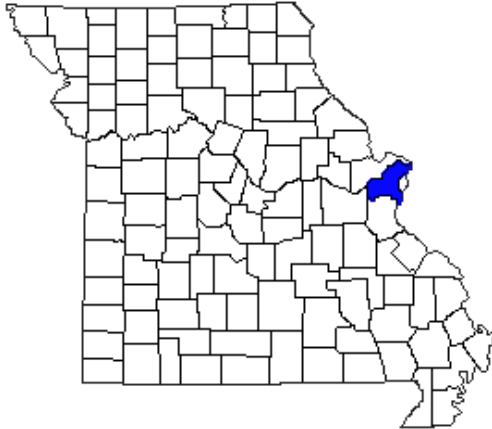


ST. LOUIS COUNTY, MISSOURI

Introduction



St. Louis County Government

St. Louis County, Missouri was formed on October 1, 1812. The County now covers an area of approximately 500 square miles. The City of Clayton is the County seat. The 2000 population of the County was 1,016,315. Sixty-nine percent of the County's land area and population is within one of the 91 self-governing municipalities.

The County is governed by a charter, originally adopted in 1950 and revised in 1968 and 1979. The County Executive

is the chief administrative officer. The legislative body is composed of seven council members.

The County's fiscal year begins on January 1st.

Major Services

The County provides a wide range of services falling within three categories: 1) county-wide services, which are available on an equal basis to all residents of St. Louis County; 2) services to unincorporated areas; and 3) services to incorporated areas by contractual agreement.

Major services provided by the County include:

- Tax assessment and collection
- Judicial and justice services
- Public works
- Street maintenance and construction
- Human Services programs
- Planning and zoning
- Health care
- Parks and recreation
- Police protection
- Economic development
- Housing assistance programs

Budget Process

Pursuant to the St. Louis County Charter, the County Executive must submit a balanced current expense budget to the County Council no later than 60 days prior to the beginning of each fiscal year. The budget must include a complete financial plan for all County funds and activities, including proposed tax rates, an estimate of all income and revenue and all proposed expenditures for current operations, debt service and a capital program.

The County Executive presents the proposed budget to the County Council by November 1st of each year. The budget document must include, by fund: (a) the estimated income and revenue of the fund for the budget year and (b) the estimated income and revenue of the fund during the fiscal year immediately preceding the budget year. The total expenditure proposed in the budget for each fund shall be no greater than the lesser of (a) and (b), plus any unencumbered cash balance in the fund at the end of the fiscal year immediately preceding the budget year. The County Executive may propose additional expenditures if he also proposes additional income and revenue, but such additional expenditures may not exceed ninety percent of the estimated additional income and revenue to be received from taxes plus the total estimated additional income and revenue to be received from any other source.

Prior to adoption of the budget, the County Council holds at least one public hearing where interested citizens can comment and ask questions regarding the proposed budget. The proposed budget is available for public inspection at the local library and at the County Budget Office once it has been presented to the County Council. The final budget is adopted by County ordinance before December 31st. If the Council fails to adopt the budget by that date, the amounts appropriated for current operation for the current fiscal year shall be appropriated for the new fiscal year on a month-to-month basis, until the Council does adopt a budget.

The County Executive can make recommendations to the County Council during the year for supplemental or emergency appropriations. The Council may institute such changes by ordinance. The County Executive may transfer appropriations within any department during the fiscal year, with proper notification to the County Council.

Every appropriation, except an appropriation from general obligation bonds of the County, shall lapse at the close of the fiscal year to the extent that it has not been expended or encumbered. Any cash surplus in any fund at the end of any fiscal year shall be carried forward and merged with the income of the fund for the succeeding year. Payment of any legal unpaid obligations of any fund for any prior year, however, shall be a paid first.

2004 BUDGET CALENDAR

March 28, 2003	List of department approved budget system users to Budget Office
April 1, 2003	System ready to accept revenue estimates
April 8, 2003	Information Technology budget training
April 18, 2003	All departmental revenue estimates entered into Budget System
May 16, 2003	All Information Technology budgets entered into the IT Budget System
June 12, 2003	Information Technology Committee recommendations to ISOC
June 13, 2003	Budget System security in place All systems loaded for users
June 16 – 20, 2003	Department budget entry training
June 30, 2003	IT Budgets loaded to Budget System
July 3, 2003	Payroll download for 2004 budget
July 9, 2003	Open Budget System for budget development
July 11, 2003	2004 – 2006 Vehicle Requests due to Fleet
July 31, 2003	Request for list of CIP projects sent to departments from Department of Planning
August 15, 2003	All 2004–2006 budget requests must be completed in the Budget System. Signed cover letters should be in to the Budget Division.
August 18 – September 5, 2003	Review of budget requests and supporting documentation by Department of Administration
September 4, 2003	CIP project list due to the Department of Planning
September 30, 2003	CIP draft from the Department of Planning due to the Budget Division for inclusion in the 2004 budget book.
By November 1, 2003	Recommended Budget presented to County Council
November and December, 2003	County Council schedules public and department hearings
By December 31, 2003	Budgets approved by Council

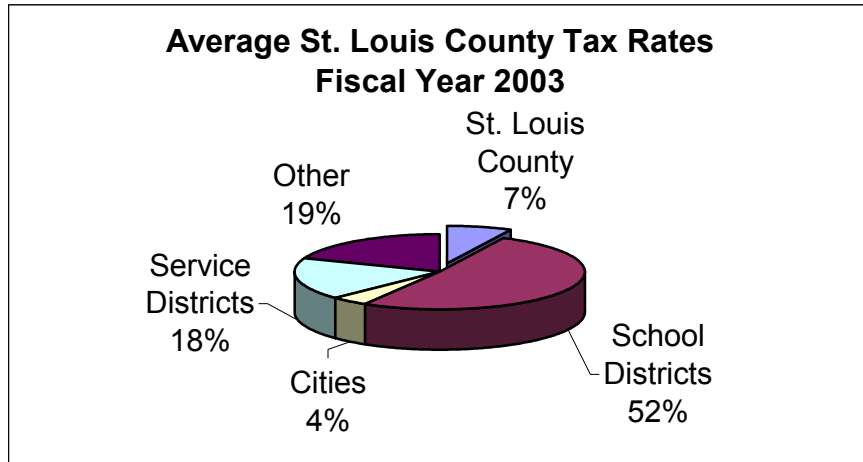
Property Taxation

Property tax is determined by the assessed value of your property and the tax rate.

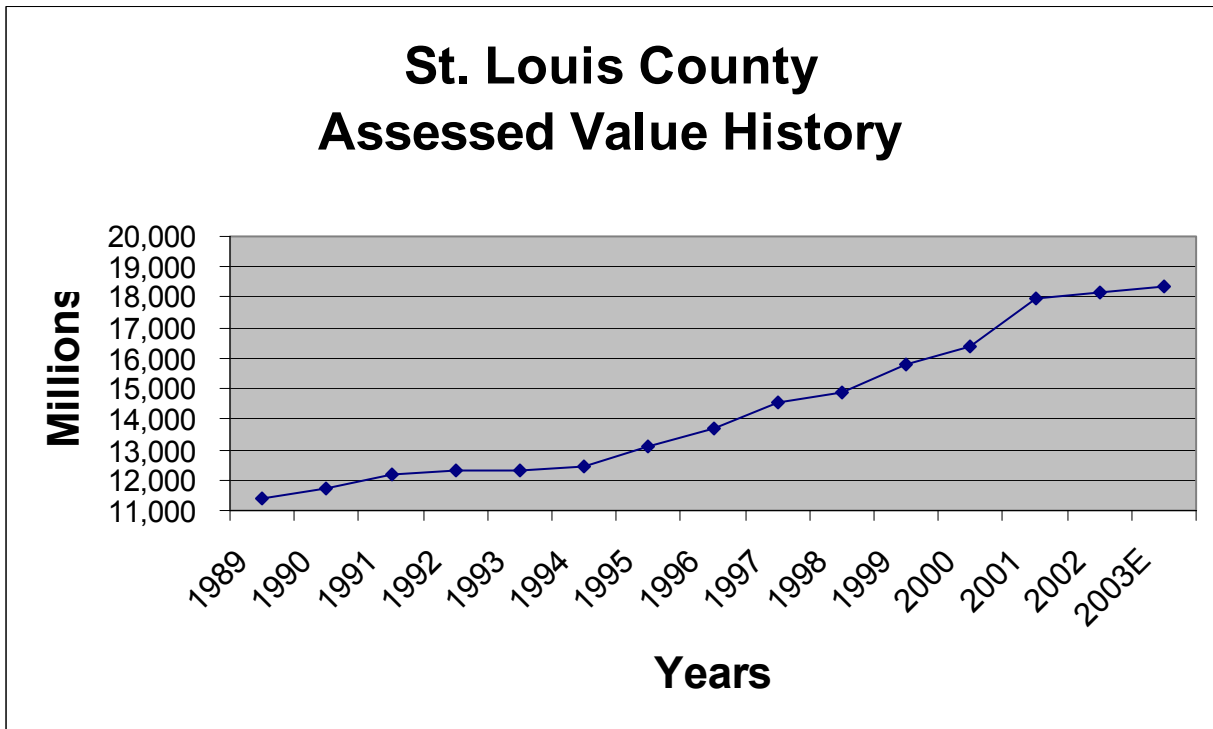
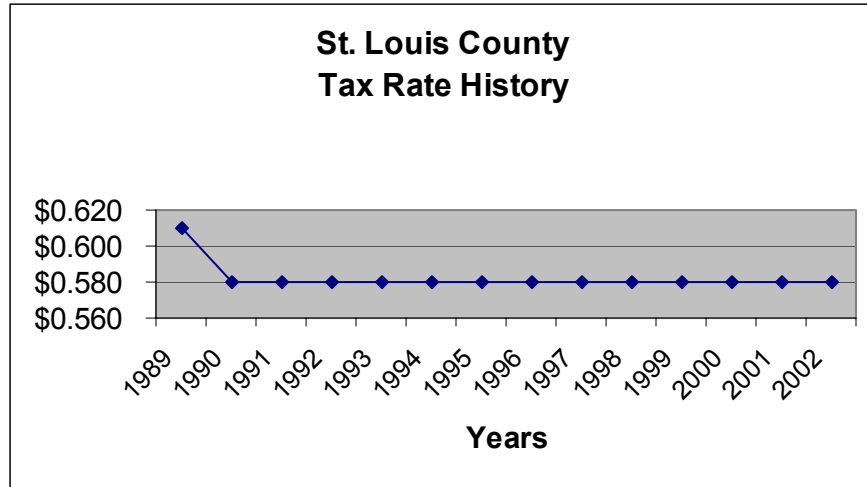
Missouri State statute has established a two-year reassessment cycle with reassessment of all real property in odd-numbered years.

The tax rate is set by the elected officials of the local governments that have jurisdiction where your property is located. The rate is based on the amount of funds needed to operate the governments. Taxes are levied on all taxable real and personal property owned as of January 1st in each year. By statute, tax bills are to be mailed in October. Payment of taxes is due by December 31st, after which they become delinquent and accrue a penalty of one percent per month.

The County Collector of Revenue collects taxes for most taxing districts in the County. Your property tax bill includes not only County property taxes, but also school district taxes, city taxes, service district taxes and other special district taxes. While these taxes are collected by the County, they are distributed to the various taxing districts and are not a part of the County tax rate.



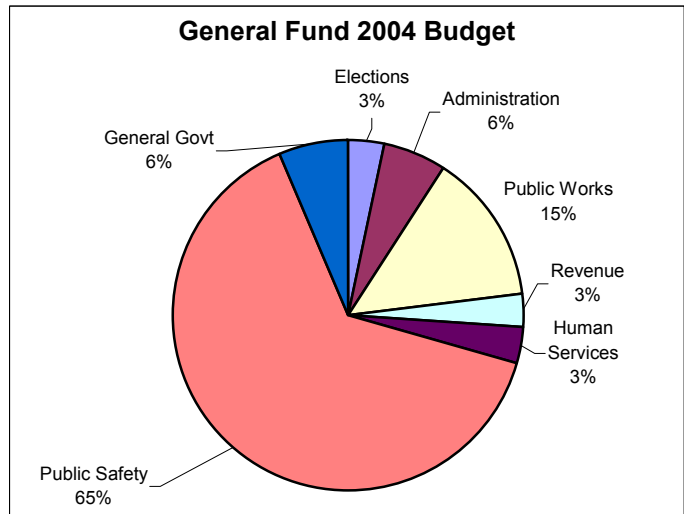
Historical Tax Information



2004 BUDGET EXECUTIVE SUMMARY

GENERAL FUND (101)

The General Fund consists of the County departments and programs that administer the general functions of County Government. These functions can broadly be divided into seven categories; General Government, Elections, Administration, Public Works, Revenue, Human Services, and Public Safety. Public Safety includes the Departments of Police, Municipal Court, Judicial Administration, Justice Services and Prosecuting Attorney. The General Government category includes the County Council, County Executive, Public Administrator, County Counselor, Planning, Garage Operations, and Miscellaneous Offices. The County Emergency Fund is part of the General Fund but not included in any of the above programs.



The General Fund 2004 Budget of \$192,263,281 is a decrease of 1.8% from the 2003 Adjusted Budget. By department, it breaks down as follows:

Department/Office	2003 Adjusted Appropriation	2004 Final Budget	% Change
County Council	1,717,886	1,601,951	-6.75%
County Municipal Courts	1,617,882	1,663,223	2.80%
Elections	5,100,287	6,413,763	25.75%
Public Administrator	756,586	710,846	-6.05%
Judicial Administration	22,595,318	22,450,970	-0.64%
Prosecuting Attorney	7,502,617	7,501,541	-0.01%
County Executive	1,007,222	1,293,732	28.45%
County Counselor	2,531,779	2,519,473	-0.49%
Miscellaneous Offices	3,427,185	3,303,028	-3.62%
Administration	11,642,734	10,662,299	-8.42%
Police	67,542,225	67,465,452	-0.11%
Planning	2,118,528	1,982,443	-6.42%
Public Works	28,270,592	26,136,935	-7.55%
Revenue	6,686,440	5,941,332	-11.14%
Justice Services	22,291,631	21,059,282	-5.53%
Garage Operations	391,440	608,247	55.39%
Human Services	6,275,226	6,032,422	-3.87%
Emergency Fund	4,307,221	4,916,342	14.14%
General Fund Total	195,782,799	192,263,281	-1.80%

2004 GENERAL FUND BUDGET HIGHLIGHTS

General Comments

Salary and Wages

The Salary and Wages category in the 2004 Recommended budget has decreased by 2%. This is the result of a reduction in the number of budgeted positions and the reduction of budgeted merit increases from 5% to 3%. One hundred and eight positions have been eliminated in the 2004 Recommended budget. Fifty-eight percent of these positions are currently filled.

Payroll Fringes

At the same time Salary and Wages have gone down, the Fringe Benefit category has increased approximately 10%. The increase in this category is primarily fueled by retirement benefit cost increases.

Capital Outlay

Most departments reduced their requests for capital outlay in their reductions budgets. Most of the reductions were in the computer equipment category. However, the major cause of the reduction in capital outlay requests from \$2,887,031 in 2003 to \$560,338 in 2004 was the elimination of replacement vehicle by the Police Department. The 2003 budget for Police vehicle was \$1.3 million. The Police Department plans to lease a moderate number of vehicles in 2004 instead of purchase. The lease payments would not start until 2005.

County Council

The department of the County Council includes County Council Administration, County Clerk, and the County Auditor. The 2004 budget of \$1,601,951 is approximately 6.75% less than the 2003 Adjusted Budget. The County Council Administration's budget is reduced by one part-time administrative assistant. The County Auditor's budget reflects a full year funding for the conversion in October 2003 of an administrative assistant to an internal auditor position.

County Municipal Courts

The 2004 County Municipal Courts budget of \$1,663,223 is approximately 3% greater than the 2003 Adjusted Budget. The Court continues to successfully process a 90,000 plus caseload. This budget was not decreased in 2004 due to the need to continue to fund the increase in the number of scheduled night court sessions from six (6) to eight (8) sessions weekly that occurred in 2003.

Board of Election Commissioners

The 2004 Board of Election Commissioners total budget of \$6,413,763 is approximately 25% more than the 2003 Adjusted Budget. In addition to the County-wide Primary and General elections, a Presidential Primary Election will be held in 2004. Because of the higher voter turnout and increased number of ballot issues to be decided there will be increased expenses.

There is a significant increase in postage expenses for reimbursement of postage to deputy registration locations to assist in their cooperative efforts with deputy voter registration, post-election mail canvassing and mailing permanent voter ID cards on new registrations. There is \$595,000 budgeted in 2004 that was not budgeted in 2003 to support elections for all Federal and State offices.

Public Administrator

The 2004 budget for the Public Administrator is \$710,846, approximately 6% lower than the 2003 Adjusted Budget. The decrease is due mainly to the elimination of a part time position in the department.

Judicial Administration

The Judicial Administration department is comprised of the Circuit Clerk, Sheriff, Family Court and Court en Banc. Funding, other than salaries and benefits for the judges and Circuit Clerk's personnel, is provided by the County as mandated by State law.

The 2004 budget for the Department of Judicial Administration is \$22,450,970, approximately .5% lower than the 2003 Adjusted Budget. This budget abolishes one law clerk position and reduces the funding for two additional law clerks to part-time. A summer intern position was also eliminated. The budget request adds one part-time grant administrator to handle the increasingly difficult requirements and statistics of a drug court grant from the State. Travel and other accounts were decreased to reduce budgets without seriously impacting services.

The Family Court budget is included in the above department of Judicial Administration budget number but it will reach a zero growth budget by holding vacant positions open, as opposed to eliminating positions. They are also reducing institutional care costs for its juvenile offenders and not funding three police officers positions that work for the Family Court in the areas of Juvenile Detention and Probation.

Prosecuting Attorney

The 2004 budget of \$7,501,541 for the Prosecuting Attorney's Office is a no growth budget.

To achieve this budget the Prosecuting Attorney's Office will abolish nine full-time and one part-time position and discontinue funding to the Police Department for two police investigators in the criminal division.

County Executive

The 2004 budget of \$1,293,732 for the County Executive's Office is an increase of 28% over the 2003 Adjusted Budget. Several changes planned for 2004 in the department have contributed to the increase. In July 2003, a Business Assistance Center (BAC) was formed and its manager moved from the Public Work's office to the County Executive's Office. The BAC will facilitate new business in St. Louis County. In 2004, two more staff positions will be moved to the office as support for this program. These are also position transfers from Public Works and not new positions to the County. Also starting in 2004 two positions currently in the Department of Administration will be moved to the County Executive's Office to more correctly reflect the duties of the positions. Without these position transfers, the budget would have decreased approximately 2%.

County Counselor

The 2004 budget of \$2,519,473 for the County Counselor's Office is approximately .5% lower than the 2003 Adjusted Budget. This budget abolishes two positions.

Miscellaneous Offices

Miscellaneous Offices includes budgets for the University of Missouri Extension Center, Special Projects, Fire Standards Commission, Boundary Commission and Economic Council. The majority of the \$3,303,028 budget request is for Economic Council. The budget of \$2,454,918 for Economic Council is a reduction of 5% from the 2003 Adjusted budget.

Administration

The Department of Administration includes the divisions of Fiscal Management, Budget, Treasury, Procurement and Administrative Services, Information Services and Personnel.

The 2004 budget of \$10,662,299 is approximately 8.4% lower than the 2003 Adjusted budget. Six positions have been abolished, including the retirement of three employees leased to REJIS. Additional changes include transferring two positions to the County Executive's Office and one position to grant funding. Two positions will be reduced to approximately 50% funding in 2004, four positions will have reduced hours and one of these four will also be reclassified from a manager to a non-supervisory position. Other major reductions in the department include reductions in

travel accounts, capital computer equipment, professional services for medical insurance consultants, and tuition reimbursements.

Police

The 2004 budget includes \$67,465,452 for police services. This is a zero percent increase budget.

The Police budget is difficult to reduce without reducing services as 90% of the budget is for salaries and wages. To accomplish a zero growth budget for 2004 without service reductions the Police Department will use a combination of tactics. They will hold vacant positions open, abolish two positions funded by a Resources Against Gang Environment (RAGE) grant that is expiring in 2004, transfer one position to the Police Academy fund, reduce training and travel, reduce miscellaneous accounts and eliminate the purchase of all vehicles except motorcycles. As an alternative to purchasing 71 vehicles per their replacement schedule, the Police Department will continue to explore a lease purchase arrangement for 35 vehicles. The lease payments on these vehicles will not commence until 2005.

Planning

The 2004 budget includes \$1,982,443 for the Planning Department. This is approximately 6.42% below the 2003 Adjusted Budget. The Planning Department will abolish one full-time and three part-time positions. It will discontinue printing and mailing two editions of the County Direct newsletter to residents of unincorporated St. Louis County. The newsletter will be posted to the County website and e-mailed to subscribers. An annual Citizen survey will also be eliminated from the 2004 budget. Reductions in training and travel and professional services for Geographic Information Systems (GIS) consulting further reduce the 2004 budget.

Public Works

The 2004 budget includes \$26,136,935 for the Public Works Department. This is 7.55% below the 2003 Adjusted Budget.

A series of positions were abolished for the 2004 budget. Two full-time positions in the Administration section were abolished; duties will be reassigned to current staff. Seven full-time and one part-time positions in Facilities Management were abolished and three transferred to the Design and Construction division. These reductions may reduce response time to emergency repairs. Five positions in Building Inspections, Code Enforcement, were eliminated. The inspection workload of the eliminated positions will be dispersed to other inspectors after the appropriate training has been completed. Inspections should be adequately addressed by the reconfiguration of responsibilities without a substantial decrease in services, but response time may be

reduced. Two positions in Building Permits were transferred to the County Executive's budget for the Business Assistance Center. Services will not be affected by this move.

In July 2002, the State adopted legislation establishing a Regional Taxicab Commission and the Taxicab Code became effective in June 7, 2003. Since services performed by Taxicab operations are now the responsibility of the Commission, the County budget for 2004 only includes one position and the Commission will reimburse the County for all salary and benefits. The County will continue to contract for services with the Commission through 2004 to assist them with establishing the Enforcement and Licensing office.

Significant reductions were made in the building and equipment maintenance and janitorial maintenance and supply accounts in 2004. Contracted day porter activities will be eliminated in the Police Headquarters, Administration, Courts and Justice Center buildings. Public Works employees will respond to emergencies and restroom and public area servicing will be limited to evenings by the regular cleaning contractor. Utility accounts remain at the 2003 levels. The allocation of property insurance responsibilities and increased premium costs for 2004 have more than doubled the insurance budget for 2004.

There are only two new major construction projects included in the 2004 budget; replacement of the chiller and electrical upgrades at 121 Meramec for \$375,000 and a transformer upgrade for the MET Center for \$150,000. The requested funding for Phase II-B Security Plan will be deferred until Phase I is complete.

Revenue

The Revenue Department includes four General fund budgeted divisions: Collector of Revenue, Technical Services, Recorder of Deeds, and the Director of Revenue. The Assessment Division and the Board of Equalization are in a separate Assessment Fund (557).

The total 2004 budget for the General Fund Revenue Department is \$5,941,332, a decrease of 11.14%. A total of four positions were abolished in the 2004 budget.

The Revenue Department was able to make a substantial reduction in its budget without major personnel adjustments due to its 2003 computer system project. The change is twofold. The 2003 budget included \$150,000 for one-time professional services for installation and implementation of the new computer system in the Collectors Office, this budget will not be needed in 2004. Also the 2004 budget eliminates the \$375,000 in computer costs associated with the old computer system that was housed on the REJIS mainframe computer. Additionally, in 2004 over \$100,000 in REJIS costs will be reallocated to the Assessment Fund since the expenditure supports Assessment Fund activities.

Justice Services

The 2004 Justice Services Department budget is \$21,059,282, 5.53% below the 2003 level.

The decrease in the Justice Services Department budget due mainly to the elimination of the "Choices" Substance Abuse Program and the Program Department. The "Choices" program has been operating at the St. Louis County Jail for the last five years. The program offers a 120 day treatment program for male and female inmates that incorporates the 12-step recovery program. During the past five years of operations the program has provided services to a total of 1275 inmates. The Program Department provides educational opportunities for the inmate population. With the proposed reductions staff will no longer be able to provide classes on Parenting, Anger Management, Domestic Violence, Commitment to Change and Life on the Streets. In 2002, 975 inmates completed classes offered by the Programs Department.

In total 26 full-time positions and six part-time positions will be eliminated in the 2004 budget. Nineteen of these positions are the result of the elimination of Choices and Programs. The other positions are spread throughout the department.

Other reductions include the elimination of travel costs, capital equipment except for computer replacements and food preparation equipment and a 15% reduction in overtime.

Garage Operations

The budget for Garage Operations, excluding the Expenditure Reimbursement account, is \$2,424,163. This is 2.93% higher than the 2003 budget. The increase for costs associated with the new Shaw Park Drive Parking Garage/Transit Center that will be completed in May, 2004.

The Garage Operations budget is supported by reimbursements from other County departments and from outside agencies that park in County parking garages. Internal department's support is shown as an expenditure reimbursement, while outside agency support is considered revenue. The 2004 budget request of \$608,247 reflects the amount that will be received as revenue into the General Fund to support Garage Operations. Increases in revenue, anticipated due to the new parking garage made it possible to reduce the per space charge to County departments.

Human Services

The Human Services budget for 2004 is \$6,032,422. This is a 3.87% reduction compared to the 2003 Adjusted budget. The budget reflects a reduction of five part-time positions in the County Older Residents Program (CORP), one full-time position

abolished and one full-time position converted to two part-time positions in the County Youth Program (CYP), one full-time position converted to a part-time position in the Office of Veterans Services, eight full-time positions abolished and one reduction of hours at Lakeside Center, and two full-time positions in Homeless Service kept at reduced hours.

These position reductions and other account reductions will result in some reduction in services. The County Older Residents Program budget eliminates the Home Safety and Security program, the Teleconnection Program for homebound seniors and some transportation, respite and visiting services. The County Youth Programs budget reduces service hours for drop-out programs, the Outstanding Student Leader program would be eliminated in 62 high schools, and the production of the Youth and Family Resource Directory will be reduced. The budget reduction in Veteran Services will reduce services to veterans by approximately 25%. The major effect of the reduction in the Lakeside Center budget will be the closing of Warson House. Warson House is a transitional living facility for boys.

The Homeless Services Program budget appears to have increased 43% but this is mainly due to a reduction in grant funding as opposed to an increase in expenditures. All grant administrative funds for the Homeless programs are posted to the budget as an expenditure offset. Total offset is expected to be about \$49,000, which is almost \$63,000 less than 2003. This decrease is due to the expiration of several Supportive Housing Programs (SHP) and a decrease in Housing Resource Commission (HRC) administration reimbursements of \$10,000 due to lower collections in 2002 and awards for 2004.

SPECIAL ROAD AND BRIDGE FUND:

The Special Road and Bridge Fund budget includes the operations and maintenance costs for the County road and bridge system and designated arterial roads in incorporated St. Louis County.

The 2004 recommended net budget of \$48,557,014 includes funding of \$20,298,288 for the County Road System (CRS), \$19,496,307 for the Arterial Road System (ARS), and \$8,762,419 for Capital Improvement Programs (CIP) Support Services. This budget is a decrease of 4.52% from the 2003 Adjusted Budget. The budget for Fleet Management reflects anticipated expenditures of \$6,653,706. This budget will be fully reimbursed by expenditure offsets from the departments and offices utilizing Fleet services.

This budget provides for the maintenance of these road systems:

	<u>Lane Miles</u>
County Road System	2,112.71
Arterial Road System	<u>942.01</u>
Total	3,054.72

Although the 2004 expenditure budgets have decreased 4.0%, services to our citizens will not be reduced. Revenue from Cable TV franchise fees will be shifted from storm water projects to fund needed services within our overall budget. The State of Missouri, Department of Natural Resources, has reimbursed the Highway Department for some prior year storm water projects. Therefore, adequate funding will be available to continue our planned storm water projects for 2004 without using the Cable TV revenues as we have in prior years. Further reductions have come from delaying selected vehicle and equipment replacements and the reduction of staffing levels.

The 2004 Recommended budget includes a decrease of 13 full-time and 13 part-time positions from 2003. Noteworthy personnel matters are as follows:

- ❖ The Department's night time and weekend dispatching responsibilities will be transferred to the County Police by January 1, 2004. Significant savings will be realized through the agreement reached by our Departments for the combination of these services. This resulted in the abolishment of 3 full-time and 2 part-time positions.
- ❖ The Division of Construction was able to abolish one (1) Engineer II position due to the realignment of Engineers and inspectors on our projects, as well as an anticipated reduction in our capital projects in future years.
- ❖ The increase in efficiency of the Design staff along with the decrease in the number of consultant design contracts and the anticipated reduction in our capital projects in future years has made it possible to eliminate one (1) Engineer II positions in the Design Division.
- ❖ Due to budget constraints, the Systems Analyst Lead position has been removed from the 2004 budget. Efforts are being redirected to concentrate on priority items/functions that will correlate with the realignment and distribution of duties among current staff members.

- ❖ Technological advances combined with the redistribution of assigned duties have enabled General Services to take on additional work assignments, while at the same time abolishing one (1) Accounting Services Representative and one (1) Office Services Representative from our budget.
- ❖ The newly created Taxi Commission has advised Fleet Management there will no longer be a need for Fleet to perform taxi inspections resulting in the elimination of one (1) mechanic position. Also, Fleet Management’s review of repairs indicates they can eliminate a small engine mechanic and still accomplish the required workload.

The budget proposal supports these items:

1. Installation of LED indications continues and to date approximately 35% of our traffic signals have been retrofitted. This has resulted in a 30% reduction of electricity usage since the program started. The replacement program will continue until all signals have been changed.
2. Install 35.4 lane miles of new driving surface.
3. District concrete crews will use approximately 5,800 cubic yards of concrete to reconstruct deficient pavement and sidewalks throughout the County. Crews will also crackseal approximately 73 lane miles of pavement, and a program has been established to seal 15 bridge decks.
4. Perform repairs on 180 bridges, replace 20 crossroad culverts, and repair or install 3,000 feet of guardrail.
5. Continue installing new ET2000 end sections throughout our guardrail system that will bring our roadway traffic barriers into compliance with AASHTO standards. The ET2000 guardrail retrofit will enhance the safety of the motoring public, and should be completed within seven years given the current level of funding.
6. Funding is being requested to continue the following CRS Preservation Projects by contract:

Crackseal Program	\$ 550,000
Microsurfacing Projects	1,000,000
Sealcoat	250,000
Sidewalk Repair	1,000,000
Painting Pavement	<u>36,000</u>
Markings	
TOTAL	\$2,836,000

7. Funding has also been requested to continue the following ARS Preservation Projects by contract:

Crackseal Program	\$ 200,000
Microsurfacing Projects	1,000,000
Microsurfacing Preparation Work	200,000
Sealcoat	150,000
Painting Pavement Markings	<u>264,000</u>
TOTAL	\$1,814,000

8. \$50,000 has been budgeted for the contracted removal of trees within the public road right-of-way. This contract will address work on a “scheduled” basis that will allow County forces to be more responsive in clearing dead trees and other plant material that may present a safety hazard.
9. In the third year of a four-year program to replace deficient sections of sidewalk on our CRS network, we are proposing to increase our funding for this work from \$1 million to \$1.5 million dollars in our initiative budget. We believe the sidewalk repair program has been well received by our constituents.

HEALTH FUND:

The 2004 Recommended budget for the Department of Health, is \$49,534,167. This is a .68% decrease from the 2003 Adjusted budget.

The 2004 Department of Health (DOH) supports 31 different budgeted programs/divisions. The Health Department also manages almost \$2.5 million in grant funds that includes an additional 95 employees.

The Health Fund reduced their budget significantly in 2003. As a result of this prior year reduction, less of a reduction being requested in 2004. The 2004 budget eliminates 20 full-time positions, reduces hours for nine positions and reclassifies one position from full-time to part-time.

The majority of these positions are due to the elimination of the Home Health program and Homemaker Chore program. Last year, the department studied the necessity of these programs in the St. Louis area with the assistance of an intern. There are adequate private entities that are capable of handling the caseload.

The remainder of the position reductions are spread across several cost centers.

There are some additions or new positions to meet business needs. These are an IT Manager, an increase of a social worker from part-time to full-time, and a vacant environmental manager downgrading to an environmental supervisor position. Funding has been allocated for the use of retirees as needed in the area of custodial care and plan review during staff vacations, periods of FMLA, or extensive plan review periods.

These decisions were made to keep intact the services provided at the three health centers, corrections, communicable disease control, and in the environmental health division. With the change from paper to electronic medical records a decrease in personnel is anticipated in 2004 when the system goes live. The Family Mental Health is a program in transition as the Department works to define the scope of services that can reasonably be offered.

PARK MAINTENANCE FUND:

The Park and Recreation Maintenance Fund budget of \$28,245,800 will provide for the general maintenance and upkeep of seventy-one park sites (four parks are leased to other agencies and therefore not maintained by the County). The 12,185.4 acre Parks system includes trails, roadways, buildings, and other Park facilities. The Parks Department is also responsible for the acquisition, development, management, programming and interpretation of the parks and historic sites. The department offers over 800 programs and events each year.

The 2003 Park Maintenance Fund total budget of \$28,245,800 is a decrease of 1.94% from the 2003 Adjusted budget. The Park Maintenance budget has been divided into two categories, Operating and Metro Parks.

	2003 Adjusted Budget	2004 Recommended budget	Percent Change
Operating	23,423,173	23,563,187	0.6%
Metro Parks	5,380,957	4,682,613	-13%
Total	28,161,060	28,796,130	-1.94%

The Metro budget has been listed independently because our goal is to preserve these funds primarily for capital repair, renovation, and replacement in order to deliver these facilities and services to the public.

The 2004 budget includes a reduction of three full-time positions and all three of the positions are currently vacant. Two positions are in the Horticulture section and one at the Greensfelder Recreation Complex.

Major changes to the 2004 are:

- The reduction in Out-of-Town Travel

- Reduction in the number of Symphony concerts
- Reduction in the budget for construction materials used by County Parks staff
- The closing of Bissell shop between November 1st and March 1st.
- The closing of Bohrer, Lemay and Winter Park maintenance buildings for the winter months
- Reduction in the purchase of capital assets

OTHER FUNDS:

Spirit of St. Louis Airport:

The 2004 Budget for Spirit of St. Louis Airport is \$15,093,035.

The Spirit of St. Louis Airport Aviation Department is responsible for the development and operation of airport and heliport facilities owned and operated by the County, including the Spirit of St. Louis Airport.

Funding for all operations and local share of grant projects are derived from operating income of the Airport. Fuel sales, land rentals, and building and improvement rentals make up the majority of the Department's income. The Spirit of St. Louis Airport sells over 8 million gallons of fuel to Fixed Based Operators and end users annually.

The FAA operates a major regional flight service center in the expanded terminal building providing additional flight services and income to the Airport.

The recommended 2004 budget of \$15,093,035 is 9.15% lower than the 2003 budget.

There are several major differences in the 2004 recommended budget. Fuel sales are anticipated to decrease so there will be a reduction in fuel purchases and a corresponding decrease in revenue from fuel sales. In 2003, Spirit Airport will retire the last of its bonds, eliminating the annual bond payments. Additionally a construction project to build additional hangers was included in the 2003 budget in the amount of \$525,000. This amount will not be needed in 2004.

The 2004 budget reflects a change in the accounting practice for the Automated Flight Service Station. The maintenance of that facility is now being budgeted in Org 3910 instead of Org 3911.

Assessment Fund:

The budget for the Assessment fund for 2004 is \$10,981,224. This is a 6.65% decrease from the 2003 Adjusted Budget.

The 2004 budget for the Assessment Fund eliminates eight full-time positions. These positions along with reductions in many operating accounts are possible because 2004 is a non-reassessment year. Automobile allowance has been reduced because appraisers will be located at three new locations nearer their field assignments. Another major decrease is in the allocation of REJIS costs due to the decrease in use of REJIS online assess programming and production time.

The Assessor's Office is in the process of modifying the assessment and billing system for St. Louis County and all of the taxing authorities. This new legislation will be the start of a completely new method of tax collection. The new system, once in place, will reduce overall costs and reduce the staffing requirements.

Sewer Lateral Fund:

Public Works administers the Residential Sewer Lateral Repair Program in unincorporated St. Louis County and in contract municipalities.

The 2004 Budget for the Sewer Lateral Fund is \$ 2,920,120. This is a 5.67% increase from the 2003 Adjusted budget.

The budget has been increased based on an estimated increase in the number of sewer lateral repair projects that will be completed and an increase in the estimated cost per repair.

Transportation Trust Fund:

The 2004 budget of \$197,766 is to provide funding for administrative expenses relating to the coordination of a Comprehensive Transportation Policy for the County. The increase to the Recommended budget is just over one percent.

Public Mass Transit Tax Fund:

The 2004 budget for the Public Mass Transit Tax Fund is \$38,380,277. The mass transit sales tax of one-quarter of one percent (0.25%) is designated for public transportation purposes. All funds received are distributed to the Bi-State Development Agency. The financial advisors for Bi-State believe that our annual appropriation of these tax receipts in conjunction with the County's budget process may enhance the creditworthiness of the Cross-County Extension financing.

Convention and Recreation Trust Fund:

A budget of \$6,000,000 is requested for 2004 to meet our obligation for this project. Revenues for this fund are generated by a 3.5% sales tax on hotel/motel rooms.

Water Service Line:

The budget for the 2004 Water Service Line Fund is \$3,213,037. This is a 25.93% increase from the 2003 Adjusted Appropriation. The budget has been increased based on the amount of water service line repair work that is being completed. Both the number of repairs and the cost per repair were underestimated in the 2003 budget.

The Water Service Line Repair Program section of the Public Works Department is responsible for administering repair contracts on unincorporated and incorporated residential water service lines in St. Louis County. The program was authorized by County voters in November 2000 to begin on July 1, 2001. The program utilizes a \$1.00 per month program fee, collected by the water service provider on the water bill, for the repair or replacement of water lines extending from the water main to the residential dwelling due to breakage in the line or for road relocation. The program fee began being billed on March 1, 2001. Funds accrued for this program may be used to fund a citizen's part of construction projects on private property and in the right-of-way.

The Water Line Repair Program monitors and ensures compliance with applicable County ordinances and the program "Rules and Regulations". The program contracts with County licensed Master Plumbers to perform the repairs on a per incident basis. There are an estimated 335,000 residential water service customers in St. Louis County.

Solid Waste Management Fund

The 2004 Budget for the Solid Waste Management Fund is \$3,033,683.

The Office of the Solid Waste Coordinator was created through St. Louis County Ordinance #15,599 to provide education, technical assistance and funding incentive tools for citizens, municipalities and other organizations for the purpose of implementing waste reduction programs. Programs are aimed toward achieving the state-mandated goal of 40% waste reduction.

The Office of the Solid Waste Coordinator develops and administers programs to stimulate waste reduction program initiatives, to provide community outreach regarding proper solid waste management, to fund community-based recycling and waste reduction programs, to promote local markets for recyclables and purchase of recycled-content products, to implement household hazardous waste programs to divert this material from the waste stream and to coordinate programs promoting efforts to achieve volume reduction in the solid waste stream.

DEBT SERVICE:

The 2004 Budget for the Debt Service Fund is \$14,403,509.

In June 1998, favorable market conditions allowed the County to refund \$93,000,000 of our outstanding General Obligation (GO) Bonds at a lower average interest rate. As a result of this refunding, the County saved \$4,110,885 in interest over the life of the bonds. The net present value of this savings is \$2,624,329. The 2004 budget now just covers normal debt, interest and fee payments.

CAPITAL CONSTRUCTION PROGRAMS

Capital Improvement Projects (CIP) 2004-2008

The Capital Improvement Projects (CIP) 2004-2008 report is now included in the Recommended budget instead of under a separate cover. The detailed report can be found under the Capital Construction Programs tab.

Department Of Highways Capital Construction Program (CCP):

The 2004 requested appropriation for the Highways and Traffic Capital Construction Program is \$ 31,877,665. This represents a reduction of approximately \$5.6 million from the original 2004 Capital Construction Program presented in the previous five-year plan. The reduction is made to accommodate a decrease in available funding. Table 1 shows how the Capital Preservation Program has been affected:

Table 1: Reduced Capital Preservation Program, 2004

Fund	Preservation Project	Original 2004 Budget	Modified 2004 Budget
508	CRS Asphalt Overlay	\$1,750,000	\$560,000
508	CRS Concrete Preparation	\$1,500,000	\$750,000
508	CRS Concrete Replacement	\$8,000,000	\$5,260,000
559	Infrastructure	\$3,000,000	\$3,000,000
559	ARS Rehabilitation	\$1,000,000	\$0
	TOTAL	\$15,250,000	\$9,570,000

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