesses or establishments, including the definitions, locations, and restrictions, were adopted by the City Council in August 8, 2006, under Ordinance #2319 (attached). Ordinance #2319 was adopted by the City Council following a public hearing and the submission of evidence by the City Attorney regarding secondary effects.

To correct this matter, the attached draft ordinance would insert the following to the list of 24-special permit uses under Article IX "LID" Light Industrial District:

25. Adult Entertainment Businesses or Establishments.

Said use would be subject to the conditions already identified in Section 400.850 Restricted Uses as adopted under Ordinance #2319. No variations from the original Ordinance #2319 are proposed. The sole goal in this ordinance is to correct the deletion that has occurred.

ORDINANCE #2319

AN ORDINANCE AMENDING CHAPTER 280, THE ZONING ORDINANCE OF THE CITY OF OLIVETTE, PERTAINING TO ADULT ENTERTAINMENT BUSINESSES AND ESTABLISHMENTS.

*** * * * * * * * * * * ***

WHEREAS, adult entertainment businesses and establishments are acknowledged to have special characteristics which may affect the use and enjoyment of adjacent properties; and

WHEREAS, it is the intent of this ordinance to provide for the confinement of these establishments and businesses to those areas in the city in which these special impacts are judged to be least disruptive to the use and enjoyment of adjacent properties; and

WHEREAS, this ordinance is further intended to require that these establishments and businesses shall not be permitted to locate in such concentration that their operational features may establish the dominant character of any industrial area; and

WHEREAS, this ordinance is further intended to protect and balance lawful rights of expression with other lawful rights to the enjoyment and use of properties; and

WHEREAS, adult entertainment businesses and establishments are recognized as having serious objectionable operational characteristics, particularly if several such uses are concentrated, thereby having a deleterious effect upon adjacent areas and could contribute to blight and degradation of the surrounding neighborhood; and

WHEREAS, the special regulation of these businesses and establishments is necessary to ensure that the secondary effects of such uses will not contribute to the blighting of surrounding neighborhoods, whether residential or non-residential by location or concentration, and to ensure the stability of such neighborhood; and

WHEREAS, on June 15, 2006, the Planning and Community Design Commission of the City of Olivette reviewed this ordinance, considered evidence regarding the secondary effects of adult entertainment businesses, and recommended passage of this ordinance amending Chapter 280, The Zoning Ordinance, to the Olivette City Council; and

WHEREAS, due and lawful notice of a public hearing on the proposed amendments to Chapter 280 was held by the City Council on July 25, 2006, at 7:30 PM in the City Council Chambers at City Hall, 9473 Olive Boulevard, Olivette, Missouri, was published in the St. Louis Countian, a newspaper of general circulation in the City of Olivette on July 25, 2006; and

WHEREAS, a public hearing was duly and properly held by the City Council at the time and place provided for in the notice to hear evidence regarding the secondary effects of adult entertainment businesses; and all comments, statements, objections, and suggestions concerning the adoption of the proposed amendments to the City's regulations regarding adult entertainment businesses and establishments were duly heard and considered by the City Council, and

WHEREAS, the City Council, after careful and due deliberation and upon consideration of such evidence regarding the secondary effects of adult entertainment businesses, the Olivette City Council finds it necessary and appropriate to regulate the secondary effects of the following businesses in the interest of the public health, safety, welfare, and morals of the City of Olivette.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF OLIVETTE, MISSOURI, AS FOLLOWS:

Section One.

Section 280.012 of Article II, Definitions, of Chapter 280 of the Municipal Code, being the Zoning Ordinance of the City of Olivette, is hereby amended by adding the following definitions to said section:

ADULT BOOKSTORE or NOVELTY STORE: An establishment having either ten percent (10%) or more of (1) its stock in trade, in books, photographs, magazines, films for sale or viewing on or off the premises by use of motion picture devices, video players, DVD players, computers or coin operated means, or other periodicals which are distinguished or characterized by their principal emphasis on matters depicting, describing or relating to sex or sexual activity or the principal purpose of which is to sexually stimulate or sexually arouse the patron viewer or reader; or (2) instruments, devices, or paraphernalia that are designed or marketed for use in connection with specified sexual activities.

ADULT ENTERTAINMENT BUSINESS OR ESTABLISHMENT: Any of the establishments, businesses, buildings, structures or facilities which fit within the definition of adult bookstore or novelty store, adult entertainment facility, bathhouse, massage parlor or shop and/or modeling studio.

ADULT ENTERTAINMENT FACILITY: Any building, structure or facility which contains or is used entirely or partially for commercial entertainment, including theaters used for presenting live presentations, video tapes, DVDs or films predominantly distinguished or characterized by their principal emphasis on matters depicting, describing, or relating to specified sexual activities, and exotic dance facilities (regardless of whether the theater or facility provides a live presentation, video tape, DVD, or film presentation), where the patrons either: (1) engage in personal contact with, or allow personal contact by employees, devices or equipment, or by personnel provided by the establishment which appeals to the prurient interest of the patrons; or (2) observe any live presentation, video tape, DVD or film presentation of persons wholly or partially nude, unless otherwise prohibited by ordinance, with their genitals or pubic region exposed or covered only with transparent or opaque covering, or in the case of female persons with the areola and nipple of the breast exposed or covered only with transparent or opaque covering or to observe specified sexual activities.

BATHHOUSE: An establishment or business which provides the services of baths of all kinds, including all forms and methods of hydrotherapy, unless operated or supervised by a medical or chiropractic practitioner or Professional physical therapist licensed by the state.

MASSAGE PARLOR or SHOP: An establishment which has a fixed place of business having a source of income or compensation which is derived from the practice of any method of pressure on or friction against or stroking, kneading, rubbing, tapping, pounding, vibrating or stimulation of external parts of the human body with the hands or with the aid of any mechanical electric apparatus or appliances with or without such supplementary aids as rubbing alcohol, liniments, antiseptics, oils, powders, creams, lotion, ointment or other similar preparations commonly used in the practice of massage under such circumstances that is reasonably expected that the person to whom the treatment is provided or some person on his or her behalf will pay money or give any other consideration or gratuity; provided that this term shall not include any establishment defined in this code or operated or supervised by a medical or chiropractic practitioner or professional physical or massage therapist licensed by the State of Missouri.

MODELING STUDIO: An establishment or business which provides for a fee or compensation the services of modeling on premises for the purpose of reproducing the human body wholly or partially in the nude by means of photography, painting, sketching, drawing or otherwise. This does not apply to public or private schools in which persons are enrolled in a class

SPECIFIED SEXUAL ACTIVITIES: Sexual conduct, being actual or simulated, acts of human masturbation; sexual intercourse; or physical contact, in an act of apparent sexual stimulation or gratification, with a person's clothed or unclothed genitals, pubic area, buttocks, or the breast of a female; or any sadomasochistic abuse or acts including animals or any latent objects in an act of apparent sexual stimulation or gratification.

Section Two.

Section 280.082.1, Special Permit Uses, of Article VII, LID-1 Light Industrial District 1, of Chapter 280 of the Municipal Code, being the Zoning Ordinance of the City of Olivette, is hereby amended by adding a new subsection W, to read as follows:

W. Adult entertainment businesses or establishments.

Section Three.

Section 280.082.2, Restricted Uses, of Article VII, LID-1 Light Industrial District 1, of Chapter 280 of the Municipal Code, being the Zoning Ordinance of the City of Olivette, is hereby amended by adding a new subsection A, to read as follows:

A. In addition to all other pertinent and applicable regulations, the following special conditions shall apply to adult entertainment businesses and establishments:

(1) No adult entertainment business or establishment shall be permitted within 750 feet of any religious institution, school, public park or any property zoned for residential use, or within 750 feet of the centerline of Olive Boulevard. such distance shall be measured in a straight line without regard to intervening properties from the closest exterior structural wall of the establishment to the closest point on any property line of the religious institution, school, or public park, or the property zoned for residential use, or to the Olive Boulevard centerline.

(2) No adult entertainment business or establishment shall be allowed to locate or expand within 750 feet of any other such business or establishment or of any business licensed to sell or serve alcoholic beverages, whether or not such business is also an establishment as defined in this section. The distance between any two (2) adult entertainment businesses or establishments or between such a business or establishment and a business selling or serving alcoholic beverages shall be measured in a straight line without regard to intervening structures from the closest exterior structural wall of each business.

(3) All access to and from an adult entertainment business or establishment shall be provided from a street classified as a public right-of-way.

(4) The property on which an adult entertainment business or establishment is located shall have a minimum of 100 feet of frontage on a public or private right-of-way.

(5) The property on which an adult entertainment business or establishment is located and the parking for such facility shall have a minimum front yard setback of fifty feet (50'), a side yard setback of twenty feet (20') and a rear yard setback of twenty five feet (25').

(6) Off-street parking shall be provided pursuant to the City Code.

(7) All landscaping and screening requirements otherwise required by the Olivette City Code shall be observed.

(8) The facility in which an adult entertainment business or establishment is located shall be designed in such a fashion that all openings, entries and windows prevent view into such facilities from any pedestrian, sidewalk, walkway, street or other public area. No activity shall take place partially or totally outside the facility.

(9) The facility in which an adult entertainment business or establishment is located shall be limited to one (1) wall-mounted sign no greater than one (1) square foot of sign per 1 foot of wall length, not to exceed a total of fifty (50) square feet; said sign shall not flash, blink or move by mechanical means and shall not extend above the roof line of the building. Said sign shall not exceed eight (8) feet in height from ground level. Further, no merchandise, symbol, or pictures of products or entertainment on the premises shall be displayed in window areas or on any sign or any area where such merchandise or pictures can be viewed from the exterior of the building. No flashing lights and/or lighting which leaves the impression of motion or movement shall be permitted. No temporary signs shall be allowed.

(10) Lighting of the parking area shall conform to the requirements of the City Code.

Section Four.

The Chapter, Article, Division and/or Section assignments designated in this Ordinance may be revised and altered by the codification company servicing the City's Code of Ordinances upon supplementation of such code if, in the discretion of the editor, an alternative designation would be more reasonable. In adjusting such designations the editor may also change other designations and numerical assignment of code sections to accommodate such changes.

Section Five.

It is hereby declared to be the intention of the City Council that each and every part, section and subsection of this Ordinance shall be separate and severable from each and every other part, section and subsection hereof and that the City Council intends to adopt each said part, section and subsection separately and independently of any other part, section and subsection. In the event that any part of this Ordinance shall be determined to be or to have been unlawful or unconstitutional, the remaining parts, sections and subsections shall be and remain in full force and effect.

Section Six.

This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

Passed and approved this _____ day of _____, 2006.

_____
JIM BAER, MAYOR

ATTEST:

_____
MYRA BENNETTE, CITY CLERK

CITY OF OLIVETTE, MISSOURI
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN

That the City Council of the City of Olivette will on Tuesday, June 28, 2016, at 7:00 PM in the Olivette City Hall, 9473 Olive Boulevard, Olivette, Missouri, hold a Public Hearing on an ordinance to amend Section 400.840 Special Permit Uses of Article IX "LID" Light Industrial District being part of Chapter 400 Zoning Regulations of Title IV Land Use of the Olivette Municipal Code regarding adult entertainment businesses or establishments.

Copies of the ordinance are available for inspection at City Hall. Persons desiring to be heard are advised to attend the hearing and to express their views orally or in writing. Written comments may be submitted and will be considered if received on or before the date and time of the hearing as specified above. Assistance will be provided to any handicapped individual upon receipt of notice, two days prior to the hearing. Persons needing additional information may call the City Manager at (314) 993-0444.

CITY OF OLIVETTE
Barbara Sondag
City Manager

Posted this 13th day of June, 2016 at 11:00 AM.

Myra G. Bennett

Myra G. Bennett, CMC/MPCC
City Clerk
City of Olivette

AFFIDAVIT OF PUBLICATION

STATE OF MISSOURI } S.S.

COUNTY OF ST. LOUIS

Before the undersigned Notary Public personally appeared **Chelsea Hill** on behalf of **THE COUNTIAN, ST. LOUIS COUNTY** who, being duly sworn, attests that said newspaper is qualified under the provisions of Missouri law governing public notices to publish, and did so publish, the notice annexed hererto, starting with the **June 13, 2016** edition and ending with the **June 13, 2016** edition, for a total of 1 publications:

06/13/2016

CITY OF OLIVETTE, MISSOURI
NOTICE OF PUBLIC HEARING
NOTICE IS HEREBY GIVEN

That the City Council of the City of Olivette will on **Tuesday, June 28, 2016, at 7:00 PM** in the Olivette City Hall, 9473 Olive Boulevard, Olivette, Missouri, hold a Public Hearing on an ordinance to amend Section 400.840 Special Permit Uses of Article IX "LID" Light Industrial District being part of Chapter 400 Zoning Regulations of Title IV Land Use of the Olivette Municipal Code regarding adult entertainment businesses or establishments.

Copies of the ordinance are available for inspection at City Hall. Persons desiring to be heard are advised to attend the hearing and to express their views orally or in writing. Written comments may be submitted and will be considered if received on or before the date and time of the hearing as specified above. Assistance will be provided to any handicapped individual upon receipt of notice, two days prior to the hearing. Persons needing additional information may call the City Manager at (314) 993-0444.

CITY OF OLIVETTE
Barbara Sondag
City Manager

11088743 County June 13, 2016

Chelsea Hill

Chelsea Hill

Subscribed & sworn before me this 13th day of June, 2016
(SEAL)

Tammy Morehead

Notary Public

TAMMY MOREHEAD
Notary Public - Notary Seal
STATE OF MISSOURI
Commissioned for St. Louis County
My Commission Expires: September 16, 2016
Commission: 12394743

AN ORDINANCE TO AMEND SECTION 400.840 SPECIAL PERMIT USES OF ARTICLE IX "LID" LIGHT INDUSTRIAL DISTRICT BEING PART OF CHAPTER 400 ZONING REGULATIONS OF TITLE IV LAND USE OF THE OLIVETTE MUNICIPAL CODE REGARDING ADULT ENTERTAINMENT BUSINESSES OR ESTABLISHMENTS

(Version 2016 05-26)

WHEREAS, on August 8, 2006, under Ordinance #2319, the City of Olivette adopted standards and conditions for the location and operation of adult entertainment businesses and establishments, including provisions to allow such uses as a special permit use in the "LID" Light Industrial District; and

WHEREAS, during amendment revisions to the LID Light Industrial District, the reference to permit adult entertainment businesses and establishments as a special permit use in the "LID" Light Industrial District were inadvertently removed, and

WHEREAS, the definitions, provisions, and related standards for adult entertainment businesses and establishments adopted in Ordinance 2319, remain, and

WHEREAS, on May 26, 2016, the Planning and Community Design Commission of the City of Olivette:

- was informed of the removal,
- reviewed an ordinance to correct the removal so as to permit adult entertainment businesses and establishments as a special permit use in the "LID" Light Industrial District, and
- by a unanimous vote, motioned to recommend approval of this ordinance and to forward to the City Council following a Public Hearing in accordance with the procedures outlined in Article XX Changes and Amendments of Chapter 400 Zoning Regulations; and

WHEREAS, due and lawful notice of a public hearing on the proposed amendment to correct the removal of and add provisions to permit adult entertainment businesses and establishments as a special permit use in the "LID" Light Industrial District, being part of Chapter 400 Zoning Regulations of Title IV Land Use of the Olivette Municipal Code, to be held by the City Council on June 28, 2016, at 7:00 PM in the City Council Chambers at City Hall, 9473 Olive Boulevard, Olivette, Missouri, was published in the St. Louis Countian, a newspaper of general circulation in the City of Olivette, on June 13, 2016; and

WHEREAS, a public hearing was duly and properly held by the City Council at the time and place provided for in the notice and all comments, statements, objections, and suggestions concerning the adopt ion of the proposed amendments regarding adult entertainment businesses and establishments as a special permit use in the "LID" Light Industrial District were duly heard and considered by the City Council; and

WHEREAS, the City Council, after careful and due deliberation, has determined that the proposed amendments to Section 400.840 Special Permit Uses of Article IX "LID" Light Industrial District, being part of Chapter 400 Zoning Regulations of Title IV Land Use of the Olivette Municipal Code, is in the interest of the public health, safety, welfare, and morals of the City of Olivette.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF OLIVETTE, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS

SECTION 1. Section 400.840 Special Permit Uses of Article IX "LID" Light Industrial District, being part of Chapter 400 Zoning Regulations of Title IV Land Use of the Olivette Municipal Code, is amended to add to subsection 25, to read as follows:

*** * * * ***

25. Adult entertainment businesses or establishments

[*Emphasis* added. No other changes to Section 400.840.]

SECTION 2. If any article, section, subsection, paragraph, clause, phrase or provision of this ordinance shall be adjudged invalid or held unconstitutional, such decision shall not affect or invalidate the remaining portions of this ordinance.

SECTION 3. BE IT FURTHER ORDAINED THAT this ordinance shall become effective from and after its adoption according to law.

Passed and approved this 28th day of June, 2016.

_____
MAYOR RUTH SPRINGER

ATTEST:

_____
MYRA G. BENNETT, CMC/MPCC
CITY CLERK
CITY OF OLIVETTE

Olivette

...in the center of it all

CITY COUNCIL AGENDA SUBMISSION
June 28, 2016

Agenda Item:

Bill #2811 – An Ordinance Providing for the Repeal of Chapter 205.030 and 205.040, Fire Prevention and Protection of the Code of Ordinances of the City of Olivette, Missouri and the Enactment of one New Chapter 205.030 and 205.040 of the Municipal Code of the City of Olivette, Missouri on the Same Subject– First Reading

Description:

The proposed ordinance will adopt the 2015 IFC Fire Code with amendments.

Recommended Action:

This item is being read for the first time by title only; No City Council action is being requested at this time.

Attachments:

1. Department Memorandum to the City Council dated June 22, 2016.
2. Bill #2811, proposed draft Ordinance.

Funding Request: **None.**

Submitted by:

Scott E Avery, Fire Chief
DEPARTMENT HEAD

Olivette Fire Department
Inter Office Memo From
Fire Chief – Scott Avery

To: City Council	**Date:** June 22, 2016
From: Scott Avery, Fire Chief	**Re: ICC International Fire Code Adoption**

The current 2006 Fire Code has become out of date, and with the adoption of the 2015 Building codes, we will need to bring the fire code into alignment. The City currently enforces the 2006 ICC International Fire Code as amended.

Staff is recommending that the City consider adoption of the 2015 ICC fire code updates. Staff has reviewed the 2015 ICC Fire Codes and is requesting consideration of the following:

2015 ICC International Fire Code as amended.

The amendments to the 2015 International Fire Code were discussed at the Council Work session in March of 2016. We feel that the adoption of the new fire code will help the city to align the code with the current construction practices.

BILL NO. 2811 ORDINANCE NO. _____

AN ORDINANCE PROVIDING FOR THE REPEAL OF CHAPTER 205.030 and 205.040, FIRE PREVENTION AND PROTECTION OF THE CODE OF ORDINANCES OF THE CITY OF OLIVETTE, MISSOURI AND THE ENACTMENT OF ONE NEW CHAPTER 205.030 and 205.040 OF THE MUNICIPAL CODE OF THE CITY OF OLIVETTE, MISSOURI ON THE SAME SUBJECT.

WHEREAS, a copy of the code hereinafter referenced have been on file with the City Clerk of the City of Olivette for at least ninety days prior to the enactment of this Ordinance; and

WHEREAS, all of the procedures required by law for the adoption of a technical code by reference under the Laws of the State of Missouri have been satisfied;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF OLIVETTE, MISSOURI AS FOLLOWS:

SECTION 1. REPEAL OF PRIOR ORDINANCE; ADOPTION OF CODE AND AMENDMENTS

Chapter 205.030 and 205.040 of the Municipal Code of Ordinances of the City of Olivette, Missouri is hereby repealed and a new Chapter 205.030 and 205.040 of the Municipal Code of Ordinances of the City is hereby enacted in lieu thereof to read as follows:

FIRE PREVENTION AND PROTECTION

ADOPTION OF FIRE PREVENTION CODE.

That a certain document, is on file in the office of the City Clerk of the City of Olivette, Missouri, being marked and designated as the ICC International Fire Code, 2015 First Edition, as published by the International Code Council, Inc., together with Appendix Chapters C, D, E, F, H and I be and is hereby adopted as the Fire Prevention Code of the City of Olivette , Missouri, for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, conditions, and terms of the ICC International Fire Code/2015, First Edition, are hereby referred to, adopted and made a part hereof, as if more fully set out in this Ordinance, with the additions, insertions, deletions and changes prescribed in this Ordinance.

AMENDMENTS TO FIRE PREVENTION CODE

The Fire Prevention Code adopted in section -- is hereby amended as fully set forth in the chapters and sections as specified herein below. The chapter and section numbering format of the ICC International Fire Code/2015, First Edition is used herein to enhance the understanding of the code by maintaining a consistent format throughout the code; thus, the chapter and section numbers appearing herein as changes to the ICC International Fire Code/2015, First Edition shall be consistent with said code. All amendments contained herein are part of chapter --- of the Municipal Code of Ordinances of the City of Olivette, Missouri and shall be considered as though the numeral --- and a hyphen precede them.

AMENDMENTS TO THE ICC INTERNATIONAL FIRE CODE/2015, FIRST EDITION.

Section 101.1 is amended by substituting "The City of Olivette, Missouri" for [NAME OF JURISDICTION] on line two thereof.

Section 103.1 delete existing text. Insert:

103.1 General. The Bureau of Fire Prevention is established within the jurisdiction under the direction of the code official. The function of the bureau shall be the implementation, administration and enforcement of the provisions of this code.

Section 103.2 delete existing text. Insert:

103.2 Enforcement Official. It shall be the duty and the responsibility of the chief executive officer, designated as the fire chief, to enforce the provisions of this code. The fire chief shall be the Code Official.

Section 103.2.1 add a new section. Insert:

103.2.1 Bureau Organization. The bureau of fire prevention shall operate under the direct supervision of the fire marshal. The fire marshal shall be a uniformed member and chief officer of the fire department and operate under the direct supervision of the fire chief. The fire marshal shall be appointed on the basis of his/her administrative abilities and qualifications to understand, interpret and enforce the technical provisions of this code. All uniformed members of the fire department shall be considered members of the bureau of fire prevention. The fire marshal may assign or appoint technical assistants, inspectors or other employees that may be necessary for the effective and efficient operation of the bureau of fire prevention. All appointments to the bureau shall be made in conformance with the provisions of the municipal code.

Section 103.3 delete existing text. Insert:

103.3 Bureau members code enforcement duties and authority. The fire marshal, and all properly assigned or appointed members of the bureau of fire prevention shall have the duty to assist the fire chief in the administration and enforcement of the provisions of this code. As agents of the fire chief, all properly assigned or appointed members of the bureau of fire prevention shall have the authority to exercise all of the powers of the code official as detailed within this code.

Section 104.11.4 add a new section as follows. Insert:

104.11.4 Compliance with orders. A person shall not willfully fail or refuse to comply with any lawful order or direction of the fire official or to interfere with the compliance attempts of another individual.

Section 104.11.5 add a new section as follows. Insert:

104.11.5 Vehicles crossing hoses. A vehicle shall not be driven or propelled over any unprotected fire hose of the fire department when laid down on any street, alleyway, private drive or any other vehicular roadway without the consent of the fire official in command of said operation.

Section 104.11.6 add a new section as follows. Insert:

104.11.6 Vehicles following emergency apparatus. It shall be unlawful for the operator of any vehicle, other than one on official emergency business, to follow closer than 300 feet from any fire apparatus or other emergency vehicle traveling in response to a fire alarm or other emergency or to drive any vehicle within the block or immediate area where a fire apparatus or other emergency vehicle has stopped in answer to a fire alarm or other emergency.

Section 104.11.7 add a new section as follows. Insert:

104.11.7 Unlawful boarding or tampering with emergency equipment. A person shall not, without proper authorization from the fire official in charge of said fire department emergency equipment, cling to, attach oneself to, climb upon or into, board or swing upon any fire department emergency vehicle, whether the same is in motion or at rest; or sound the siren, horn bell or other sound-producing device thereon; or manipulate, remove or tamper with, or attempt to manipulate, remove or tamper with any levers, valves, switches, starting devices, brakes, pumps or any equipment or protective clothing on, or a part of, any fire department emergency vehicle.

Section 104.11.8 add a new section as follows. Insert:

104.11.8 Damage or injury to fire department equipment or personnel. It shall be unlawful for any person to damage or deface, or attempt to damage or deface, any fire department emergency vehicle at any time or to injure, or attempt to injure, fire department personnel while performing departmental duties.

Section 105.3.3 delete existing text. Insert:

105.3.3 Occupancy prohibited before approval. The building or structure shall not be occupied prior to the fire code official approving the issuance of a permit that indicates that applicable provisions of this code have been met.

Section **105.3.8.1** add a new Section. Insert:

105.3.8.1 Asphalt kettles. An operational permit is required for the operation of asphalt kettles inside or on the roof of any building or structure.

Section 105.6.49 add a new section. Insert:

105.6.49 Helicopter landing/lift-off, hoisting and lowering operations. An operational permit is required for helicopter landing/lift-off, hoisting and lowering operations in

accordance with the following. Proof of financial responsibility must be submitted to the code official before a permit is issued.

The helicopter service or the contractor in charge of a helicopter landing/lift-off, hoisting or lowering operations shall demonstrate financial responsibility of liability for damages arising from the landing/lift-off, hoisting or lowering operation by providing the code official with proof of insurance or other appropriate financial responsibility. The amount of financial liability shall be adequate for the payment of all damages which may be caused either to a person or persons, or to property by reasons of the permitted operation, and arising from any actions, or in-actions, of the permit holder, or the permit holder's, employees, agents, contractors or subcontractors.

Permit applications must include a description of the landing/lift-off operation or work to be performed and the safety precautions to be used. Forty-eight hours notice shall be provided before the landing/lift-off, hoisting or lowering operation is to begin.

Exceptions:

1. Emergency or precautionary landings.
2. Law enforcement or medical evacuation operations.
3. Other operations approved by the code official.

Section 105.6.49.1 add a new section. Insert:

105.6.49.1 Safety precautions. During all helicopter landing/lift-off, lifting or lowering operations, the following applicable safety precautions shall be followed:

The fire and police departments shall approve landing sites, if landings are necessary.

All materials or equipment to be lifted shall be brought as close as possible to the building or structure site by road vehicles.

The helicopter shall not carry equipment or materials lifted to or lowered from a building or structure over pedestrians, spectators, other buildings or vehicles.

When the operation involves setting or removing equipment or materials from or on an occupied building, the top 2 floors of the building shall not be occupied by anyone, other than individuals directly involved with the operation while the hoisting or lifting operation is in progress.

All flammable or combustible liquids brought to the site for refueling helicopters shall be stored, used and dispensed in accordance with Chapters 20 and 57of this code.

A fire department safety officer, or fire department safety team, must be present on the site during all helicopter landing/lift-off, lifting or lowering operations. The safety officer, or safety team, shall terminate the landing/lift-off or lift if weather conditions or other variables make the operation unsafe. The safety officer, or safety team, shall be provided radio communications with the helicopter pilot in the event safety conditions mandate evasive action.

Exceptions:

4. Emergency or precautionary landings.
5. Law enforcement or medical evacuation operations.

6. Other operations approved by the code official.

Section 108.1, 108.2 and 108.3 delete existing text. Insert:

108.1 Board of Appeals. Any person shall have the right to appeal a decision of the code official to the board of Building Appeals as provided under Section 112 of the Building Code of the City of Olivette as applicable. Procedures and requirements of appeals brought under this section shall be set forth in section 112 of the respective code.

Section 109.4 delete existing text. Insert:

109.4 Penalties. Any person who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the code official, or of a permit or certificate used under provisions of this code, shall be guilty of an ordinance violation punishable by a fine of not more than one thousand dollars ($1,000.00) or by imprisonment not exceeding ninety (90) days or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

Section 111.4 delete existing text. Insert:

111.4 Failure to comply. Any person who shall continue any work after having been served with a stop work order, except such work that a person is directed to perform to remove a violation or unsafe condition, shall be guilty of an ordinance violation and punished as provided in Section 109.3 of this code.

Section 114 add a new section as follows. Insert:

SECTION 114
UNSAFE CONDITIONS

114.1 General. Whenever the code official shall find in any structure or upon any premises dangerous or hazardous conditions or materials as follows, the code official shall order such hazardous conditions or materials to be removed or remedied in accordance with the provisions of this code:

1. Hazardous conditions liable to cause or contribute to the spread of fire in or on said premises or structure or endanger the occupants thereof;
2. Conditions that interfere with the efficiency or operation of any fire protection equipment or system;
3. Obstructions to or on fire escapes, stairs, passageways, doors or windows, that are liable to interfere with the egress of occupants or the operation of the fire department in case of fire;
4. Accumulations of dust or waste material in air-conditioning or ventilating systems or grease in kitchen or other exhaust ducts;
5. Accumulations of grease on kitchen cooking equipment, or oil, grease or dirt upon,

under or around any mechanical equipment;

6. Accumulations of rubbish, waste, paper, boxes, shavings or excessive storage of any combustible material;
7. Hazardous conditions arising from defective or improperly utilized or installed electrical wiring, equipment or appliances;
8. Hazardous conditions arising from defective or improperly installed equipment for handling or using combustible, explosive or otherwise hazardous materials;
9. Dangerous or unlawful amounts of combustible, explosive or otherwise hazardous materials; and
10. All equipment, materials, processes or operations that are in violation of the provisions or intent of this code.
11. Vehicles or equipment that impairs or obstructs fire department access to an occupied structure hindering or delaying fire department operations in case of an emergency.

Section 301.2 delete in its entirety. Insert:

301.2 Permits. Permits shall be required as set forth in Section 105.6 for the activities or uses regulated by Sections **303, 306, 307, 308.1.3, 308.1.6, 308.3 and 315.**

Section 303.2 delete in its entirety. Insert:

303.2 Location. Asphalt (tar) kettles shall not be located within 20 feet (6096 mm) of any combustible material, combustible building surface or any building opening and within a controlled area identified by the use of traffic cones, barriers or other approved means. Asphalt (tar) kettles and pots shall not be utilized inside of a building or structure. Roofing kettles and operating asphalt (tar) kettles shall not block means of egress, gates, roadways or entrances.

Section 303.10 add a new Section as follows. Insert:

303.10 Permits. Asphalt (tar) kettles shall not be used inside or on the roof of any building or structure without first obtaining a permit from the code official.

Section 303.10.1 add a new section as follows. Insert:

303.10.1 Safety precautions. All operations shall comply with the following safety precautions:

1. Fired asphalt (tar) kettles shall not be left unattended.
2. Torches or other flame-producing devices shall be fueled with LP gases only.
3. LP gas containers or cylinders shall be stored in accordance with Chapter 61 of this code and with NFPA 58 listed in Chapter 80 of this code.
4. Torches, flame-producing devices, containers, cylinders, regulators, hoses and other equipment must be designed and approved for the specific purpose intended.
5. LP gas containers or cylinders shall not be transported to the roof in elevators or exit stairways that are occupied by non-construction personnel.
6. Flames from the torch shall not impinge on combustible "Cant Strips" or other

combustible structural elements.

7. A firewatch shall be established and conducted in accordance with Section 3504.2 of this code. The firewatch person shall be provided with water hoses connected to an adequate water supply on the premises. The firewatch person shall remain on the premises and in position to observe residual fire effects at least one (1) hour after each use of the torch or flame-producing device.
8. Before a torching operation begins, the site shall be inspected and approved by the fire department. Where climatic, operational or construction conditions warrant specific inspections or observations, a fire department employee shall act as an additional firewatch.

Section 401.5 delete in its entirety. Insert:

401.5 Making false report. It shall be unlawful for any person to willfully or maliciously give, turn in, signal, transmit or cause to be made, a false alarm or report that a fire or medical emergency has occurred, or is in progress, by any action or means whatsoever, and said false alarm or report causes the unnecessary movement or use of fire department apparatus or personnel, or causes the evacuation of building occupants or the disruption of the building occupant's normal activities.

Section 403.1.1 add a new section as follows. Insert:

403.1.1 Information signs. An approved graphic display of evacuation routes and written information concerning basic evacuation procedures, including the location of the exit stairs, shall be posted in an approved location in all common hallways, in or near elevator lobbies, on all floor levels of all new and existing high rise buildings.

Section 5.3.3 delete in its entirety. Insert:

503.3 Marking. Fire lanes shall be a minimum of 20 feet in unobstructed width, a minimum turning radius capable of accommodating the largest fire apparatus of the City of Olivette Fire Department or any responding mutual aid fire apparatus and a minimum vertical clearance of 13 ½ feet.

All fire lanes shall be designated and marked as follows:

- The pavement in front of the curb and the top and face of the curb itself shall be so marked in the color red.
- Lettering on the pavement shall be marked in red and at least 12-inch letters.
- Lettering on pavement shall state NO PARKING FIRE LANE.
- Lettering on pavement shall be at 50-foot intervals.

Pole signs will also be needed and shall include:

- Signs at each corner.
- At 50 feet intervals for the entire length of the fire lane.
- Top of sign shall be a minimum of five (5) feet above grade.
- Signs shall be a minimum of twelve inches (12”) wide and eighteen inches (18”) high.

- The lettering on the sign shall be in upper-case, and be a minimum of two inches (2”) high, one and one half inches (1 ½”) wide and be red in color on a white background.
- There shall be a red border along the perimeter of the sign one half inch (1 ½”) in width.
- The wording on the sign shall read “NO PARKING FIRE LANE”.
- The signs shall be located not less than two feet (2”) from the edge of the pavement and not further than three feet (3’) from the edge of pavement.
- Signs may be mounted on columns or building if the fire lane is directly in front.

Designated fire lanes shall be maintained free of obstructions and vehicles.

All designated fire lane signs and/or markings shall be maintained in a clean and legible conditions at all times and replaced when necessary to ensure adequate visibility.

In areas deemed necessary by the Fire Chief, additional striping may be required on the parking surface. This marking shall be in red paint with slanted lines to indicate no parking in the space. The words “NO PARKING FIRE LANE” shall be marked in red paint within the marked area of pavement.

The Fire Chief may at his discretion, may modify these standards to accommodate special circumstances.

Section 503.3.1 add a new Section as follows. Insert:

503.3.1 Fire lanes. Fire lanes so legally designated by the chief of the fire department shall be posted with appropriate signs or markings as specified by the chief of the fire department so that the public will be aware of the existence of such fire lanes. In cases of fire lanes established on private property, the owner thereof, shall provide such signs or markings at his expense and in cases of fire lanes established on public property, the director of public works shall provide such signs or markings at the expense of the City of Olivette.

Section 503.7 add a new Section as follows. Insert:

503.7 Street obstructions: No person shall erect, construct, place or maintain any bumps, humps, fences, gates, chains, bars, pipes, wood or metal horse or any other type of obstruction in or upon any fire access road unless approved by the Olivette Fire Chief.

Section 507.4.1 add a new Section as follows. Insert:

507.4.1 Water flow tests: Water flow tests shall be conducted between the hours of 8:00 AM and 4:30 PM, Monday through Friday.

Section 507.7 add a new section as follows. Insert:

507.7 Public water supply. The fire prevention code official shall recommend to the chief administrative official of the municipality the location or relocation of new or

existing fire hydrants and the placement or replacement of inadequate water mains located upon public property and deemed necessary to provide an adequate fire flow and distribution pattern. A fire hydrant shall not be placed into or removed from service until approved by the fire prevention code official.

Section 507.7.1 add a new Section. Insert:

507.7.1 Color coding of public fire hydrants. All public fire hydrant barrels are to be painted yellow. All fire hydrant bonnets are to be painted as follows:

COLOR	WATER MAIN SIZE
Green	Twelve (12) inch and larger
Orange	Eight (8) and ten (10) inch
Red	Six (6) inch and smaller

Section 607.9 add a new section as follows. Insert:

607.9 Prohibited lockout systems, key-ways and devices. Elevator service shall be provided for fire department emergency access to all floors in all high rise buildings. The use of security lockout systems, key operated floor selection buttons or other key-ways or other devices which are not automatically rendered inoperative by the fire sensing devices or the key-operated fire service master switch is prohibited. Walls, security bars, equipment, or storage may not obstruct access to any building level from any elevator.

Section 806.1.1 delete in its entirety, including exception. Insert:

806.1.1 Restricted occupancies. Natural cut trees shall be prohibited in Group A, B, E, I-1, I-2, I-3, I-4, M, R-1, R-2 and R-4 occupancies.

Exception:

Trees located in areas protected by an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2 shall not be prohibited in Groups A, B, E, M, R-1 and R-2.

Section 901.6.2 delete in its entirety. Insert:

901.6.2 Records. Records of all system inspections, tests and maintenance required by the referenced standards shall be maintained on the premises for a minimum of 3 years. If the required testing frequency is greater than 3 years, records must be kept for the number of years of the testing frequency plus 3 years. All records shall be made available to the code official upon request.

Section 901.6.2.1 delete in its entirety. Insert:

901.6.2.1 Records information. Accurate logs shall be maintained indicating the number, location and type of device tested. Any defect, modification, maintenance, inspection, testing or repair shall be logged. Initial records shall include the name of the installation contractor, type of components installed, manufacturer of the components, location and number of components installed per floor. Records shall also include the

manufacturers' operation and maintenance instruction manuals. Such records shall be maintained on the premises.

Section 901.6.3 add a new section as follows. Insert:

901.6.3 High-rise standpipe tests. In addition to the standards listed in Table 901.6.1, standpipe flow tests approved by the code official shall be conducted in accordance with NFPA 25 listed in Chapter 80 on standpipe systems in all high-rise buildings every 2 years. The flow shall not be less than the flow demands required at the time of installation, or not less than 200 GPM at the topmost hose outlet while maintaining a residual pressure of 50 psi, whichever is the higher demand. At the time of the test, all control valves, including those inside hose cabinets, shall also be operated and tested to insure proper operation of the valves. The results of the tests must be submitted to the code official and also must be entered into the log book.

Section 912.4.4 add a new section as follows. Insert:

912.4.4 No parking areas at fire department connections: When fire department connections are located in an area where vehicles may be parked or standing, said parking or standing shall be restricted for ten (10) feet in each direction from the fire department connection.

Section 903.4.2.1 add a new section as follows. Insert

Section 903.4.2.1 Alarm. The alarm for the sprinkler system shall be an approved UL horn and strobe for exterior use. This will be located above the fire department connection. Location will be approved by the fire marshal.

Section 903.4.3.1 add a new Section as follows. Insert:

903.4.3.1 Control valves. At the discretion of the Olivette Fire Chief additional floor control valves controlling flow to sprinklers in circulating closed loop systems may be required and shall comply with NFPA 13.

Section 907.6.3.2 add a new section as follows. Insert:

907.6.3.2 Detector indicators. Smoke detectors or duct detectors located above a ceiling or behind a wall must be provided with a remote indicating device in an approved location at the ceiling or wall to indicate the location of the device.

Exception: Where approved by the code official.

Section 912.8 add a new section as follows. Insert

Section 912.8 Fire department connection. The Olivette Fire Department requires installation of *"The Olivette Connection"* which consists of a single 5" Storz and a single 2 ½" Siamese FDC on all sprinklers and standpipes. The 5" Storz connection shall measure 30-40 inches from the finished grade and project *downward* at a 45-

degree angle. An UL approved exterior horn and strobe will also be installed. The installer shall consult the Fire Department for the location of the Fire Department Connection and any questions concerning its installation and approval.

Section 1009.12 add a new section as follows. Insert:

1009.12 Maintenance. The means of egress from each part of the structure, including exits, stairways, egress doors and any panic hardware installed thereon, aisles, corridors, passageways and similar elements of the means of egress, shall at all times be maintained in a safe condition and available for immediate utilization and free of all obstructions.

Section 2304.3.8 add a new section. Insert:

2304.3.8 Fire suppression system. The dispensing area (pump islands, canopy and adjacent ground area) shall be provided with an approved fire suppression system.

Section 5003.5.2 add a new section as follows: Insert:

5003.5.2 Hazard signals required. Any occupancy required by this code and/or state law to provide material safety data sheets, shall provide visible markings on the outside of buildings, rooms and containers where hazardous substances are present. These markings shall be in a location approved by the code official. These markings shall conform to the NFPA 704 marking system or with other federal laws or regulations, or in the case of containers, may as an option comply with Safety and Health Administration Hazard Communication Rule, 29 CFR 1910.1200(f). To avoid duplication of markings, marking requirements of the United States Department of Transportation shall satisfy the requirements in regard to motor vehicles, rolling stock and aircraft.

Section 5003.5.3 add a new section as follows:

5003.5.3 Main entrance. Where required by Section 5003.5, all buildings shall have a placard located on the main entry door a minimum of 18" from the bottom edge of the door. This placard shall have a minimum dimension of 5". This placard is not required to be lettered or numbered.

Section 5003.5.4 add a new section as follows:

5003.5.4 Other doors. All other doors shall have a placard with a minimum dimension of 10" located in an approved location that identifies the worst hazard category of the product(s) in that area. This placard shall be provided with numerals in accordance with Section 5003.5.5.

Section 5003.5.5 add a new section as follows:

5003.5.5 Signal size. The exterior markings of buildings or site entrances where materials are stored shall have a minimum signal size of 4". All numbers/letters shall be reflective.

Section 5601.2.4 delete in its entirety. Insert:

5601.2.4 Financial responsibility. Before a permit is issued, as required by Section 5601.2, the applicant shall file with the jurisdiction a corporate surety bond in the principal sum of $2,000,000 or a public liability insurance policy for the same amount, for the purpose of the payment of all damages to persons or property which arise from, or are caused by, the conduct of any act authorized by the permit upon which any judicial judgment results. The fire code official is authorized to specify a greater or lesser amount when, in his or her opinion, conditions at the location of use indicate a greater or lesser amount is required. Government entities shall be exempt from this bond requirement.

Section 5704.2.13.1.4 delete in its entirety.

Section 5704.3.3.11 add a new section as follows:

5704.3.3.11 Storage cabinets. Unless otherwise mandated by this code, all flammable and combustibles must be stored in an approved flammable liquids storage cabinet. Cabinet doors must be kept closed.

SECTION 2. SAVINGS CLAUSE.

That nothing in this Ordinance or in the Fire Prevention Code hereby adopted shall be construed to affect any suit or proceeding pending in any Court, or any rights acquired or liability incurred, or any cause or causes of action acquired or existing under any act or Ordinance hereby repealed, as cited in Section 2; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

SECTION 3. VALIDITY.

If any Section, subsection, provision, sentence, clause or phrase of this Ordinance or of the ICC International Fire Code/2015, First Edition, is for any reason, held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of this Ordinance or of said Code, and the City of Olivette of St. Louis County, Missouri, hereby declares that it would have passed the same, even though such portions so held to unconstitutional had not been included therein.

Olivette

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CITY COUNCIL AGENDA SUBMISSION
June 28, 2016

Agenda Item:

Bill #2812 – An Ordinance amending Section 600.080 of the Municipal Code of the City of Olivette by Enacting an Exception to the Requirement of Obtaining a Criminal Background Check for the Issuance of a Liquor License - First Reading

Description:

The proposed ordinance amendment clarifies that background checks on persons currently holding a liquor license and requesting a special event or tasting license will be at the discretion of the Police Chief.

Recommended Action:

Hold the First Reading

Attachments:

1. Bill #2812

Funding Request: None.

Submitted by:

Barbara Sondag
CITY MANAGER

BILL NO. 2812 **ORDINANCE NO. ____**

AN ORDINANCE AMENDING SECTION 600.080 OF THE MUNICIPAL CODE OF THE CITY OF OLIVETTE BY ENACTING AN EXCEPTION TO THE REQUIREMENT OF OBTAINING A CRIMINAL BACKGROUND CHECK FOR THE ISSUANCE OF A LIQUOR LICENSE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF OLIVETTE, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS

SECTION 1. Section 600.070 of the Municipal Code of the City of Olivette is hereby amended by the enactment of a new Subsection 600.070(f), to read as follows:

CHAPTER 600. LIQUOR CONTROL

ARTICLE I. IN GENERAL

Section 600.070. Investigation required; council determination; renewals.

* * * * *

(f) Notwithstanding anything herein to the contrary, an applicant who is licensed by the city to sell intoxicating liquor, whether in the original package or by the drink, and who is otherwise qualified for the permit sought, shall not be subject to a criminal background check for a tasting permit or a special event permit unless the chief of police reasonably determines that a criminal background check is necessary.

SECTION 2. This ordinance shall become effective from and after its enactment according to law.

ENACTED THIS _____ DAY OF _____ 2016.

_____
MAYOR RUTH SPRINGER

ATTEST:

_____
MYRA G. BENNETT, CMC/MPCC
CITY CLERK

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CITY COUNCIL AGENDA SUBMISSION
June 28, 2016

Agenda Item:

Furniture Bid for City Center Furniture

Description:

The Council is asked to authorize the City Manager to enter into an agreement with Professional Office Environments (POE) Incorporated for purchase, delivery and installation of new furniture for the City Center. In addition the contract also covers disassembly of existing workstations, moving, and re-assembly. Total costs not to exceed $237,635.

Recommended Action:

Motion to authorize the City Manager to enter into an agreement with Professional Office Environments Inc for purchase, delivery, and installation of new furniture and disassembly, delivery, and re-assembly of existing work stations at the new City Center, at a cost not to exceed $237,635.
This bid came in under budget by approximately $70,000.

Attachments:

1. Cover letter from Archimages
2. Bid documents

Funding Request: Fund 26

Submitted by:

Barbara Sondag
CITY MANAGER

Archimages
architecture | interiors

Michael Hodges
Archimages, Inc.
143 W. Clinton Place
S.t Louis, MO 63122

June 24, 2016

Barbara Sondag
City Manager
City of Olivette
9473 Olive Boulevard
Olivette, MO 63132

Dear Barbara Sondag:

Archimages, Inc. has reviewed the final proposal submitted on 05/20/16 by POE (Professional Office Environments) and has verified that the submittal attached has met all design standards, program qualifications and required quality and content of the new furniture for the new municipal center. Archimages, Inc. recommends that the City of Olivette should enter into a contract with POE based on the attached schedule of values.

Sincerely,

Michael Hodges, NCIDQ, IIDA
Registered Interior Designer, State of Missouri
Registered Interior Designer, State of Illinois

cc: File

CITY OF OLIVETTE RFP SUBMITTAL

6.28.2016

Location	Item Number	Qty	Vendor	Description	Part Number	Finish	SUB	UNIT Sell Price	EXTENDED Sell Price	Fabric Notes
107	ITEM 1	1	HAWORTH	ZODY TASK CHAIR	SZT-20-712EA		N	$622	$622.42	Grade F
110	ITEM 1	7	HAWORTH	ZODY TASK CHAIR	SZT-20-712EA		N	$622	$4,356.94	
114	ITEM 1	1	HAWORTH	ZODY TASK CHAIR	SZT-20-712EA		N	$622	$622.42	
150	ITEM 1	2	HAWORTH	ZODY TASK CHAIR	SZT-20-712EA		N	$622	$1,244.84	
198	ITEM 1	1	HAWORTH	ZODY TASK CHAIR	SZT-20-712EA		N	$622	$622.42	
124	ITEM 2A	12	HIGHMARK	INTOUCH HIGH PERF ARMLESS TASK CHAIR	207 R1 N/A W25		N	373.60	$4,483.20	GRADE E
236	ITEM 2A	14	HIGHMARK	INTOUCH HIGH PERF ARMLESS TASK CHAIR	207 R1 N/A W25		N	373.60	$5,230.40	GRADE E
257	ITEM 2A	1	HIGHMARK	INTOUCH HIGH PERF ARMLESS TASK CHAIR	207 R1 N/A W25		N	373.60	$373.60	GRADE E
252	ITEM 2A	1	HIGHMARK	INTOUCH HIGH PERF ARMLESS TASK CHAIR	207 R1 N/A W25		N	373.60	$373.60	GRADE E
253	ITEM 2A	1	HIGHMARK	INTOUCH HIGH PERF ARMLESS TASK CHAIR	207 R1 N/A W25	ERGO FEATURES, CARPET CASTERS	N	373.60	$373.60	GRADE E
134	ITEM 2B	2	HIGHMARK	INTOUCH HIGH PERF ARMLESS TASK CHAIR	207 R1 N/A	HARD FLOOR CASTERS	N	361.60	$723.20	GRADE E
108	ITEM 3	6	OFS	ARISE HIGHBACK CONFERENCE CHAIR	75017		N	786.59	$4,719.55	COM MID GRADE (priced at Grade 5)
2	ITEM 4	48	SIT ON IT	ROWDY STACK CHAIR	711-19 92SC A0 CGR GG5 SCxx	SLED BASE, ARMLESS, GLIDES, GANG	N	63.24	$3,035.52	
3	ITEM 4	48	SIT ON IT	ROWDY STACK CHAIR	711-19 92SC A0 CGR GG5 SCxx	SLED BASE, ARMLESS, GLIDES, GANG	N	63.24	$3,035.52	
5	ITEM 4	24	SIT ON IT	ROWDY STACK CHAIR	711-19 92SC A0 CGR GG5 SCxx	SLED BASE, ARMLESS, GLIDES, GANG	N	$63	$1,517.76	
196	ITEM 4	102	SIT ON IT	ROWDY STACK CHAIR	711-19 92SC A0 CGR GG5 SCxx	SLED BASE, ARMLESS, GLIDES, GANG	N	$63	$6,450.48	
198	ITEM 4	2	SIT ON IT	ROWDY STACK CHAIR	711-19 92SC A0 CGR GG5 SCxx	SLED BASE, ARMLESS, GLIDES, GANG	N	$63	$126.48	
209	ITEM 4	1	SIT ON IT	ROWDY STACK CHAIR	711-19 92SC A0 CGR GG5 SCxx	SLED BASE, ARMLESS, GLIDES, GANG	N	$63	$63.24	
210	ITEM 4	1	SIT ON IT	ROWDY STACK CHAIR	711-19 92SC A0 CGR GG5 SCxx	SLED BASE, ARMLESS, GLIDES, GANG	N	$63	$63.24	
240	ITEM 4	1	SIT ON IT	ROWDY STACK CHAIR	711-19 92SC A0 CGR GG5 SCxx	SLED BASE, ARMLESS, GLIDES, GANG	N	$63	$63.24	
244	ITEM 4	1	SIT ON IT	ROWDY STACK CHAIR	711-19 92SC A0 CGR GG5 SCxx	SLED BASE, ARMLESS, GLIDES, GANG	N	$63	$63.24	
249	ITEM 4	4	SIT ON IT	ROWDY STACK CHAIR	711-19 92SC A0 CGR GG5 SCxx	SLED BASE, ARMLESS, GLIDES, GANG	N	$63	$252.96	
5	ITEM 5	3	SIT ON IT	ROWDY CHAIR STACKER CART	CART	HOLDS UP TO 40 STACKED CHAIRS	N	164.92	$494.76	
196	ITEM 5	3	SIT ON IT	ROWDY CHAIR STACKER CART	CART	HOLDS UP TO 40 STACKED CHAIRS	N	164.92	$494.76	
111	ITEM 6	1	HAWORTH	ZODY TASK CHAIR	SZT-20-712EA		N	$622	$622.42	
115	ITEM 7	1	HAWORTH	ZODY TASK CHAIR	SZT-20-712EA PM-P	MID BACK, CARPET CASTERS, ALUM BASE, ERGO FEATURES, PNEUMATCI SYNCHRO CONTROL, LUMBAR SUPPORT	N	1,726.67	$1,726.67	GRADE F
233	ITEM 8	1	HIGHMARK	INTOUCH HIGH PERF ARMLESS TASK CHAIR	207 R1 N/A B12 W25	HIGH PERF, ALUM BASE, CARPET CASTERS, ARMLESS, PNEUMATIC SYNCRO	N	413.60	$413.60	GRADE E
258	ITEM 9	1	HIGHMARK	INTOUCH HIGH PERF ARMLESS TASK CHAIR	207 R1 N/A B12 W25	HIGH PERF, ALUM BASE, CARPET CASTERS, ARMLESS, PNEUMATIC SYNCRO	N	413.60	$413.60	GRADE E
196.1	ITEM 10	9	OFS	ARISE HIGHBACK CONFERENCE CHAIR - DAIS	75017	HIGH BACK SWIVEL POLISHED METAL LOOP ARMS, UPH. ARM CAPS, ALUM BASE, HOODED CARPET CASTERS	N	786.59	$7,079.33	COM MID GRADE (priced at Grade 5)

195	ITEM 11	12	OFS	ARISE HIGHBACK CONFERENCE CHAIR - ANTE	75017	HIGH BACK SWIVEL POLISHED METAL LOOP ARMS, UPH. ARM CAPS, ALUM BASE, HOODED CARPET CASTERS	N	786.59	$9,439.10	COM MID GRADE (priced at Grade 5)
195	ITEM 12	1	NEVINS	CUSTOM QUARTZ TOP WITH NEVINS OPUS COLLECTION BASE; 48X150", BOAT SHAPE TOP, THREE CURVED PERFORATED METAL BASES, WATERFALL EDGE, POWER PORT (1) - ANTE	BA4844AOPOP01130 RC1 PA101 N	CAMBRIA QUARTZ - ARMITAGE	N	$10,804	$10,804.44	
193	ITEM 13	4	FIRST OFFICE	INTERMIX 42X42" SQUARE COLLABORATIVE CONF. TABLE	CC-K4242ST MCB-28	SQUARE, LAM TOP, TMOLD EDGE, 30" METAL DISC BASE	N	441.80	$1,767.20	
189	ITEM 14	3	EVERYDAY OFFICE	18X72" TRAINING TABLES, 4 LEGS, MOBILE,	FTPE1G29RCW1872A	LAM TOP, T MOLD EDGE, METAL LEGS	N	$307	$920.00	
189	ITEM 15	2	EVERYDAY OFFICE	18X60" TRAINING TABLES, 4 LEGS, MOBILE,	FTPE1G29RCW1872A	LAM TOP, T MOLD EDGE, METAL LEGS	N	283.33	$566.67	
144	ITEM 16	1	FIRST OFFICE	96X42 CUSTOM SOLID SURFACE TOP W/INTERMIX BASE	CC-K9642RT MCB-28	(2) METAL CIRCULAR BASES, CORIAN SOLID SURFACE; SILT/WATERFALL	N	2,766.98	$2,766.98	
144	ITEM 17	4	KFI	METAL BAR STOOL/ ALUMINUM FRAME	BR5210	MATTE FINISH, METAL BACK & SEAT	N	217.20	$868.80	
115	ITEM 18	1	Haworth	Masters Series	VARIES	WOOD LAM TOPS & STORAGE	Y	2,015.00	$2,015.00	
111	ITEM 19	1	Haworth	Masters Series	VARIES	WOOD LAM TOPS & STORAGE	Y	2,500.00	$2,500.00	
233	ITEM 20	1	Haworth	Masters Series	VARIES	WOOD LAM TOPS & STORAGE	Y	2,015.00	$2,015.00	
258	ITEM 21	1	Haworth	Masters Series	VARIES	WOOD LAM TOPS & STORAGE	Y	2,015.00	$2,015.00	
113	ITEM 22	1	Haworth	Masters Series	VARIES	WOOD LAM TOPS & STORAGE	Y	2,050.00	$2,120.00	
114	ITEM 23	1	Haworth	Masters Series	VARIES	WOOD LAM TOPS & STORAGE	Y	1,750.00	$1,750.00	
115	ITEM 24	1	HAWORTH	PLANES ROUND 36" CONF. TABLE w/DISC BASE	TARN-3636-LVSNDN4A	LAM TOP, METAL DISC BASE	Y	292.78	$292.78	
233	ITEM 25	1	HAWORTH	PLANES ROUND 42" CONF. TABLE w/DISC BASE	TARN-4242-LVSNDN4A	LAM TOP, METAL DISC BASE	Y	346.41	$346.41	
258	ITEM 25	1	HAWORTH	PLANES ROUND 42" CONF. TABLE w/DISC BASE	TARN-4242-LVSNDN4A	LAM TOP, METAL DISC BASE	Y	346.41	$346.41	
111	ITEM 26	1	OFS	SHIMMER GUEST CHAIR	39037 XXX	HIGH POLISHED CHROME FRAME, WOOD BACK, SOLID HARD WOOD ARMS, WOOD FINISH TBD	N	572.19	$572.19	COM - MOMENTUM EDISON - TUNGSTEN
112	ITEM 26	2	OFS	SHIMMER GUEST CHAIR	39037 XXX	HIGH POLISHED CHROME FRAME, WOOD BACK, SOLID HARD WOOD ARMS, WOOD FINISH TBD	N	572.19	$1,144.38	COM - MOMENTUM EDISON - TUNGSTEN
113	ITEM 26	2	OFS	SHIMMER GUEST CHAIR	39037 XXX	HIGH POLISHED CHROME FRAME, WOOD BACK, SOLID HARD WOOD ARMS, WOOD FINISH TBD	N	572.19	$1,144.38	COM - MOMENTUM EDISON - TUNGSTEN
114	ITEM 26	1	OFS	SHIMMER GUEST CHAIR	39037 XXX	HIGH POLISHED CHROME FRAME, WOOD BACK, SOLID HARD WOOD ARMS, WOOD FINISH TBD	N	572.19	$572.19	COM - MOMENTUM EDISON - TUNGSTEN
115	ITEM 26	4	OFS	SHIMMER GUEST CHAIR	39037 XXX	HIGH POLISHED CHROME FRAME, WOOD BACK, SOLID HARD WOOD ARMS, WOOD FINISH TBD	N	572.19	$2,288.76	COM - MOMENTUM EDISON - TUNGSTEN
233	ITEM 27A	4	HAWORTH	ZODY GUEST CHAIR	SZG-2W-1 K	4 LEG, WOOD BACK, UPH SEAT, W/ARMS, WOOD/METAL FINISH TBD, FELT GLIDES	N	334.18	$1,336.72	COM - MOMENTUM ROW - NIGHTFALL
258	ITEM 27B	4	HAWORTH	ZODY GUEST CHAIR	SZG-2W-1 H	4 LEG, WOOD BACK, UPH SEAT, W/ARMS, WOOD/METAL FINISH TBD, PLASTIC GLIDES	N	334.18	$1,336.72	COM - MOMENTUM ROW - NIGHTFALL
198	ITEM 28	1	HAWORTH	X SERIES DESK SHELL	JDSL-3060-JFFSDN	LAM TOP, MODESTY PANEL, STEEL END PANELS	N	502.23	$502.23	
108	ITEM 29	1	NEVINS	CUSTOM QUARTZ TOP WITH NEVINS OPUS COLLECTION BASE; 48X96", BOAT SHAPE TOP, TWO OVAL PERFORATED METAL BASES, WATERFALL EDGE	BA4896AOPOP01030 RC1 PA101	CAMBRIA QUARTZ - ARMITAGE	N	$5,880	$5,880.00	

124	ITEM 30	1	NEVINS	CUSTOM QUARTZ TOP W/NEVINS OPUS COLLECTION BASE, 48X150" BOAT SHAPE TOP, THREE OVAL PERFORATED METAL BASES, WATERFALL EDGE, INCLUDE (2) POWER PORTS	BA4844AOPOP01130 RC1 PA101 MGA	CAMBRIA QUARTZ - ARMITAGE	N	$10,938	$10,937.78	
236	ITEM 31A	5	EVERYDAY OFFICE	30X60 MOBILE TRAINING TABLE, 4 LEGS	FTPE1C29RCW3060A	LAM TOP, T MOLD EDGE, METAL LEGS	N	$292	$1,460.00	
196	ITEM 31B	2	EVERYDAY OFFICE	30X60 MOBILE TRAINING TABLE, 4 LEGS W/ MODESTY PANEL**	FTPE1C29RCW3060A	LAM TOP, T MOLD EDGE, METAL LEGS	N	383.00	$766.00	ADDED MODESTY
173.1	ITEM 32	1	NORIX	FLOOR MOUNTED METAL STOOL	S561-120	EXTREME DURABILITY ARMLESS STOOL, BOLT DOWN, #4 FINISH	N	94.44	$94.44	
173.2	ITEM 32	1	NORIX	FLOOR MOUNTED METAL STOOL	S561-120	EXTREME DURABILITY ARMLESS STOOL, BOLT DOWN, #4 FINISH	N	94.44	$94.44	
178	ITEM 33	2	KFI	METAL SIDE CHAIR - INTERROGATION ROOM, EXTREME DURABILITY	5210	ALUMINUM FRAME & SEAT, MATTE FINISH, NYLON GLIDES	N	$162	$324.00	
250	ITEM 33	2	KFI	METAL SIDE CHAIR - INTERROGATION ROOM, EXTREME DURABILITY	5210	ALUMINUM FRAME & SEAT, MATTE FINISH, NYLON GLIDES	N	$162	$324.00	
178	ITEM 34	1	NORIX	MADERA SERIES EXTREME DURABILITY TABLE	TML3636	SOLID SURFACE TOP TBD, BULLNOSE/RADIUS EDGES, 4 STEEL TUBE LEGS, STEEL MOUNTING PLATES	N	$470	$470.00	
250	ITEM 34	1	NORIX	MADERA SERIES EXTREME DURABILITY TABLE	TML3636	SOLID SURFACE TOP TBD, BULLNOSE/RADIUS EDGES, 4 STEEL TUBE LEGS, STEEL MOUNTING PLATES	N	470.00	$470.00	
254	ITEM 35	1	NORIX	HARMONY LOVE SEAT	LC-1X	POLY ARM CAPS - RAVEN; NYLON FEET (RAVEN); CLEAN OUT BACK, CLOSED BOTTOM PANEL, HIGH PERF. UPH	N	1,916.44	$1,916.44	COM - MOMENTUM ARMS & BACK = EDISON - TUNGSTEN SEAT = ROW - NIGHTFALL
254	ITEM 36	2	NORIX	HARMONY LOUNGE CHAIR	LA-1X	POLY ARM CAPS - RAVEN; NYLON FEET (RAVEN); CLEAN OUT BACK, CLOSED BOTTOM PANEL, HIGH PERF. UPH	N	1,276.55	$2,553.10	COM - MOMENTUM ARMS & BACK = EDISON - TUNGSTEN SEAT = ROW - NIGHTFALL
254	ITEM 37	1	CAROLINA	X OCCASIONAL TABLES, 24X24" SQUARE W/ 3" PLINTH BASE	815-24x24-20	LAMINATE TBD, 3"PLINTH BASE	N	515.60	$515.60	
106	ITEM 38A	2	JASPER GROUP	FOCUS LOUNGE CHAIR	F04466 M	UPH SEAT & BACK, WOOD FRAME TBD, ARCTIC SILVER LEGS	N	$1,359	$2,717.00	COM - D.L. COUCH SOURCE ONE CITYSCAPE - COCO URC-CC-06
106	ITEM 38B	1	JASPER GROUP	FOCUS LOUNGE CHAIR	F04466 M	UPH SEAT & BACK, WOOD FRAME TBD, ARCTIC SILVER LEGS	N	$1,327	$1,327.28	COM - ARC COM ODYSSEY - PEBBLE #1 AC-61780
106	ITEM 39	1	NEVINS	LIV OCCASIONAL TABLE 17X17" 18"H		FINISHED TO MATCH LIV BENCHES	N	$1,209	$1,208.89	
1	ITEM 40	2	NEVINS	LIV BENCH 64"L X 17"D; 19.5"H	B49-G	3 CUSHION W/HARD SURFACE AREA, HAND MATCH FABRIC PATTERN CUSHION TO CUSHION, METL LEG W/WOOD END PANEL, METAL AND WOOD FINISH TBD	N	$2,258	$4,516.92	COM - ARC COM THE PLAID - STONE #1 AC-61610 EXCEEDS 150,000 DOUBLE RUBS
106	ITEM 40	2	NEVINS	LIV BENCH 64"L X 17"D; 19.5"H	B49-G	3 CUSHION W/HARD SURFACE AREA, HAND MATCH FABRIC PATTERN CUSHION TO CUSHION, METL LEG W/WOOD END PANEL, METAL AND WOOD FINISH TBD	N	$2,258	$4,516.92	COM - ARC COM THE PLAID - STONE #1 AC-61610 EXCEEDS 150,000 DOUBLE RUBS

204	ITEM 40	1	NEVINS	LIV BENCH 64"L X 17"D; 19.5"H	B49-G	3 CUSHION W/HARD SURFACE AREA, HAND MATCH FABRIC PATTERN CUSHION TO CUSHION, METL LEG W/WOOD END PANEL, METAL AND WOOD FINISH TBD	N	$2,258	$2,258.46	COM - ARC COM THE PLAID - STONE #1 AC-61610 EXCEEDS 150,000 DOUBLE RUBS
106	ITEM 41A	1	PETER PEPPER	MINI MINT TACK ENCLOSED TACKBOARD 48W x 30"H x 2"D	MMDRA483002	ALUM FRAME, GLASS ENCLOSED SLIDING DOOR, FABRIC BACK PANEL TBD	N	892.78	$892.78	
106	ITEM 41B	1	PETER PEPPER	MINI MINT TACK ENCLOSED TACKBOARD 36W x 48"H x 2"D	MMDRA364802	ALUM FRAME, GLASS ENCLOSED SLIDING DOOR, FABRIC BACK PANEL TBD	N	964.44	$964.44	
209	ITEM 42	2	HAWORTH	WRIGHT COLLECTION BEDSIDE CABINET	HE530-BDD-LNx (L OR R FOR SWIN	WOOD NIGHTSTAND W/ LAM TOP	N	321.91	$643.82	
210	ITEM 42	2	HAWORTH	WRIGHT COLLECTION BEDSIDE CABINET	HE530-BDD-LNx (L OR R FOR SWIN	WOOD NIGHTSTAND W/ LAM TOP	N	321.91	$643.82	
211	ITEM 42	2	HAWORTH	WRIGHT COLLECTION BEDSIDE CABINET	HE530-BDD-LNx (L OR R FOR SWIN	WOOD NIGHTSTAND W/ LAM TOP	N	321.91	$643.82	
212	ITEM 42	2	HAWORTH	WRIGHT COLLECTION BEDSIDE CABINET	HE530-BDD-LNx (L OR R FOR SWIN	WOOD NIGHTSTAND W/ LAM TOP	N	321.91	$643.82	
213	ITEM 42	2	HAWORTH	WRIGHT COLLECTION BEDSIDE CABINET	HE530-BDD-LNx (L OR R FOR SWIN	WOOD NIGHTSTAND W/ LAM TOP	N	321.91	$643.82	
215	ITEM 42	2	HAWORTH	WRIGHT COLLECTION BEDSIDE CABINET	HE530-BDD-LNx (L OR R FOR SWIN	WOOD NIGHTSTAND W/ LAM TOP	N	321.91	$643.82	
222	ITEM 42	2	HAWORTH	WRIGHT COLLECTION BEDSIDE CABINET	HE530-BDD-LNx (L OR R FOR SWIN	WOOD NIGHTSTAND W/ LAM TOP	N	321.91	$643.82	
223	ITEM 42	2	HAWORTH	WRIGHT COLLECTION BEDSIDE CABINET	HE530-BDD-LNx (L OR R FOR SWIN	WOOD NIGHTSTAND W/ LAM TOP	N	321.91	$643.82	
209	ITEM 43	3	BRILL COMPANY	LIFESPACE PLATFORM BED EXTRA LONG TWIN BED BUG FREE MATTRESS, BOXSPRING, FRAME, HEADBOARD, FOOTBOARD	BBF01		N	423.33	$1,270.00	
2	ITEM 45	1	PETER PEPPER	WHEELIES LECTERN W/ (2) ADJUSTABLE SHELVES, METAL PEN & PAPER STOP, AND LOCKING CASTERS ; 20"W x 16"D x 44"H	7935	BLACK TOP FINISH, COOL GREY PANEL FINISH	N	504.44	$504.44	
5	ITEM 46	12	NATIONAL PUBLIC SEATING	30X72" BLOW MOLDED FOLDING TABLES W/ METAL LEGS & 1000 WEIGHT CAPACITY	BT3072	PREMIUM LIGHTWEIGHT PLASTIC TOP WITH METAL LEGS	N	60.10	$721.20	
5	ITEM 47	1	NATIONAL PUBLIC SEATING	FOLDING TABLE CART TO HOLD 12 TABLES, 660LB CAPACTIY	DY3072	POWDER COATED STEEL	N	144.16	$144.16	
110	ITEM 48	2	SAFCO	PLAN MASTER HEIGHT ADJUSTABLE DRAFTING TABLE W/ PENCIL LEDGE; 43"W x 33"D x 29.5-37.5"H	3957 3948	BLACK STEEL BASE, WHITE TOP	N	417.50	$835.00	
110	ITEM 49	2	SAFCO	MOBILE ROLL FILE - 21 COMPARTMENT, 30"W x 16"D x 29.25"H	3043	LAMINATE ON CASTERS	N	213.50	$427.00	
120	ITEM 50	1	SAFCO	METAL FLAT FILE STORAGE w/5 DRAWERS, BASE INCLUDED, 53 3/4"W x 41 1/2" D x 16 1/2"H; HOLDS 36X48" DOCS	4998GRR	LIGHT GRAY	N	$1,146	$1,146.00	
114	ITEM 51	2	HAWORTH	X SERIES LATERAL FILE CABINET, 5D 42"W x18"	JLPD-0542-SJ	TBD	N	$761	$1,521.52	
111	ITEM 52	2	HAWORTH	X SERIES LATERAL FILE CABINET, 5D 42"W x18"	JLPD-0542-SJ	*NOT 48"W	N	$761	$1,521.52	
150	ITEM 52	1	HAWORTH	X SERIES LATERAL FILE CABINET, 5D 42"W x18"	JLPD-0542-SJ	*NOT 48"W	N	$761	$760.76	
122	ITEM 52	3	HAWORTH	X SERIES LATERAL FILE CABINET, 5D 42"W x18"	JLPD-0542-SJ	*NOT 48"W	N	$761	$2,282.28	
168	ITEM 53	1	HAWORTH	X SERIES LATERAL FILE CABINET, 3D 36"W x18"	JLPD-0336-SJ	TBD	N	$431	$430.61	
110	ITEM 54	4	HAWORTH	COMPOSE			N	$3,160	$12,640.00	
112	ITEM 55	2	HAWORTH	COMPOSE			N	$1,593	$3,186.00	
110	ITEM 56	3	HAWORTH	COMPOSE			N	$2,168	$6,504.00	
2	ITEM 57	1	PETER PEPPER	FIBERGLASS RECYCLING CENTER 36"W x 32"H x 16"D	1035	W/LINER, COLOR TBD	N	$1,794	$1,793.89	
3	ITEM 57	1	PETER PEPPER	FIBERGLASS RECYCLING CENTER 36"W x 32"H x 16"D	1035	W/LINER, COLOR TBD	N	$1,794	$1,793.89	
193	ITEM 57	1	PETER PEPPER	FIBERGLASS RECYCLING CENTER 36"W x 32"H x 16"D	1035	W/LINER, COLOR TBD	N	$1,794	$1,793.89	
EXTERIOR	ITEM 58	3	LANDSCAPE FORMS	35 STAY BENCH; METAL BENCH w/BACK, INSTALL w/TAMPER RESISTANT MECHANICAL FASTENERS		SILVER METALLIC FINISH	N	$1,169	$3,508.33	
EXTERIOR	ITEM 58	3	LANDSCAPE FORMS	35 STAY BENCH PAVER ADAPTER			N	$83	$247.50	

EXTERIOR	ITEM 59	2	PETER PEPPER	TILT RECEPTACLE 20"D x 47"H w/SECURITY MOUNT/WEIGHTS IN BASE	TL-S	STAINLESS STEEL w/BLACK TOP	N	$1,276	$2,552.22	
106	ITEM 60	4	MAGNUSON GROUP	CREPE PLANTER			N	$1,164	$4,655.56	
106	ITEM 62	1	PETER PEPPER	TILT RECEPTACLE 20"D x 47"H	TL-S	STAINLESS STEEL w/BLACK TOP	N	$1,246	$1,246.11	
204	ITEM 62	1	PETER PEPPER	TILT RECEPTACLE 20"D x 47"H	TL-S	STAINLESS STEEL w/BLACK TOP	N	$1,246	$1,246.11	
108	ITEM 63	1	PETER PEPPER	WHEELIES HOSPITATLITY CART w/ CASTERS, 33.75"W x 20"D x42"H	7970	AVONITE STAR SHINE TOP, BLACK DOOR & PANEL	N	$1,563	$1,562.78	
4	ITEM 64	1	RUBBERMAID	UTILITY CART w/ ENCLOSED END PANELS	FG 3355-88 PLAT	PLATINUM	N	$442	$442.22	
166	ITEM 65	1	HIGHMARK	INTOUCH HIGH PERF ARMLESS TASK CHAIR			N	430.00	$430.00	
174	ITEM 65	1	HIGHMARK				N	430.00	$430.00	
179	ITEM 65	2	HIGHMARK				N	430.00	$860.00	
249	ITEM 66	1	FIRST OFFICE	INTERMIX 36"ROUND w/DISC BASE	CC-K3636RT/MCB-23	LAM TOP/SOLID COLOR	N	432.02	$432.02	
106	ITEM 67	1	PETER PEPPER	9 POCKET ROTATING MAGAZINE RACK, FREESTANDING DISPLAY, CONTOURED FRONT POCKET STYLE, 20"D x 59"H		TBD	N	$981	$980.56	
NEW	ELEC	0	HAWORTH	WORKSTATION ELECTRICAL PER PANEL	INCLUDED IN ABOVE WKSTN PRICING			60.34	$0.00	
NEW	ELEC	0	HAWORTH	WORKSTATION ELECTRICAL PER BASE FEED	INCLUDED IN ABOVE WKSTN PRICING			97.85	$0.00	
NEW	ELEC	0	HAWORTH	WORKSTATION ELECTRICAL PER 6 PACK RECEPTACLES	INCLUDED IN ABOVE WKSTN PRICING			66.76	$0.00	
SUB-TOTAL FURNITURE									**205,700.58**	
FREIGHT - FIRM									**6,800.00**	
INSTALLATION									**21,216.67**	
MOVE SERVICES									**2,655.23**	
TOTAL									**236,372.48**	

CITY OF OLIVETTE RFP RESPONSE

Olivette

...in the center of it all

TABLE OF CONTENTS

Section #	Page #	
1	5	**Total Itemized Cost Sheet**
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	12	Floor Plans (See electronic submittal for larger view)
	14	Renderings
3	17	**Proposed Alternates**
4	29	**Installation Outline & Schedule**
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		Services to be used to complete the project
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		Similar Project Experience
		Team Experience & Qualifications
7	53	**Supporting Documents**
		Instructions to Furniture Bidders Signed Understanding
		Proof of Bond
		Proof of Insurance

Professional Office Environments
222 Millwell Drive
Maryland Heights, MO 63043

Phone 314.621.0606
Fax 314.621.0746

www.poe-inc.com

Dear Mr. Hodges and City of Olivette Team,

The POE team is honored to be considered for the City's new Municipal Center. Many POE employees either grew up in Olivette or lived there for a number of years. We hold the city and its workers in the highest regard, and would like to provide quality solutions fit to support their needs.

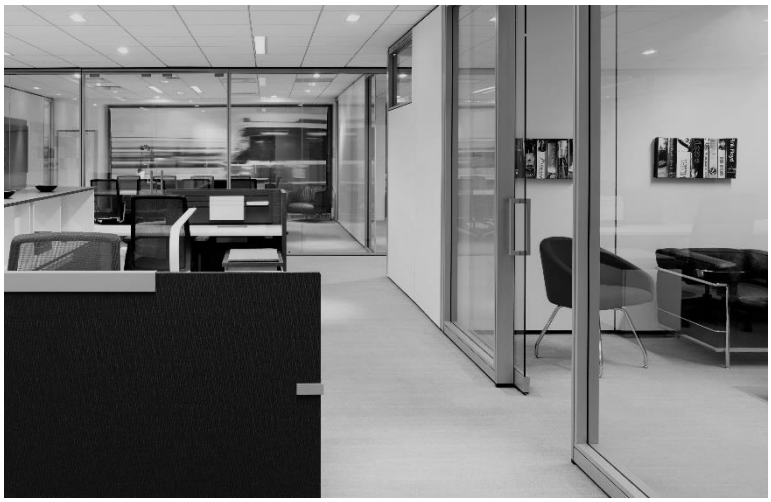
What sets us apart from competitors are our complete service offering and our experienced team. We not only offer product solutions from reliable dealers, but also post-project services that help you maintain your investment and adapt it to your changing needs. These services include move management and used furniture removal – available through our CORE Facility Services (see pg. 34) –services that can aid you in the pre- and post-move processes.

Combined, our project team has over 100 years of industry experience working projects of every shape and size, regularly receiving top client satisfaction scores. Our team is collaborative, hardworking, and have **your best interest in mind.** The POE team is passionate about what it does and is keen to work with you to make sure your project is within scope, meeting budget, and on schedule.

Please let us know if you have any questions. We look forward to receiving the opportunity to work with you and your team.

Sincerely,

Christy Merdinian
Director, Workplace Solutions
Professional Office Environments
cmerdinian@poe-inc.com
(314) 743-1813



TOTAL ITEMIZED COST | 1

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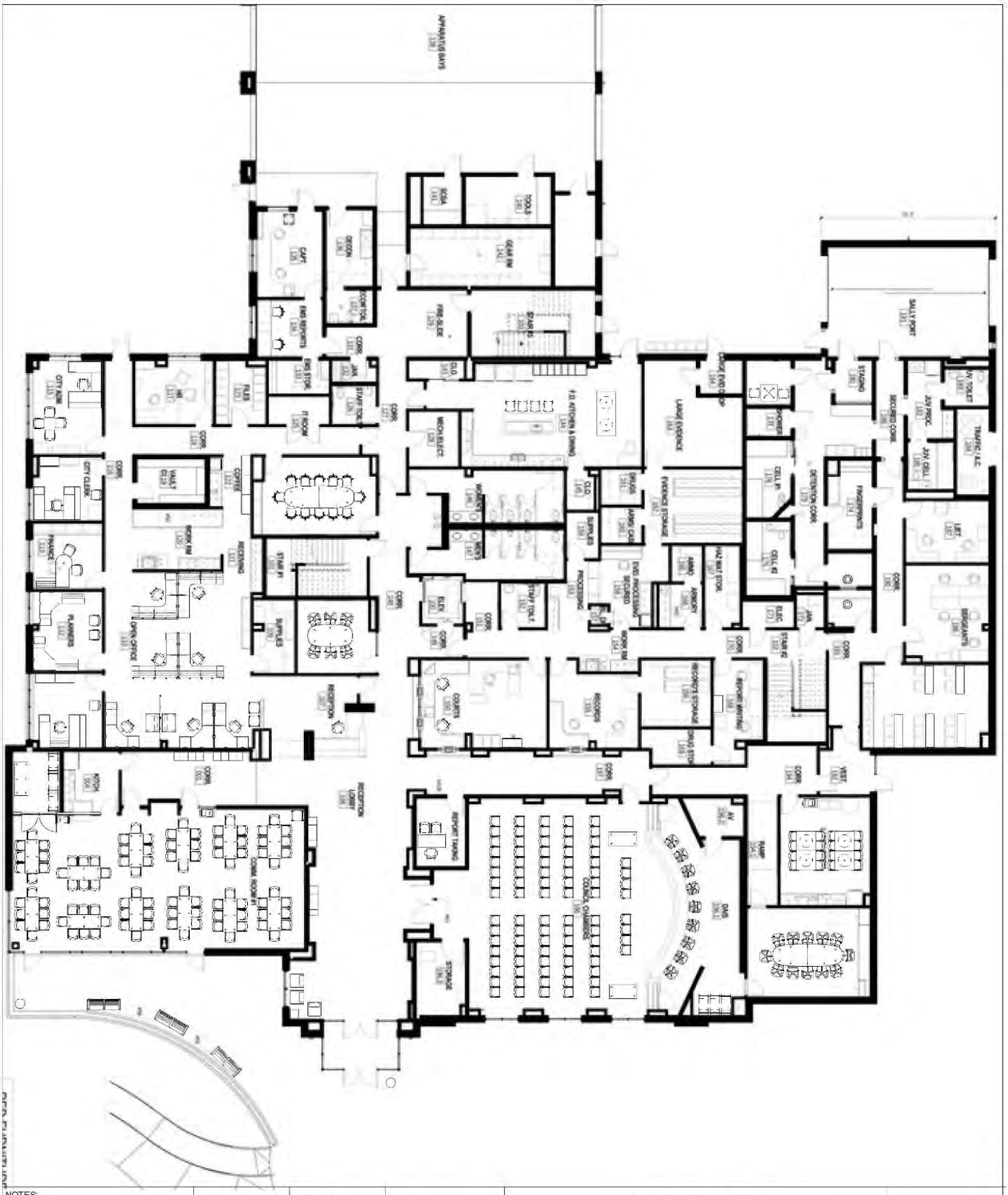
FURNITURE FLOOR PLANS (TO SCALE) + RENDERINGS

2

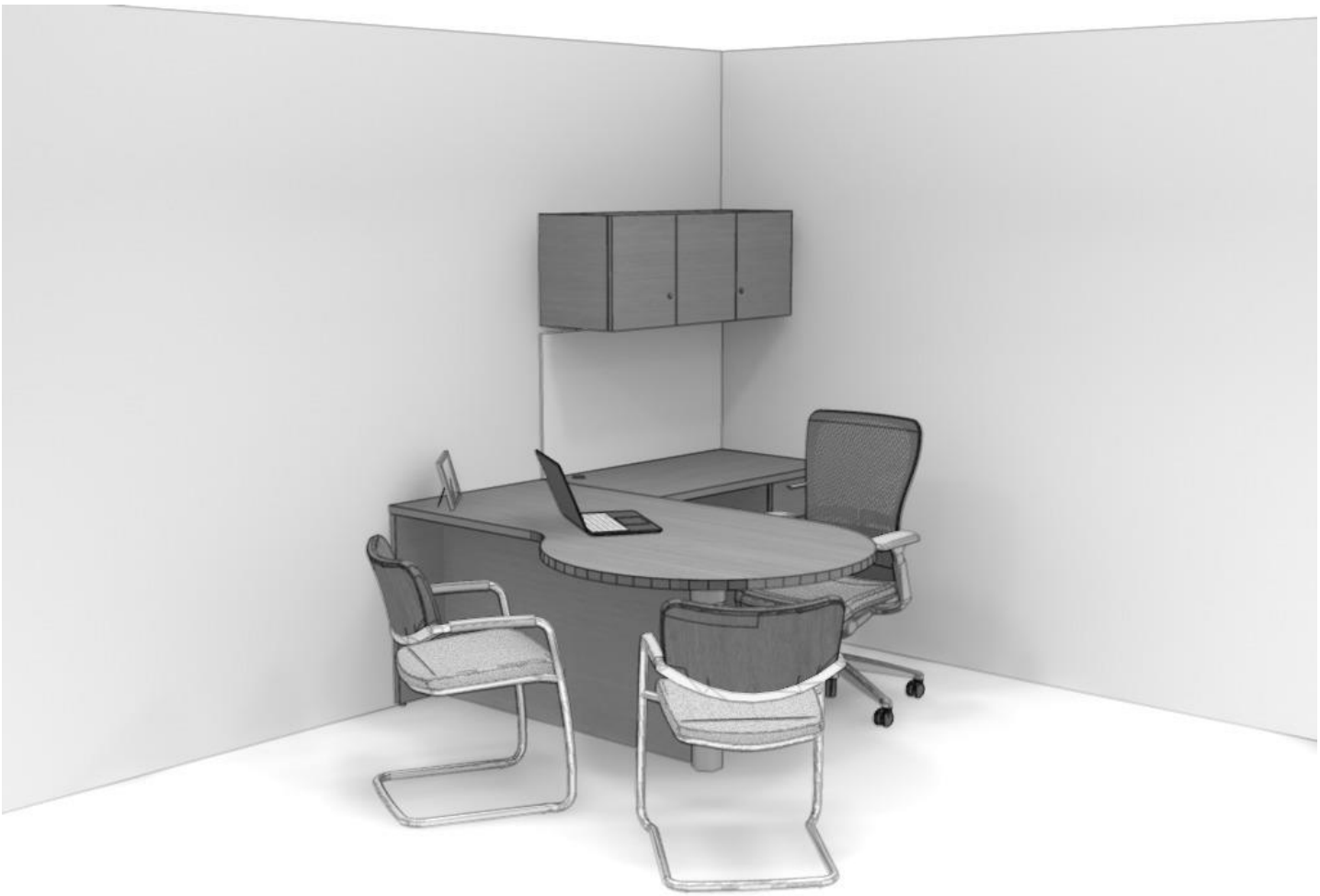


NOTES:	DRAWN BY: LPOWER	SCALE: 3/16" = 1'-0"	CITY OF OLIVETTE
	SALES PERSON: CMERDINIAN		OLIVETTE, MO
PAGE: 1/1	ISSUE DATE: 5/20/2016	PROPOSAL #:	FURNITURE BID
	PRINT DATE: [Order entry, Order type]	PROJECT #:	

P·O·E

NOTES:		DRAWN BY: LPOWER	SCALE: 3/16" = 1'-0"	CITY OF OLIVETTE	P·O·E
		SALES PERSON: CMERDINIAN		OLIVETTE, MO	
PAGE: 1/1	ISSUE DATE: 5/20/2016	PROPOSAL #:		FURNITURE BID	
	PRINT DATE: [Order entry, Order type]	PROJECT #:			

RENDERINGS: PRIVATE OFFICE



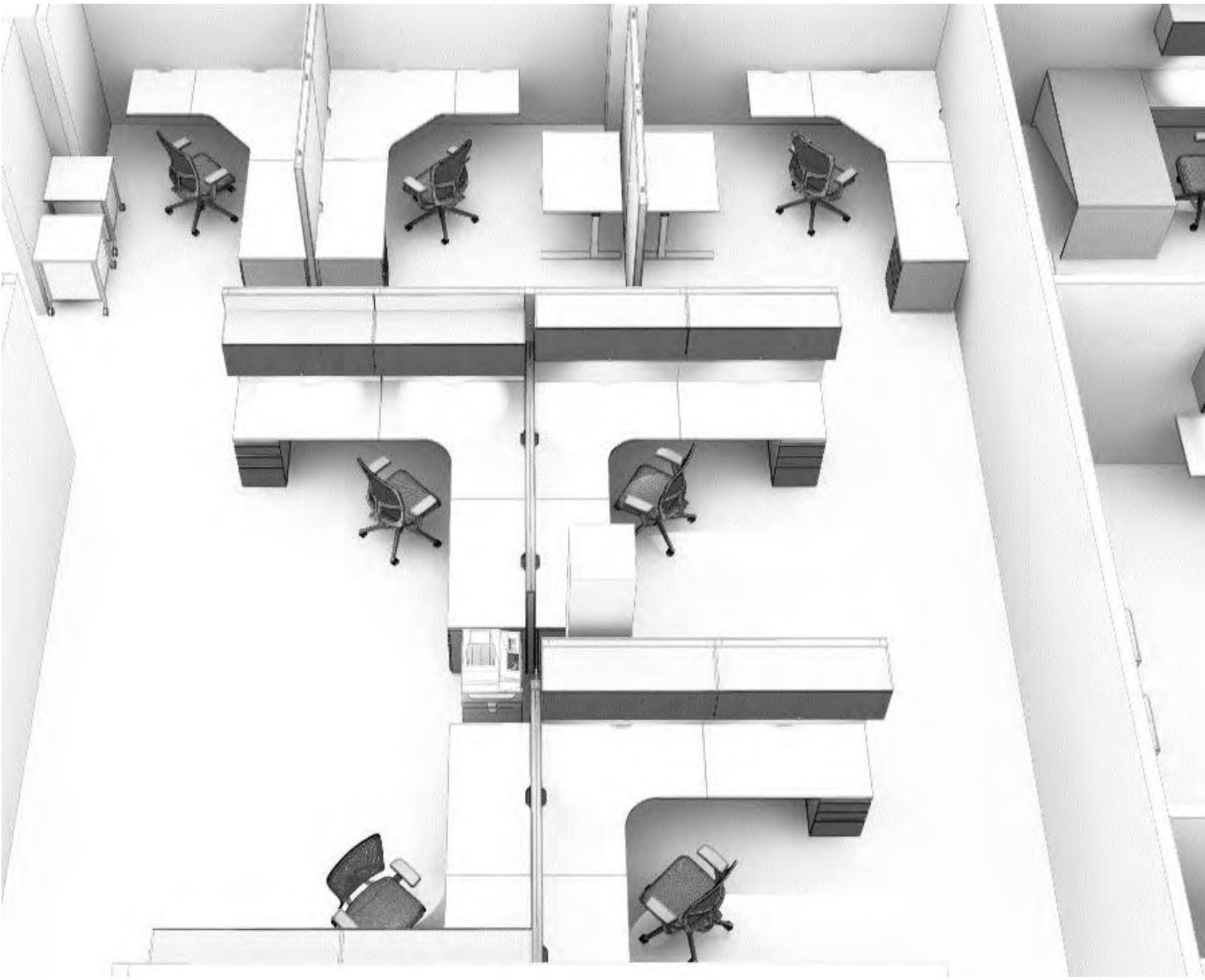
Manufacturer: Haworth

Model Number: TBD

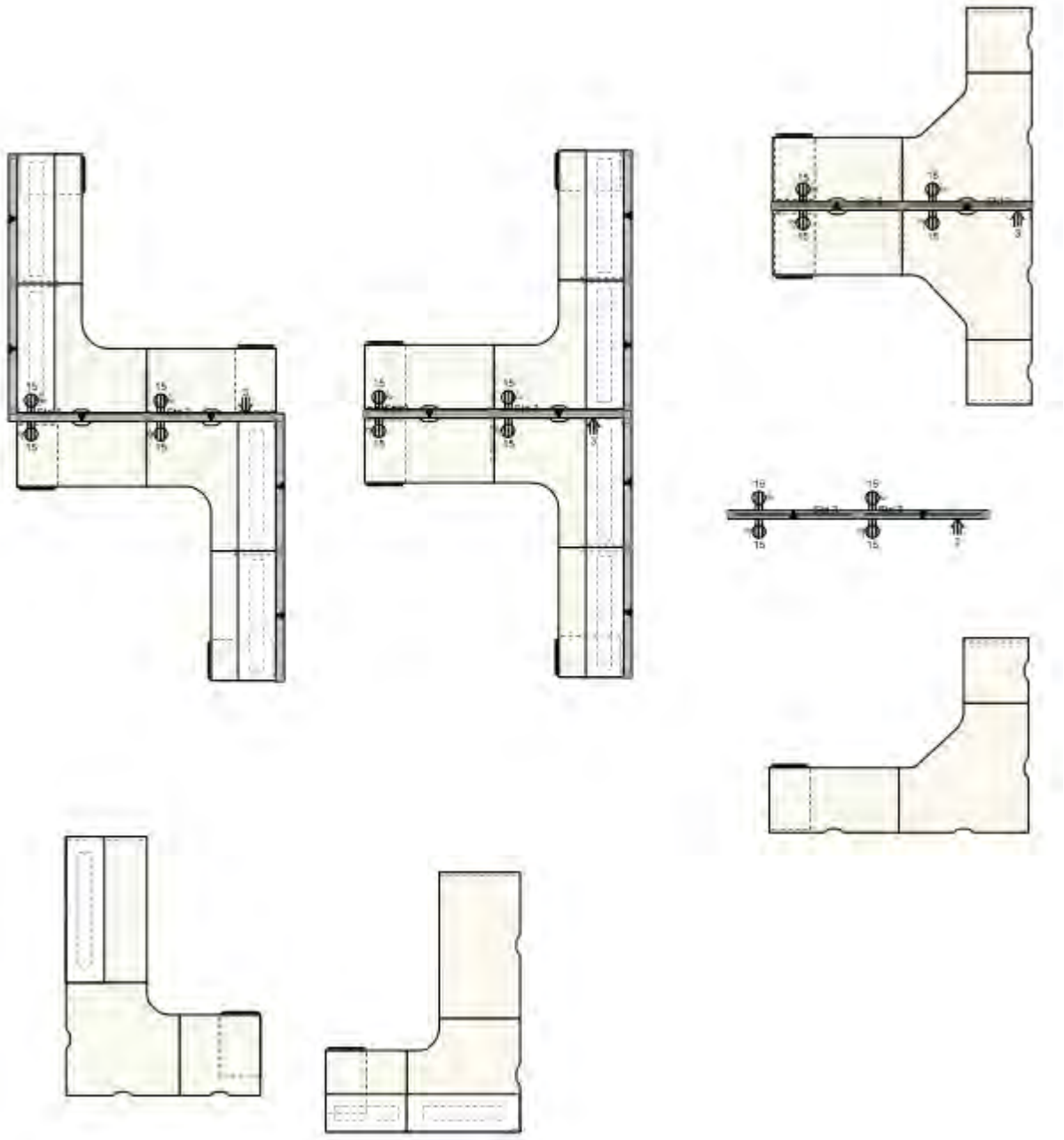
Series: Master Series

- U-shape workstation
- plastic laminate wood look: TBD
- 36" x 72" P-top worksurface (include modesty panel)
- 24" x 42" bridge, (1) BBF @ end of return
- Overhead storage w/ plastic laminate doors @ return w/ tackboard and under-cabinet task light

RENDERINGS: OVERALL WORKSTATIONS – 1ST FLOOR



RENDERINGS: WORKSTATION PLAN SHOWING POWER LOCATIONS



Manufacturer: Haworth

Model Number: TBD

Series: Compose

RENDERINGS: WORKSTATION W/ OVERHEAD STORAGE

Manufacturer: Haworth

Model Number: TBD

Series: Compose

- L-shape workstations,
- 24" deep worksurfaces,
- Plastic laminate freestanding; PVC edge banding w/ corner unites,
- (2) BBF & overheads; include tackboards & task lights,
- Non-powdered 3" systems panels
- Panel heights (reference attached plan): Green panels are seated-height privacy with glass; Blue panels are standing-height privacy; Yellow panels are standing-height privacy with glass
- Dimensions: 96" x 96"

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INSTALLATION OUTLINE & SCHEDULE

3

PROJECT SCHEDULE

ID	Task Name	Duration	Start	Finish
1		0 days	Tue 5/31/16	Tue 5/31/16
2	RFP Submittal Due Date	1 day	Tue 5/31/16	Tue 5/31/16
3	Client Review of Submittals	3 days	Wed 6/1/16	Fri 6/3/16
4	Selected Dealer Awarded Job	1 day	Fri 6/3/16	Fri 6/3/16
5	Design	5 days	Mon 6/6/16	Fri 6/10/16
6	Approval and Revisions	2 days	Mon 6/13/16	Tue 6/14/16
7	Double Check	1 day	Wed 6/15/16	Wed 6/15/16
8	Request PO	2 days	Thu 6/16/16	Fri 6/17/16
9	**PLACE ORDER**	**2 days**	**Mon 8/1/16**	**Tue 8/2/16**
10	Manufacturing time	45 days	Wed 8/3/16	Tue 10/4/16
11	Transit time	3 days	Wed 10/5/16	Fri 10/7/16
12	Storage of New Furniture (potentially)	40 days	Mon 10/10/16	Fri 12/2/16
13	POE to Notify Barbara Sondag 72 hours Prior to Install	1 day	Fri 12/2/16	Fri 12/2/16
14	**Installing New Furniture**	**7 days**	**Mon 12/5/16**	**Tue 12/13/16**
15	Relocation of Existing Furniture Product to New Building	1 day	Mon 12/12/16	Mon 12/12/16
16	Voice/Data/Electrical Installation by Others	3 days	Fri 12/9/16	Tue 12/13/16
17	Final Walk Thru	1 day	Wed 12/14/16	Wed 12/14/16
18	Punch List Items	1 day	Thu 12/15/16	Thu 12/15/16
19	**MOVE IN**	**1 day**	**Fri 12/16/16**	**Fri 12/16/16**

PROJECT SCHEDULE

City of Olivette - Project Deliverables Schedule

ID	Task Name	Duration	Start	Finish
1		0 days	Tue 5/31/16	Tue 5/31/16
2	RFP Submittal Due Date	1 day	Tue 5/31/16	Tue 5/31/16
3	Client Review of Submittals	3 days	Wed 6/1/16	Fri 6/3/16
4	Selected Dealer Awarded Job	1 day	Fri 6/3/16	Fri 6/3/16
5	Design	5 days	Mon 6/6/16	Fri 6/10/16
6	Approval and Revisions	2 days	Mon 6/13/16	Tue 6/14/16
7	Double Check	1 day	Wed 6/15/16	Wed 6/15/16
8	Request PO	2 days	Thu 6/16/16	Fri 6/17/16
9	**PLACE ORDER**	**2 days**	**Mon 8/1/16**	**Tue 8/2/16**
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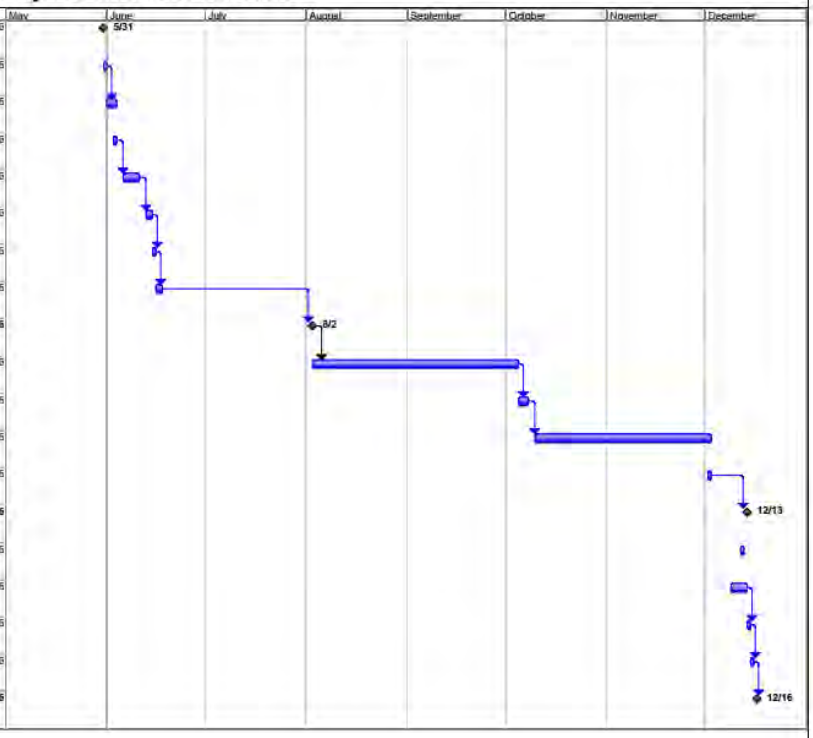
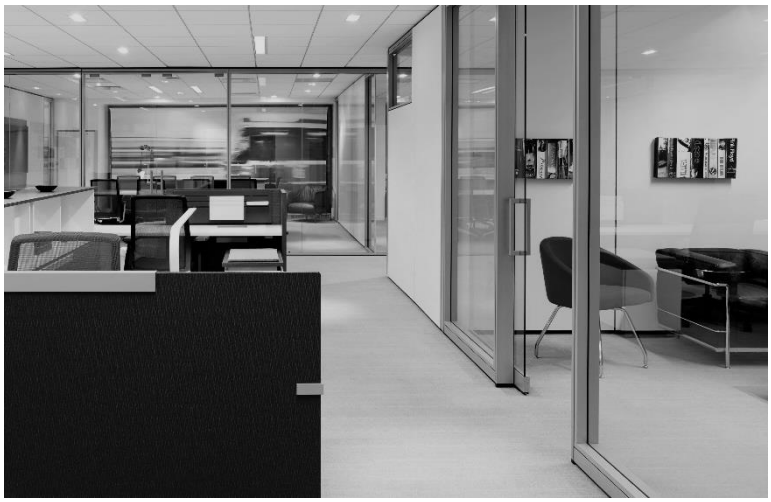
17	Final Walk Thru	1 day	Wed 12/14/16	Wed 12/14/16
18	Punch List Items	1 day	Thu 12/15/16	Thu 12/15/16
19	**MOVE IN**	**1 day**	**Fri 12/16/16**	**Fri 12/16/16**



Project: City of Olivette Project Deliver
Date: 05.31.16

Task | Progress | Summary | External Tasks | Deadline
Split | Milestone | Project Summary | External Milestone

Page 1



OVERVIEW OF PROJECT PROCESSES

4

ABOUT POE

We believe great spaces inspire people, energize organizations, and fuel success.

In business since 1988, POE provides workplace solutions built for change, adaptation, and growth. POE has the team, expertise, and resources available to meet your needs and support your ever-changing facility.

Our mission is simple: to develop great space solutions with intense focus on client satisfaction. POE's culture is built on working closely with our clients and their consultants. Our objective is to form an understanding of your culture and organizational process, enabling us to create you unique, relevant workspace solutions.

Three ways we've been described by our clients:

Change Gurus

POE's team members are experts in helping you plan and implement workplace change.

Trusted Partners

Our people are dedicated to providing solutions that deliver measurable results.

Integrative Thinkers

No two projects are the same. We stay ahead of research, thinking beyond the box to provide every client with a unique experience.

OUR PROCESS: OVERVIEW

Would you prefer a relationship with someone that treats you as a one-and-done deal or one that continuously works to better meet your needs?

POE takes a complete lifecycle approach to each project with service offerings designed to aid you in every phase. We're a one-stop-shop eager to help you discover which products will help your company adapt and reach its full potential.

1. Discover & Plan

We first actively listen in order to understand your company's culture, wants, and needs. Using this information, we can work with you to align all members, refine project goals, and develop solutions.

2. Design

After discovering your project needs we assemble the different pieces of your workplace puzzle, working within your budget to decide which applications work best for your company's varying workstyles and overall culture. Our team will work with you to conceptualize the project, validate product applications, document its components, and then validate the solutions.

3. Build

POE project managers are experienced, skilled, and courteous. They are able to implement solutions to your space on time, and with minimal disruption. To ensure complete satisfaction after a project is completed, a walk through, punch list, and follow up will be conducted post-project as needed. We then close the loop by documenting our customer satisfaction scores via client surveys.

4. Adapt & Maintain

You made an investment in our company and its products – let us provide a maximum return. For POE, the relationship with our clients doesn't end at the punch list. CORE Facility Services is a division we specifically created to help extend the life cycle of our clients' facilities investments. CORE can help you brand, adapt, and maintain your space.

OUR PROCESS: DETAILED

OVERALL PLAN

Communication, accuracy, and timelines are all critical to a quality procurement process. These factors have bottom-line significance because they contribute to effective cost control and the careful timing of expenditures, thereby supporting your cost-management objectives. Haworth and its dealers have experience with project management and use tools, such as Microsoft Project, to stay on track throughout an entire project. Our first goal is to listen to you. Our second goal is to verify the site and coordinate a work plan with the General Contractor and other subcontractors working at the site. Once we have a coordination plan in place, we can focus on the general work plan you have approved.

We will oversee all projects and establish an integrated master schedule depicting milestones, dependencies, planned duration, start and finish dates, and associated resources for each project. The schedule will contain the planned events, accomplishments, exit criteria, and activities from contract award to project completion. The master schedule will provide the common framework for developing the overall planning and control of the project and will serve as the basis for dividing the work into definable increments from which we can develop a statement of work and establish technical, schedule, and cost reporting. Through the master schedule, we will continuously:

- Measure performance
- Measure progress against the baseline schedule
- Measure progress and predict completion based on performance rates against planned performance
- Evaluate possible schedule impacts and develop remedial efforts

DESIGN AND SPECIFICATION

In order to accurately specify finishes, fabrics, etc. on all new furniture orders, prior to the order entry process, a written product and finish schedule for each order is documented and reviewed. The intent is to document approved client finishes and adherence to selected product. This schedule provides written communication to the client and clearly defines all products to be used for the specific project application. It also assists our designers and customer service department in assuring accurate specifications.

The following steps are integral to this process:

- Account Executive will meet with the client team to establish project scope, design intent, and expectations
- Site inspection and field verification of all affected areas of work is performed to confirm feasibility
- Account Executive sends all pertinent project information to the designer(s) and reviews with them in detail
- Designer creates preliminary furniture plans and product list
- Designer sends preliminary plans and product list to Account Executive and Project Manager for review and quality check; revisions are made as required
- Account Executive sends approved plans, product, and finish schedule to the client team for review
- Designers receive copies of client-approved plans, product, and finish schedule to ensure accuracy of specifications, order acknowledgements, and order entry process
- Copy is retained for installation, final punch list walkthrough, and client close-out package

ORDER ENTRY AND PROCESSING

The order entry process is the transmission of the electronic order to the manufacturer in the specified format. Entry of the order sets into motion the production of the product and must be accurate and timely after order details have been established. Haworth's orders are entered via our dealer network using Lynx, Haworth's proprietary interface that manages the creation of new contract furniture proposals and orders using web technology. Lynx finds errors immediately. The system automatically responds to the sender in less than ten minutes if there is a problem. Faster, cleaner order entry is only one benefit.

Lynx can also accept proposals and generate accurate price quotations in less than ten minutes and provides up-to-the-minute product and price information to all Haworth dealers to provide to their customers. Once orders are placed, they are scheduled and quickly acknowledged back to the dealer and the client with a confirmed delivery date. Once the order is acknowledged, deliveries are coordinated with dealers to meet customer expectations.

FABRICATION TO DISPATCH

Order confirmation is the step in where verification of the manufacturer's order acknowledgement against the client's order is completed. Every line item is methodically checked, noting any discrepancies. Any discrepancies will be reported to Haworth so resolution may be reached. When a revised order acknowledgement is received, all discrepancies are verified as resolved. Communication of the resolution to the client is made in a timely manner.

Order tracking is an administration intensive step requiring exceptional documentation, multiple verifications and a sense of action for even the smallest details. Orders are monitored to ensure adherence to the expected production, shipping and arrival dates. Order status is continuously communicated to the client as information becomes available. Every change that occurs during fulfillment of the order – from the start of the manufacturing process to receipt of product - is documented with enough information to ensure that the cause and impact of the change can be reconstructed after the change has been implemented.

DELIVERY

POE has developed strict procedures for receiving product either at their warehouse or at the job site. At either destination, the process is the same. As product is unloaded, it is checked against the acknowledged order, then uncrated and checked for damage. Missing and damaged product is noted and a corrective action report is filed. Our project coordinator then expedites the replacement order directly to Haworth.

The delivery and placement of furniture is supervised by our Project Manager and Lead Man. All necessary protective materials will be installed prior to delivery of product as required at the job site and removed after completion. All of the field personnel are trained in the proper handling of furniture to include lifting, moving, loading and unloading from moving equipment and proper placement techniques. The Field Team will remove all materials, boxes and rubbish before leaving the job site. Floors will be vacuumed, worksurfaces cleaned, and the site left in excellent condition prior to our departure. Adherence to on time complete deliveries is closely monitored via a measurement called Delivered on Time, Correct and Complete (DOTCC). DOTCC is the most visible internal customer

measurement at Haworth as well as the most important goal. DOTCC tracks performance to shipping "on time and complete" and the subsequent delivery of each order. The ultimate goal is 100%. A DOTCC meeting is held daily with all plants to track expected individual order performance and identify any issues before shipment.

INSTALLATION TO MOVE IN

Installers receive installation training and certification from Haworth Inc. This training covers all Haworth lines. The Project Manager will meet with the Project Lead in advance of the project start date to review overall project scope, expectations and timeline. The Project Manager will be on site and work together with the Lead to focus on efficiency and craftsmanship and to ensure proper site decorum is observed at all times.

During this time, our services include:

- Provide a dedicated project manager to coordinate & supervise Installation of your project
- Project Manager will be the single point of contact for all projects assigned
- Develop project timeline
- Review project plans to ensure proper application and quantities, ensure implementation remains on schedule
- Perform pre-project site walk
- Schedule all product pulls and field labor
- Attend project and construction meetings and follow up on action items
- Meet with installation/move crews on a daily basis to review progress and set goals, provide onsite supervision
- Provide project status report to planners on a daily basis
- Communicate any issues along with resolution options to planners as they are encountered
- Perform pre-walk and punch list with Lead
- Supervise post-installation services crew
- Begin corrective actions
- Perform punch list walkthrough with planner, list any additional action items
- Provide status of punch list items to planner through completion

PRE-INSTALLATION

- Inspect site, elevator and coordinate with other parties to ensure product unloading requirements are met
- Attend site meetings for coordination with other parties/subcontractors
- Adjust work program according to your requirements
- Set installation schedule for each floor area/phase

INSTALLATION

- Establish areas to be installed
- Set sequence of installation
- Determine quantities to be used in each area
- Stage products on truck for sequence of assembly/installation
- Deliver products to each staging area in sequence of assembly/installation
- Provide adequate protection to carpeted areas, lift car interiors, all elevator lobby walls, exposed wall paper finishes, and all other finished decoration

- Install all products per the written installation instructions
- Clean products to remove any dust or fingerprints after assembly

TEST / COMMISSIONING

- Conduct a walk-through inspection with client upon completion of each phase
- Prepare a punch list
- Rectify all punch list items for client sign-off

POST-INSTALLATION

- Provide a Certified Technical Representative to address customer questions and to resolve problems on the date of client move-in
- Provide product orientation for client's employees
- Provide training to client's in-house maintenance team if required
- Provide maintenance and reconfiguration services
- Rectify all punch-list items to client's satisfaction

LIST OF SERVICES

** Indicates all services identified as most pertinent to this project*

PROCUREMENT

- Field dimension verification*
- Coordinate design with architects and project managers*
- Space planning*
- Application planning*
- Design consultation*
- Ergonomic consultation*
- Work Environment Consultation
- Architectural Interiors consultation
- LEED credit consultation
- Knowledge of local codes, rules, and inspection standards*
- Renderings*
- CAD drawings*
- CADVantage III and CAD Software Databases
- Special product solutions*
- ANSI / BIFMA compliant product
- Mockups and product demos*
- Custom reporting
- Project corrective actions
- Dedicated project or program manager*
- Documentation of all project related communications*
- Quotation and order development assistance (BOM and CAD services)*
- Order acknowledgement check, verification, order correction*
- Order preparation and management*
- Expedited orders
- Departmental Open Office Planning Survey
- Ergonomic Evaluation and Training
- Facilities Design
- Facilities Management Consultation
- Facilities Planning
- Global Service Capabilities
- Individual Work Station Planning Survey
- Leasing
- LEED Documentation Services
- Product reference binders*

INSTALLATION

- Site verification*
- Gantt chart: written installation outline and schedule*
- Installation coordination*
- Warehousing (in-house, climate-controlled with loading docks)*
- Certified field technicians*
- Coordinated deliveries*
- Coordinated installation with other trades*
- Product Install*
- Removal and disposal of installation debris*
- Punch list walk through before, during, and after project*
- Punch list resolution*

MOVE MANAGEMENT

- Furniture value appraisal
- Inventory of existing furniture*
- Furniture moving and/or removal*
- Furniture recycling program
- Sustainable product disposal options
- Change management*
- Custom carton / package tagging*
- Transportation and move management*
- Short and/or long-term rental furniture

WARRANTY

- Ongoing furniture maintenance and servicing*
- Warranty issues and resolution*
- Maintenance Program*

CONTINUING

- Employee product orientation and technical assistance with move in*
- Furniture reconfiguration
- Quarterly furniture condition audits
- New asset management
- Post-occupancy evaluations
- Refurbishment and repurposing*
- Return on investment (ROI) analysis tools
- Specialized facility management services

PROJECT + TEAM EXPERIENCE & QUALIFICATIONS

5

PROJECT REFERENCES: NEW FURNITURE
WASHINGTON UNIVERSITY: HILLMAN HALL

New Construction

105,000 square feet

Location	St. Louis, MO
A&D Firm	Moore Ruble Yudell
Systems	Haworth Compose
Storage	Haworth X-Series
Walls	Haworth Enclose

Reference Siomari Collaso Colon

Assistant Dean for Administration,

Brown School

scollazo@wustl.edu

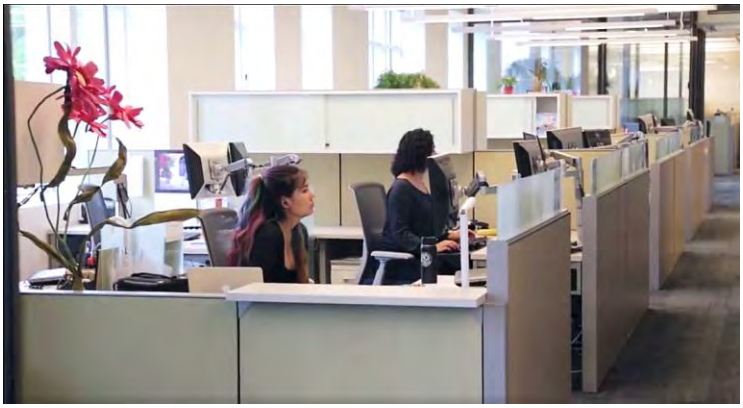
(314) 935-8675

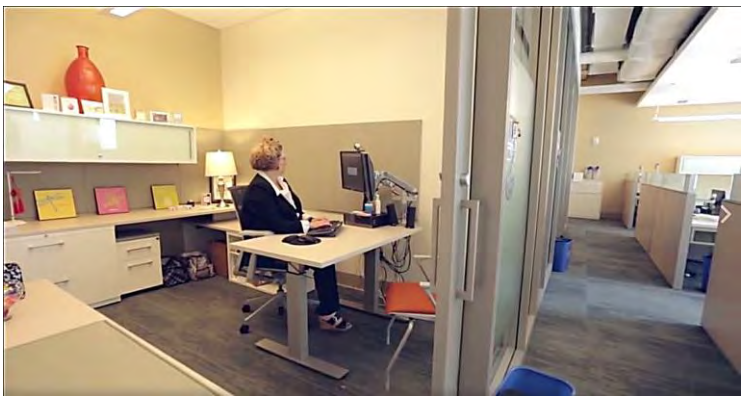
POE served as furniture solutions provider for Washington University's new, sustainable Hillman Hall, which houses the University's School of Social Work and Institute of Public Health.

The project included providing workstations, private offices, and ancillary furniture for a new 105,000-square-foot building. Hillman Hall includes classrooms, individual and group study space, a balcony, a rooftop garden and a café. It also features a 4,000-square-foot atrium called The Forum, which hosts campus and community events.

The project is targeted for LEED Platinum certification, which exceeds the University's current sustainability standards. Each piece of furniture specified for the new building was FSC certified with ANSI and BIFMA testing & certifications.

Because the project was located on an active campus, POE worked closely with Washington University's facilities staff to minimize disruption. POE addressed the University's desire for adaptable, environmentally-friendly pieces that would be easy to reconfigure as their workforce and space needs changed. POE met this need through utilizing Haworth's integrated palette – a line of adaptable workspace solutions that mix and match with each other, allowing for endless workspace reconfigurations.





PROJECT REFERENCES: NEW FURNITURE
USDA

Building Expansion

Location	St. Louis, MO
Systems	Haworth Compose
Storage	Haworth X-Series
Contact Info.	Wendy Jones (301) 504-1116

When the USDA looked to expand their local base of operations, they chose POE to provide them with workspace and storage solutions. Large in scale, the USDA project's installation was phased, completed over the course of six (6) months. To complete installation and deliver the total solution, the POE project team exceeded design, project management, and time management expectations.

POE addressed the USDA's desire for natural light, adaptable workspaces, and durable storage throughout. In addition to glass being added to the tops of workstation panels for privacy and light filtering, special walls were installed to further acoustical privacy throughout the space.

PROJECT REFERENCES: NEW FURNITURE
CITY OF FLORISSANT FIRE DEPARTMENT

New Furniture for New Construction

Location	Florissant, MO
Worksurfaces	Haworth Planes
Storage	Haworth X-Series
Seating	Haworth Look; Improv

Reference Patty Loeschner

Office Administrator

Florissant Valley Fire Department

(314) 837-8730

In 2009, Florissant Valley Fire Department #1 was looking to purchase all new furniture and storage for their new construction firehouse. POE provided all furniture for their facility, including furniture, storage, and equipment for their rec center, training room, conference room, private offices, and administrative areas.

Since the department planned to have the furniture for the next couple decades, they wanted furniture that was durable and highly functional, with a classic aesthetic. POE worked with the city of Florissant using a US Communities pre-negotiated contract. The project was executed on time, well within budget, and to the complete satisfaction of the client.

PROJECT REFERENCES: MOVE MANAGEMENT
ST. LOUIS COUNTY COURT ADDITION

New Construction: Addition, Take Down, Move, Install, Move Back

Location Clayton, MO

Reference Joan Gilmer
St. Louis County Circuit Clerk
jgilmer@stlouisco.com
(314) 615-5252

POE provided new furniture and move management for the St. Louis County Court addition project in Clayton, MO. Still ongoing, the project is multi-phased, requiring communication with multiple vendors and coordination of many moving parts.

First, POE's CORE Facility Services managed the relocation of all furniture and contents from the site to a temporary location from which employees could keep working. POE then installed the new furniture for the courtrooms, detaining rooms, workstations, private offices, and more. CORE then coordinated and is currently moving the previously relocated workers into the new addition.

For this project, approximately 400 people and their workspaces were moved twice, totaling more than 800 moves.

PROJECT REFERENCES: MOVE MANAGEMENT
ENTERPRISE BANK

Relocation of all furniture, private offices, & remaining contents

Location Clayton, MO
Systems Moved Herman Miller

Reference Timothy Kelley
Sr. Vice President, Enterprise Bank
tkelley@enterprisebank.com
(314) 810-3619

POE's CORE Facility Services worked with Daniel's Moving and Storage on a 30-person move. The project scope included relocating all furniture and office contents; this included workstations and private offices.

Due to property management changing right at the beginning of the move, the site's elevator was only available after 5 pm. Stacey worked with Enterprise Bank, Daniel's Moving, and the new property manager to come to a non-disruptive solution that worked best for all parties involved. The move was conducted at night, and the install the next day.

Even though Herman Miller is a competitor to Haworth and not specified by POE, the teams were still able to get all the systems and corresponding furniture relocated without a hitch.

PROJECT REFERENCES: MOVE MANAGEMENT
MISSOURI GENERAL INSURANCE

Furniture Disposal;
Moved a mix of new and used furniture

Location St. Louis, MO

Reference Lori Merriman
Director of Operations,
Missouri General Insurance
lmerriman@missourigeneral.com
(314) 983-2364

POE's CORE Facility Services handled the furniture disposal and office furniture and contents move for Missouri General Insurance. For the project, CORE disposed of existing furniture not being relocated to the new office: 24 workstations, 5 private offices, 75% of lateral files and various chairs. They also handled the disconnecting of all electrical components included in the workstations. Since some of the disposed items were recyclable, CORE provided Missouri General Insurance with a credit for those items.

All furniture was then moved: approximately 16 private offices, various board rooms and conference tables, 25% of all lateral files, seating, and various other office contents. CORE worked with Missouri General to provide all packing crates, carts, electronic equipment bags, labels, and floor and wall protection to ensure nothing was lost nor damaged in the move.

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PROJECT TEAM + CONTACT INFORMATION

PRIMARY CONTACT

Christy Merdinian
Director, Workplace Solutions

O: (314) 743-1813
C: (314) 280-6675
cmerdinian@poe-inc.com

Jackie Richter
Account Manager

O: (314) 743-1828
C: (636) 795-0853
jrichter@poe-inc.com

Jennifer Klaverkamp
Vice President of Sales

O: (314) 743-1826
C: (314) 249-3365
jk@poe-inc.com

Christy assists clients as they navigate through determining their workplace culture, furniture selections, and specifications. She will be working alongside Jackie to organize the project team, communicate the vision for the space, and work with POE members to bring the vision to life. Christy will serve as the main point of contact for this project.

Having obtained her Master of Architecture from Washington University, an Interior Design Degree from the University of Missouri, and has experience working for several architectural firms throughout her career. Christy is well-versed in the commercial interiors environment.

Jackie works with Christy to develop the project and manage all of its steps and assets. She aids in facilitating communication between members of the team to keep the project on task through completion. Skilled in customer service, Jackie works hard to ensure clients are kept up to date with relevant information and receiving the best experience possible.

Jennifer has been with POE since 2009. She received her Bachelors in Management Information Systems from Miami University with a Marketing minor. Jennifer entered the industry working as a marketing manager for a St. Louis real estate company. From there, she progressed into a sales representative position where she furthered her experience with client accounts.

At POE, Jennifer serves as a Senior Account Executive, working primarily on business development and client account management. She is optimistic, exceedingly dedicated to her work, and excels at problem solving. Jennifer is currently a part of the United Way Women's Leadership Cabinet, previously serving on the United Way Board and participating in ULI activities.

Chip joined POE in March of 2011. Over 20 years ago, he began his career in the construction industry, working as a carpenter. Chip started his professional career working as an architectural intern for a Fortune 500 Engineering, Architecture, and Design/Build company. He has a strong background with construction management, architecture, and FF&E companies, overseeing several multi-million dollar new construction and renovation-type projects.

Chip's past employment and formal education prepared him to be a productive and versatile team member. Chip oversees his department, providing comprehensive project management, service, installation, and other relevant services for each POE project.

A team of passionate members dedicated to creating the best client experience possible.

Marty joined POE in early 2015. He brings 7 years of industry experience, where he matured his skills in forging strong client relationships and proactively managing accounts. Marty is skilled at building relationships and assisting in developing solutions for complex problems. He will serve as the main point of contact for this project, organizing the POE team to fully support your organization.

Marty possesses a vibrant team spirit, excellent communication skills, and strong organizational prowess. He strives to provide clients with top-notch customer service and takes pride in providing complete customer satisfaction.

Lauren has worked for POE since graduating from Missouri State University in 2012. Since, Lauren has sharpened her skills in space planning, furniture and fabric specification, facilities management technology, and onsite move coordination.

Lauren has experience working with large projects, serving onsite for a short term in one of our major client's facilities departments. Versed in collaborating, coordinating, and planning, Lauren is a personable, capable designer ready learn and take on any task. Lauren is OSHA 10 certified.

Chip Rayfield
Director of Operations / Integrated Interiors Construction
Project Superintendent

O: (314) 743-1830
C: (314) 713-2005
crayfield@poe-inc.com

Marty Fox
A&D Account Executive

C: (646) 573-3595
mfox@poe-inc.com

Lauren Power
Designer

O: (314) 743-1818
lpower@poe-inc.com

ORGANIZATIONAL CHART

Olivette
...in the center of it all

CORE FACILITY SERVICES

C·O·R·E
Facility Services | A Division of POE

Stacey Hudson, NCIDQ
Director of CORE
Years of Experience: 28
shudson@poe-inc.com
O: 314.743.1822
C: 314.727.4226

CORE Services

Move management

Installation

Furniture reconfiguration & modification

Furniture refurbishment

Used furniture removal

Used furniture purchasing

Project management

Inventory

Warehousing

Artwork consulting

Artwork framing & install

Signage

We help you manage change with ease.

CORE Facility Services unites POE's expertise in furniture design, specifications, and installation with the services that assists you in day-to-day facility management. Whether it is one-time relocation or a modification of your existing product, we will develop and implement a solution that works best for you.

Move Management involves planning and coordinating the relocation of furniture and contents of the facility. We negotiate a fee or bid the movers, identify the location of existing furniture, educate the staff on move procedures, and work on site to ensure all items are placed correctly. We are involved early in the project to strategically plan the move with the general contractor, furniture provider, and other vendors in order to have you up and running at your new facility with **minimal downtime and disruption.**

Furniture Refurbishment & Modification services maintain and update existing furniture. To preserve appearance and utility, CORE can clean and repair your current furniture. We can also modify existing furniture to meet new demands and ways of working it may not support. CORE can reconfigure layout, lower panel heights, or modify storage to ensure your furniture continues to support how you work.

Used Furniture services may be the disposal of existing furniture or the purchase of used product for your facility. If you are disposing of your existing furniture, CORE will find a solution to remove, recycle, donate, or sell the existing product. Furthermore, if you are looking to purchase used furniture, CORE has a wide network of furniture brokers to find the right solution for you.

Recent projects

STL County Court Addition: 400 person move management; multiple moves: 800 in total
Enterprise Bank – 30 person move; relocated all furniture & contents
Missouri General Insurance - 29 workstation liquidations; 16 person move
Tech Electronics – Signage, artwork & graphics
Friendship Village – 1,040 signs
Cass Information System - 330 workstation disposal
Cass Information Systems - Artwork selection
Cequel - 350 person move management
Convergys - 318 workstation refurbishment
MasterCard - 280 workstation panel cut-down - New York
MasterCard - 400 workstation liquidation – O'Fallon, MO
MasterCard – 2,500 workstation cut downs - O'Fallon, MO
ConAgra - 500 workstation liquidation – St. Louis – current
Missouri General - 50 workstation liquidation
Missouri General - Strategic Relocation Planning
Verizon - Relocation 500: mix of workstations & private offices – St. Louis, MO
Mallinckrodt - Repurposed and cut 500 stations

ANTICIPATED SUBCONTRACTORS

Jake Manley
President

Manley Holding Co.
Installation Subcontractor

C: (314) 487-5757
jake@manleycompanies.com

TAKE DOWN & INSTALLATION

POE frequently utilizes **Manley Holding Co.** as a subcontractor for installation and take-down services. POE has been aligned with Manley Holding for 27 of our 28 years in business. This long term relationship has led to Manley becoming an imbedded and vital part of our process. Our Best-In-Class designation and strong customer satisfaction scores have been supported by the Manley Holdings relationship. Through this relationship we are also able to control costs, quality, and provide both union and non-union labor for projects both large and small.

The POE service team also includes 6 full-time professionals providing scheduling, delivery, installation project management, and warranty service.

Manley Holding Co. has eight (8) union foremen. All possible candidates for the project's leadership are seasoned professionals, holding 15-25 years of experience. Manley Holding Co. has the team and experience capable of installing a large variety of project sizes.

Recent Project History

Express Scripts: 4,000+ workstations over the course of relationship with POE
MasterCard: 450 workstations + ancillary; 4 week install period
Wells Fargo, D Building: Installed original furniture 15+ years ago in this building

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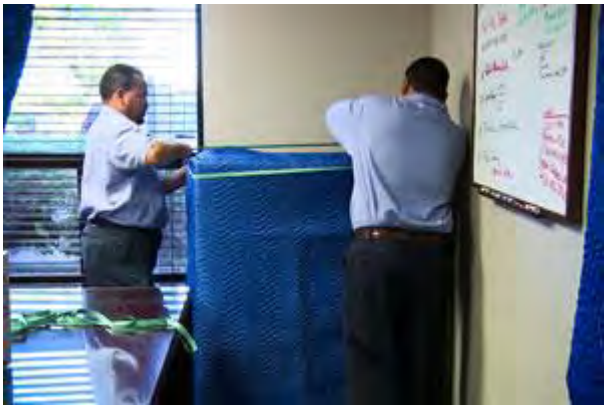
MOVING / RELOCATING

POE's CORE Facility Services works with Daniel's Moving Company on all moves /relocations. Daniel's a national company, maintains moving professionals certified by the International Moving Institute, ensuring their relocation specialists all receive extensive education and training.



POE CORE Director, Stacey Hudson, works directly with Daniel's Moving and Storage. For over five years, her and Daniel's Project Manager, Mike Miles, have collaborated on moves, liquidations, and more.

Stacey first gives Mike a detailed scope of work. Together, they walk the job site, and outlines all costs – ensuring no surprises or additional charges to the client will occur post-move.
Stacey then makes sure all furniture is tagged. A plan is then drawn up for each location that shows tag #s and how everything goes into each room. This way, when the movers show up, they can walk into a room and easily determine where everything goes.

Clients have the option to include a post-move day, after all employees are settled in, where 1 or 2 movers walk through the site – making moving adjustments where needed.

SUPPORTING DOCUMENTS

6

21. The Owner reserves the right to accept or reject any portion of a proposal, or all proposals submitted.

22. The Owner will review all specifications with selected vendor, may adjust or change any item(s), prior to order entry.

23. All furniture and furnishings must be tagged prior to shipping as indicated in the specifications indicating room number and item reference code number.

24. Manufacturers failing to meet promised delivery date, to be advised, shall be liable for operational losses sustained by City of Olivette as a result of their delay.

25. All invoices for this project must be submitted to Darren Mann, with copies to Michael Hodges. Discrepancies between invoice and purchase order will result in delay of payment.

26. Vendor(s) are advised to carefully review instructions. In the event of any errors or omissions, Vendor is responsible to rectify at own expense.

27. Vendor shall certify that he/she is licensed in accordance with all local and Missouri state statues and shall submit a copy of such license if it is applicable.

28. Vendor shall provide two manuals that provide the manufacturer's instructions for operations, brochures, maintenance and cleaning, as well as copy of all furniture warranties.

29. Vendor to coordinate with telephone and data installer, and the Owner's information technology staff as required.

30. Owner shall review with Vendor payment terms as standard with the City of Olivette - net thirty (30) days after satisfactory delivery and installation (as approved by Owner) and invoice date.

31. Vendor must coordinate phasing of removing existing furniture and reinstalling it at the new location without effecting day to day business. Relocation of existing furniture pieces will be conducted during business hours without interrupting business operations, unless otherwise requested by the owner.

32. Workstations to be relocated are assumed in good working condition and be re-worked as required including remounting wall hung items and reassembling free standing pieces. Additional new brackets and supports may be required. Vendor must bring to the attention of the designer of any damage to pieces being relocated. Vendor is responsible for recommending replacement parts as necessary and provide pricing for these components as required. Not all workstations are being relocated due to size/orientation constraints.

I, the undersigned, have read *The Instructions to Furniture Bidders* and understand and agree to the terms of those attachments of the formal proposal (Submit signed copy of this form w/ bid package).

Accepted by: _____
Signature

Name/Title: Christy Merdinian / Director, Workplace Solutions
(please print or type)

E-mail address: cmerdinian@poe-inc.com

Vendor Name: Professional Office Environments (POE)

Vendor Address & Phone: 222 Millwell Drive, Maryland Heights, MO 63043
(314)621-0606

Date: 05 / 20 / 16

ADDITIONAL RELEVANT INFORMATION

A security bond in the face amount of $10,000 (to be held until the successful vendor and the City sign a contract for the furniture purchase) is in process and will be available Monday, May 23rd, 2016.

Upon request, proof of the bond can be provided at that time.

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 5/17/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
The Cornerstone Insurance Group, LLC
721 Emerson Road, Ste. 500
P.O. Box 419151
St Louis MO 63141

CONTACT NAME: Johanna Winfield-Berken
PHONE (A/C, No, Ext): (314) 373-2900 FAX (A/C, No): (314) 373-2901
E-MAIL ADDRESS: johannab@cornerstoneinsurancegroup.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Travelers Casualty &	
INSURER B : Surety Co. - A+	19038
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Professional Office Environments, Inc.
222 Millwell Drive
Maryland Heights MO 63043-2512

COVERAGES CERTIFICATE NUMBER: CL1552409097 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE / X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY / X PRO-JECT / LOC OTHER:	X		6805731N936PHX15	6/1/2015	6/1/2016	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG Employee Benefits	$ 1,000,000 $ 300,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $ 2,000,000	
A	AUTOMOBILE LIABILITY X ANY AUTO ALL OWNED AUTOS / SCHEDULED AUTOS HIRED AUTOS / NON-OWNED AUTOS			BA5732N99415	6/1/2015	6/1/2016	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) Medical payments	$ 1,000,000 $ $ $ $ 5,000	
A	X UMBRELLA LIAB / X OCCUR EXCESS LIAB / CLAIMS-MADE DED / X RETENTION $ 5,000			CUP005735N1731442	6/1/2015	6/1/2016	EACH OCCURRENCE AGGREGATE 	$ 6,000,000 $ 6,000,000 $	
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		ICUB5734N69815	6/1/2015	6/1/2016	X PER STATUTE / OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 500,000 $ 500,000 $ 500,000	
A	Theft of Client Property			106062942	2/15/2016	2/15/2017		1,000,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The City of Olivette is listed as an Additional Insured with respects to the General Liability Coverage as required by written contract.

CERTIFICATE HOLDER

City of Olivette
9473 Olive Blvd.
St. Louis, MO 63132

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Cody Wilson/JO J. Cody Wilson /

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ADDITIONAL COVERAGES

Ref #	Description	Coverage Code	Form No.	Edition Date
	BLANKET ADDITIONAL INSURED			

Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium
Included					

Ref #	Description	Coverage Code	Form No.	Edition Date
	BLANKET WAIVER OF SUBROGATION			

Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium
Included					

Ref #	Description	Coverage Code	Form No.	Edition Date
	Hired/borrowed	HRDBD		

Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium
35,000			500		

Ref #	Description	Coverage Code	Form No.	Edition Date
	Non-owned	NOWND		

Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium
35,000			500		

Ref #	Description	Coverage Code	Form No.	Edition Date
	Uninsured motorist BI split limit	UMISP		

Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium
1,000,000					

Ref #	Description	Coverage Code	Form No.	Edition Date
	Underinsured motorist property damage	UNDPD		

Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium
1,000,000					

Ref #	Description	Coverage Code	Form No.	Edition Date
	Broad FORM ENDORSEMENT			

Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium

Ref #	Description	Coverage Code	Form No.	Edition Date
	Experience Mod Factor 1	EXP01		

Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium

Ref #	Description	Coverage Code	Form No.	Edition Date

Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium

Ref #	Description	Coverage Code	Form No.	Edition Date

Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium

Ref #	Description	Coverage Code	Form No.	Edition Date

Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium

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HOW WE'RE DIFFERENT FROM THE REST

WE LEAD WITH KNOWLEDGE

Our workspace products and solutions are backed by years of research. You can be sure whatever we provide is rooted in research and proven effective.

OUR SOLUTIONS ARE FLEXIBLE & FUTURE-PROOF

We believe your workspace should be like a Legoland: composed of products with similar design and varying functions so that it's easy to reconfigure and adapt your space as your needs change with time.

WE HELP YOU HANDLE CHANGE WITH EASE

Utilizing years of experience and a team of meticulous professionals, we've developed a process that helps you successfully manage change.

OUR DEPENDABLE, DIVERSE TEAM

Our members are dedicated to building the solution best for you and your team. Utilizing diverse skills and decades of experience, they exceed expectations.

WE OFFER THE BEST POSSIBLE VALUE

Our manufacturers of choice create quality, adaptable products built to last. They are known for creating fantastic furniture with warranties to match.

OUR "BEST IN CLASS" DESIGNATION

Dealerships designated by Haworth as "Best in Class" stand out as extraordinary partners, engaging with Haworth, customers and community to deliver exceptional value every day.

ADDITIONAL RELEVANT INFORMATION

<10 *miles from the project site*

Our customer service extends beyond the sale.

The POE team is focused on continuous care. Our goal is to be there for you throughout every step of the cycle: plan, design, build, and maintain.

We have experience with pre-negotiated contracts

(i.e. TCPN & US Communities)

Our warranties don't leave out parts & labor.

Many of our vendors include labor for any parts covered under warranty, giving you less to worry about if something doesn't work as it should.

We like to move it, move it.

No matter the size, shape, or manufacturer used, POE's CORE can relocate and reconfigure your furniture with ease.

P · O · E

CITY OF OLIVETTE
CITY COUNCIL MEETING MINUTES
June 14, 2016

The Olivette City Council met on June 14, 2016 at 7:00 PM in the Council Chambers at Olivette City Hall located at 9473 Olive Boulevard, Olivette, Missouri. Mayor Ruth Springer called the meeting to order.

Item #1 – Roll call

On roll call, the following persons were present: Mayor Ruth Springer, Chairman Pro-tem J. Gregory Carl, Council Member Maxine Weil, and Council Member Missy Waldman. Council Member Suzanne Sewell was absent with excuse.

Also in attendance were City Attorney Paul Martin, Police Chief Rick Knox, Assistant Fire Chief Ron Johnson, Finance Director Darren Mann, Planning & Community Development Director Carlos Trejo, Public Works Director Bruce McGregor, and City Clerk Myra Bennett. City Manager Barb Sondag was absent with excuse.

Item #2 – Communications

City Clerk Bennett noted that no written communications were submitted for the June 14, 2016 City Council meeting.

Mayor Springer performed swearing in ceremonies for Firefighter/Paramedics Greg DeGreeff and Christopher Swan.

Item #3 – City Manager's Report

In City Manager Sondag's absence, Finance Director Mann supplied the following report from the City Manager:

Construction continues on the new facility, as well as the Old Bonhomme Road improvement project.

Party in the Park will be held on June 17th at Stacy Park. Family activities will begin at 6:30 PM, followed by a showing of "The Force Awakens" at 8:30 PM.

The Crossing Church youth group participated in a two day volunteer event in Olivette. During the two days, they cleaned the Stacy park fountain, which was dedicated to the Feldman and Gartenberg families in 2006, and they also cleaned the play area at Warson Park, behind the Community Center.

It was noted that Social hour with the Mayor will be held on Wednesday, June 22nd at 5:30 PM in the Council Chambers at City Hall. *(It was noted later in the week that the Social Hour will be changed to June 29th, due to a conflict with Municipal Court on June 22nd.)* Fire Chief Scott Avery will be the Mayor's guest at the event.

There will be an electronics recycling/paper shredding/drug take back event on the parking lot of City Hall on June 18th, from 9:00 AM until noon.

Mayor Springer noted that Olivette Night Out will be held on June 21st, beginning at 6:00 PM.

Item #4 – City Council Reports

Council Member Waldman noted that she attended the Planning and Community Design Commission meeting on June 2nd.

Council Member Weil stated that she has nothing to report at this time.

Chairman Pro-tem Carl stated the he attended a meeting of the Economic Development Commission on May 23rd, and the Commission reviewed a draft of the request for proposals for the old City Hall property. Next meeting will be held on June 27th.

Mayor Springer stated that she attended a visit to the Calloway Nuclear Power Plant with Ameren Missouri on June 6th. She noted that she gathered a lot of information, and it was a very interesting visit.

Item #5 – Hearing from Citizens (Part I) – Three (3) Minutes Per Person, Ending Approximately at 8:00 PM

No speaker cards were presented.

OLD BUSINESS

Item #6 – Bill #2807 – An Ordinance repealing Chapter 600 of the Municipal Code of the City of Olivette and enacting a new chapter in lieu thereof relating to liquor control – Second Reading

City Attorney Martin recommended that the City Council make a motion to amend Bill #2807 by substituting the version that is before them at tonight's meeting, in place of the one that was read for the first time at the May 24, 2016 meeting.

Chairman Pro-tem Carl made a motion to amend Bill #2807 by substituting the version that is before them at tonight's meeting, in place of the one that was read for the first time at the May 24, 2016 meeting. Motion seconded by Council Member Waldman.

POLL OF THE COUNCIL:

Chairman Pro-tem Carl	Yea
Council Member Waldman	Yea
Council Member Sewell	Absent
Council Member Weil	Yea
Mayor Springer	Yea

Motion passed.

City Attorney Martin gave an overview of the changes that have been made to Bill #2807 since the first reading. He noted that this bill was drafted to streamline the provisions relating to liquor licenses, reorganize the code, provide clarification and to bring the municipal code into compliance with State Statute.

Council Member Weil made a motion to approve Bill #2807 – An Ordinance repealing Chapter 600 of the Municipal Code of the City of Olivette and enacting a new chapter in lieu thereof relating to liquor control, as amended. Motion seconded by Council Member Waldman.

POLL OF THE COUNCIL:

Council Member Weil	Yea
Council Member Waldman	Yea
Chairman Pro-tem Carl	Yea
Council Member Sewell	Absent
Mayor Springer	Yea

Motion passed. By action of the Olivette City Council, Bill #2807 becomes Ordinance #2581.

NEW BUSINESS

Item #7 – Community Development Block Grant (CDBG) – Fiscal Year 2017

At approximately 7:32 PM, Mayor Springer closed the regular meeting and opened the floor for a public hearing regarding the use of Community Development Block Grant (CDBG) Funds for fiscal year 2017.

Public Works Director McGregor gave an overview of this issue, noting that each year, the City of Olivette receives notification from the St. Louis County Office of Community Development of the proposed municipal funding allocation from the U.S. Department of Housing and Urban Development, under the Community Development Block Grant Program (CDBG). He noted that CDBG funds are used primarily to address housing, infrastructure, and community services issues that affect low and moderate income residents and accessibility issues for the disabled. He stated that funding for fiscal year 2017 is in the amount of $20,000. Mr. McGregor noted that CDBG funds have been used in the past to provide ADA accessible curb ramps and sidewalks in the community, and this year, staff is recommending that the CDBG funds for 2017 be used to make improvements to the restrooms at Irv Zeid Park, to make them ADA accessible. The proposed application has been provided for Council consideration.

Public Services Director McGregor noted that a public hearing is required prior to Council action to allocate the annual CDBG share for the City. He stated that, per CDBG requirements, notice of the public hearing was published in the June edition of the City newsletter, Olivette Life. City Clerk Bennett noted that a public hearing handout has been distributed to everyone in attendance, which outlines the types of projects for which the funds may be used. She noted that a public hearing sign-in sheet has also been provided and asked that those in attendance please sign in.

Mayor Springer asked if there was anyone in the audience who wished to address the City Council regarding this matter. Being none, Mayor Springer closed the public hearing at approximately 7:39 PM and reconvened to the regular meeting.

Council Member Waldman made a motion to authorize that the 2017 Community Development Block Grant funds be allocated for the removal of architectural barriers, as noted in the application, to provide ADA accessible restrooms at Irv Zeid Park, and that the application be submitted to St. Louis County. Motion seconded by Council Member Weil.

POLL OF THE COUNCIL:

Council Member Waldman	Yea
Council Member Weil	Yea
Chairman Pro-tem Carl	Yea
Council Member Sewell	Absent
Mayor Springer	Yea

Motion passed.

Item #8 – Special Event Liquor License – Party in the Park

Finance Director Mann noted that an application for a one-day, special events liquor license has been submitted by Fallon's Bar and Grill to sell alcohol at the Party in the Park event to be held on June 17th. Discussion held. It was noted that, under the new liquor license ordinance, a business currently holding a valid Olivette liquor license will not be subject to an additional background check, as was required under the previous ordinance. It was noted that the Police Department has voiced no objections to the issuance of this license.

Chairman Pro-tem Carl made a motion to approve a Special Event Liquor License to Fallon's Bar and Grill for Party in the Park on Friday, June 17, 2016 at Stacy Park. Motion seconded by Council Member Weil.

POLL OF THE COUNCIL:

Chairman Pro-tem Carl	Yea
Council Member Weil	Yea
Council Member Sewell	Absent
Council Member Waldman	Yea
Mayor Springer	Yea

Motion passed.

Item #9 - Bill #2808 - An Ordinance repealing Chapter 500 Building Regulations of the Municipal Code of the City of Olivette and enacting a new chapter in lieu thereof relating to building codes, regulations, and fees - First Reading

City Clerk Bennett read Bill #2808 - An Ordinance repealing Chapter 500 Building Regulations of the Municipal Code of the City of Olivette and enacting a new chapter in lieu thereof relating to building codes, regulations, and fees, for the first time, by title only.

Planning and Zoning Administrator Trejo gave an overview of this issue. As noted in his staff memo to the City Council, Insurance Services Office, Inc. (ISO) has noted that the building code regulations the City currently enforces are over six (6) years behind publication. In review of the City's building codes, the ISO has downgraded the ISO Class rating from a Class 4 to a Class 9 for both 1 & 2 family residential property and commercial and industrial property. The regression is primarily attributed to the current building codes adopted. The City currently enforces the 2006 ICC building codes, including the International Building Code (IBC), International Residential (IRC), and Property Maintenance Code (IPMC).

The ISO has provided the City an opportunity to maintain the current Class 4 if the City adopts a version of the ICC building codes that are less than six (6) years from publication. The ICC has building codes with publish dates of 2009, 2012, and recently 2015.

Staff is recommending that City consider adoption of the 2015 ICC building code updates. Staff has reviewed the 2015 ICC building codes and is requesting consideration of the following:

2015 ICC International Building Code
2015 ICC International Residential Code
2015 ICC Existing Building Code
2015 ICC International Property Maintenance Code

The ICC has agreed to delay enforcement of the Class 4 rating, pending City Council consideration of the 2015 ICC building code adoption.

In conjunction with the building code updates, staff has evaluated the current fee schedule and is forwarding an adjustment to the City Council for consideration. The last fee adjustment was in January 2003, when the City adopted the fee schedule that was at that time enforced by St. Louis County. Since 2003, the County has adjusted the fee schedule twice, and the City has not. City Council discussion held regarding the ISO rating.

Planning and Community Development Director Trejo noted that it is anticipated that a second reading of this bill will be held at the June 28th City Council meeting.

Item #10 - Bill #2809 - An Ordinance Making Appropriations for Current Expenses of the City Government of the City of Olivette for the Fiscal Year beginning July 1, 2016; Adopting a Certain Budget; Adopting a Certain Salary Scale – First Reading

City Clerk Bennett read Bill #2809 - An Ordinance Making Appropriations for Current Expenses of the City Government of the City of Olivette for the Fiscal Year beginning July 1, 2016; Adopting a Certain Budget; Adopting a Certain Salary Scale, for the first time, by title only.

Finance Director Mann stated that Bill #2809 is a proposed ordinance to adopt the operating budget for the City of Olivette for the fiscal year beginning July 1, 2016 and ending June 30, 2017. He noted that the proposed operating budget can be amended at any point by City Council, prior to final adoption, and asked that the City Council contact him with any questions. He also noted that there will be a public hearing regarding the proposed budget, in conjunction with the second reading of Bill #2809, scheduled to be held at the June 28, 2016 City Council meeting.

Item #11 - Review and Approval of the Minutes of the May 24, 2016 City Council Meeting

Mayor Springer asked if there were any corrections to be made to the minutes of the May 24, 2016 City Council meeting. Being none, Chairman Pro-tem Carl made a motion to approve the May 24, 2016 City Council meeting as submitted. Motion seconded by Council Member Waldman.

POLL OF THE COUNCIL:

Chairman Pro-tem Carl	Yea
Council Member Waldman	Yea
Council Member Sewell	Absent
Council Member Weil	Yea
Mayor Springer	Yea

Motion passed.

Item #12 – Hearing from Citizens (Part 2)

No speaker cards were submitted.

Item #13 – City Attorney's Report

City Attorney Martin noted that St. Louis County has filed a notice of appeal regarding the Police Standards case. He stated that it will probably be at least six months before it reaches the court.

City Attorney Martin recommended that the City Council hold an Executive Session at the end of tonight's meeting for attorney-client privileged communications and to discuss personnel

matters, pursuant to Sections 610.021.1, 610.021.3, and 610.021.13 of the Revised Statutes of the State of Missouri.

Executive Session

Council Member Waldman made a motion to move into Executive Session, pursuant to the Revised Statutes of the State of Missouri, Section 610.021.1, Section 610.021.3 and Section 610.021.13, for attorney-client privileged communications and to discuss personnel matters. Motion was seconded by Chairman Pro-tem Carl.

POLL OF THE COUNCIL:

Council Member Waldman	Yea
Chairman Pro-tem Carl	Yea
Council Member Sewell	Absent
Council Member Weil	Yea
Mayor Springer	Yea

Motion passed. City Council moved to Executive Session at approximately 8:00 PM.

The City Council reconvened to the regular meeting at approximately 9:07 PM. It was noted that no reportable votes were taken.

Item #14 – Adjournment

Being no further business, Council Member Weil made a motion to adjourn the meeting. Motion seconded by Chairman Pro-tem Carl. Mayor Springer adjourned the meeting at approximately 9:09 PM.

_____
Mayor Ruth Springer

ATTEST:

_____
Myra G. Bennett, CMC/MPCC
City Clerk
City of Olivette

CITY COUNCIL AGENDA SUBMISSION

Agenda Item:

Hearing from Citizens (Part 2)

Description:

Olivette citizens and businesses express concerns, discuss issues, and make requests of the City Council's assistance in getting matters resolved.

The Mayor and City Council would like to remind the audience of the following:

1. The purpose is to hear your concerns, issues, and questions.
2. Cards submitted after the beginning of 1st "Hearing from Citizens" will not be called until the 2nd "Hearing from Citizens".
3. The Chair has discretion to allow individuals to speak without previously submitting a card; however, those individuals will also need to complete a card.
4. Personal attacks of Council Member, Staff, and/or individuals are not permissible.
5. Any question should be directed to the Chair and only the Chair.
6. Questions concerning agenda items may be addressed by Council or staff at the time the agenda item is discussed.
7. Questions that are not pertaining to agenda items may receive an answer by the method of your choice; indicated at the bottom of the submittal cards.
8. Profanity is not allowed.
9. Campaigning and electioneering are not permitted.

"Hearing from Citizens" is not intended to be an open discussion. It is intended to provide an opportunity for citizens to be heard at official meetings.

When called, please step to the podium; state your name and your address before addressing your subject matter.

Each person has up to three (3) minutes to speak. Should your time elapse, you are welcome to continue at the second hearing from citizen's session again, for up to 3 minutes.