



# City of Lebanon **ADOPTED BUDGET**

Fiscal Year 2023

**CITY OF LEBANON**  
**MISSOURI**  
[lebanonmissouri.org](http://lebanonmissouri.org)





BILL NO. 6286  
ORDINANCE NO. 6533

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF LEBANON, LACLEDE COUNTY, MISSOURI, (HEREINAFTER REFERRED TO AS "CITY") ADOPTING THE FISCAL YEAR 2023 BUDGET FOR THE PERIOD BEGINNING JULY 1, 2022 AND ENDING JUNE 30, 2023 AND THE CAPITAL IMPROVEMENT PLAN 2024-2028.

*WHEREAS*, that the City Council held a Special Budget Meeting regarding the Fiscal Year 2023 Proposed Budget on May 12, 2022; *and*

*WHEREAS* that during Said Special Budget Meeting the following items were discussed 1) Revenues; 2) Expenditures; 3) Personnel Staffing; 4) Fund Balances; 5) Health Insurance Funding; 6) Capital Expenditures; and 7) City Goals; *and*

*WHEREAS*, the Capital Improvement Plan is a planning document; projects from this plan are moved into the budget each year and presented to City Council throughout the year for final approval; *and*

*WHEREAS*, despite the fact that the Capital Improvement Plan 2024-2028 was not discussed during the budget meeting, adoption is recommended to maintain the continuity of the City's budget process; *and*

*WHEREAS*, that the City held the Fiscal Year 2023 Budget Public Hearing on May 23, 2022.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF LEBANON, LACLEDE COUNTY, MISSOURI, AS FOLLOWS:

**SECTION 1:** That the City Council of the City of Lebanon, Laclede County, Missouri, (hereinafter referred to as "City") hereby adopts and appropriates the revenues and expenditures as the Fiscal Year 2023 Approved Budget. Said Budget is hereby attached and incorporated herewithin as marked "*Exhibit A.*"

**SECTION 2:** That the City Council of the City of Lebanon, Laclede County, Missouri, (hereinafter referred to as "City") hereby adopts the Capital Improvement Plan 2024-2028. Said CIP is hereby attached and incorporated herewithin as marked "*Exhibit B.*"

**SECTION 3:** That this Ordinance shall be in full force and effect from and after the date of its passage and approval.

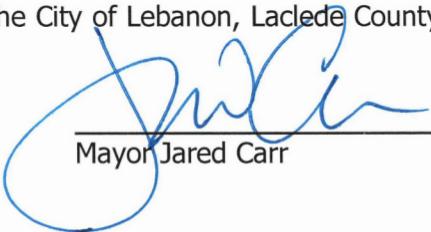
Passed and approved by the City Council of the City of Lebanon, Laclede County, Missouri, on this 23rd day of May 2022.

(Seal)

Attest:

*Laina Starnes*

City Clerk Laina Starnes

  
\_\_\_\_\_  
Mayor Jared Carr

1<sup>st</sup> Reading: May 23, 2022

2<sup>nd</sup> Reading: May 23, 2022

## Contents

.....	7
<b>Letter of Transmittal</b> .....	7
<b>Introduction</b> .....	11
Principal Officials of the City .....	12
Our Organization .....	13
Community Profile .....	14
Vision, Mission, Values, and Goals.....	18
<b>Major Fiscal Policies</b> .....	30
Financial Policies.....	31
Debt.....	36
Budget Process .....	40
Budget Overview.....	43
<b>All Funds</b> .....	43
Fund Structure .....	52
Major Revenues .....	53
Personnel Schedule.....	61
Revenues & Expenditures by Category and by Fund – 3 years .....	68
Capital.....	70
Statement of Budgeted Revenues and Expenditures and Changes in Fund Balance .....	95
<b>Departmental Summaries</b> .....	97
General Fund.....	98
General Administration.....	100
Municipal Court.....	104
Fire Department.....	109
Police Department .....	117
Civic Center.....	124
Community Buildings.....	130
Mayor and Council.....	133
City Administration .....	136
City Clerk.....	140
Recycling.....	144
Storm Water .....	147

Finance Department .....	149
Human Resources .....	154
Public Safety Fund .....	157
Public Safety Fire Department .....	161
Public Safety Police Department.....	165
Street Fund .....	168
Stormwater Fund.....	177
Capital Fund.....	180
Elm Street CID Fund.....	184
ARPA Fund.....	186
Tourism Fund.....	189
Economic Development.....	195
Detroit Tool Metal Products .....	199
Copeland.....	200
Mercy .....	201
Code Administration Fund .....	202
Internal Service Fund .....	209
Garage .....	211
Purchasing and Warehouse .....	217
Information Technology.....	223
Facilities Management .....	228
Janitorial Services.....	233
Benefits.....	236
Airport Fund.....	240
Downtown Business District Fund.....	248
Parks Fund .....	253
Boswell Aquatic Center .....	263
Park Activities .....	265
Electric Fund .....	268
Electric Maintenance.....	277
Electric Reserve .....	280
Fiber Fund .....	282
Wastewater.....	285
Wastewater Maintenance .....	293

Inflow & Infiltration .....	297
Water.....	300
Water Maintenance and Distribution System.....	308
<b>Appendix.....</b>	<b>310</b>
Fiscal Year 2023 Salary Schedule.....	311
Fiscal Year 2023 Fire Salary Schedule.....	313
Capital Improvement Program 2022-2026 .....	314
Glossary of Frequently Used Terms.....	324

**City of Lebanon, Missouri**

# **Annual Operating Budget**

**July 1, 2022 – June 30, 2023**

Prepared by the Finance Department



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Lebanon  
Missouri**

For the Fiscal Year Beginning

**July 01, 2021**

*Christopher P. Morill*

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to City of Lebanon, Missouri for its annual budget for the fiscal year beginning July 1, 2021. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

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





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## To the Honorable Mayor Jared Carr and Members of the City Council

On behalf of the entire City of Lebanon staff, it is my pleasure, pursuant to the requirements of Sections 67.010 and 67.020 of the Revised Statutes of Missouri, to submit to the City Council the proposed budget for the City of Lebanon for the Fiscal Year 2023. This transmittal letter provides a general summary of the overall financial condition of the City, reflects upon the prior fiscal year, and details highlights from this year's budget. I can report the City's overall financial outlook remains stable and fiscally sound.

Once again, the City will begin its fiscal year with its major fund balances sufficient to manage purchases and perform program activities. We are projecting ending FY23 fund balances of thirty-six percent (36%) for the General Fund, sixty-one percent (61%) for the Public Safety Fund, twenty-one percent (21%) for the Street Fund, and forty percent (40%) for the Capital Improvement Fund.

### **Fiscal Year 2022 Accomplishments:**

- ❖ **Downtown Business District (DTBD)** – Our Downtown Business District continues to improve. New businesses and real estate transactions have significantly increased. With the donation of a vacant lot for an urban park, and the approval of an arch design, we plan to see the district continue to thrive.
- ❖ **Police** – The officer report writing room and workspace has been updated to improve the efficiency and work environment for our police officers. Also, the addition of body cameras and license plate recognition technology has increased officer protection and offender apprehension. We also completed updating our police fleet with no additional patrol vehicle purchases planned until Fiscal Year 2024. This proposed budget creates a dedicated account to plan for future police vehicle replacement needs.
- ❖ **Storm Water Projects** – With the passage of a dedicated Parks/Storm Water sales tax, a storm water mitigation plan will be created and implemented. Two regional detention facilities were constructed improving stormwater flows on Highway 64 and addressing flooding concerns on East Bland will be an area of focus.
- ❖ **Parks** – Our Parks Department has begun the process to update the existing five-year park master plan, which includes increased revenue projections from the generous passage of a dedicated Parks/Storm Water sales tax. This master plan will be guided by a community survey which focuses on Parks.
- ❖ **Residential Development** – Policy set by Council has allowed for significant growth in residential housing units with a planned 135-lot neighborhood being announced, and an additional 58 lots created through the expansion of existing neighborhoods.

- ❖ **Public Safety Building** – Our new Public Safety Building, also known as Fire Station #3, was completed this fiscal year with a ribbon cutting planned for early summer.
- ❖ **Tourism** – Tourism has shifted focus and additional efforts on advertising in the lake region as well as Bennett Spring. As part of this effort, a “QR Code” was launched with a particular focus on our Parks and other high traffic areas.
- ❖ **Staffing** – Council approved an 8.25% across the board salary adjustment to help address staffing levels and overall employee retention. Focused recruitment efforts, particularly in our Police Department and Fire Department, has greatly reduced our vacancy rates. This proposed budget does not contemplate any additional salary adjustments.
- ❖ **Improvements to Electric Service** – Line reconductor pole change outs were completed at a cost of \$1.5 million as well as substation transformer upgrades at Substation 5.
- ❖ **Wastewater Treatment Facility** – This project has been completed and is on-line. This system can now process 12 million gallons a day and is a considerable upgrade from our previous capacity of 3 million gallons per day.
- ❖ **Streets** – Street improvements were made on Elm, Lincoln, Commercial, East Bland, Beck, Jessie, Farmers, Magnolia, Hillsdale, Cypress, Southlawn, Maple, Madison, Amy, Bennett, and Seventh, and sidewalk improvements were completed on North Adams and South Adams.
- ❖ **American Rescue Plan Act (ARPA)** – The City received \$1,507,398 as the first of two payments from the United States Department of Treasury as part of this act. The second payment of the same amount is expected to be received summer of 2022.

Fiscal Year 2022 continued to present unique challenges and opportunities. While pressures on the national supply chain have produced delays and increased costs, our revenues have remained exceptionally strong. That said, and with your guidance, this budget is based upon essentially flat revenues as we use time to assist us in defining what our future revenue forecasts should be based upon. To date, sales tax revenue has increased 9% compared to last year.

With the majority of our planned large capital projects either completed or underway, this proposed budget focuses on streets and the creation of accounts dedicated to saving for future expenses. This budget proposes an additional \$500,000 invested in our streets with a transfer from our Capital Improvement Fund to streets. This strategy is directly related to our customers’ input, which places streets as the most important area of focus. This budget creates dedicated line items which are intended to set aside funds for future purchases of a 100-foot ladder truck for Fire, police car replacement, and building maintenance needs.

This proposed budget does not contemplate additional salary adjustments which was an agreed upon factor in the mid-year salary adjustment implemented on January 1, 2022.

### **Fiscal Year 2023 Continued Priorities:**

The City of Lebanon continues a path of moving the organization forward, based upon direct citizen engagement, focusing on areas of opportunity as defined by our residents. This budget will be adopted before the results of our 2022 resident and business surveys are compiled.

The three priorities of this budget remain unchanged, as identified by our citizens: 1) addressing traffic flow 2) improving code enforcement services, and 3) maintenance of City streets and buildings:

- ❖ **Addressing Traffic Flow** – Staff will continue to work on a 4<sup>th</sup> street and Beck connection in another attempt to remove pressure off Jefferson. As mentioned, we feel accelerating street projects through the shifting of funds from Capital to Streets will have a positive impact for our customers.
- ❖ **Improving Code Enforcement Services** – Code Enforcement continues to be an area of focus. Issues related to the software have been addressed and should allow for a higher level of efficiency by our code enforcement officers. That said, technology will continue to be a focus for this function.
- ❖ **Maintenance of City Streets and Buildings** – As Council is aware, several building maintenance projects have been completed. This proposed budget includes \$250,000 for improvements to Fire Station #1 and #2 and \$78,700 to improve the Wallace building. Additionally, and as mentioned, the proposed budget focuses on street improvements.

The Capital Improvement Plan continues to be a valuable tool to assist you with financial planning. Compared to previous years, you will now see an effort to shift to creating accounts to begin saving for future needs. This is driven by concerns in an uncertain market as it pertains to interest rates.

### **Fiscal Year 2023 Priorities:**

City staff will continue to focus on goals, objectives, and strategies as adopted by City Council and as incorporated into this document. A focus on successfully addressing these goals while working together for the creation of new goals, strategies, and objectives based upon data from our new survey results will make this year full of opportunities. We will receive updated customer survey results in Fiscal Year 2023, which will assist Council with the creation of new organizational goals.

This proposed budget focuses on residential development and street improvements at its core, with a new focus on saving for our future needs.

### **Financial Highlights:**

This budget has \$67,240,716 in appropriations; including \$11,998,362 in major projects and capital investment to meet the demands of our community. In contrast, the City, through taxes, fees, and utility rates, is projecting \$54,544,353 in new revenues. Fiscal Year 2023 appropriations break down to four major classifications: governmental activity at \$21,037,704, enterprise activity at \$33,427,554, internal funds at \$8,040,970, and special funds at \$4,734,488.

The revenues presented in this budget are projected to remain essentially flat. The expenditures are \$8,372,850 over projected revenues. This is substantially due to the planned \$11,998,362 investment in capital improvements and equipment using carry-over from the prior year's fund balance. Additionally, this budget creates dedicated accounts for future needs in the amount of \$1,109,000.

The largest governmental fund, General Fund (Fund 01), makes up \$7,867,482 of the governmental activity. The City is anticipating spending \$4,441,607, or fifty-six percent (56 %) of this fund on police and fire programs.

The largest enterprise fund, Electric (Fund 80), makes up \$26,610,300 of the enterprise activity. The City is anticipating purchasing power for a cost of \$20,200,000 or seventy-six (76%) percent of the Electric Operating Fund budget.

The overall budget will see a decrease in the City Fund balance of \$8,372,850. The City continues to be conservative with both its anticipated revenues and planned operational expenditures during Fiscal Year 2023.

### **Conclusion:**

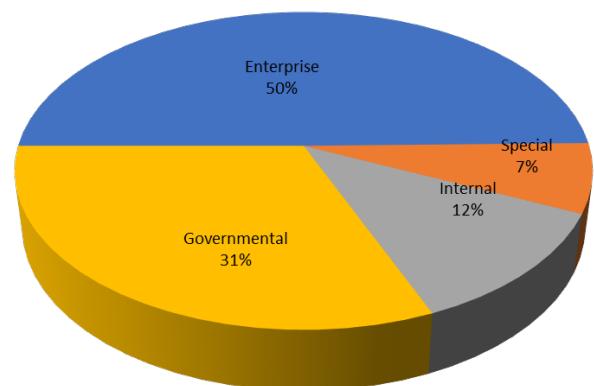
Your team has once again exceeded all expectations as we worked together to provide you with a proposed budget which reflects your goals, is mindful of uncertain financial times, and remains dedicated to providing services to our community.

A special thanks to our Finance Department for once again putting together a budget document of which we can all be proud.

Respectfully Submitted,

Mike Schumacher  
City Administrator

**Expenditure by Activity**



# Introduction



## **The Mayor**

Jared Carr

## **The Council**

### **Ward 1**

Gilbert Adkins  
Ken Eldridge

### **Ward 2**

Sheila Mitchell  
Jonathan Reagan

### **Ward 3**

Randy Wall  
Jeffrey Mutchler

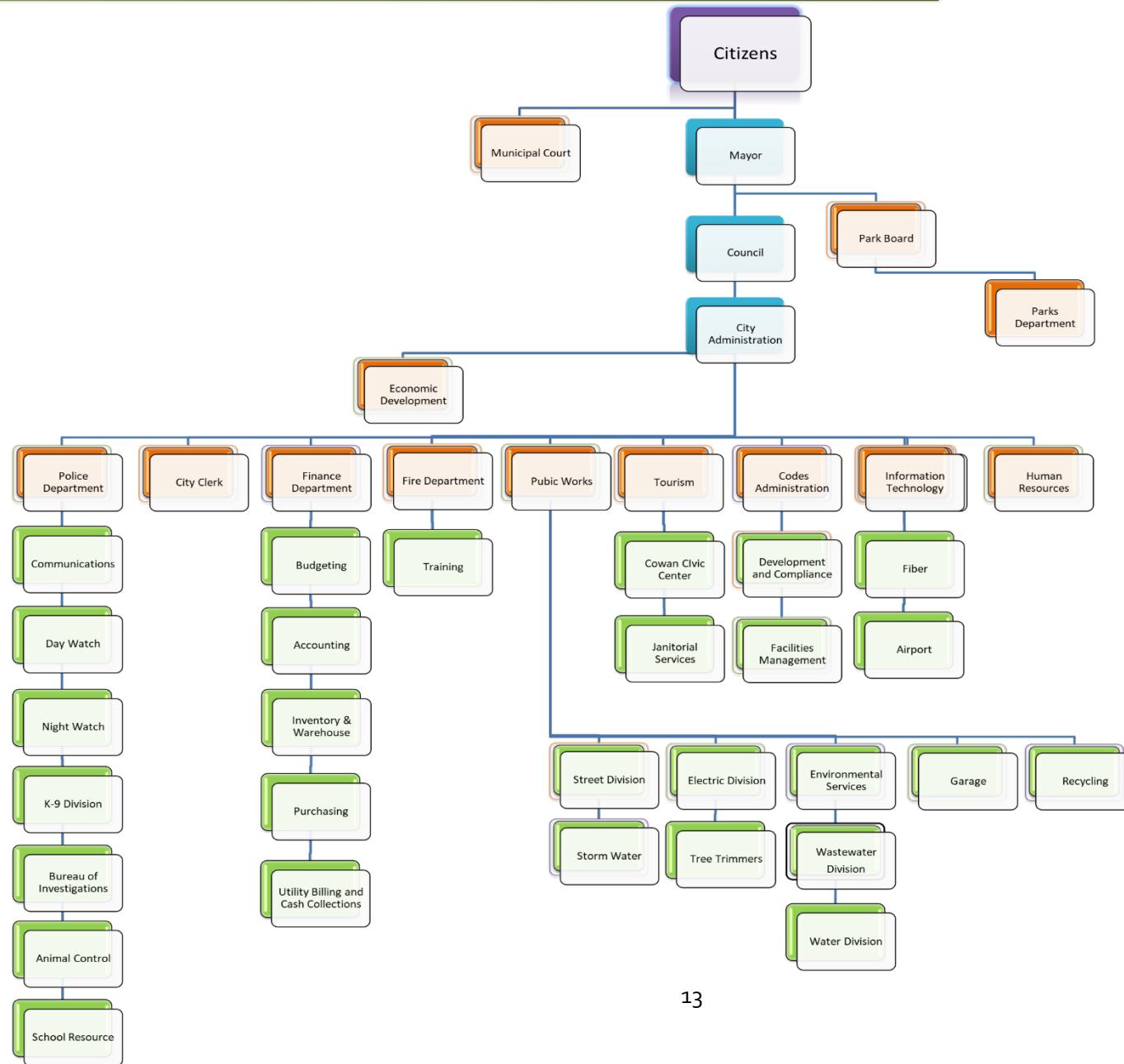
### **Ward 4**

Chuck Jordan  
Bob Garner

## **The Administration**

Michael Schumacher, City Administrator  
Chris Allen, City Attorney  
Laina Starnes, City Clerk  
Richard Shockley, Public Works Director  
Kat Gill, Finance Director  
Bryan Arnold, Police Chief  
Sam Schneider, Fire Chief  
Joe Berkich, Codes Administrator  
John Shelton, Parks Director  
Kathy Milliken, Human Resource Director  
Jarrad Schomaker, IT Director  
Rebecca Rupard, Tourism Director

# Our Organization



# **City of Lebanon, Missouri**

## **Community Profile**

**2022**

Date of Incorporation	1877
Form of Government	City of the third class; governed by a Mayor/Council form of government
2020 Estimated Population	15,013
Estimated Housing	6,729
Land Area	14.63 square miles
Mile of Street	112
Police Protection	
# of Stations	1
# of Police Officers	32
Fire Protection	
# of Stations	3
# of Firefighters	24
Public Education	Classified as "Accredited" by Department of Elementary and Secondary Education, serves approximately 4,202 students in 3 elementary schools, a junior high school, a high school, an alternative education center, and a vocational school
Higher Education	2 colleges have a presence in Lebanon
Recreation and Culture	
Parks	10 parks cover over 137 acres
Number of Libraries	1
Median Household Income (2016-2020)	\$41,160

## History

Laclede County was formed in 1849 from Camden, Pulaski, and Wright Counties. Named after Pierre Laclede, founder of St. Louis, it borders Webster and Wright Counties on the South, Dallas County on the West, Camden County on the North, and Pulaski and Texas Counties on the East as one of 24 counties that make up Southwest Missouri. It is located in the beautiful Ozark Mountains and has everything from farmland and pasture to rugged, forested hills. It is populated by about 35,000 residents and lies about 155 miles southwest of St. Louis on I-44. The first white settler in this area was Jesse Ballew in 1820 when he built his log cabin on the east side of the Gasconade River. Other early settlers include Henry Anderson, William Montgomery, William Gillespie, William Tweedy, Leonard Eastwood, Jesse Williams, Spencer O'Neil, Josiah Tygart, Aaron Span, and James Campbell. Laclede County was surveyed between 1835



and 1840 before becoming an actual county February 24, 1849. The county seat, now Lebanon, was first called Wyota for the early Indians of the area but was changed to Lebanon at the request of a local minister, in honor of his hometown of Lebanon, Tennessee.

Population	Year	Population
1900	2,125	The racial makeup of the population is 91.5% Caucasian, 1.2% African American, 0.60% Asian, and 0.2% American Indian. Hispanic or Latino of any race is 4.7% of the population and the remainder of the population of Lebanon is made up of another race or a combination of two or more races.
1910	2,430	
1920	2,848	
1930	3,562	
1940	5,025	
1950	6,808	
1960	8,220	
1970	8,616	
1980	9,507	
1990	9,983	
2000	12,155	
2010	14,474	
2020	15,013	

According to the 2020 ACS 5-year estimate, Lebanon's population is (95% urban, 5% rural). Of that population, approximately 52.8% are female and 47.2% are male.

Source: Missouri Census Data Center & US Census Bureau



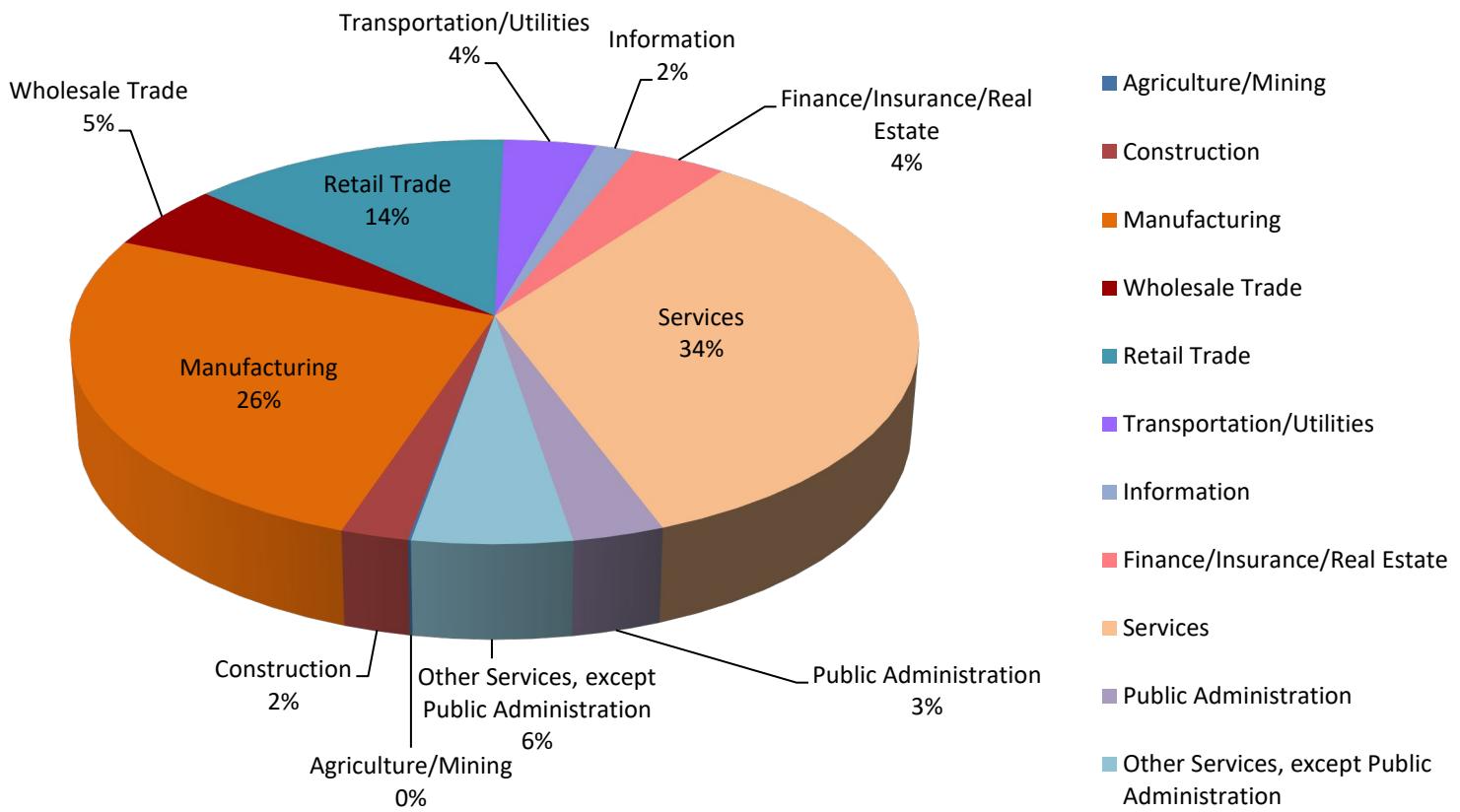
## Commerce, Industry and Employment

The City is a regional center consisting primarily of residential areas serviced by commercial and retail businesses. Residents of the City work throughout the City and surrounding areas. Listed below are the top ten major employers located in the City and the number employed by each:

Employer	Type of Business	Number of Employees
1. Tracker Marine	Boat Manufacturing	1100
2. Emerson Climate Technologies	Compressors for HVAC Industry	825
3. Lebanon R-III School District	School	653
4. Independent Stave	Barrel Manufacturing	600
5. Mercy Hospital	Healthcare	525
6. The Durham Company	Electrical Component Manufacturing	405
7. Lowe Boats	Boat Manufacturing	366
8. G-3 Boats	Boat Manufacturing	330
9. Detroit Tool Metal Products	Metal Fabrication	320
10. Marine Electrical Products	Marine Electrical Components	277

**Source:** Lebanon Regional Economic Development Incorporated.

## 2020 Employed Population 16+ by Industry



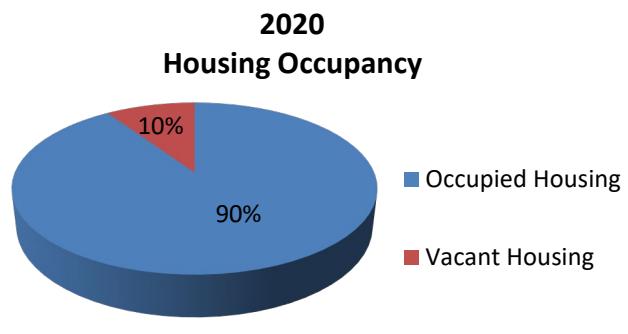
Source: American Community Survey

## Housing

### Household Summary

2000 Households	5,269
2000 Average Household Size	2.33
2010 Households	5,980
2010 Average Household Size	2.36
2014 Households	6,002
2014 Average Household Size	2.38
2017 Households	6,097
2017 Average Household Size	2.34
2020 Households	6,053
2020 Average Household Size	2.38

Source: American Community Survey



Source: American Community Survey

## Education

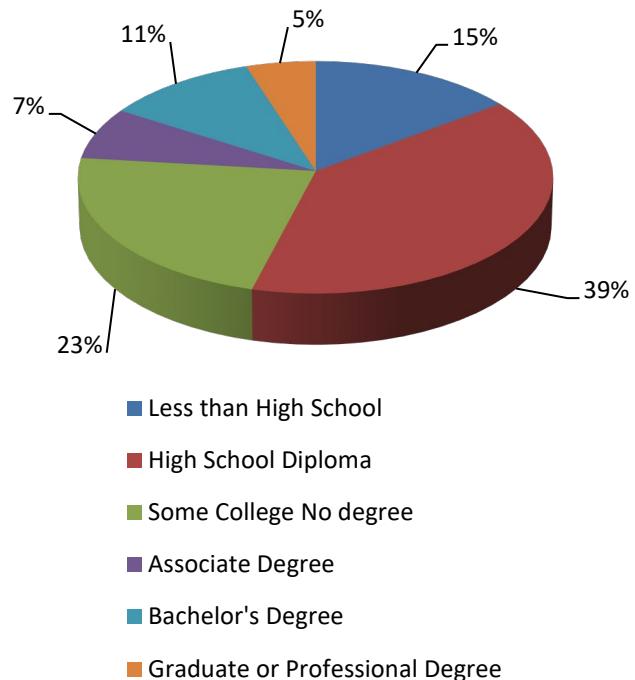
### College/University in Lebanon:

- Ozarks Technical Community College
- Missouri State University

### Public schools in Lebanon:

- Lebanon Sr. High School
- Lebanon Tech. & Career Center School
- Lebanon Middle High School
- Esther Elementary School
- Maplecrest Elementary School
- Boswell Elementary School
- Hillcrest Education Center

## Educational Attainment Ages 25 plus



Source: American Community Survey

# Vision, Mission, Values, and Goals

## OUR MISSION:

City of Lebanon's Mission is to promote community engagement to create a secure, friendly and sustainable community by providing equitable, proficient and helpful public service.

## OUR VISION:

Lebanon will be celebrated as a dynamic community with first-rate and open public services, where the community is friendly, and the economy is vibrant.

## VALUE STATEMENTS:

- ❖ **PEOPLE:** People are priority as we value, respect, trust, recognize and effectively communicate in our interactions.
- ❖ **INTEGRITY:** We strive to excel in our performance by exemplifying professionalism and excellence in our service to others.
- ❖ **COMMITMENT:** We are committed to our community through perseverance, dedication and follow through.
- ❖ **TEAMWORK:** Through collaboration with others, we optimize planning, decisions, and outcomes.

# Goals and Objectives Fiscal Year 2023

Achievement of the goals, objectives and tasks may be guided by resource allocations and opportunities that occur during the year. The City Administrator regularly reports on the City's progress toward achieving its goals.

## Public Safety

(Police, Fire, Code Administration)

### Council Goal

Continue to deliver high-quality emergency and public safety services to our customers in an efficient, productive, timely, and cost-effective manner while protecting our customers through education, services, and community outreach.

### Departmental Objectives and Strategies #1

Develop and enhance partnerships with other agencies and our customers to improve community safety, services, and reduce costs.

- Take a proactive approach to mitigate catalytic converter theft by establishing partnerships with local businesses to implement the "Etch and Catch" program. (Police)
- Implement a citywide Crime Neighborhood Watch Group by dividing it into sectors, assigning them to squads, and using social media and apps as avenues of communication. (Police)
- Saturate the city with crime and fire prevention tips by way of social media, billboards, speaking engagements, the local newspaper and public radio. (Police and Fire)
- Offer courtesy residential fire safety inspections and home wildland fire protection planning. (Fire)
- Offer courtesy Crime Prevention Through Environmental Design (CPTED) inspections to local businesses. (Police, Fire, Code Administration)
- Enhance community engagement through the use of intermittent foot patrols in the business district and routine/special event Utility Vehicle (UTV) patrols in our parks. (Police and Parks)
- Increase our sense of community involvement by having each squad adopt a non-profit organization or program to connect with for the year. (Police)
- Select a combination of six businesses, schools, or civic organizations and conduct hands-on fire extinguisher training. (Fire)
- Install smoke detectors in a minimum of 225 residences in the community each year and improve awareness and availability of CO detectors, escape ladders, and residential fire extinguishers. (Fire)
- Establish a closer relationship with our state probation and parole officers to identify high risk offenders, enhance information sharing, and develop a team concept between law enforcement and corrections agencies. (Police)
- Improve training with mutual aid departments. Conduct two training sessions with the Lebanon Rural Fire Protection District. (Fire)

- Explore costs associated with call for service outside Lebanon City Limits, particularly when primary.

### Departmental Objectives and Strategies #2

Reduce the impact of illegal drug use through treatment options, education, and enforcement.

- Identify and establish relationships with local and regional organizations that are available to assist citizens with drug addiction and mental health issues within our city. Provide those affected by overdose a quick reference guide to such organizations. (Police and Fire)
- Support and work closely with the Lake Area Narcotics Enforcement Group (LANEG) drug task force as it combats the illegal drug trade in and around Lebanon through overt and covert drug investigations. (Police)
- Continue our Drug Take Back Program to aid citizens in the proper disposal of their unwanted, unused, and expired prescription and over-the-counter medications. (Police)
- Enhance law enforcement investigations using camera systems and license plate recognition systems. (IT and Police)
- Use data generated by our citizen survey to identify opportunities for providing increased police, fire, and codes administration services while engaging the residents of specific geographical areas. (Police, Fire, Code Administration)

### Departmental Objectives and Strategies #3

Develop and implement a chronic nuisance, nuisance, and dangerous building inspection process.

- Identify and present best practices and ordinance for review and adoption to address code compliance needs with a focus on mobile homes and dangerous buildings. (Code Administration)
- Update and present for review and adoption, an updated 2018 International Building Code. (Code Administration)
- Explore certificates of occupancy process and develop a business license component, including itinerant vendors and food courts to include penalties for failure to comply. (Code Administration and CA)
- Review Missouri DNR open burning regulations and develop permit process for open burning of vegetation due to land clearing operations with the city. (Fire)
- Update and present for review and adoption, an updated sign ordinance. (Code Administration)
- Update and present for review and adoption, an updated zoning districts ordinance. (Code Administration)
- Update and present for review and adoption, an updated Comprehensive Plan to match up with the Updated Zoning District. (Code Administration)
- Identify two areas for Level-Up Lebanon. (Police, Fire, Code Administration)
- Increase nuisance compliance to all existing mobile home parks. (Police, Fire, Code Administration)

## Infrastructure & Utilities

(Streets, Electric, Water, Wastewater)

### Council Goal

Continue to improve the quality of life of our customers by providing clean, quality streets, clear signage, traffic patterns, and reliable utility services with financially sound and sustainable strategies and a focus on communication of the City's efforts and plans.

### Departmental Objectives and Strategies #1

Develop solutions to improve traffic flow in Lebanon.

- Complete intersection traffic studies on high volume traffic areas. (Streets)
- Continue working with planning and project partners for future north/south loop.
- Create phases for internal West loop (Beck Lane to Fourth Street). Schedule and implement phases. (Streets)
  - Phase I improvements to Beck and Ivey intersection.
  - Phase II proposed improvements Jefferson and Fourth intersection.
  - Phase III proposed improvements corridor between Fourth St. and Beck Lane.
- Continue quarterly meetings with MoDOT to discuss traffic issues and develop strategies. (Streets)

### Departmental Objectives and Strategies #2

Improve appearance of street rights of way.

- Continue routine street sweeping program adopted by City Council sweeping 112 miles of streets per quarter. (Streets)
- Continue street striping and markings program adopted by City Council. (Street)
- Implement a right of way vegetation maintenance program.
- Continue community outreach to encourage adoption of eligible streets resulting in improved cleanliness. (Streets)
  - Annual presentation of community service plaque to participants.

### Departmental Objectives and Strategies #3

Expedite response to changing road conditions and customer concerns, including sidewalks.

- Continue to evaluate existing sidewalk network for ADA improvements and update Lebanon ADA Transition Plan. (Streets)
- Continue to expand the sidewalk network in identified areas. (Streets)
  - New Buffalo Road
  - Washington/Commercial pedestrian crossing
- Continue to implement Sidewalk Master Plan as adopted by City Council and continue sidewalk inspections as part of master plan. (Streets)

- Continue annual street inspections to update PCI scores and plan maintenance and capital projects.
- Present updated Street Maintenance Master Plan. (Streets)
- For FY23 – 3.6 Miles of Asphalt Overlays Planned. (Additional \$500,000 Proposed Budget.)
- Planned Street and Sidewalk Improvements for FY23.
  - Intersection of Jefferson and Fourth.
  - Pedestrian Crossing Commercial and Washington.
  - Reconstruction of New Street.
  - ADA Ramp Improvements.

#### Departmental Objectives and Strategies #4

Enhance reliability of utilities through inspections, maintenance, and capital improvements.

- Maintain and inspect utility infrastructure on five-year cycle and develop life cycle plan, 20% annually. (Utilities)
- Review utility rates to assure adequate funding to maintain utility systems for reliable services. (Utilities)
  - Toth active with comprehensive study of Electric financials, staffing, contractors, operations, and utility governance.
- Improve GHo4 sanitary sewer collection system. (Wastewater)
- Implement a fire hydrant flow operation maintenance, water distribution system. (Water)
- Increase system reliability. (Electric)
  - Distribution
    - Tree Trimming – 27.03 Miles Contractor Service
    - Aerial Cable System – 4,442 LF
    - Continue strategic installation of TripSavers/Downline Recloser.
- Continue to implement infrastructure improvements identified in master plans and capital improvement plans to improve service capacity and reliability. (Public Works)
  - ARPA Funds
    - Goodwin Hollow Liftstation Capacity Project
    - Utah Water Tower Capacity Upgrade
    - Security Improvements of critical infrastructure
    - SCADA Upgrades
- Report performance standards for utility outage times and frequencies to city council bi-annually, to include detail of most common failure points. (Public Works)

#### Departmental Objectives and Strategies #5

Improve utility customer service/communications.

- Empower utility customers with real time data to properly manage utility consumption. (Public Works)

- Expand use of existing software and Communications to inform utility customers during outages. (Public Works/IT)
- Develop bi-annual mailer providing citizens/customers with beneficial information. (Communications)
- Utility Training for Industrial Maintenance Staff. (Public Works)

#### Departmental Objectives and Strategies #6

Study and enhance workflow and processes to maximize labor, equipment, and funds.

- Analyzing options for establishing Board of Public Utilities.
- Implement procedure for residential developers to purchase electric service materials from private source. (Public Works)

## Parks & Recreation

(Parks)

#### Council Goal

Continue partnering closely with the Lebanon Park Board to provide the citizens of Lebanon and visitors with safe, educational, and well-maintained recreational facilities that are aesthetically pleasing and adequately equipped for enjoying leisure and sports activities for people of all ages and abilities by using information provided by the city masterplan, public input, and community minded organizations.

#### Departmental Objectives and Strategies #1

To improve customer perception and feeling of safety in our park system.

- Work with IT and Police to perform CPTED inspections and make recommendations for a comprehensive park's safety strategy. (Parks, IT, Police)
- Increased patrols (park gator supplied to police for use). (Police)
- Establish a park patrons' program/neighbor watch program. (Parks)
- Establish a communications plan to regularly inform our customers about Park plans and improvements. (Parks, Communications)
- Add LED lighting to shelters. (Parks)
- Add more Park cameras. (Parks, IT)
- Add more lighting at Boswell along the trail – FY22. (Parks)
- Clear wooded areas in parks. (Parks)

#### Departmental Objectives and Strategies #2

To provide a well maintained and aesthetically pleasing park system.

- Develop and implement a customer comment card for use at concession stands and Boswell pool – FY22. (Parks)

- Improve Park shelter appearance and safety by adding lights and replacing metal trash cans - 20 replaced, ongoing project. (Parks)
- Develop a replacement schedule for shelter and playgrounds to become part of the CIP. (Parks)
- Develop a replacement schedule for concession stands and sports field lighting to become part of the CIP. (Parks, Finance)
- Identify a location for new park land. (Parks, City Council, Master Plan)
- Use community input through meeting and surveys. (Parks)
- Ensure staff deployment is efficient and effective to achieve park inspections. (Parks)
- Staff training to achieve appropriate certifications. (CPSI, CPO/AFO, CYSA, CRCP)
- LED Lighting. (Parks)
- Continue dedicated weekend park employees through summers. (Parks)
- Continue Tree City Programs to add trees to parks. (Parks, Civic Organizations)
- Develop and implement QR codes and signage.

### Departmental Objectives and Strategies #3

To continue to develop an adequately equipped park system for all visitors with an emphasis on the youth walking trails.

- Present at different service clubs and seek ideas from them as well as sending out surveys after meeting. (Parks)
- Survey the different youth sports leagues after their seasons are complete. (Parks)
- The Park Board will review individual parks at least annually. (Parks)
- Review and update the Park 5 Year Master Plan and present to Council. (Parks)
- Maintain and expand employee training and certifications to stay current on best park practices set by MPRA and NPRA. (Parks)
- Work with like-minded community organizations for park and programming development. (Parks)
- Involve local youth through student survey group developed by the Mayor. (Parks, Mayor, City Council, School)
- Sand volleyball courts – Completed one by summer 2020. (Parks, School)
- Lighted skate park by FY21 - Completed. (Parks)
- Develop future plans for BAC improvements. (Parks, City Council, Master Plan)
- Connect trail at Boswell to Nelson 2022. (Parks)
- Work on connectivity plan with Nelson/Boswell trail to Maplecrest School to CCC to Boswell School. (Parks, PW, School)
- Continue to expand activities at pool – swim team, aerobics, junior guard. (Parks)
- Start discussion of park needs on East and Southwest parts of town. (Parks, City Council, Community, Master Plan)

## Internal Services

(Finance, Human Resources, IT, Facilities, City Clerk)

### Council Goal

Continue to provide superior customer service to the City of Lebanon's internal and external customers through the use of technology, facilities, resource management, and applied finance best-practices.

### Departmental Objectives and Strategies #1

Review customer facing and internal processes to determine if current practices are customer focused.

- Improve employee training provided by HR, focusing on high liability areas and leadership. (HR, CA).
- Exploring options with different educational institutions to develop Executive & Leadership curriculum for key positions and employees. (OTC, Missouri State, Midwest Leadership Institute @ Northern Illinois University)
- Complete implementation of Forecasting Software to provide more efficient tools for the City for more informed financial decisions, including accurate explanation of benefits. (Finance, IT)
- Install radio solution for PW, which also provides redundancy for PD. (IT)
- Develop a fund balance policy and Capital Improvement Plan for Parks. (Finance, Parks)
- Review cost allocations across all departments/funds to ensure expenses and activity reflect actual costs and are charged appropriately. (Finance, CA)
- Explore adding a payment kiosk for utility payments. (Finance)
- Explore inventory control options for City inventory assets. (Finance)
- Continue recodification of City Code, remove conflicts and ensure compliance with state law. (City Clerk)
- Develop and brand a business focused communication path to engage businesses. (CA, REDI, Communications)
- Develop and implement a city-wide newsletter. (Communications)

### Departmental Objectives and Strategies #2

Develop a maintenance and financial plan for assets.

- Complete a maintenance cost schedule for large life cycle maintenance needs. (Finance, Facilities)
- Renovate the Wallace Building, Fire Station #1 & Fire Station #2, Public Works Storage. (Facilities)
- Develop QR code for customer input on facilities. (Facilities, IT)
- Explore the contracting of additional services including, but not limited to, snow removal, concrete work, seal and striping, utility infrastructure work, real estate broker services, and HVAC maintenance at city facilities. (Finance, Facilities)
- Migrate .local network to lebanonmo.org (IT)
- Maximize City software platforms to ensure departments are receiving highest ROI - GIS, Sensus, ITPipes, and Paver. (IT)
  - IT took over GIS and looking to improve processes for other software.

- Improve SCADA operations by moving behind City of Lebanon firewall.
- In Progress; switches are configured.

### Departmental Objectives and Strategies #3

Establish programming to address employee input, retention, and recruitment.

- Develop and distribute an “explanation of benefits and compensation” information sheet and distribute to employees annually. (HR) In Progress
- Develop pay strategy for employee certifications. (All Dept.)
  - Pay is subject to CA, Finance, and HR approval.
- Develop and implement a recruiting plan to include a contract employment status strategy for difficult to fill positions. (CA, HR)
- Complete 6 monthly front-line employee roundtables. (CA) Complete
- Complete 6 monthly supervisor level roundtables. (CA, HR) In Progress
- Identify key positions within the organization and develop a succession plan strategy. (CA, HR)

## Economic Development & Tourism

(Tourism, Airport, REDI)

### Council Goal

Continue to promote the City of Lebanon as the preferred destination for retail and commercial businesses, tourism, and regional aviation activities through aggressive pursuit of partnerships and effective branding and marketing.

### Departmental Objectives and Strategies #1

To increase the exposure and recruitment of events, attractions, and benefits of visiting Lebanon.

- Develop and implement an online ticketing system for CCC, marketing strategy, and promotional packets (Tourism and REDI)
  - After research of ticketing systems, it has been determined this is a cost prohibitive endeavor and usage would not justify the expense.
  - Marketing Strategy for CCC is ongoing. New bookings are taking place including monster trucks this past June and returning in January 2022. Receipt of payments via credit/debit cards is being implemented as a benefit to our customers. Additionally, online booking options are being explored for our facilities through existing software, with no additional costs involved.
- Install 6 way-finding signage to better direct tourism traffic within the City including, but not limited to, Route 66 and Downtown Lebanon attractions. (Tourism and Public Works)
  - 3 signs have been installed. Discussions are taking place to determine the next (Tourism) step for continuing this project including sign design, locations, and content.
- Continue advertising efforts that have been successful in years past focusing on Bennett Spring, Gospel Sing, Route 66, and Lake of the Ozarks with evaluation of new opportunities that may arise and present to Council.
  - Digital advertising campaigns will be monitored for results to target future advertisements. Collaboration opportunities are being explored with the Lake of the Ozarks to capture additional visitors. A billboard campaign is currently in place at the Lake directing visitors to our area.
- Collaborate with professional travel writers to generate new forms of publicity across the country for those who pay close attention to the travel industry. (Tourism)
  - Public Relations efforts are ongoing. In 2021 the Lebanon-Laclede County Area hosted the MO Outdoor Communicators Annual Conference which brought approximately 30 outdoor writers to the area. Editorial from this conference will equate to thousands of dollars of exposure for our area. We remain in contact with the publications in our media plan, exploring editorial opportunities whenever possible, i.e. MO Life/Route Magazine.
- Develop and implement a strategy for the attraction of military personnel, retired and active, to become Lebanon residents. (Tourism, REDI, CA)
  - 2021 included support of a veterans' job fair at Mills Center, recruitment of veteran to Lebanon PD as part of the CSP program (plus interviewed two others as future potentials) and plans for a billboard at the Fort. 2022 will grow upon these efforts with additional outreach including billboard near the base, return to events on base and continuation of on-going partnerships there with SOP.
- Creation of a new hospitality training program. (Tourism, REDI)

- Initial planning to look at May and November events.
- Maintain a presence on the FLW Regional Tourism Website, [www.exploreflw.com](http://www.exploreflw.com) in addition to their Facebook page to target the Ft. Leonard Wood audience.
- Implement “splash page” for city owned wi-fi which is geographically focused (Tourism, DTBD, IT, Parks, CA).
  - Splash pages are created.
- Explore QR codes.

### Departmental Objectives and Strategies #2

Expand efforts to increase available workforce housing, quality of life amenities, and workforce development efforts.

- Incorporate a formalized business retention and expansion (BR&E) program that includes historical fact-finding visits to area employers to denote current and future challenges as well as succession planning for small businesses including workforce development efforts. (CA, REDI)
  - We held much dialogue with businesses/employers through the Mayor’s coffee events, conferences calls and a recent manufacturers’ meeting and participation in the economic vitality committee with Lebanon DTBD in 2021.
  - We will expand those efforts in 2022 and look at ways to further develop the succession planning component of this strategy.
- Complete 2nd business survey and 3rd citizen satisfaction survey, create goals, objectives and strategies for Council guidance. (CA)
  - Surveys will commence in 2022 to develop a new slate of goals/objectives as well as wrap up prior efforts.
- Continue the objectives as set forth in annual agreements with Lebanon Regional Economic Development, Inc. (CA and REDI)
  - Leadership Lebanon and GOCAPS Lake Region continue to be the highlight programs of the City-REDI partnership.
  - Virtual business incubator concept is undergoing strategic planning as part of a 4-county partnership with Lake area counties.
- Develop and present to Council a “build-to-suit” strategy for targeted and desirable industry. (REDI and CA)
  - Council approved this approach and it continues to be a direction we pursue when opportunity arises.
  - Looking at developer outreach for spec buildings to also offer a private option for this as well for 2022.
- Strengthen partnerships with our education partners and employers and define a workforce development plan. (REDI and CA)
  - Continue to work with area schools to help strengthen career- oriented program such as GOCAPS, JAG, FBLA, LTCC, etc.
  - Direction of providing multiple pathways (more than just the college route) seem to be taking hold more and more each year.
  - New opportunities on the horizon with statewide partners as well for 2022.

### Departmental Objectives and Strategies #3

Enhance the Floyd W. Jones Airport as an asset for economic and community development in the City of Lebanon.

- Complete installation of a self-service fueling station.
  - In progress. (Proposals Under Review)
- Continue to promote community-wide events at the airport to allow citizens and potential users to see its campus. (Tourism, REDI, Facilities)
  - Events are picking back up. (Movie Night Airport)
  - Preparing for Santa picture day and summer airshow.
- Complete 10-year Master Plan to include runway extension and hangars.
  - In progress.
- Design and construct a hanger to comply with MODOT grant requirements, including exploring classroom space. (Airport)
  - In progress - Hangars delivered.
- Market available pad space for the construction of privately owned hangers. (Airport)
  - In progress - Advertising in magazines and MAMA.
- Incentivize usage of the airport to entice businesses to come to the City of Lebanon to review potential business sites. (Airport, Communications, REDI)
  - Have offered to provide travel costs to interested industrial and retail development leads if necessary. Offer vehicles and Lebanon Bucks. Marketing available pads in the near future.

# Major Fiscal Policies



# Financial Policies

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## Background/Purpose

The City of Lebanon has an important responsibility to its citizens to carefully account for its public funds, to manage municipal finances wisely and to plan for the adequate funding of services and facilities required and desired by the public. The purpose of establishing a set of fiscal policies is to ensure the public's trust is upheld. By adopting a set of fiscal policies, the City will be establishing the framework under which it will conduct its fiscal affairs, ensuring that it is and will continue to be capable of funding and providing outstanding local government services. The discussion of these policies will provide more information to its citizens, Council members, and the city employees - all interested stakeholders in the budget.

The fiscal policies of the City of Lebanon have specific objectives. They have been developed to ensure the fiscal health of the City.

- To maintain Council policy-making ability by ensuring that important fiscal decisions are not driven by emergencies or financial problems.
- To provide Council information so that policy decisions can be made timely and accurately.
- To provide sound financial principles to guide Council and management in making decisions.
- To employ revenue policies which attempt to prevent undue reliance on a single source of revenue, and which distributes the cost of municipal services fairly among all programs.
- To protect and maintain the City's credit rating.
- To ensure legal compliance with the budget through systems of internal control.

The following general principles should be followed in the financial management of the City of Lebanon and in the development of the annual budget.

## Financial Planning Policies

### Balanced Budget

To provide for a continuing level of government and financial stability, the City of Lebanon operates with a balanced operating budget that supports current expenditures with current revenues. Current revenues are defined as taxes, services charges and fees, licenses and permits, fines and forfeitures, interest earnings and other miscellaneous revenue. Current expenditures are defined as personnel, supplies, services and general operating equipment.

The City is committed to meeting this policy under normal circumstances. It is recognized that there may be times when it is advisable and necessary to use the cash reserves to balance the operating budget. If the annual budget requires the use of fund balance to match operating revenue and expense, the amount of the fund balance used and the purpose for which it is appropriated shall be identified in the annual budget message. The budget presented is balanced.

The City will ensure compliance with the adopted budget and will prepare monthly reports comparing actual revenues and expenditures to budgeted amounts.

### **Asset Inventory**

The City of Lebanon recognizes the capital assets of a government and their condition are critical to the quality of services provided, and will strive to develop a comprehensive database which will include all major assets and a condition assessment to maintain the City's largest assets. This information would be used to determine the replacement and maintenance schedule for the assets, and how that coordinates with the development of the annual budget. It will also promote stewardship of the City's assets and assure that the City is complying with grant requirements as well as promptly disposing of surplus property.

### **Cash and Investments**

The City's adopted investment policy will ensure that proper controls and safeguards are maintained. City funds will be managed in a prudent and diligent manner with an emphasis on safety of principal, liquidity, and financial return on principal in that order.

### **Long-Range Planning**

The City will develop a financial trend report to provide a long-range planning tool to assess its financial condition. This report will assist in identifying emerging trends that may suggest corrective action is necessary.

## **Revenue Policy**

### **Revenue Diversification**

A diversified yet stable revenue system will be utilized by the City to protect it from possible short-term fluctuations in any of its revenue sources.

### **Non-Recurring Revenue**

Generally, annual revenue of the City can be classified as either recurring or non-recurring. Examples of recurring revenue are sales tax, property tax and fees for services. Although the level of revenue may be subject to economic conditions, it is certain to be available from year to year. Non-recurring revenue (or one-time revenue) may be generated from grants, refunding of debt, the sale of fixed assets or other sources. This revenue may be available for more than one year but is not considered a permanent source of funding.

To ensure the City of Lebanon is able to provide a consistent level of services, and to avoid disruptive effects on the community, the use of non-recurring or one-time revenue should generally be limited to non-recurring expense. Examples of proper use of this revenue are land acquisition, major capital purchases, start up costs for new programs, and stabilization funds for short periods of time when expenditures exceed revenue. Major capital expenditures that will significantly increase operating expenses should have a long-term sustainable revenue source. Grant applications should be based on meeting the City's needs, not just the availability of grant funds. Many capital expenditures are funded by a dedicated tax.

## Use of Unpredictable Revenues

Monthly reports comparing actual to budget revenues will be prepared by the Finance Department and presented for administrative review. Variances are researched to determine if the differences are related to timing of the collection or a decrease in the activity. If revenues exhibit a consistent downward or flat trend, the Finance Department will analyze the total revenue and expense and consult with the City Administrator.

## Charges for Services

All existing and potential revenue sources will be reviewed annually and recommendations to increase or decrease are based on the following:

- The history of charge levels, including how long present charges have been in place.
- For charges that defray all or part of the cost of delivering a service, how revenues compare to costs.
- How City charges compare to those of surrounding and comparable cities.
- The potential impact on the City, the local economy and on individuals and firms who will pay the charge.

## Expenditure Policy

### Undesignated Reserves

A jurisdiction should adopt a policy(s) to maintain a prudent level of financial resources to protect against the need.

The City recognizes the need to maintain adequate cash reserves and to provide an appropriate level of service funded from annual revenues. In order to balance these needs, and to maintain the City's credit worthiness, the City of Lebanon continues to target funds without a fund balance requirement per ordinance to maintain twenty percent (20%) of operating revenues which will provide for emergencies and allow for financial stability. This will also provide the City with resources to achieve its objectives and the flexibility to respond to unexpected opportunities or expenses. When feasible, a plan to replenish these reserves within a reasonable period of time should be developed. Currently General Fund is required to maintain a fund balance of twenty (20%) to thirty (30%) percent of operating expenditures and Electric, Wastewater and Water are required to maintain a fund balance of thirty (30%) to fifty (50%) of customer billing revenues.

Funding of reserves will come generally from one-time revenues, excess fund balance and projected revenues in excess of projected expenditures.

Unreserved cash balances can be used as funding during periods of economic decline, for one-time expenditures, and emergencies. Additional reserves may be desirable if the City is aware of future liabilities or action that may necessitate a larger balance.

Use of cash reserves will require Council action.

### Budgetary Compliance

Each department is sent a monthly expenditure status report and is expected to monitor their spending and stay within budget. In addition, the Finance Department prepares a monthly report comparing

actual to budgeted expenditures for the major operating funds and is presented for administrative review.

### **Cost Effective Services**

The City will seek the best service level at the least cost. Contracts will include a formal process that ensures a level playing field to submit competitive bids.

### **Financial Reporting Policy**

Basis of accounting refers to revenues and expenditures or expenses recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The City's policy is to maintain its records and present fund financial statements on the modified cash basis of accounting. The cash basis of accounting is used in budgeting for all fund groups. Under the cash basis of accounting, revenues and expenditures are recognized when received.

An independent annual audit will be performed by an independent public accounting firm, which will issue an official opinion on the annual financial statements and a management letter detailing areas needing improvement.

Financial systems will be maintained to monitor revenues and expenditures on a monthly basis, with an analysis and adjustment of the Annual Budget at appropriate times.

The Finance Department will monitor the financial systems with reports presented for monthly administrative review.

The City will annually submit documentation to the Government Finance Officers Association for the purpose of obtaining the Distinguished Budget Presentation Award.

### **Capital Improvement Policy**

The City staff will prepare for the Council's adoption annually, a five-year Capital Improvement Program (CIP) which will detail each capital project, the estimated cost, the description, and funding source. Future operating costs associated with new capital improvements will be projected and included in the operating budget forecast. The City will determine and use the most effective and efficient method for financing all new capital projects.

## **Debt Policy**

### **Purpose**

The City recognizes the foundation of a well managed debt program is a comprehensive debt policy. A debt policy is an important tool to insure the appropriate use of the City's resources to meet the commitment to provide services to a community and to maintain sound financial management practices. These policies are guidelines for general use and allow for extraordinary circumstances. The primary objectives of this policy are to:

- Demonstrate a commitment to long-term financial planning objectives.
- Promote continuity and consistency in the decision-making process.

- Provide guidance to decision makers regarding the timing and purpose for which debt may be issued.
- Minimize interest expense and cost of issuance.
- Maintain the highest credit rating possible.
- Keep the level of indebtedness within available revenue and within the legal limitations of the State of Missouri.

## Debt Affordability Analysis

The following factors shall be considered when evaluating debt capacity: Statutory and constitutional limitations on the amount of debt that can be issued; requirements of bond covenants; revenue projections and the reliability of revenue sources to repay debt; projections of the City's financial performance, such as revenues and expenditures, net revenue available for debt service; unreserved fund balance levels and measures of debt burden, such as net bonded debt per capita; net bonded debt as a percent of assessed value; and ratio of debt service to expenditures

## Types of Debt

Debt financing shall be used by the City of Lebanon to fund infrastructure improvements and acquire capital assets that cannot be acquired from either current revenues or fund balance. Operating expenditures will not be directly supported by debt. Debt financing may include general obligation bonds, revenue bonds and other obligations permitted under Missouri law. The City will select a financing technique that provides for the lowest total cost consistent with acceptable risk factors and the principles of equity, effectiveness and efficiency. The City intends to include in the annual operating budget a sufficient amount to fund ongoing maintenance needs and to provide for periodic replacement consistent with the philosophy of maintaining capital facilities and infrastructure to maximize the useful life. The repayment terms should not exceed the useful life of the improvement.

# Debt

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## General Obligation Bonds

General obligation bonds are issued to finance a variety of public projects and require voter approval. These bonds are backed by the full faith and credit of the City. Limitations for bonding capacity are set by State Statutes.

Article VI, Sections 26(b) and (c) of the Constitution of the State of Missouri limit the net outstanding amount of authorized general obligation indebtedness for a city to 10 percent of the assessed valuation of the city by a two-thirds (four-sevenths at certain elections) vote of the qualified voters. Article VI, Section 26(d) provides that a city may, by a two-thirds (four-sevenths at certain elections) vote of the qualified voters, incur indebtedness in an amount not to exceed an additional 10 percent for the purpose of acquiring rights-of-way, construction, extending and improving streets and avenues, and sanitary or storm sewer systems, provided the total general obligation indebtedness of a city does not exceed 20 percent of the assessed valuation. Article VI, Section 26(e) provides that a city may, by a two-thirds (four-sevenths at certain elections) vote of the qualified voters, incur indebtedness in an amount not exceeding an additional 10 percent for the purpose of purchasing or constructing waterworks, electric or other light plants to be owned exclusively by the city, provided that the total general obligation indebtedness of a city does not exceed 20 percent of the assessed valuation. The legal debt capacity of the City as of June 30, 2022 is:

### Computation of Legal Debt Capacity

2021 Assessed Valuation	\$ 233,357,422
Constitutional Debt Limit	
(20% of assessed valuation)	\$ 46,671,484
Amount of debt applicable to debt limitation	\$ -
REMAINING LEGAL DEBT CAPACITY	\$ 46,671,484

## Current Long-Term General Obligation Indebtedness

The City currently has no outstanding general obligation indebtedness.

## History of General Obligation Indebtedness

The following tables set forth debt information pertaining to the City as of the end of each of the last five fiscal years:

<b><u>Fiscal Year Ending *</u></b>	<b><u>Total Outstanding Debt</u></b>
June 30, 2022	-0-
June 30, 2021	-0-
June 30, 2020	-0-
June 30, 2019	-0-
June 30, 2018	-0-

## Other Long-Term Obligations of the City

### Revenue Bonds

The City currently has no outstanding revenue obligations.

### Certificates of Participation

Certificates of Participation (COP) are used to finance a variety of public projects. The certificates are subject to annual appropriation and are not backed by a "full faith and credit" general obligation pledge. The COP borrowing does not count against the City's legal debt capacity.

In Fiscal Year 2020, the 2010 Certificates of Participation for improvements to the City's wastewater treatment plant and the City's waterworks system were refunded through Series 2020 Certificates of Participation. The revenues generated from the City's Wastewater fund – eighty-nine percent and Water Fund – eleven percent - are responsible for this portion of the debt service. In addition to the refunding 10,690,000 was issued for Series 2020 and 2021 to fund capital improvement projects from Water, Wastewater and improvements to the Cowan Civic Center. This brings the total financing to 12,600,000. In Fiscal Year 2021, a new Public Safety Building that will house another fire department was financed through Certificates of Participation in the amount of 3,025,000.

### Capital Leases

Capital leases are used to finance certain equipment on a short-term basis. The City has chosen to engage in financing various equipment/vehicles throughout the City to improve service standards and reliability to our Citizens.

The following is a schedule of the annually renewable lease purchase agreements which involve certificates of participation and capital leases for the current budget year.

# Debt Service: 2022-2023 Requirements

	Primary Funding Source	Principal Outstanding July 1, 2022	Principal and Interest Payment 2022-2023
<b><u>Certificates of Participation</u></b>			
Goodwin Hollow Project Series 2020-A	Wastewater Revenue	355,000	50,961
Goodwin Hollow Project Series 2020-B	Wastewater Revenue	115,000	13,551
Goodwin Hollow Project Series 2021	Wastewater Revenue	230,000	32,101
WWTP Phase II Improvements Series 2020-A	Wastewater Revenue	3,200,000	233,800
WWTP Phase II Improvements Series 2020-B	Wastewater Revenue	1,010,000	76,184
WWTP Phase II Improvements Series 2021	Wastewater Revenue	2,010,000	146,133
Spiller Water Tower Renovation Series 2020-A	Water Revenue	140,000	19,323
Spiller Water Tower Renovation Series 2020-B	Water Revenue	45,000	6,389
Spiller Water Tower Renovation Series 2021	Water Revenue	90,000	12,779
Bowling Water Tower Paint Series 2020-A	Water Revenue	80,000	12,470
Bowling Water Tower Paint Series 2020-B	Water Revenue	30,000	926
Bowling Water Tower Paint Series 2021	Water Revenue	45,000	6,389
Glencastle Water Tower Renovation Series 2020-A	Water Revenue	120,000	18,705
Glencastle Water Tower Renovation Series 2020-B	Water Revenue	45,000	6,389
Glencastle Water Tower Renovation Series 2021	Water Revenue	80,000	12,470
Cowan Civic Center Series 2020-A	Capital Improvement Tax	1,435,000	229,306
Cowan Civic Center Series 2020-B	Capital Improvement Tax	455,000	74,048
Refunding Series 2010 COPS - 2020A	Wastewater/Water Revenue	845,000	336,089
Refunding Series 2010 COPS - 2020B	Wastewater/Water Revenue	265,000	108,182
Public Safety Building - Series 2021	Capital Improvement Tax	2,920,000	198,840
<b>TOTAL CERTIFICATES OF PARTICIPATION</b>		<b>\$ 13,515,000</b>	<b>\$ 1,595,034</b>
<b><u>Capital Leases</u></b>			
2018 Mini Digger	Electric Revenue	28,745	30,436
Compact Track Loader	Water Revenue	10,090	10,382
Dump Truck	Street Revenue	29,578	31,381
Mini Excavator	Water Revenue	5,260	5,413
Police Vehicles (6) with equipment - 2020	Public Safety Sales Tax	90,644	92,617
Fire Truck	Public Safety Sales Tax	265,880	69,082
BioSolids Application Truck	Wastewater Revenue	122,019	25,760
Excavator	Wastewater Revenue	125,176	26,426
Combination Cleaning Truck	Wastewater Revenue	297,715	62,852
Dump Truck	Wastewater Revenue	120,391	25,416
Dump Truck	Street Revenue	120,391	25,416
Police Vehicles (6) with equipment - 2021	Public Safety Sales Tax	195,560	99,485
Fire Truck	Public Safety Sales Tax	890,972	106,929
Elm Street Asphalt	Street Revenue	471,309	83,504
<b>TOTAL CAPITAL LEASES</b>		<b>\$ 2,773,731</b>	<b>\$ 695,099</b>

## Future Financings

At this time, the City has no general obligation debt and no plans to issue this type of debt in the immediate future. Capital Leases and COPS are the City's current means of financing major infrastructure and continuing its capital investments.

Due to current economic conditions and rising interest rates, the City is not considering the issuance of capital leasing instead choosing to set aside reserve funds for future projects.

# Budget Process

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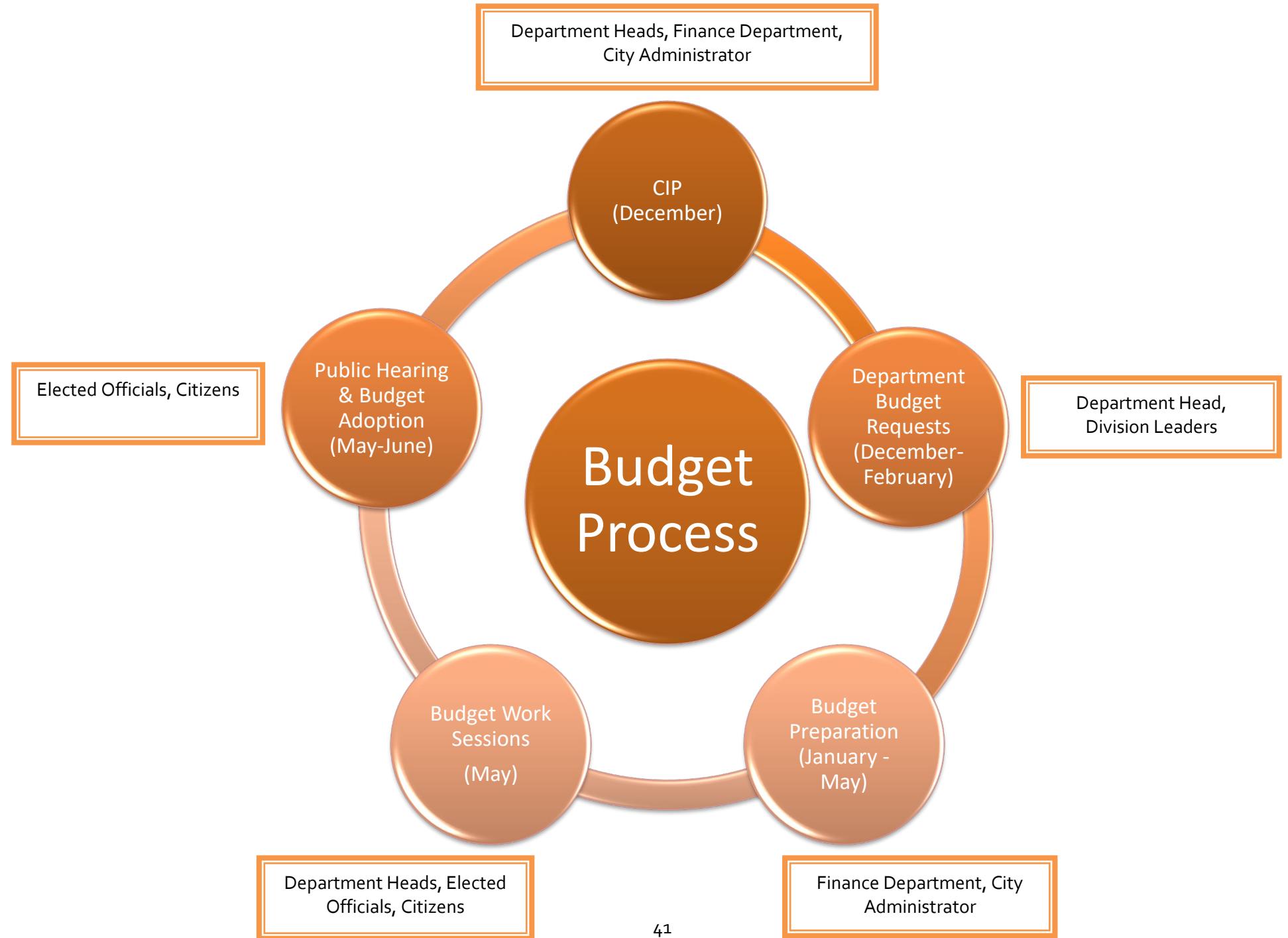
The City is required by law to prepare an annual budget of estimated receipts and disbursements for the coming fiscal year under the direction of the City Administrator, Director of Finance and Department Heads and which is presented to the City Council for approval before July 1. The City's fiscal year currently begins on July 1 and ends on June 30. The budget lists estimated receipts by fund and sources and estimated disbursements by funds and purposes.

Four Stages of the Budget Process:

- 1) Budget Process – Departments are required to prepare their program budget requests for the upcoming fiscal year on forms supplied by the Director of Finance. The amounts requested must be justified in terms of the results to be achieved. Departments are encouraged to assess their needs, research costs, and look at innovative changes which can be implemented within their operations to meet departmental needs and City Council goals.
- 2) Budget and Program Review – The Director of Finance reviews all departments' program budget requests and makes recommendations to the City Administrator. The City Administrator and the Director of Finance confer with department officials to determine appropriate budget levels, after which the City Administrator makes the final budget decisions and submits his recommendations to the Mayor and the City Council.
- 3) Consideration and Adoption – At least forty-five days prior to the City's fiscal year end, the City Administrator's recommended budget is given to the Mayor and the City Council for their review. They may make changes during this period and adopt the budget in accordance with provisions of State Statues and local ordinances.
- 4) Execution of the Budget Plan – The actual implementation of the budget as adopted by the Mayor and City Council, effective July 1 of the fiscal year.

## Budget Amendments

Budgeted amounts are as originally adopted or as amended by the city council annually. Once the budget is adopted, Council must approve any increase due to unanticipated expenses, grant revenue, or other revenue sources. An increase in the number of full-time or part-time positions allocated to a department after the budget is adopted must also be presented to Council for approval.



Action Steps:	Responsibility:	Date:
CIP information due from departments	All Departments	Feb 9 2022
Distribute Instructions for Department Sheets (Ph 1)	Director of Finance	February 8 2022
Begin Revenue Projections, Debt Service & Salary Projection	Director of Finance	February 14 2022
CIP information Review	City Administrator & Director of Finance	March 2022
Line items, Org Charts, Department Sheets, Staff Plans due back to Finance	All Departments	Feb 25 2022
HR Review of Org Charts/Personnel FTE	Human Resources Director	April 2022
Compile budget and review items with departments	Director of Finance	Feb 25 - April 8 2022
Review Estimated Revenue & Projected Expenses	City Administrator & Director of Finance	March 3 - April 8 2022
Proposed Budget Draft to City Administrator	Director of Finance	April 30 2022
Proposed Budget to Mayor and City Council	City Administrator & Director of Finance	May 12 2022
Council Review of Budget	Mayor & City Council	May 2022
Set Public Hearing 10 days in advance of final Hearing	City Administration	May 2022
Submit Budget Ordinance for Public Hearing and First and Second Reading	City Administrator & Director of Finance	May 23 2022
Adopted Budget published to website and printed copies to Council	Finance Department	May 31 2022

# All Funds



## Budget Overview

This summary provides an overview of the City's entire Fiscal Year 2023 budget and activity, covering fund activity for City activities consisting of governmental, enterprise, internal and special funds. For more detailed information, go to the Fund, Department, or Division detail sections of this budget.

The General Fund consists of the following departments/divisions: General, Municipal Court, Fire, Police, Civic Center, Community

<b>Carryover for Appropriation</b>	<b>\$26,922,421</b>
<b>New Revenue</b>	<b>\$54,544,353</b>
<b>Internal Service Cost</b>	<b>\$1,733,123</b>
<b>Total Funds Available</b>	<b>\$83,199,897</b>
<b>Interfund Transfer In</b>	<b>\$2,590,390</b>
<b>Appropriations</b>	<b>\$63,965,706</b>
<b>Internal Service Cost</b>	<b>\$3,275,010</b>
<b>Total Appropriations</b>	<b>\$67,240,716</b>
<b>Estimated Ending Fund Balance</b>	<b>\$18,549,571</b>

Buildings, Administration, Finance and Recycling. These departments/divisions provide general services to the community. As a result, the fund balance for the General Fund is projected to increase to thirty-six percent (36%). This unique increase remains difficult to predict, and the budget reflects a conservative response to this temporary uptick in sales tax revenue. The starting balance is projected to be \$3,512,040 and to end at an estimated amount of \$2,518,351. This proposed budget reflects a slight increase based upon historical, and statistically supported, revenues.

This is the third proposed budget since voters approved a tax dedicated to public safety. This budget does not include funding for police vehicles which is inline of our three-year rotation plan. The proposed budget does create reserve accounts to save for future vehicle replacement needs in both Police and Fire, including the future replacement of our 100-foot ladder fire apparatus. This is in response to expected increases in interest rates while also addressing our temporary revenue increases. We project the starting balance at \$2,314,821 and an ending balance estimated at \$1,119,569 or sixty-one percent 61%.

City crews continue to work on projects funded by the Street Fund. An asphalt overlay of 6.7 miles of streets including all or portions of: Willow, Nelson, Holly, Nelson Court North, Greenwood, Pine, Trent, Dwight, Dickens, Thomas, Cedar, Ronald, Benage, Albert, Barlow, Marvin, Mizer, Dickenson, Ivey, Winsor, Laclede, Crestline, Frank, Zachary, Indian Creek, Cedarcrest, Booten, Fairfax, Olson, Babb, Crescent, Millcreek, Millcreek Court, Twin Maples, Twin Oaks, Beck Lane, and Bethel Road. Also included are improvements to 4<sup>th</sup> and Jefferson as well as new street construction. The projected fund balance is twenty-one percent (21%). The starting balance should start at an estimated \$1,447,598 and end at approximately \$523,209.

This is the first proposed budget which includes a dedicated Storm Water Fund, as mentioned above, due to the generous passage by our voters of a Parks/Storm Water sales tax. This budget includes a transfer of \$160,000 from the General Fund to Storm Water to establish a minimum fund balance of twenty percent (20%). Public Works will update the existing storm water plan based upon new revenue estimates. The projected fund balance is twenty-two percent (22%). The starting balance will start at an estimated \$281,075 and will end at approximately \$100,325.

The Capital Fund will again invest in our community, while also planning for the future. The Capital Fund will transfer \$500,000 to streets, the third year of transferring funds to address our street needs. We plan to propose a pause or a decrease in these transfers as part of the Fiscal Year 2024 budget to avoid challenges associated with addressing these same streets, all at the same time, in the future when it may not be fiscally viable. This fund also proposes creating dedicated accounts to address future needs including building maintenance expenses and stands ready to assist with any future needs at the Boswell Aquatic Center. This fund has increased the allocation for our downtown urban park to \$200,000, \$500,000 for sidewalks and connectivity, and \$200,000 for signage at our city limits and at the Civic Center. The starting balance is estimated to be \$2,863,442 with an ending estimated balance of \$737,145.

The Park Fund is managed by the Parks Board, which is appointed by the Mayor with the consent of the City Council. With the passage of a dedicated Parks and Storm Water sales tax, our Parks Department is positioned well for the first time in many years. Parks will be completing a five-year plan based upon citizen input which will assist this department as it moves forward with this additional funding. The only planned large expenses are associated with replacing the baseball field lights at Atchley Park at an estimated \$500,000. The starting balance will be \$695,534 and is projected to end at \$631,975.

The Special Funds are used to account for special activities and programs. This proposed budget creates a new fund to assist with the management and planning for funds allocated to the City as part of the American Rescue Plan Act (ARPA). The current fund balance is \$1,332,048, and a second payment from the Department of Treasury of \$1,507,398 is expected summer of 2022. This fund is planned to assist us by offsetting costs associated with new residential development, improving network security for our utilities, a customer-facing payment system, and addressing the intersection of Missouri 5 and Fremont.

The Tourism Fund will see a decrease in its fund balance. This fund has little to no capital expenses and has an internal transfer to offset employee cost, which was increased in this proposed budget. The starting balance is estimated at \$37,774, and the ending balance is projected to be \$35,603.

The Downtown Business District will see an increase to its fund balance, ending at \$82,370 or two hundred and twenty percent (220%). Much of this increase was generated by a one-time, unforeseen, injection of revenue from financial institution tax. This fund balance includes monies raised by the Downtown Business District Board and being matched with economic development dollars to fund the executive director position.

Our airport continues to be an important asset for our community and businesses. This budget includes funds for a fuel truck replacement at \$230,000 and \$625,000 for asphalt repair to taxiways and parking ramps. While the asphalt repair is funded by a 90/10 grant match, the replacement of our jet fuel truck is a required service that will be funded by the City. The installation of self-service fuel options was completed in the FY2022 budget, and as a result, we expect overtime expenses to decrease. The airport will again be funded by a transfer from the Capital Fund in the amount of \$320,560 and \$115,365 from Economic Development Fund.

The Internal Funds are used to account for internal activities and programs. The three funds considered internal to operations are the Codes Administration, Internal Services, and Benefit funds.

Internal Service Funding								
50 Codes Administration			60 Service Fund					
	305 Development & Compliance	Total	305 Garage	310 Purchasing & Warehouse	315 Information Technology	320 Facilities Management	325 Janitorial	Total
01 General	\$205,668	\$205,668	\$41,027	\$21,942	\$152,526	\$156,364	\$52,495	\$424,354
08 Street	\$51,075	\$51,075	\$77,498	\$26,331	\$57,257	\$43,812	\$6,446	\$211,344
40 Tourism	\$0	\$0	\$18	\$2,194	\$7,637	\$451	\$0	\$10,300
45 Econ Dev	\$0	\$0	\$968	\$2,194	\$28,256	\$8,692	\$0	\$40,110
73 Airport	\$0	\$0	\$0	\$2,194	\$0	\$19,717	\$0	\$21,911
75 Downtown Business	\$0	\$0	\$0	\$0	\$0	\$23,145	\$0	\$23,145
79 Parks	\$2,644	\$2,644	\$2,486	\$4,388	\$27,380	\$1,032	\$0	\$35,286
80 Electric	\$62,252	\$62,252	\$54,551	\$70,215	\$40,583	\$12,115	\$6,446	\$183,910
83 Fiber	\$0	\$0	\$0	\$0	\$47,332	\$5,196	\$0	\$52,528
85 Wastewater	\$54,080	\$54,080	\$33,825	\$35,107	\$46,584	\$13,673	\$6,446	\$135,635
87 Water	\$54,080	\$54,080	\$56,043	\$54,855	\$39,906	\$7,553	\$6,446	\$164,803
Direct Cost	\$2,094,867	\$2,094,867		\$0	\$3,500	\$0	\$0	\$3,500
<b>Total</b>	<b>\$2,524,666</b>	<b>\$2,524,666</b>	<b>\$266,416</b>	<b>\$219,420</b>	<b>\$450,961</b>	<b>\$291,750</b>	<b>\$78,279</b>	<b>\$1,306,826</b>

The Internal Fund carries no fund balance. The activity in this fund is covered by services performed as operations to the City. The Codes Administration Fund is mainly funded through the General Fund; however, the City's subdivision development is managed through this fund as well. The balance in this fund is expected to end at \$129,315. The Benefit Fund will see a decrease in its fund balance from \$1,035,559 to \$833,431. We are, once again, expecting an increase in worker compensation. Our health insurance carrier has not provided notice of any rate changes at the time of this budget submittal. Once

these costs are known, staff intends to rely upon this fund to address any increases this fiscal year. Going forward, future increases may force additional funding conversations.

Enterprise Funds are used to manage City utilities. The Electric Fund is the largest of these funds. The Operating Fund will start the year with \$1,074,799 and will end the year around \$290,777. The reserve will start with a balance of \$7,818,236 and end with a balance of \$7,312,072. The total capital investment planned from this fund for this fiscal year is \$1,226,461 of which \$990,128 is being expensed from the reserve fund. This fund remains structurally imbalanced and is an issue which must be addressed early this fiscal year, which is evident by our continued decline in the investment in our capital needs.

Fiber Fund manages our fiber utility and will have an ending fund balance of \$21,379, with no additional projects anticipated until completion of the fiber master plan.

The Wastewater Fund will start the year with an estimated balance of \$2,002,754 and end with a balance of \$1,413,095, or thirty-six percent (36%) fund balance. This budget reflects \$977,374 in investments to our wastewater system.

The Water Fund will start the year with an estimated balance of \$1,078,640 and end with a balance of \$577,823. This budget reflects a \$485,161 investment to our water system. This fund remains structurally imbalanced and is an issue which must be addressed early this fiscal year, which is evident by our continued decline in the investment in our capital needs.

Finally, it is important to note the difference between operational and capital costs in this budget. Capital costs, while beneficial to the City, are sometimes not required purchases, unlike operational costs, which are required to maintain our current levels of service. When capital costs of \$11,998,362 are separated from the budget, the City sees an operational surplus of \$3,625,512 indicating a healthy financial position.

While this summary is helpful and provides a general overview of the entire budget activity, the detailed activity of any fund and the description of each capital project can be found in different sections of this budget document. Please refer to the Table of Contents for more detailed information on any fund, activity, or program of interest to you.

###

# Budget Summary Governmental Activity

<b>01 General Fund</b>		<b>16 Stormwater Fund</b>	
<b>Carryover for Appropriations-Operating</b>	<b>\$3,191,728</b>	<b>Carryover for Appropriations-Operating</b>	<b>281,075</b>
<b>Carryover for Appropriations-Reserve</b>	<b>\$320,312</b>	<b>New Revenues</b>	<b>459,000</b>
<b>New Revenues</b>	<b>\$6,873,793</b>	<b>Total Available for Appropriations</b>	<b>740,075</b>
<b>Total Available for Appropriations</b>	<b>\$10,385,833</b>	500 Stormwater Operations	639,750
100 General	\$1,168,353	<b>Total Stormwater Fund Appropriations</b>	<b>639,750</b>
105 Municipal Court	\$228,366	<b>Estimated Ending Balance</b>	<b>100,325</b>
106 Prosecuting Attorney	<b>\$24,272</b>	<b>22 Capital Fund</b>	
110 Fire Department	\$1,566,922	<b>Carryover for Appropriations</b>	<b>\$2,863,442</b>
115 Police Department	\$2,874,685	<b>New Revenues</b>	<b>\$1,836,000</b>
120 Police Officer Training	\$0	<b>Total Available for Appropriations</b>	<b>\$4,699,442</b>
130 Civic Center	\$572,994	600 Capital	\$1,322,754
135 Community Buildings/NEC	\$40,371	605 General	\$939,176
140 Mayor & Council	\$74,148	610 Street	\$720,342
145 City Administration	\$417,229	640 Airport	\$125,000
150 City Clerk Office	\$203,478	645 Downtown Business District	\$305,025
155 Recycling	\$53,455	Reserve Account-Civic Center	\$200,000
170 Finance Office	\$399,789	Reserve Account-City Hall/Community Bldgs	\$100,000
175 HR	243,420	Reserve Account - Boswell Pool	\$250,000
<b>Total General Fund Appropriations</b>	<b>\$7,867,482</b>	<b>Total Capital Fund Appropriations</b>	<b>\$3,962,297</b>
<b>Estimated Ending Fund Balance</b>	<b>\$2,518,351</b>	<b>Estimated Ending Fund Balance</b>	<b>\$737,145</b>
<b>03 Public Safety Fund</b>		<b>79 Parks Fund</b>	
<b>Carryover for Appropriations-Operating</b>	<b>2,314,821</b>	<b>Carryover for Appropriations-Operating</b>	<b>\$428,739</b>
<b>New Revenues</b>	<b>1,836,000</b>	<b>Carryover for Appropriations-Reserve</b>	<b>\$266,795</b>
<b>Total Available for Appropriations</b>	<b>4,150,821</b>	<b>New Revenues</b>	<b>\$1,535,725</b>
510 - Fire Department	1,130,804	<b>Total Available for Appropriations</b>	<b>\$2,231,259</b>
515 - Police Department	1,341,448	500 Parks Operation and Administration	\$1,241,627
Reserve Account-Fire Truck	334,000	515 Boswell Aquatic Center	\$114,525
Reserve Account-Police Vehicles	125,000	520 Parks Activities	\$243,132
Reserve Account-Public Safety Bldg	100,000	<b>Total Parks Fund Appropriations</b>	<b>\$1,599,284</b>
<b>Total Public Safety Fund Appropriations</b>	<b>3,031,252</b>	<b>Estimated Ending Fund Balance</b>	<b>\$631,975</b>
<b>Estimated Ending Balance</b>	<b>1,119,569</b>	<b>Percent of Fund Balance</b>	
<b>08 Street Fund</b>		General – 35%	
<b>Carryover for Appropriations</b>	<b>\$1,447,598</b>	Public Safety – 61%	
<b>New Revenues</b>	<b>\$3,013,250</b>	Street -21%	
<b>Total Available for Appropriations</b>	<b>\$4,460,848</b>	Stormwater – 22%	
500 Street	\$3,937,639	Capital– 40%	
<b>Total Street Fund Appropriations</b>	<b>\$3,937,639</b>	Parks – 41%	
<b>Estimated Ending Fund Balance</b>	<b>\$523,209</b>		

# Budget Summary Special and Internal Activity

## Percent of Fund Balance

Elm St CID – 186%  
 ARPA – N/A  
 Tourism – 23%  
 Economic Development -80%  
 Airport – 0%  
 Downtown Business – 220%

### **24 Elm St CID Fund**

<b>Carryover for Appropriations-Operating</b>	<b>\$32,851</b>
<b>New Revenues</b>	<b>\$38,050</b>
<b>Total Available for Appropriations</b>	<b>\$70,901</b>
500 - Elm St CID	0
<b>Total Elm St CID Appropriations</b>	<b>\$0</b>
<b>Estimated Ending Balance</b>	<b>\$70,901</b>

### **34 ARPA Fund**

<b>Carryover for Appropriations-Operating</b>	<b>\$1,073,101</b>
<b>New Revenues</b>	<b>\$1,494,511</b>
500 - ARPA	1,322,301
<b>Total ARPA Fund Appropriations</b>	<b>\$1,322,301</b>
<b>Estimated Ending Balance</b>	<b>\$1,245,311</b>

### **40 Tourism Fund**

<b>Carryover for Appropriations-Operating</b>	<b>\$37,774</b>
<b>New Revenues</b>	<b>\$155,101</b>
<b>Interfund Transfer In</b>	<b>\$91,114</b>
<b>Total Available for Appropriations</b>	<b>\$283,989</b>
500 Tourism	\$248,386
<b>Total Tourism Fund Appropriations</b>	<b>\$248,386</b>
<b>Estimated Ending Fund Balance</b>	<b>\$35,603</b>

### **45 Economic Development Fund**

<b>Carryover for Appropriations</b>	<b>\$1,313,390</b>
<b>New Revenues</b>	<b>\$1,133,451</b>
<b>Total Available for Appropriations</b>	<b>\$2,446,841</b>
700 Economic General	\$943,203
715 Detroit Tool Metal Products	\$552,348
730 Copeland	\$43,515
750 Mercy	\$855
<b>Total Economic Dev Fund Appropriations</b>	<b>\$1,539,921</b>
<b>Estimated Ending Fund Balance</b>	<b>\$906,920</b>

### **73 Airport Fund**

<b>Carryover for Appropriations</b>	<b>\$74,340</b>
<b>New Revenues</b>	<b>\$1,010,755</b>
<b>Interfund Transfer In</b>	<b>\$435,925</b>
<b>Total Available for Appropriations</b>	<b>\$1,521,020</b>
100 Airport General	\$1,521,020
<b>Total Airport Fund Appropriations</b>	<b>\$1,521,020</b>
<b>Estimated Ending Fund Balance</b>	<b>\$0</b>

### **75 Downtown Business District Fund**

<b>Carryover for Appropriations</b>	<b>\$115,245</b>
<b>New Revenues</b>	<b>\$32,485</b>
<b>Interfund Transfer In</b>	<b>\$37,500</b>
<b>Total Available for Appropriations</b>	<b>\$185,230</b>
500 DTBD General	\$102,860
<b>Total DTBD Fund Appropriations</b>	<b>\$102,860</b>
<b>Estimated Ending Fund Balance</b>	<b>\$82,370</b>

# Budget Summary Special and Internal Activity

## Percent of Fund Balance

Codes Administration – 23%  
 Service -0%  
 Benefits- 21%

<b>50 Codes Administration</b>	
<b>Carryover for Appropriations</b>	<b>\$129,315</b>
<b>New Revenues</b>	<b>\$552,980</b>
<b>Interfund Transfer In (All Other)</b>	<b>\$744,586</b>
<b>Interfund Transfer In (ARPA)</b>	<b>\$797,301</b>
<b>Internal Service Cost Revenue</b>	<b>\$429,797</b>
<b>Total Available for Appropriations</b>	<b>\$2,653,979</b>
305 Codes Administration	\$2,524,664
<b>Total Codes Administration Fund Appropriations</b>	<b>\$2,524,664</b>
<b>Estimated Ending Fund Balance</b>	<b>\$129,315</b>

<b>60 Service Fund</b>	
<b>Carryover for Appropriations</b>	<b>\$0</b>
<b>Internal Service Cost Revenue</b>	<b>\$1,303,326</b>
<b>New Revenues</b>	<b>\$3,500</b>
<b>Total Available for Appropriations</b>	<b>\$1,306,826</b>
305 Garage & Warehouse	\$266,416
310 Purchasing & Warehouse	\$219,421
315 Information Technology	\$450,961
320 Facilities Management	\$291,750
325 Janitorial Services	\$78,278
<b>Total Internal Service Fund Appropriations</b>	<b>\$1,306,826</b>
<b>Estimated Ending Fund Balance</b>	<b>\$0</b>
<b>70 Benefits Fund</b>	
<b>Carryover for Appropriations</b>	<b>\$1,035,559</b>
<b>New Revenues</b>	<b>\$4,007,352</b>
<b>Total Available for Appropriations</b>	<b>\$5,042,911</b>
400 Benefits	\$4,209,480
<b>Total Benefits Fund Appropriations</b>	<b>\$4,209,480</b>
<b>Estimated Ending Fund Balance</b>	<b>\$833,431</b>

# Budget Summary Enterprise Activity

<b>80 Electric Fund</b>		<b>85 Wastewater Fund</b>	
<b>Carryover for Appropriations-Operating</b>	<b>\$1,074,799</b>	<b>Carryover for Appropriations-Operating</b>	<b>\$442,285</b>
<b>Carryover for Appropriations-Reserve</b>	<b>\$7,818,236</b>	<b>Carryover for Appropriations-Reserve</b>	<b>\$1,560,469</b>
<b>New Revenues-Operating</b>	<b>\$24,836,150</b>	<b>New Revenues</b>	<b>\$3,868,600</b>
<b>Interfund Transfer In-Reserve</b>	<b>\$483,964</b>	<b>Total Available for Appropriations</b>	<b>\$5,871,354</b>
<b>Total Available for Appropriations</b>	<b>\$34,213,149</b>	200 WWTP and Operation	\$3,727,273
200 Electric Operating	\$25,254,072	205 WW Maintenance	\$346,065
205 Electric Maintenance	\$366,100	215 Inflow & Infiltration	\$384,921
215 Electric Reserve	\$990,128	<b>Total Wastewater Fund Appropriations</b>	<b>\$4,458,259</b>
<b>Total Electric Fund Appropriations</b>	<b>\$26,610,300</b>	<b>Estimated Ending Balance</b>	<b>\$1,413,095</b>
<b>Estimated Ending Balance-Operating</b>	<b>\$290,777</b>	<b>87 Water Fund</b>	
<b>Estimated Ending Balance-Reserve</b>	<b>\$7,312,072</b>	<b>Carryover for Appropriations-Operating</b>	<b>\$388,328</b>
<b>83 Fiber Fund</b>		<b>Carryover for Appropriations-Reserve</b>	<b>\$690,312</b>
<b>Carryover for Appropriations</b>	<b>\$21,907</b>	<b>New Revenues</b>	<b>\$1,782,650</b>
<b>New Revenues</b>	<b>\$75,000</b>	<b>Total Available for Appropriations</b>	<b>\$2,861,290</b>
<b>Total Available for Appropriations</b>	<b>\$96,907</b>	200 Water Operation	\$1,800,635
200 Fiber Operating	\$75,528	205 Water Maint. & Distribution System	\$482,832
<b>Total Fiber Fund Appropriations</b>	<b>\$75,528</b>	<b>Total Water Fund Appropriations</b>	<b>\$2,283,467</b>
<b>Estimated Ending Balance</b>	<b>\$21,379</b>	<b>Estimated Ending Balance</b>	<b>\$577,823</b>

## Percent of Fund Balance

Electric – 31%

Fiber – 29%

Wastewater – 36%

Water – 33%

## Fund Structure

The City's fund structure aligns with four areas of services provided. Governmental activity is funded primarily by taxes and fees. The general governmental activity, streets along with public safety, parks, stormwater, and recreation capital purchases are provided to the general public with these funds.

The Enterprise activity is funded through rates and charges and acts in a businesslike manner. The enterprise activity is made up of the utilities of electric, fiber, water, and Wastewater. The revenue is provided by the community customers and is used to provide services based on the individual needs.

The Special Funds are specific to revenue collected for specific services or goods provided. The Special funds are:

- ✓ Elm ST CID (24) uses a capital improvement district tax which is used to fund improvements specifically on Elm Street.
- ✓ ARPA (34) was created and funded by federal dollars from the American Rescue Plan Act in response to COVID. There will be one more tranche and then the fund will eventually be spent down to 0.
- ✓ Tourism (40) which uses a lodging tax to promote tourism and tourism activity;
- ✓ Economic Development (45) which uses rents and an economic development tax to assist with development and job creation activity;
- ✓ Airport (73) receives grants and entitlement from the state and FAA, as well as revenues from fuel sales and rents;
- ✓ Downtown Business District (75) is a self taxing district located between the railroad tracks and Second Street. Its revenue is eighty percent (77%) provided by real-estate tax income and twenty percent (20%) by business licenses; and

The Internal Funds are internal to the operation of the City. Internal Services (60) assist in managing fixed, controllable and fleet assets, inventory and the technology network. Fund (70) is used to administer the employee benefits including a self-funded health insurance program. Fund (50) is used to manage our subdivision development along with our community development department.



## Major Revenues

The City of Lebanon tracks major revenue sources on a monthly basis and uses trend analysis and other relevant information including City experience to project revenues. Revenue projections are prepared early in the budget process. The first step in the process is to revise the estimates for the current fiscal year in order to develop an accurate base for the projections for the upcoming year. The revenue estimates are finalized during the completion of the budget.

Each revenue source has unique characteristics. As a result, the starting point for an overall approach is certain assumptions regarding inflation, population changes, and assessed valuations and overall development activity. These factors are weighed along with historical trends, economic forecasts, regulatory decisions, weather and foreseeable development within the City. Information provided below identifies all major sources of the City's revenue for all City funds.

Each revenue page is divided into three sections:

**Fund(s) and Account Code**

This is the specific line(s) to which the revenue source is posted in the city's accounting system.

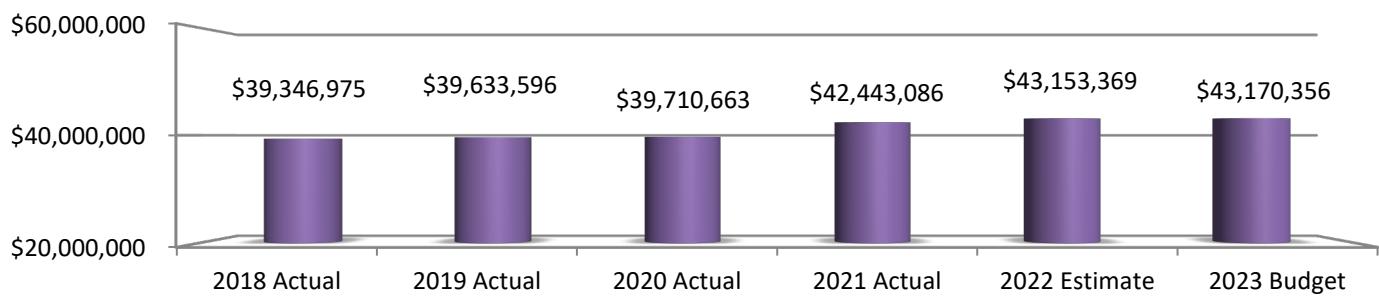
**Description**

This is a brief explanation of the source, rate and calculation of the revenue source. Information on collection and distribution of the revenue is also provided.

**Financial Trend**

This is a graphical display of the last five years, current year estimate and next year's budget of the revenue source.

## Major Revenues



## Sales Tax 1%

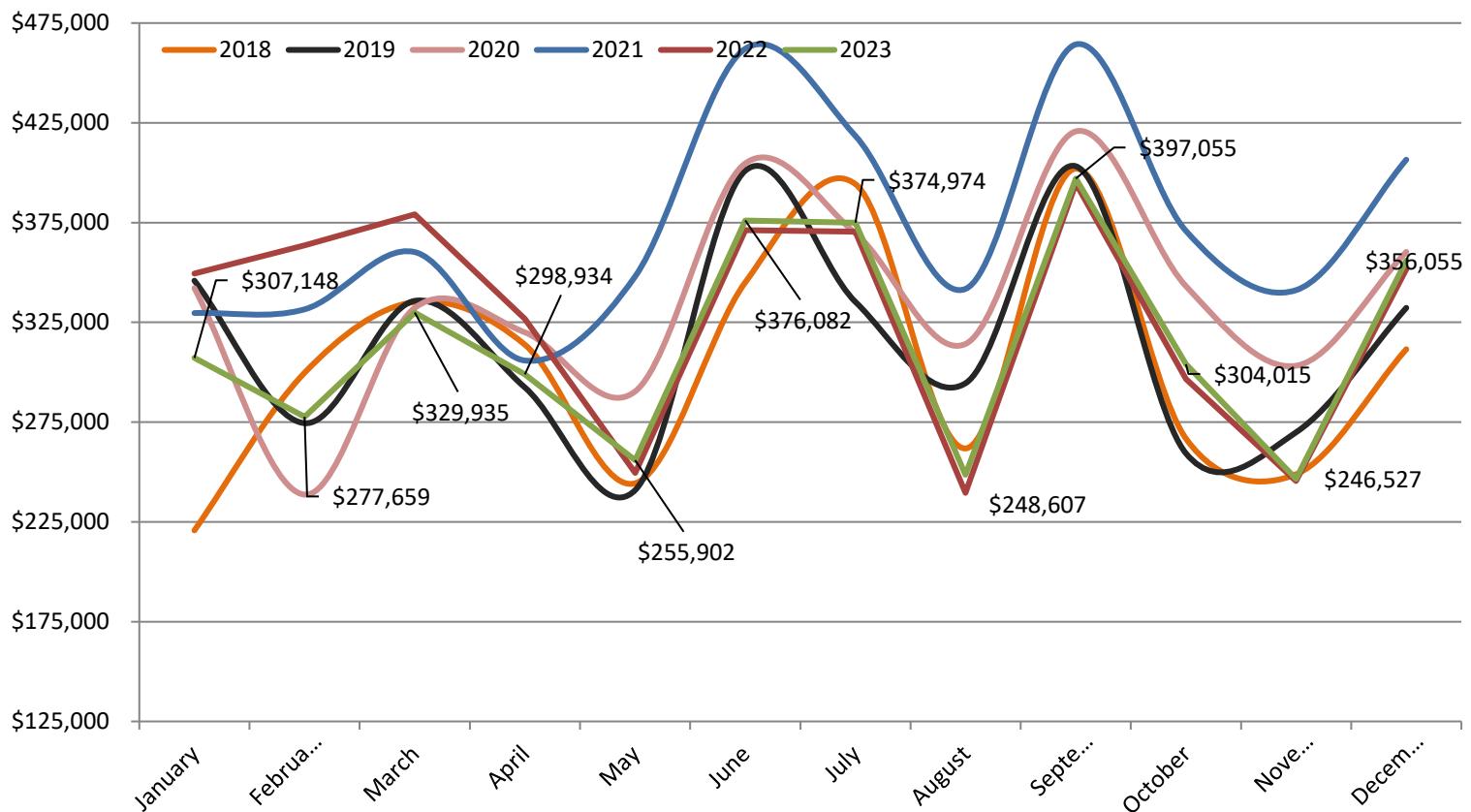
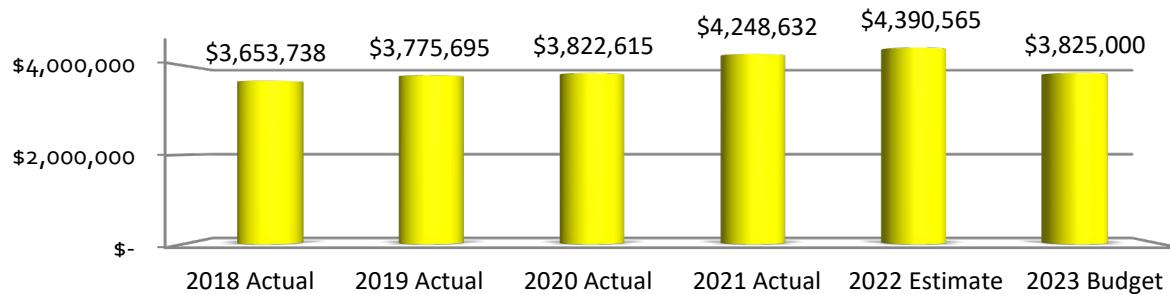
Revenue General Ledger Account:

General Fund 01-4-100-1000.001

All cities are authorized to collect a general revenue sales tax. Municipalities may impose a general revenue sales tax at the rate of one-half of one percent, seven-eighths of one percent, or one percent and the funds may be used for any municipal purpose. The general revenue sales tax must be approved by the voters before it can be implemented.

The City of Lebanon rate of city sales tax is one percent (1%) on the receipts from the sale at retail tangible personal property or services. Sales tax revenue for FY2023 fiscal year is based on current receipts and historical trending.

## Sales Tax 1% Revenue History



## Customer Billing

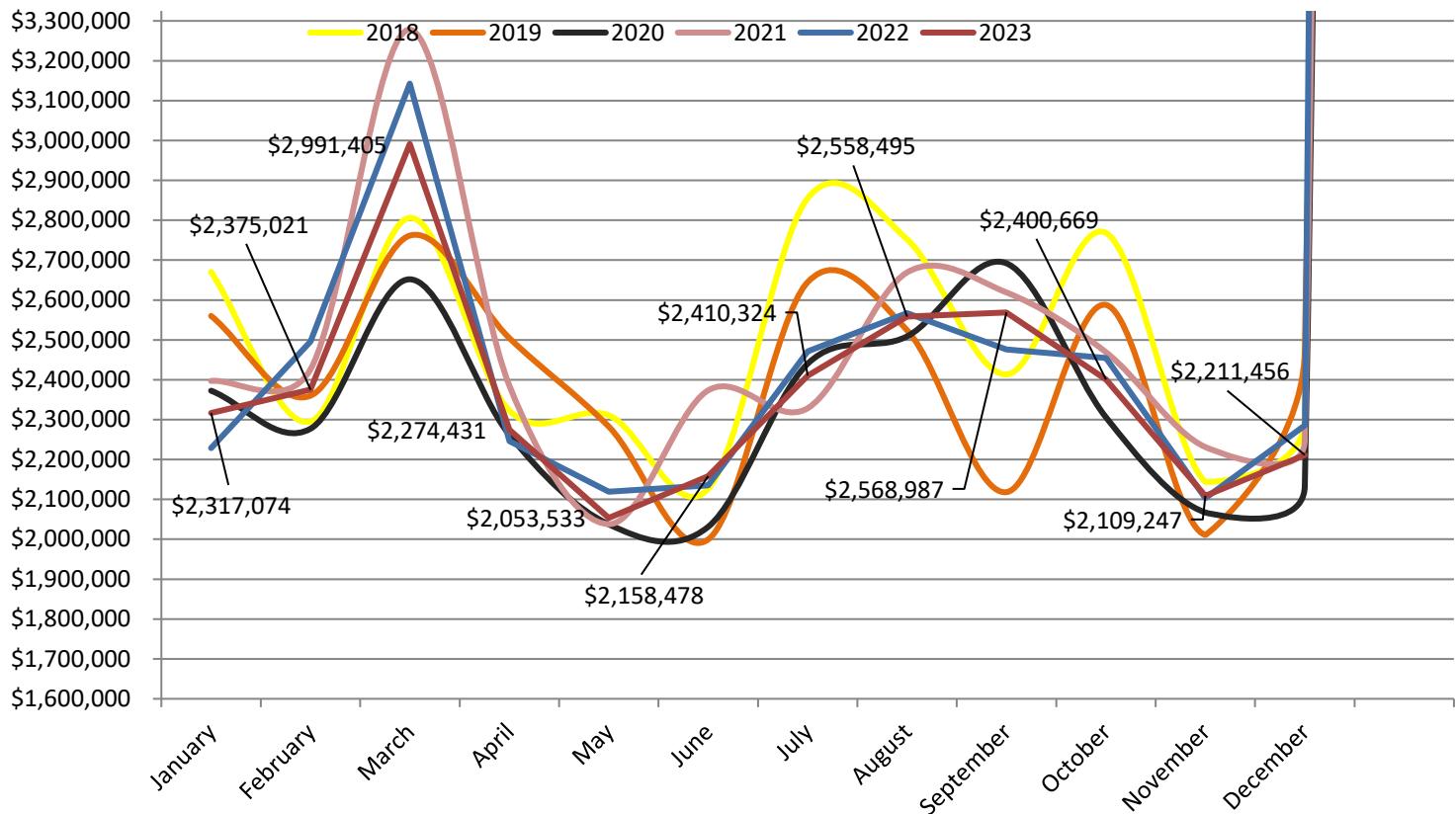
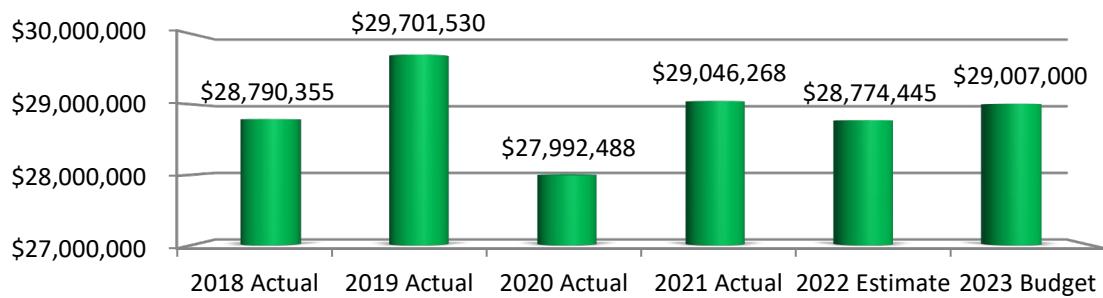
Revenue General Ledger Accounts:

Electric Fund	80-4-200-3000.012
Fiber Fund	83-4-200-3000.012
Wastewater Fund	85-4-200-3000.012
Water Fund	87-4-200-3000.012

The City of Lebanon collects utility payments from individuals and businesses for electric, water, wastewater, and fiber usage.

The funds collected are used for operations, maintenance, and capital improvements.

## Customer Billing Revenue History



## Real Estate Tax

### Revenue General Ledger Accounts:

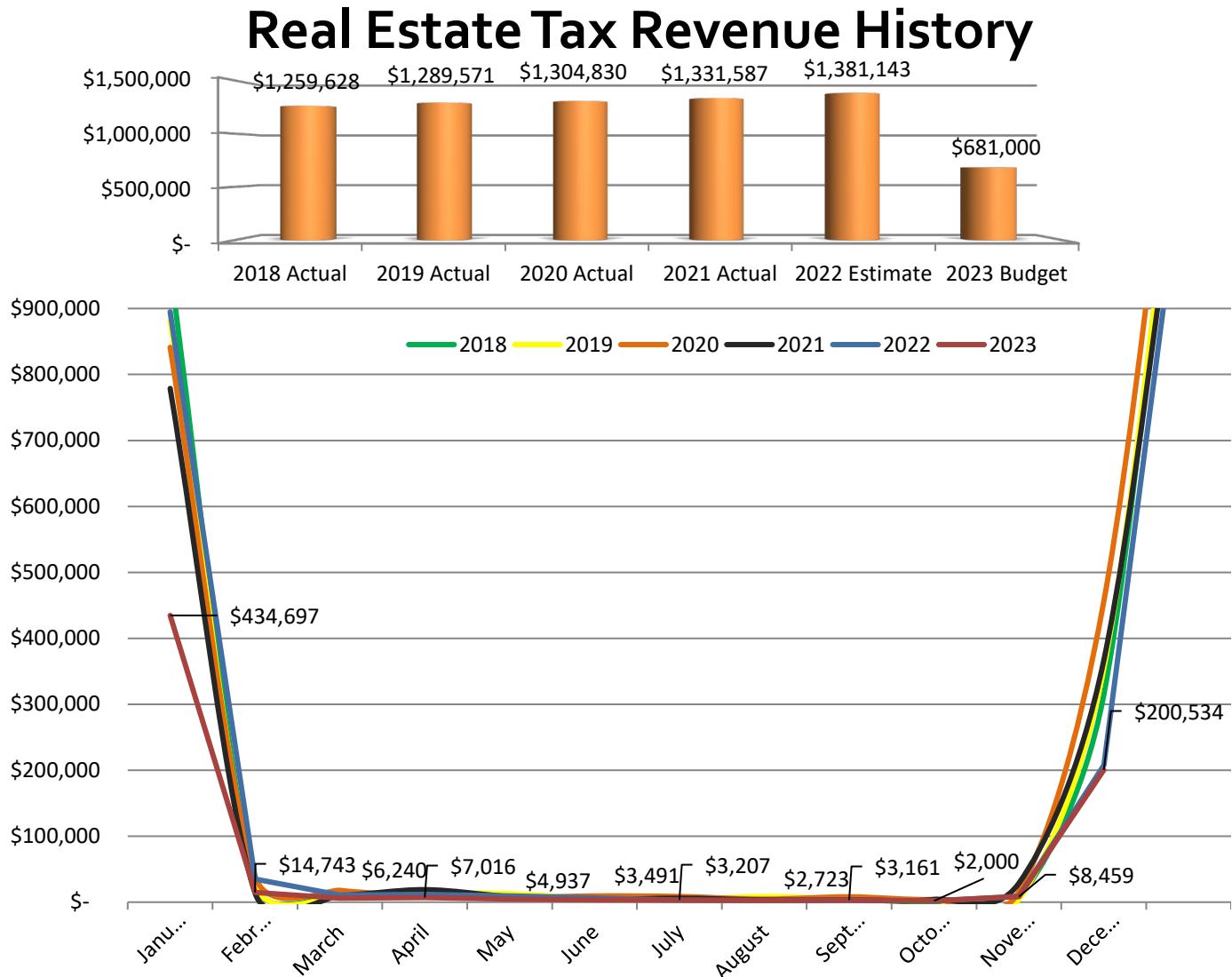
General Fund	01-4-100-1000.003
Downtown Business District	75-4-500-1000.003
Parks Fund	79-4-500-1000.003

Real estate taxes levied according to the taxation districts are received from the city collector and recorded in the proper fund.

The General Fund Ad Valorem levy for 2022 is \$0.2587 per one hundred dollars assessed valuation of all taxable, tangible property within the city limits of the city.

The Special Business District (Downtown Business District) Ad Valorem levy for 2022 is \$0.6888 per one hundred dollars assessed valuation of all taxable, tangible property within the boundaries of the Downtown Special Business District.

The Parks Ad Valorem levy for the next year will be set to zero due to the passage of the recent Parks/Stormwater Sales Tax.



## Sales Tax .5%

### Revenue General Ledger Accounts:

Public Safety Fund	03-4-500-1000.002
Street Fund	08-4-500-1000.002
Stormwater Fund	16-4-500-1000.002
Capital Fund	22-4-600-1000.002
Parks Fund	79-4-500-1000.002

The one-half of one percent (.5%) is a voter approved sales tax.

The voters of Lebanon elected to impose a local, one half of one percent, sales tax for the purpose of funding Public Safety beginning April 1, 2020. This tax has no expiration.

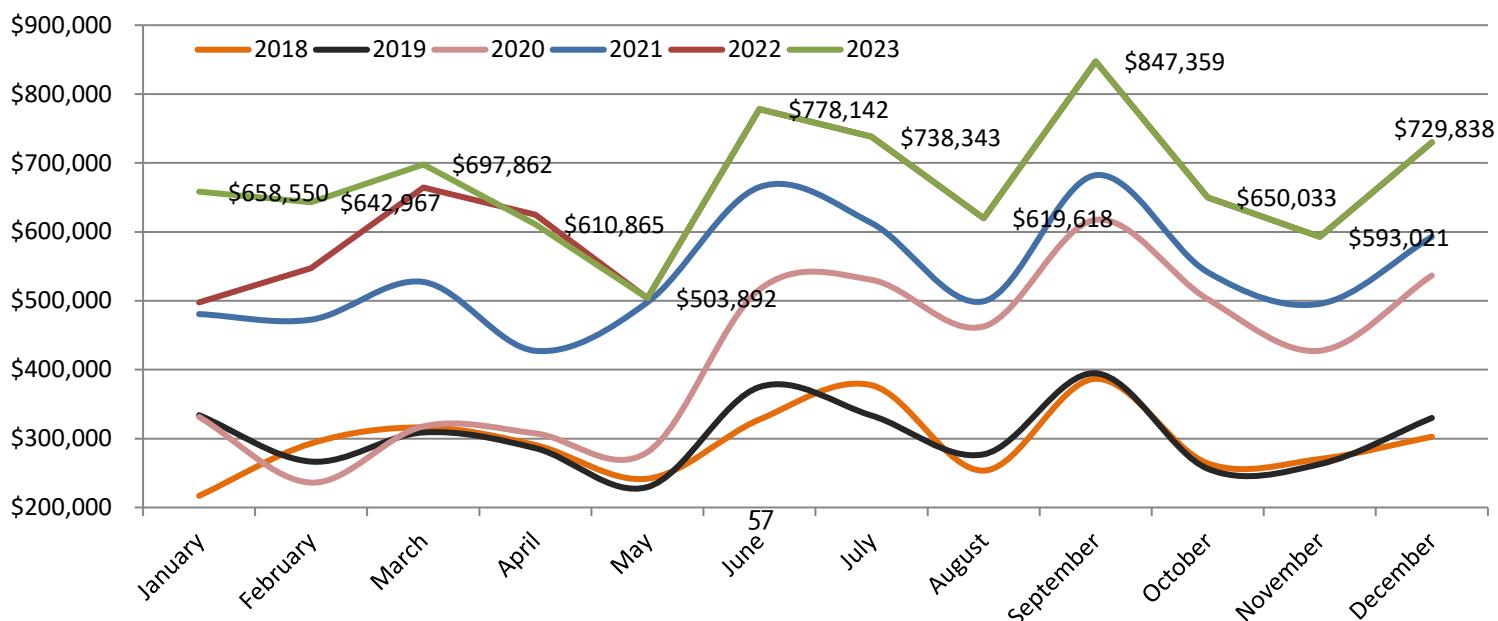
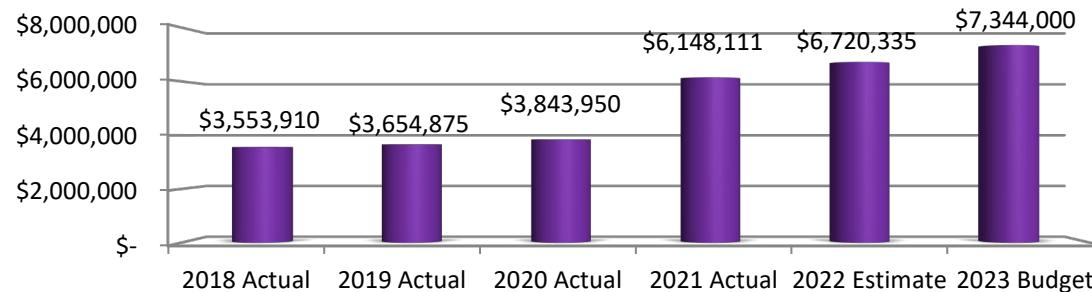
The voters of Lebanon elected to impose a local, one half of one percent, sales tax for the purpose of carrying out the renovation, reconstruction and/or maintenance of existing city streets. This tax remains effective until January 1, 2029.

The voters of Lebanon elected to impose a local sales tax to establish and cover multi-year expenditures of major capital projects and expenditures for all general government programs. This tax remains effective until January 1, 2030.

The voters of Lebanon elected to impose a local, one half of one percent, sales tax for the purpose of funding Stormwater/Parks (1/8 and 3/8 split respectively) beginning January 1, 2022. This tax has no expiration

As these revenue streams are tied to the local sales prevailing economic factors impacting local residents can affect collections.

## Sales Tax .5% Revenue History



## PILOT

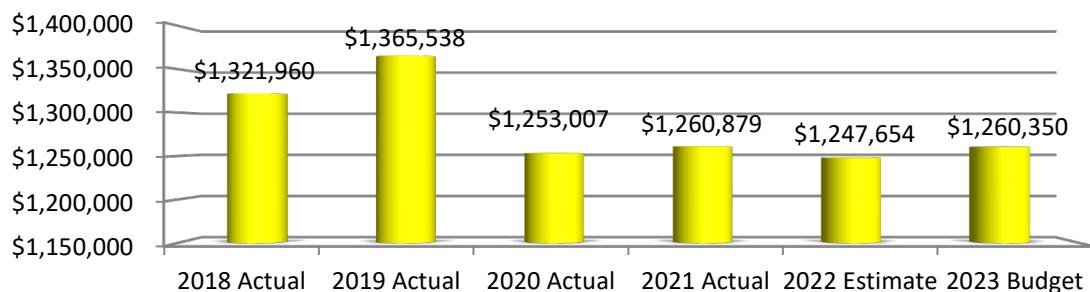
### Revenue General Ledger Accounts:

General Fund	01-4-100-1010.001
	01-4-100-1010.002
	01-4-100-1010.003
Economic Development	45-4-700-1010.001
	45-4-700-1010.002
	45-4-700-1010.004

PILOTs (Paid in lieu of taxes) are collected from the Electric Fund (80), Fiber Fund (83), Wastewater Fund (85), and Water Fund (87) in lieu of the City of Lebanon Franchise Fees. Five percent (5%) of the Customer Billing account on the Electric Fund (80), Fiber Fund (83), and Water Fund (87) are received into the General Fund (01).

One percent (1%) of the income from the Electric Fund (80), Water Fund (87), and Wastewater Fund (85) has been received into the Economic Development Fund in prior years. Based on the current fund balance in the Economic Development Fund (45) and the current operational balances within the Utility Funds, it was recommended not to fund the one percent (1%) into the Economic Development Fund (45) for FY2016, FY2017, FY2018, Fy2019, FY2020, FY2021, FY2022 and again in FY2023.

## PILOT Revenue History



## Lodging

Revenue General Ledger Account:

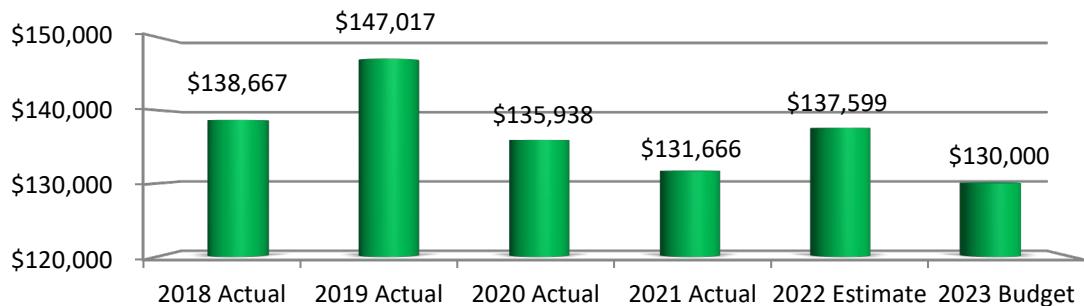
Tourism 40-4-500-1000.006

Lodging tax is that amount of tax levied on a hotel, motel, lodge, bed and breakfast inn or campground based on charges made by the hotel, motel, lodge, bed and breakfast inn or campground for sleeping accommodations. Gross receipts are based upon the applicable revenue received by the hotel, motel, lodge, bed and breakfast inn or campground for rental of guest rooms, lodgings or campsites. Hotel, motel, lodge, bed and breakfast inn and campground means any structure, or building, which contains rooms or any campsite, under one management, furnished for the accommodation or lodging of guests kept, used, maintained, advertised or held out to the public as a place where sleeping accommodations are sought for pay or compensation to transient guests. Transient guest means any person who occupies a room in a hotel, motel or campsite for thirty-one (31) days or less.

The Lodging Tax is levied a license tax on hotels, motels and campgrounds in an amount equal to two and one-half (2½) percent of gross receipts derived from transient guests for sleeping accommodations.

All revenues received from the two and one-half (2½) percent lodging tax shall be utilized by the city for promoting the city as a convention, visitor and tourist center.

## Lodging Revenue History



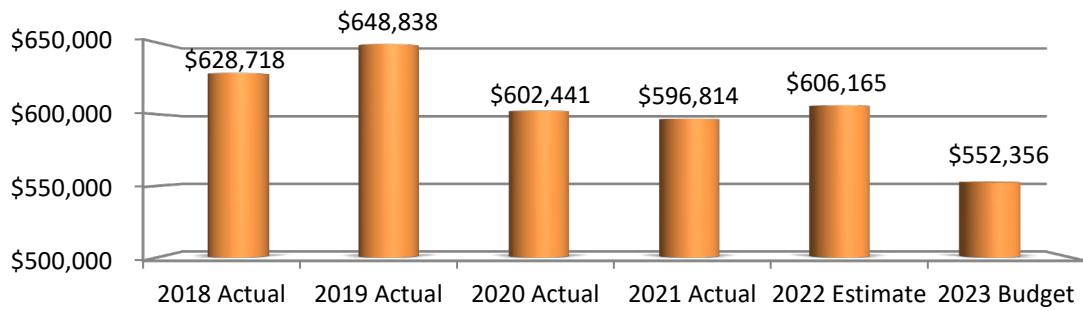
## Franchise

### Revenue General Ledger Accounts:

General Fund	01-4-100-1005.001
	01-4-100-1005.002
	01-4-100-1005.003
	01-4-100-1005.004
	01-4-100-1005.005
	01-4-100-1005.006

Franchise fees are the rent utility and cable providers pay for the use of the public's right-of-way. Franchise fees are simply the cost utility and cable providers incur for being allowed to place their facilities in the public's right-of-way. Franchise fees are considered a cost of doing business. The City of Lebanon charges five percent (5%) for Franchise Fees.

## Franchise Revenue History



## Personnel Schedule

	Salary Grade	FY 2021 Budget	FY 2022 Budget	FY 2023 Proposed
<b><i>Municipal Court</i></b>				
Clerk I (Court Clerk)	Lo5	1	1	1
Clerk III (Court Clerk)	Lo7	1	1	1
Security Officer I (Courtroom Security Officer)	Lo6	1	1	1
<b>Total Municipal Court</b>		<b>3</b>	<b>3</b>	<b>3</b>
<b><i>Fire</i></b>				
Captain	Fo6 - Fo7	3	3	3
Deputy Chief	L14	1	1	0
Fire Chief	L16	1	1	1
Firefighter	Fo2 - Fo3	12	12	12
Inspector III (Fire Inspector)	L10	1	1	1
Lieutenant	Fo4 - Fo5	3	3	3
<b>Total Fire</b>		<b>21</b>	<b>21</b>	<b>20</b>
<b><i>Police</i></b>				
Animal Control Officer	Lo4	2.5	2.5	2.5
Chief Communications Officer	L10	1	1	1
Clerk I (Evidence/Records Clerk)	Lo5	1	1	1
Clerk IV (Police Analyst)	Lo8	1	1	1
Dispatcher I - II	Lo4	7	7	6
TAC	Lo5	0	0	1
Lieutenant	L11	2	2	2
Police Chief	L16	1	1	1
Police Officer I - II	Lo7 - Lo8	22	15	15
Police Sergeant I - II	Lo9 - L10	5	5	5
<b>Total Police</b>		<b>42.5</b>	<b>35.5</b>	<b>35.5</b>
<b><i>Civic Center</i></b>				
Custodian	Lo1	1	0.5	0.5
Maintenance/Operations Worker I	Lo2	1	1	1
Maintenance/Operations Worker III	Lo4	1	1	1
Maintenance/Operations Worker V	Lo7	1	1	1
Office Support Assistant	Lo5	0	1	1
Promotion Event Coordinator	Lo7	1	1	1
<b>Total Civic Center</b>		<b>5</b>	<b>5.5</b>	<b>5.5</b>

	Salary Grade	FY 2021 Budget	FY 2022 Budget	FY 2023 Proposed
<b>Administration</b>				
Assistant City Administrator		0	0	0
City Administrator	Contract	1	1	1
Clerk III (Assistant to the CA)	L07	1	1	1
Community Service Coordinator Liaison	L06	0.5	0.5	0.5
Public Information Officer	L10	1	1	1
<b>Total Administration</b>		<b>3.5</b>	<b>3.5</b>	<b>3.5</b>
<b>City Clerk</b>				
City Clerk	L15	1	1	1
Deputy City Clerk	L10	1	1	1
<b>Total City Clerk</b>		<b>2</b>	<b>2</b>	<b>2</b>
<b>Recycling</b>				
Maintenance/Operations Worker I	L02	0.5	0.5	0.5
<b>Total Recycling</b>		<b>0.5</b>	<b>0.5</b>	<b>0.5</b>
<b>Finance</b>				
Accounting Technician II	L09	1	1	2
Accounting Technician I	L08	1	1	0
Accounting Technician III	L10	1	1	1
Director of Finance	L16	1	1	1
Office Support Assistant	L05	1	1	1
<b>Total Finance</b>		<b>5</b>	<b>5</b>	<b>5</b>
<b>Human Resources</b>				
Human Resource Coordinator	L07	1	1	1
Human Resource Director	L15	1	1	1
Human Resource Manager	L11	1	1	1
<b>Total Human Resources</b>		<b>3</b>	<b>3</b>	<b>3</b>
<b>Total General Fund</b>		<b>85.5</b>	<b>79</b>	<b>78</b>
<b>Public Safety</b>				
Clerk I (Evidence/Records Clerk)	L05	1	1	1
Fire Lieutenant	F04 - F05	3	3	3
Firefighter	F02 - F03	3	3	3
Police Deputy Chief	L14	1	0	0
Police Lieutenant	L11	0	1	0
Police Officer I - II	L07 - L08	2	9	9

	Salary Grade	FY 2021 Budget	FY 2022 Budget	FY 2023 Proposed
System Analyst	L7	0	1	1
<b>Total Public Safety</b>		<b>10</b>	<b>18</b>	<b>17</b>
<b>Street Division</b>				
Clerk IV (Public Works Analyst)	Lo8	1	1	1
Concrete Finisher I - II	Lo5 - Lo6	0	0	2
Concrete Finisher IV	Lo8	2	2	1
Concrete Finisher V	Lo9	1	1	1
Equipment Operator I	Lo5	3.5	1	0
Equipment Operator II	Lo6	2	2	2
Equipment Operator III	Lo7	5	5	5
Equipment Operator IV	Lo8	0	0	0
Equipment Operator V	Lo9	1	1	1
Equipment Technician I	Lo5	0	2	2
Operations Manager (Street Maintenance)	L12	1	1	1
Operations Manager (Street Projects)	L12	1	1	1
Street Superintendent	L14	1	1	1
<b>Total Street Division</b>		<b>18.5</b>	<b>18</b>	<b>18</b>
<b>Tourism</b>				
Office Support Assistant	Lo5	1	0	0
Tourism Director	L13	1	1	1
<b>Total Tourism</b>		<b>2</b>	<b>1</b>	<b>1</b>
<b>Codes Administration</b>				
Code Administrator	L14	1	1	1
Codes Administration Representative	Lo9	1	1	0
Equipment Technician III (Compliance Specialist)	Lo7	1	1	1
Inspector I	Lo7	3	3	3
Office Support Assistant	Lo5	1	1	1
Planning and Zoning Manager	L11	1	1	1
<b>Total Codes Administration</b>		<b>8</b>	<b>8</b>	<b>7</b>
<b>Garage</b>				
Equipment Technician II	Lo6	1	0	0
Equipment Technician IV	Lo8	1	1	1
Equipment Technician V	Lo9	1	1	1
<b>Total Garage</b>		<b>3</b>	<b>2</b>	<b>2</b>

	Salary Grade	FY 2021 Budget	FY 2022 Budget	FY 2023 Proposed
<b>Purchasing &amp; Warehouse</b>				
Inventory Specialist	L07	2	2	2
Maintenance/Operations Worker I	L02	0	0	0
Purchasing Agent	L09	1	1	1
<b>Total Purchasing &amp; Warehouse</b>		<b>3</b>	<b>3</b>	<b>3</b>
<b>Information Technology</b>				
Help Desk Administrator	L06	1	0	0
IT Director	L15	1	1	1
Network Manager	L11	1	1	1
System Administrator	L08	1	1	1
System Analyst	L07	0	1	1
<b>Total Information Technology</b>		<b>4</b>	<b>4</b>	<b>4</b>
<b>Facilities Management</b>				
Maintenance/Operations Worker I	L02	1	1	1
Maintenance/Operations Worker III	L04	0	0	0
Maintenance/Operations Worker V	L07	1	1	1
Operations Manager	L12	1	1	1
Seasonal Maintenance Worker	L00	1	1	0.5
<b>Total Facilities Management</b>		<b>4</b>	<b>4</b>	<b>3.5</b>
<b>Janitorial Services</b>				
Custodian	L01	2.5	2.5	2.5
<b>Total Janitorial Services</b>		<b>2.5</b>	<b>2.5</b>	<b>2.5</b>
<b>Total Service Fund</b>		<b>16.5</b>	<b>15.5</b>	<b>15</b>
<b>Airport</b>				
Airport Supervisor	L10	1	1	1
Maintenance/Operations Worker I	L02	0.5	0.5	0.5
Maintenance/Operations Worker V	L07	1	1	1
<b>Total Airport</b>		<b>2.5</b>	<b>2.5</b>	<b>2.5</b>
<b>Parks</b>				
Assistant Park Director	L08	1	1	1
Front Desk/Concession Attendant	L00	5	7.5	7.5
Lifeguard I	L00	6	6.5	6

	Salary Grade	FY 2021 Budget	FY 2022 Budget	FY 2023 Proposed
Lifeguard II	Lo1	1.5	1	1
Maintenance/Operations Worker I	Lo2	1	1	0.5
Maintenance/Operations Worker II	Lo3	1	1	2
Maintenance/Operations Worker III	Lo7	1	1	1
Parks Director	L15	1	1	1
Pool Manager	Lo2	0.5	0.5	0.5
Seasonal Maintenance Worker	Lo0	3.5	3	3
<b>Total Parks</b>		<b>21.5</b>	<b>23.5</b>	<b>23.5</b>
<b>Electric</b>				
Apprentice Lineman I	IBEW Agreement	2	2	1
Apprentice Lineman II	IBEW Agreement	0	0	1
Apprentice Lineman III	IBEW Agreement	4	4	2
Customer Service Representative	Lo6	1	1	1
Electric Superintendent	L15	1	1	1
Equipment Operator I - II	Lo5 - Lo6	4	5	0
Equipment Operator III	Lo7	2	2	0
Equipment Technician III	Lo7	1	1	1
Journeyman Lineman I	IBEW Agreement	3	3	5
Journeyman Lineman II	IBEW Agreement	4	4	4
Operations Manager	L12	2	2	2
Operations Specialist	L14	1	1	1
Utility Operations Supervisor	L10	1	1	1
<b>Total Electric</b>		<b>26</b>	<b>27</b>	<b>20</b>
<b>Wastewater</b>				
Customer Service Representative	Lo6	1	1.5	1.5
Environmental Services Superintendent	L14	1	1	1
Equipment Operator I	Lo5	0.5	0.5	0.5
Equipment Operator II	Lo6	1	2	2
Equipment Operator III	Lo7	1	1	1
Equipment Operator IV	Lo8	0	1	1
Equipment Technician I	Lo5	1	1	1
Equipment Technician II	Lo6	2	3	3
Equipment Technician III	Lo7	3	2	2

	Salary Grade	FY 2021 Budget	FY 2022 Budget	FY 2023 Proposed
Equipment Technician IV	Lo8	1	1	1
Equipment Technician V	Lo9	2	2	2
Maintenance/Operations Worker II	Lo3	1.5	0	0
Operations Manager	L12	1	1	1
<b>Total Wastewater</b>		<b>16</b>	<b>17</b>	<b>17</b>
<b>Water</b>				
Customer Service Representative	Lo6	1	1	1
Equipment Operator I	Lo5	0.5	0.5	0.5
Equipment Operator II	Lo6	1	1	2
Equipment Operator III	Lo7	1	1	1
Equipment Operator IV	Lo8	2	1	1
Equipment Technician II	Lo6	2	2	1
Equipment Technician III	Lo7	1	1	1
Equipment Technician IV	Lo8	0	0	0
Operations Manager	L12	1	1	1
Public Works Director	L16	1	1	1
<b>Total Water</b>		<b>10.5</b>	<b>9.5</b>	<b>9.5</b>
<b>Unallocated Positions</b>				
Unallocated Positions		0	0	10.5
<b>All City</b>		<b>217</b>	<b>219</b>	<b>219</b>

## Personnel Changes

The City has zero change in FTE's, however, new this year, 10.5 FTE's have been moved to a different category, unallocated positions. While these positions were funded initially, they are currently not funded in the budget. As needs arise, a request for the position will be made. Finance, HR and the City Administrator will review the request. Ensuring it's financially feasible is a major priority.

Below is the explanation by department:

Overall, the net change to the Police Department between General Fund and Public Safety Fund is a reduction of 1 FTE. Mid Budget Year 2022, 5 Police Officer Positions were moved from General Fund to Public Safety Fund. Additionally, the Police Lieutenant position, moved to the unallocated category. These decisions were made after reviewing the long term forecast to ensure fiscal sustainability in funding the mid year 8.25% increase that allowed us to respond to the current economic conditions impacting recruitment and retention.

The Fire Department in the General Fund saw a decrease of 1 FTE. This is due to the deputy fire chief moving to the unallocated category to fund the mid year increase.

Codes saw a net decrease of 1 FTE due to retirements and realignment of a position.

Facilities management saw a decrease of 0.5 FTE due to eliminating a seasonal position.

Electric will see an overall decrease of 7 FTEs. 6 FTEs are from evaluating operations along with the ability to recruit tree trimmers. The City has elected to explore contracting tree trimming services. The other FTE comes from removing the two internships from last year.

## Revenues & Expenditures by Category and by Fund – 3 years

The Revenue and Expenditures from the last three years illustrate the stability of our community. The revenue in FY 2023 proposed budget is estimated to about the same as FY2022 Budget. While Electric revenue shows down, this is due to receiving a one-time grant reimbursement from the impact of our May 4<sup>th</sup>, 2020, storm. Overall sales tax revenue shows an increase. This is a result of a newly enacted Parks/Stormwater Sales Tax. Additionally, sales tax continues to be budgeted at our conservative 2% growth. While the City has not seen a downturn in sales tax revenue, the City remains cautious in its approach due to the unknown long term economic impacts. The variance in expenses is largely due to the amount of capital improvements completed in a given year. In this current fiscal year, personnel will see an increase due the implemented mid year adjustment. One notable category is supplies and materials, this is where our wholesale power is expensed.

City of Lebanon - By category	2021 Actuals	2022 Budget	2022 Estimated	2023 Budget
<b>Revenues</b>				
Taxes	\$11,916,159	\$10,501,285	\$12,752,939	\$12,073,472
Franchise Fees	\$596,814	\$575,000	\$606,165	\$552,356
PILOTs	\$1,260,879	\$1,260,350	\$1,247,654	\$1,260,350
Intergovernmental	\$2,539,714	\$2,063,228	\$3,774,796	\$2,830,861
Service Charges	\$31,120,655	\$31,245,385	\$31,168,333	\$31,357,171
Rentals	\$1,349,022	\$1,419,872	\$1,435,868	\$1,414,276
Licenses and Permits	\$88,159	\$66,000	\$77,275	\$66,000
Fines	\$72,747	\$98,200	\$72,829	\$76,000
Benefit Revenue	\$3,907,529	\$3,516,470	\$3,632,824	\$4,007,318
Other	\$5,334,912	\$5,371,730	\$7,461,133	\$890,512
Internal Service Revenue	\$2,050,397	\$2,642,772	\$2,067,729	\$4,339,550
<b>Total Revenues</b>	<b>\$60,236,987</b>	<b>\$58,760,292</b>	<b>\$64,297,545</b>	<b>\$58,867,866</b>
<b>Expenses</b>				
Personnel	\$11,060,437	\$13,309,976	\$12,373,457	\$14,424,674
Capital	\$9,033,621	\$10,893,825	\$11,979,647	\$12,016,133
Debt	\$1,126,124	\$2,761,651	\$2,609,993	\$2,774,102
Grant Capital	\$124,085	\$32,934	\$6,762	\$1,000
Utilities	\$861,257	\$894,635	\$872,986	\$928,550
Professional Services	\$4,113,595	\$4,162,839	\$4,189,011	\$4,770,352
Supplies and Materials	\$22,659,418	\$22,503,251	\$21,960,845	\$21,810,955
Tools, Equipment, and Vehicles	\$674,349	\$802,174	\$801,359	\$857,675
Benefit Expense	\$3,817,796	\$3,526,171	\$3,977,258	\$4,208,730
Other	\$2,922	\$0	\$160,000	\$1,109,000
Internal Service Expense	\$1,986,723	\$2,642,771	\$1,912,140	\$4,339,550
<b>Total Expenses</b>	<b>\$55,460,327</b>	<b>\$61,530,227</b>	<b>\$60,843,458</b>	<b>\$67,240,721</b>

City of Lebanon - By Fund	2021	2022	2022	2023
	Actuals	Budget	Estimated	Budget
<b>Revenues</b>				
General	\$7,568,493	\$6,817,700	\$7,606,725	\$6,873,793
Public Safety	\$3,910,889	\$2,750,005	\$2,131,457	\$1,836,000
Street	\$3,826,494	\$3,160,300	\$3,021,201	\$3,013,250
Stormwater	\$0	\$0	\$281,075	\$459,000
Capital	\$4,014,345	\$4,790,000	\$5,772,782	\$1,836,000
Elm ST	\$0	\$0	\$32,851	\$38,050
ARPA	\$0	\$0	\$1,510,995	\$1,494,511
Tourism	\$213,580	\$250,290	\$283,915	\$246,215
Economic Development	\$1,122,888	\$1,136,568	\$1,232,575	\$1,133,451
Codes Administration	\$538,278	\$1,299,498	\$771,684	\$2,524,664
Service	\$1,124,315	\$1,117,752	\$1,075,508	\$1,306,826
Benefits	\$3,907,760	\$3,516,855	\$3,632,858	\$4,007,352
Airport	\$2,159,625	\$630,637	\$945,206	\$1,446,680
Downtown Business District	\$78,804	\$65,635	\$111,062	\$69,985
Parks	\$887,790	\$799,975	\$1,245,984	\$1,535,725
Electric	\$25,090,931	\$26,677,806	\$26,382,700	\$25,320,114
Fiber	\$59,462	\$75,000	\$63,806	\$75,000
Waste Water	\$4,003,330	\$3,889,746	\$6,418,216	\$3,868,600
Water	\$1,730,003	\$1,782,525	\$1,776,945	\$1,782,650
<b>Total Revenues</b>	<b>\$60,236,987</b>	<b>\$58,760,292</b>	<b>\$64,297,545</b>	<b>\$58,867,866</b>
<b>Expenditures</b>				
General	\$7,273,235	\$7,767,651	\$7,271,356	\$7,867,483
Public Safety	\$907,978	\$3,155,869	\$2,962,345	\$3,031,254
Street	\$3,117,676	\$4,165,858	\$3,868,705	\$3,937,639
Stormwater	\$0	\$0	\$0	\$639,750
Capital	\$3,806,513	\$4,494,559	\$4,259,022	\$3,962,297
Elm St	\$0	\$0	\$0	\$0
ARPA	\$0	\$0	\$437,894	\$1,322,301
Tourism	\$284,303	\$284,515	\$275,238	\$248,386
Economic Development	\$1,375,452	\$1,357,098	\$899,119	\$1,539,922
Codes Administration	\$542,453	\$1,590,365	\$615,706	\$2,524,664
Service	\$1,011,646	\$1,117,752	\$1,077,611	\$1,306,826
Benefits	\$3,817,992	\$3,527,171	\$3,977,508	\$4,209,480
Airport	\$2,159,624	\$630,637	\$870,864	\$1,521,021
Downtown Business District	\$71,812	\$77,108	\$72,052	\$102,860
Parks	\$960,881	\$1,020,119	\$1,100,063	\$1,599,284
Electric	\$26,268,333	\$26,182,472	\$25,149,098	\$26,610,300
Fiber	\$104,741	\$104,112	\$96,437	\$75,528
Waste Water	\$2,004,763	\$4,127,221	\$6,243,836	\$4,458,259
Water	\$1,752,925	\$1,927,720	\$1,666,604	\$2,283,467
<b>Total Expenditures</b>	<b>\$55,460,327</b>	<b>\$61,530,227</b>	<b>\$60,843,458</b>	<b>\$67,240,721</b>

## Capital

Capital is defined as outflows for a good that has an expected life of more than one year and the cost of which is in excess of \$5,000. Capital items include real property, office equipment, furnishings and vehicles. A capital improvement is a necessary or desirable project that extends or improves infrastructure and enhances the City's ability to provide safe and desirable services for the benefit of the community and the quality of life in Lebanon. These projects directly affect the way citizens live, travel and conduct business within the community. By ordinance, all capital purchases in excess of \$5,000 must appear before council.

The proposed FY23 budget includes \$11,998,362 worth of capital expenses.

FY 2023 Capital Schedule

Project Number	Project Information		FY 23 Budget
<b>Multiple Funds</b>			
99-PWKS-005-23	<b>City of Lebanon MO</b>	<b>PWK heaters</b>	<b>\$5,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Replace current heaters at PWKS end of life	
	<b>Justification</b>	Start rotating replacing heaters on a yearly bases based on the age	
99-PWKS-006-23	<b>City of Lebanon MO</b>	<b>T-Hanger Storage Building for PWKS</b>	<b>\$105,000</b>
	<b>Improvement Type</b>	Building & Building Improvements	
	<b>Description</b>	Storage Building from the Airport	
	<b>Justification</b>	Originally purchased for the Airport, but has been moved to PWKS for additional storage	
99-PWKS-003-23	<b>City of Lebanon MO</b>	<b>Motor control box PWKS</b>	<b>\$5,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Motor control box	
	<b>Justification</b>	installed in 2005 and should be replaced due to end of life	
99-PWKS-004-23	<b>City of Lebanon MO</b>	<b>Polish restroom floor PWK</b>	<b>\$7,500</b>
	<b>Improvement Type</b>	Building & Building Improvements	
	<b>Description</b>	Polish mens restroom floor at PWK	
	<b>Justification</b>	flooring has past its life and is breaking up	
99-PWKS-007-23	<b>City of Lebanon MO</b>	<b>HVAC units at PWKS</b>	<b>\$12,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	HVAC PWKS	
	<b>Justification</b>	Replace units due to end of life	
99-PWKS-001-23	<b>City of Lebanon MO</b>	<b>LED lights for PWKS</b>	<b>\$7,300</b>
	<b>Improvement Type</b>	Furniture & Office Equipment	
	<b>Description</b>	Purchase LED lights replace current lights	
	<b>Justification</b>	more efficient than current lights	
<b>General Fund Total</b>			<b>\$141,800</b>
<b>03 - Public Safety</b>			
03-FDX-001-21	<b>03 - 510 - Fire Public Safety</b>	<b>Furniture</b>	<b>\$6,000</b>
	<b>Improvement Type</b>	Furniture & Office Equipment	
	<b>Description</b>	Purchase	
	<b>Justification</b>	Replacement of damaged and no longer usable kitchen chairs.	
03-FDX-002-21	<b>03 - 510 - Fire Public Safety</b>	<b>Public Safety Building Equipment/Furniture</b>	<b>\$352,962</b>
	<b>Improvement Type</b>	Furniture & Office Equipment	
	<b>Description</b>	Equip the new Public Safety Building	
	<b>Justification</b>	New equipment and furniture for the new fire station 3	
03-FDE-001-23	<b>03 - 510 - Fire Public Safety</b>	<b>Thermal Imaging Cameras</b>	<b>\$14,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Purchase	

Project Number	Project Information		FY 23 Budget
	<b>Justification</b>	Purchase of two new FLIR thermal imaging cameras will place a camera on each apparatus operated by the Fire Department. This will ensure that all crews on scene of appropriate incidents have a thermal imaging camera available to them. These cameras are used to locate persons trapped in smoke filled buildings where visibility is often zero. They are also used to help locate fire hidden behind walls during fire suppression. They can also be used to search for missing persons outside in the dark.	
01-PDA-003-18	<b>03 - 515 - Police Public Safety</b>	<b>Replace Existing Computer Systems</b>	\$16,000
	<b>Improvement Type</b>	Furniture & Office Equipment	
	<b>Description</b>	Replacement of desktops or laptops with Win 7 32-bit OS with Win 10 or greater	
	<b>Justification</b>	Current desktops and in-car tablets are at end of life and most were already years old since they were received from DoD free program. Through DoD the department will continue to stay on the list, but some systems are not compatible with .NET framework 4.5, which is required by CJIS and Omniligo (application manager). Without Omniligo the officers have no digital way to communicate with dispatch and all calls will be OTAR, versus silent dispatch. As cars are replaced, so should the tablets.	
01-PDA-001-19	<b>03 - 515 - Police Public Safety</b>	<b>Field Investigation Hardware and Software</b>	\$9,000
	<b>Improvement Type</b>	Furniture & Office Equipment	
	<b>Description</b>	Purchase of Point Cloud Module for FARO software used in CAD and CADZone	
	<b>Justification</b>	On-site equipment is needed to record accidents and or crime scenes in 3D to import into our CADZone and build 2D reports. The software and hardware would interact to build data points and recreate the accident or crime. The hardware is compatible with the current software used on the desktops. Field operations will be able to reconstruct in real-time and record accidents and or crashes to enhance efficient law enforcement operations. FY20 will consist of hardware nodes for crash recreation and FY21 for crime zone recreation.	
03-PDX-001-21	<b>03 - 515 - Police Public Safety</b>	<b>IP Camera Solution</b>	\$16,000
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	IP cameras through locations within city	
	<b>Justification</b>	Cameras will be instrumental in solving crimes and apprehending suspects	
05-PDX-001-22	<b>03 - 515 - Police Public Safety</b>	<b>License Plate Readers</b>	\$34,000
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	LPR equipment in strategic locations	
	<b>Justification</b>	Continue to build LPR network within city to enhance safety and security for officers and citizens	
99-ITS-005-22	<b>03 - 515 - Police Public Safety</b>	<b>Printer</b>	\$7,000
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Printer Dispatch	
	<b>Justification</b>	Older printer is at eol, eos	
03-PDA-001-23	<b>03 - 515 - Police Public Safety</b>	<b>Vest Replacement (Soft Body Armor)</b>	\$5,000
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Replace vests as they expire (Soft Body Armor)	
	<b>Justification</b>	Soft body armor expires every 5 years	
03-PDA-002-23	<b>03 - 515 - Police Public Safety</b>	<b>Animal Control Slide In Box</b>	\$15,000
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Purchase a new Animal Control Slide In Box for the bed of the truck	
	<b>Justification</b>	The old box is in need of replacement	

Project Number	Project Information			FY 23Budget
03-PDA-003-23	03 - 515 - Police Public Safety	Pick Up Truck for the detective's unit		\$45,000
	Improvement Type	Vehicles		
	Description	Purchase a 1/2 Ton Pick Up for the detective's unit		
	Justification	The truck can be used to transport equipment to crime scenes and large items of evidence from the scenes. It will replace a 2012 Chevrolet Impala.		
03-PDA-004-23	03 - 515 - Police Public Safety	Taser X2 Replacement		\$7,500
	Improvement Type	Machinery & Equipment		
	Description	Purchase Taser X2 to replace older equipment		
	Justification	Tasers are electronic devices that need to be replaced over time due to normal wear and tear (5 per year).		
03-PDA-005-23	03 - 515 - Police Public Safety	Wi-fi & radio for schools		\$100,000
	Improvement Type	Machinery & Equipment		
	Description	Wireless and repeater hardware for MOSWIN		
	Justification	The SROs lack communication with dispatch when in the Junior and High schools. For public and student safety they must be able to communicate with the Police Department.		
<b>Public Safety Fund Total</b>				<b>\$627,462</b>
<b>08 - Streets</b>				
08-STR-005-20	08 - 500 - Street Operation	Half Ton 4X4 Pickup Trucks		\$35,000
	Improvement Type	Vehicles		
	Description	Purchase of three new half-ton 4 x 4 pickups to replace 2005 model units.		
	Justification	Half-ton pickups are used to transport personnel, tools, and equipment to jobsites. Pickups being replaced are approaching the end of service life and in line with the City Capitalization policy.		
08-STR-007-23	08 - 500 - Street Operation	Albert Street Improvements		\$8,179
	Improvement Type	Land & Land Improvements		
	Description	Asphalt overlay of 318' of Albert Street from Mizer Street to the end of Albert Street.		
	Justification	The pavement on Albert Street is failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.		
08-STR-008-23	08 - 500 - Street Operation	Marvin Avenue Improvements		\$26,942
	Improvement Type	Land & Land Improvements		
	Description	Asphalt overlay of 1,045' of Marvin Avenue from New Buffalo Road to the end of Marvin Avenue		
	Justification	The pavement on Marvin Avenue is in very poor to failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.		
08-STR-009-23	08 - 500 - Street Operation	Mizer Street Improvements		\$22,235
	Improvement Type	Land & Land Improvements		
	Description	Asphalt overlay of 778' of Mizer Street from Sixth Street to Marvin Avenue		
	Justification	The pavement on Mizer Street is failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.		
08-STR-010-23	08 - 500 - Street Operation	Barlow Street Improvements		\$11,445
	Improvement Type	Land & Land Improvements		
	Description	Asphalt overlay of 445' of Barlow Street from Dickinson Avenue to Marvin Avenue		

Project Number	Project Information		FY 23 Budget
	<b>Justification</b>	The pavement on Barlow Street is failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-011-23</b>	<b>08 - 500 - Street Operation</b>	<b>Dickinson Street Improvements</b>	<b>\$20,290</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 710' of Dickenson Street from New Buffalo Road to Mizer Street	
	<b>Justification</b>	The pavement on Dickenson Street is in poor to very poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-23-21</b>	<b>08 - 500 - Street Operation</b>	<b>Computer Systems</b>	<b>\$5,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Replacement systems	
	<b>Justification</b>	Current systems are older and were upgraded from Win 7	
<b>08-STR-023-22</b>	<b>08 - 500 - Street Operation</b>	<b>New Buffalo Road Sidewalk</b>	<b>\$96,500</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Construction of sidewalk along one side of New Buffalo Road, 2,700', from Taylor to Apartments on New Buffalo Road.	
	<b>Justification</b>	An ADA compliant sidewalk along New Buffalo Road is needed to meet pedestrian traffic and safety issues. Includes adding curb along approximately 800 L.F. of street.	
<b>08-STR-012-23</b>	<b>08 - 500 - Street Operation</b>	<b>Willow Lane</b>	<b>\$45,953</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 1,340' of Willow Lane from Kent Drive to Maple Lane.	
	<b>Justification</b>	The pavement on Willow Lane is in very poor to failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-013-23</b>	<b>08 - 500 - Street Operation</b>	<b>Nelson Drive</b>	<b>\$20,747</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 605' of Nelson Drive from Kent Drive to Pine Street.	
	<b>Justification</b>	The pavement on Nelson Drive is in failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-014-23</b>	<b>08 - 500 - Street Operation</b>	<b>Holly Street</b>	<b>\$45,782</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 1,335' of Holly Street from Kent Drive to Maple Lane.	
	<b>Justification</b>	The pavement on Holly Street is in very poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-015-23</b>	<b>08 - 500 - Street Operation</b>	<b>Nelson Court (North)</b>	<b>\$8,841</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 140' of Nelson Court from Nelson Drive to end of street.	

Project Number	Project Information		FY 23Budget
	<b>Justification</b>	The pavement on Nelson Court is in very poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-016-23</b>	<b>08 - 500 - Street Operation</b>	<b>Greenwood Drive</b>	<b>\$22,405</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 560' of Greenwood Drive from Jackson to Norwood.	
	<b>Justification</b>	The pavement on Greenwood Drive is in poor to failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-017-23</b>	<b>08 - 500 - Street Operation</b>	<b>Pine Street</b>	<b>\$11,317</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 330' of Pine Street from Holly to Willow.	
	<b>Justification</b>	The pavement on Pine Street is in very poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-018-23</b>	<b>08 - 500 - Street Operation</b>	<b>Trent Street Overlay</b>	<b>\$12,403</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt Overlay of 310" of Trent Street from Greenwood to Stan	
	<b>Justification</b>	The pavement on Trent Street is in very poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-019-23</b>	<b>08 - 500 - Street Operation</b>	<b>Dwight Street</b>	<b>\$38,091</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 1,338' of Dwight Street from Rolling Hills to Dickens	
	<b>Justification</b>	The pavement on Dwight Street is in poor to failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-020-23</b>	<b>08 - 500 - Street Operation</b>	<b>Dickens Drive</b>	<b>\$22,428</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 785' of Dickens Drive from Herndon to Dwight.	
	<b>Justification</b>	The pavement on Dickens Drive is in very poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-021-23</b>	<b>08 - 500 - Street Operation</b>	<b>Thomas Drive</b>	<b>\$21,476</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 683' of Thomas Drive from Herndon to Dwight.	
	<b>Justification</b>	The pavement on Thomas Drive is in very poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-022-23</b>	<b>08 - 500 - Street Operation</b>	<b>Cedar Drive</b>	<b>\$20,795</b>
	<b>Improvement Type</b>	Land & Land Improvements	

Project Number	Project Information		FY 23Budget
	<b>Description</b>	Asphalt overlay of 693' of Cedar Drive from Herndon to Dwight.	
	<b>Justification</b>	The pavement on Cedar Drive is in poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-023-23</b>	<b>08 - 500 - Street Operation</b>	<b>Ronald Drive</b>	<b>\$13,089</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 458' of Ronald Drive from Herndon to end of street.	
	<b>Justification</b>	The pavement on Ronald Drive is in fair condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-024-23</b>	<b>08 - 500 - Street Operation</b>	<b>Benage Drive</b>	<b>\$31,729</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 1,110' of Benage Drive from Laclede to Laclede.	
	<b>Justification</b>	The pavement on Benage Drive is in failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-008-24</b>	<b>08 - 500 - Street Operation</b>	<b>Indian Creek Drive</b>	<b>\$104,629</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 2,633' of Indian Creek Drive from Harris Lane to end of street.	
	<b>Justification</b>	The pavement on Indian Creek Drive is in fair to failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-009-24</b>	<b>08 - 500 - Street Operation</b>	<b>Winsor Drive</b>	<b>\$32,021</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 1,245' of Winsor Drive from Jefferson to end of street.	
	<b>Justification</b>	The pavement on Winsor Drive is in failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-010-24</b>	<b>08 - 500 - Street Operation</b>	<b>Laclede Street</b>	<b>\$17,695</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 516' of Laclede Street from King to Benage and from Cornelison to Lee.	
	<b>Justification</b>	The pavement on Laclede Street is in poor to very poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-011-24</b>	<b>08 - 500 - Street Operation</b>	<b>Crestline Street</b>	<b>\$7,202</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 180' of Crestline Street from Jefferson to Donna Lee.	
	<b>Justification</b>	The pavement on Crestline Street is in very poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	

Project Number	Project Information		FY 23 Budget
08-STR-012-24	08 - 500 - Street Operation	Ivey Lane	\$86,699
	Improvement Type	Land & Land Improvements	
	Description	Asphalt overlay of 2,167' of Ivey Lane from Beck Lane to Emmy.	
	Justification	The pavement on Ivey Lane is in good to poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
08-STR-011-25	08 - 500 - Street Operation	Frank Avenue	\$16,289
	Improvement Type	Land & Land Improvements	
	Description	Asphalt overlay of 950' of Frank Avenue from Harrison to Heavner.	
	Justification	The pavement on Frank Avenue is in poor condition on the Pavement Condition Index. This approach to rehabilitation will reduce pavement distresses and improve ride quality, while increasing the useful life of the roadway.	
08-STR-008-27	08 - 500 - Street Operation	Zachary Drive	\$32,464
	Improvement Type	Land & Land Improvements	
	Description	Asphalt overlay of 710' of Zachary Drive from Maple to Pine.	
	Justification	The pavement on Zachary Drive is in poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
08-STR-024-22	08 - 500 - Street Operation	ADA Sidewalk Ramp Replacements	\$10,000
	Improvement Type	Land & Land Improvements	
	Description	Construction of ADA compliant sidewalk ramps at intersections in the existing sidewalk network identified as needed by sidewalk inspections .	
	Justification	ADA compliant sidewalk ramps are needed to meet pedestrian traffic and safety issues.	
08-STR-025-22	08 - 500 - Street Operation	Computer Systems	\$5,000
	Improvement Type	Machinery & Equipment	
	Description	Replacement of existing computers	
	Justification	Current computers are older and in need of replacement.	
99-ITX-001-21	08 - 500 - Street Operation	SCALE Nodes	\$793
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase additional SCALE nodes	
	Justification	With the Ag Barn, Atchley Park, Palmer, and Downtown Business District additions to the network, the SCALE will be overworked. Two additional hardware devices will ensure the routing and storage of information is seamless. The cost will be spread across departments as they will become data access points for the closest processing point	
08-STR-025-23	08 - 500 - Street Operation	Fourth and Jefferson Intersection Improvements	\$150,000
	Improvement Type	Land & Land Improvements	
	Description	Fourth Street intersection improvements at Jefferson Avenue with larger turn radiiuses.	
	Justification	Improvements to the intersection of Fourth at Jefferson are needed to improve traffic flow in the western portion of the City.	
08-STR-026-23	08 - 500 - Street Operation	Pedestrian crosswalk at Washington and Commercial	\$50,000
	Improvement Type	Land & Land Improvements	
	Description	Installation of a pedestrian crosswalk crossing Washington at the intersection of Commercial with safety enhancing features.	

Project Number	Project Information		FY 23Budget
	<b>Justification</b>	Installation of a crosswalk crossing Washington at the intersection with Commercial with safety enhancing features is needed for safety of pedestrian traffic.	
<b>08-STR-027-23</b>	<b>08 - 500 - Street Operation</b>	<b>Jefferson and Fremont Intersection Signalization</b>	<b>\$50,000</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Installation of a traffic signal at the intersection of Jefferson and Fremont.	
	<b>Justification</b>	A traffic signal with pedestrian signals is needed at the intersection of Jefferson and Fremont to improve traffic flow and pedestrian safety.	
<b>08-STR-007-26</b>	<b>08 - 500 - Street Operation</b>	<b>Beck Lane Improvements</b>	<b>\$62,000</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 1,513 L.F. of Beck Lane from Utah Street to Commercial Street.	
	<b>Justification</b>	The pavement on Beck Lane is in fair to good condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-001-28</b>	<b>08 - 500 - Street Operation</b>	<b>Cedarcrest Drive Improvements</b>	<b>\$31,752</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 1,008 L.F. of Cedarcrest Drive from Cherokee to Hwy. 32.	
	<b>Justification</b>	The pavement on Cedarcrest Drive is in failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-010-28</b>	<b>08 - 500 - Street Operation</b>	<b>Booten Avenue Improvements</b>	<b>\$11,367</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 421 L.F. of Booten Avenue from Elm Street to Fairfax Drive.	
	<b>Justification</b>	The pavement on Booten Avenue is in failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-011-28</b>	<b>08 - 500 - Street Operation</b>	<b>Fairfax Drive Improvements</b>	<b>\$58,811</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay on 1,867 L.F. of Fairfax Drive from Booten Avenue to Olson Street.	
	<b>Justification</b>	The pavement on Fairfax Drive is in poor to failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-012-28</b>	<b>08 - 500 - Street Operation</b>	<b>Olson Street Improvements</b>	<b>\$8,910</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 330 L.F. of Olson Street from Fairfax Drive to Babb Drive.	
	<b>Justification</b>	The pavement on Olson Street is in very poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-013-28</b>	<b>08 - 500 - Street Operation</b>	<b>Babb Drive Improvements</b>	<b>\$32,792</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 1,041 L.F. of Babb Drive from Olson Street to the end of the street.	

Project Number	Project Information		FY 23Budget
	<b>Justification</b>	The pavement on Babb Drive is in poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-014-28</b>	<b>08 - 500 - Street Operation</b>	<b>Cresent Drive Improvements</b>	<b>\$119,570</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 3,425 L.F. of Cresent Drive from Babb Drive to Historic Route 66.	
	<b>Justification</b>	The pavement on Cresent Drive is in poor to very poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-015-28</b>	<b>08 - 500 - Street Operation</b>	<b>Millcreek Road Improvements</b>	<b>\$36,086</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 1,458 L.F. of Millcreek Road from Green Hills Road to Hwy. MM.	
	<b>Justification</b>	The pavement on Millcreek Road is in very good to failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-016-28</b>	<b>08 - 500 - Street Operation</b>	<b>Millcreek Court Improvements</b>	<b>\$17,451</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 554 L.F. of Millcreek Court from Cresent Drive to the end of the street.	
	<b>Justification</b>	The pavement on Millcreek Court is in failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-017-28</b>	<b>08 - 500 - Street Operation</b>	<b>Twin Maples Street Improvements</b>	<b>\$18,981</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 703 L.F. of Twin Maples Street from Cherokee Street to the end of the street.	
	<b>Justification</b>	The pavement on Twin Maples Street is in very poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-018-28</b>	<b>08 - 500 - Street Operation</b>	<b>Twin Oaks Street Improvements</b>	<b>\$15,615</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Asphalt overlay of 694 L.F. of Twin Oaks Street from Bland Road to the end of the street.	
	<b>Justification</b>	The pavement on Twin Oaks Street is in failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.	
<b>08-STR-028-23</b>	<b>08 - 500 - Street Operation</b>	<b>Kansas Street Improvements</b>	<b>\$160,000</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Reconstruction of 1,526 L.F. of Kansas Street with curb and gutter and sidewalks from Beck Lane to Bethel Road	
	<b>Justification</b>	Reconstruction of Kansas Street is needed to address street surface, storm drainage system, street width, and sidewalks.	
<b>08-STR-029-23</b>	<b>08 - 500 - Street Operation</b>	<b>Dump Truck Snow Plow</b>	<b>\$8,500</b>
	<b>Improvement Type</b>	Machinery & Equipment	

Project Number	Project Information		FY 23Budget
	<b>Description</b>	Purchase of a new snow plow to be used on Environmental Services Division dump truck for snow removal.	
	<b>Justification</b>	A snow plow is needed for an Environmental Services Division dump truck for snow removal as needed by the Street Division.	
08-STR-030-23	<b>08 - 500 - Street Operation</b>	<b>One Ton Pickup Truck Snow Plow</b>	<b>\$5,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Purchase of a snow plow and bracket for a Street Division one ton pickup.	
	<b>Justification</b>	A snow plow is needed for a Street Division one ton pickup to be used for snow removal activities.	
<b>Street Fund Total</b>			<b>\$1,690,274</b>
<b>16 - Stormwater</b>			
01-SWC-001-24	<b>16 - 500 - Stormwater Operation</b>	<b>Stormwater: Kansas</b>	<b>\$572,000</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Construct large culvert and raise street above flood elevation	
	<b>Justification</b>	Existing culvert inadequate capacity and street below flood elevation	
01-SWC-005-23	<b>16 - 500 - Stormwater Operation</b>	<b>Stormwater: Marvin, Mizer, Barlow Area</b>	<b>\$5,000</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Stormwater piping improvements in conjunction with street improvements	
	<b>Justification</b>	Aged or non-functional drainage	
01-SWC-006-23	<b>16 - 500 - Stormwater Operation</b>	<b>Stormwater: Windsor</b>	<b>\$5,000</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Stormwater improvements in conjunction with street improvements	
	<b>Justification</b>	Aged or non-functional drainage	
01-SWC-007-23	<b>16 - 500 - Stormwater Operation</b>	<b>Stormwater: Dwight Area</b>	<b>\$5,000</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Stormwater piping improvements in conjunction with street improvements	
	<b>Justification</b>	Aged or non-functional drainage	
16-SWC-008-23	<b>16 - 500 - Stormwater Operation</b>	<b>Stormwater: Highway 64 Improvements</b>	<b>\$40,000</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Fencing and asphalt	
	<b>Justification</b>	0	
<b>Stormwater Fund Total</b>			<b>\$627,000</b>
<b>22 - Capital Fund</b>			
01-SWC-004-14	<b>22 - 605 - General</b>	<b>Assessment and Restoration of Detention Facilities</b>	<b>\$5,000</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Assess existing detention facilities throughout the City for adequate capacity and review existing flow control structure, then perform maintenance. Improvement needs to restore capacity and assure correct flow release. Note: Formally 01-ENV-004-14	
	<b>Justification</b>	Many detention facilities have been in operation several years without evaluations or maintenance that can be improved to storm water control.	
01-CCC-001-21	<b>22 - 605 - General</b>	<b>New Tables for Exhibition Hall</b>	<b>\$30,000</b>
	<b>Improvement Type</b>	Furniture & Office Equipment	
	<b>Description</b>	New tables for Exhibition Hall 175	
	<b>Justification</b>	Existing tables are over 30 years old. Many have holes in the tops, legs are no longer sturdy enough for some events. We have been using some tables from Civic Center to compensate for broken or defective tables at Mills Center. We have many wedding receptions and family gatherings and the tables need to be usable.	
22-FMS-005-20	<b>22 - 605 - General</b>	<b>Elm Street Christmas Decorations</b>	<b>\$6,000</b>

Project Number	Project Information		FY 23Budget
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Acquisition of Christmas decorations along Elm Street/Route 66	
	<b>Justification</b>	Christmas decorations have been added along Elm Street over the last several years and this project seeks to continue that effort. The addition of these decorations (candy canes) would provide a decoration on poles past Booten and Springfield Road in 2018 and additional decorations the future years to go the entire length of Elm Street.	
<b>01-FDE-005-17</b>	<b>22 - 605 - General</b>	<b>Improvements to Fire Station 1 Roof</b>	<b>\$25,000</b>
	<b>Improvement Type</b>	Building & Building Improvements	
	<b>Description</b>	Replacement or improvement of station roof	
	<b>Justification</b>	The roof at Station 1 has three different sections. Two of them are TPO membrane type roof coverings and the third is a metal roof. The two TPO roof surfaces over the living and office space are flat and nearing 20 years of age. Roof leaks are common in this area and multiple attempts to repair leaks have been completed. The metal roof over the bay area is also nearly 20 years old. This portion of the roof is overlapped metal sheets which are screwed into a frame with rubber washer, metal screws. Water damage is evident in large portions of the bay area. Metal roofs contract and move over time due to exposure to heat and cold. Phase 1 of this project repairs the roof over the bay area in FY20, the same year the insulation in the bay is recommended for replacement. During this phase a tar or membrane surface should be placed over the metal sheeting. Phase two in FY21 places a new membrane cover over the remaining portions of the roof. Maintenance of these roofs will extend the life of the structures	
<b>01-FDE-002-18</b>	<b>22 - 605 - General</b>	<b>Mobile Tablets</b>	<b>\$8,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Provide computer tablets to replace Toughbook computers. Devices are more mobile and are replacing laptop computers across the nation. Tablets are used to complete pre-plans, hydrant testing, and other mobile functions including report writing. Devices can also provide additional GIS data through City system. Tablets are less expensive than laptop computers	
	<b>Justification</b>	Fire Stations 1 and 2	
<b>01-PDA-002-19</b>	<b>22 - 605 - General</b>	<b>911 Hardware</b>	<b>\$4,000</b>
	<b>Improvement Type</b>	Furniture & Office Equipment	
	<b>Description</b>	Purchase of hardware and software for in-house 911 System	
	<b>Justification</b>	Current 911 system is a branch off the county 911 system. The laptop configuration is designed for mobile command structures, not a fixed installation. Also, the county relays calls to the city or uses over-the-air communication and the city would like to go back to silent dispatch methods deployed in our fleet. Requested the fixed unit under the tax and was denied by the county. The city of Lebanon would have timely service from city dispatchers. The city would also take fire dispatch back from the county. FY20 cost were for the 911 active line. From that point the request will be to modify and upgrade systems	
<b>22-CCC-004-21</b>	<b>22 - 605 - General</b>	<b>HVAC - City Hall, CCC</b>	<b>\$100,000</b>
	<b>Improvement Type</b>	Building & Building Improvements	
	<b>Description</b>	Replace HVAC units	

Project Number	Project Information		FY 23Budget
	<b>Justification</b>	Replace units which are currently close to end of life	
99-ITS-001-21	<b>22 - 605 - General</b>	<b>City-wide Cameras</b>	<b>\$22,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Verkada VOIP	
	<b>Justification</b>	Continues safety and security throughout city facilities and parks	
01-FDE-012-17	<b>22 - 605 - General</b>	<b>Station 1 Improvements</b>	<b>\$98,000</b>
	<b>Improvement Type</b>	Building & Building Improvements	
	<b>Description</b>	Concrete, paint exterior, gutters, trim, fascia, personal closets, bay floor, appliances, alerting sys, heaters, tables/chairs	
	<b>Justification</b>	Replacement of damaged concrete at rear entrance of Sta. 1. Replacement of complete apron and parking lot area of Sta. 1. Concrete is cracked, rebar visible, severe pitting of surface.	
01-FDE-001-21	<b>22 - 605 - General</b>	<b>Firefighting Helmets</b>	<b>\$1,500</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Purchase	
	<b>Justification</b>	The helmets worn by fire personnel during fires, MVAs, and other emergency incidents have reached their end of life cycle. They are all ten years old. At this age NFPA recommends the replacement of helmets.	
22-CCC-003-21	<b>22 - 605 - General</b>	<b>Renovations - CCC/Wallace/Mills</b>	<b>\$78,700</b>
	<b>Improvement Type</b>	Building & Building Improvements	
	<b>Description</b>	Wallace 2 HVAC units/stucco & paint outside/replace flooring/replace kitchen cabinets/ceiling tiles/LED lights/doors	
	<b>Justification</b>	Needed repairs and improvements at the CCC/Wallace/Mills to keep up with aging buildings with maintenance	
22-CCC-004-22	<b>22 - 605 - General</b>	<b>Forklift</b>	<b>\$40,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Replacement of 1999 Forklift	
	<b>Justification</b>	Replace existing 1999 forklift which has reached its end of life	
99-ITX-002-21	<b>22 - 605 - General</b>	<b>SCALE Nodes</b>	<b>\$10,310</b>
	<b>Improvement Type</b>	Furniture & Office Equipment	
	<b>Description</b>	Purchase additional SCALE nodes	
	<b>Justification</b>	With the Ag Barn, Atchley Park, Palmer, and Downtown Business District additions to the network, the SCALE will be overworked. Two additional hardware devices will ensure the routing and storage of information is seamless. The cost will be spread across departments as they will become data access points for the closest processing point	
01-FDE-012-17	<b>22 - 605 - General</b>	<b>Station 2 Improvements</b>	<b>\$110,000</b>
	<b>Improvement Type</b>	Building & Building Improvements	
	<b>Description</b>	Interior remodel, paint, gutters, trim, fascia, personal, closets, ,appliances, ,update alerting sys, electric heaters, tables and chairs, concrete	
	<b>Justification</b>	Replacement of damaged concrete at entrance of Sta. 2. Replacement of complete apron and parking lot area of Sta. 2. Concrete is cracked, rebar visible, severe pitting of surface.	
01-FDE-001-22	<b>22 - 605 - General</b>	<b>Battery Powered PPV Fans</b>	<b>\$6,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Purchase	

Project Number	Project Information		FY 23Budget
	<b>Justification</b>	Technology has improved PPV fans. They are now battery powered, easier to deploy, and do not add CO gas to an already toxic environment. This new design may also allow the department to eliminate other electric fans.	
01-FDE-001-23	<b>22 - 605 - General</b>	<b>Rescue ropes and hooks</b>	<b>\$5,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Purchase	
	<b>Justification</b>	Purchase new self-rescue rope and hooks for bailout devices. Old rope is at end of life s recommendations	
01-CCC-001-23	<b>22 - 605 - General</b>	<b>Telescopic Bleachers</b>	<b>\$12,166</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Seats that flip down for X-Hall	
	<b>Justification</b>	Due to large number of events held at the Cowan Civic Center it was recommended to have annual maintenance done. In addition multiple seats are damaged and need to be repaired by replacing the seats and seat backs	
22-CCC-002-23	<b>22 - 605 - General</b>	<b>City Wide signs</b>	<b>\$100,000</b>
	<b>Improvement Type</b>	Furniture & Office Equipment	
	<b>Description</b>	Create new signs through out the City all with the same design due to MODOT no longer creates signs	
	<b>Justification</b>	New signs needed to replace old and discolored signs with a new design due to MDOT is no longer creating/printing of signs	
22-CAO-002-23	<b>22 - 605 - General</b>	<b>City Hall Roof Inspection and minor repair</b>	<b>\$4,000</b>
	<b>Improvement Type</b>	Building & Building Improvements	
	<b>Description</b>	Yearly inspection and any repairs	
	<b>Justification</b>	Warranty calls for yearly inspection incase repairs are needed	
22-CAO-001-23	<b>22 - 605 - General</b>	<b>Replace City Hall lobby glass</b>	<b>\$5,000</b>
	<b>Improvement Type</b>	Building & Building Improvements	
	<b>Description</b>	Remove plex glass with glass in the customer service area	
	<b>Justification</b>	The plexiglass that was installed n the lobby of City Hall was a temporary barrier for COVID-19 outbreak. The new lobby glass will be a permanent barrier that will look more professional and help protect the customers and the city employees.	
22-CAO-003-23	<b>22 - 605 - General</b>	<b>Paint Stuco and Sealing Brick</b>	<b>\$6,500</b>
	<b>Improvement Type</b>	Building & Building Improvements	
	<b>Description</b>	Paint Stuco and Sealing Brick at City Hall	
	<b>Justification</b>	Maintance on outside of City Hall Building that needs to be done every 5 -	
22-CAO-004-23	<b>22 - 605 - General</b>	<b>LED Lights - City Hall</b>	<b>\$4,000</b>
	<b>Improvement Type</b>	Furniture & Office Equipment	
	<b>Description</b>	Replace current lights with LED lights	
	<b>Justification</b>	LED lights are more efficient than fluroescent lights	
22-PDA-001-23	<b>22 - 605 - General</b>	<b>Police Department Car Port</b>	<b>\$130,000</b>
	<b>Improvement Type</b>	Building & Building Improvements	
	<b>Description</b>	A structure to protect patrol cars from weather related elements	

Project Number	Project Information		FY 23Budget
	<b>Justification</b>	The police department fleet vehicles, when not in use, are parked in the rear parking lot exposed to the elements. This environment allows snow and ice to accumulate on the vehicle in the winter and exposes them to potential hail damage during severe weather. During the winter months on duty officers while inside the police department for even a short time during inclement weather will have to clean the windshield before being able to respond to a call unless the car is left running. A solution would be to construct an awning structure. This awning area is appx 140' x 30' would cover the 12 patrol vehicles parking area. The cost is based on an estimated \$25.00 per square foot and is subject to architectural design.	
22-CCC-003-23	<b>22 - 605 - General</b>	<b>Civic Center signage for events</b>	<b>\$100,000</b>
	<b>Improvement Type</b>	Building & Building Improvements	
	<b>Description</b>	Improved signage designating entrances and events at the Civic Center	
	<b>Justification</b>	Improved signage is needed at the intersection of Palmer and Washington and Palmer and Elm. These signs will be digital to assist with identifying events which are at the facility and eliminate the need to T post and plastic pipe which is currently in use.	
08-STR-001-23	<b>22 - 610 - Street</b>	<b>Hughes Center Asphalt</b>	<b>\$70,342</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Hughes Center Parking lot asphalt overlay	
	<b>Justification</b>	Current condition of parking lot is in poor condition	
08-STR-002-23	<b>22 - 610 - Street</b>	<b>Sidewalks for Beck/Ivey</b>	<b>\$500,000</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Aquire land and install sidewalks on New Buffalo Road, East Bland, Elm, Ivey, Morgan Road Slate, Beck and West Fremont	
	<b>Justification</b>	This investment accelerates our sidewalk installation, improves connectivity for the community and improves pedestrian safety	
08-STR-003-23	<b>22 - 610 - Street</b>	<b>Goldenwood/Hwy 5 intersection and sidewalks</b>	<b>\$150,000</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	The development of Legacy Trails will require a redesign of this intersection	
	<b>Justification</b>	With the planned development of 130 homes this intersection will require improvements. These funds will assist with design and engineering for the intersection improvements to accomidate incre4ased traffic counts.	
73-APT-002-21	<b>22 - 640 - Airport</b>	<b>T-Hanger/OTC Replacement Building</b>	<b>\$125,000</b>
	<b>Improvement Type</b>	Building & Building Improvements	
	<b>Description</b>	Replacement of FBO Building used for OTC classes destroyed during the Storm. The building will include class space for OTC and attached T-Hangers	
	<b>Justification</b>	Destroyed during the storm	
22-DBD-001-23	<b>22 - 645 - Downtown Business Dist</b>	<b>Arches over Commercial Street</b>	<b>\$100,000</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Gateway arches which are intended to help designate the DTBD area	
	<b>Justification</b>	The arch design has been completed and has been approved the the DTBD board. The metal signage wil be donated by DTE and the city will be responsible for the poles and cross bars	
22-DBD-002-23	<b>22 - 645 - Downtown Business Dist</b>	<b>Urban Park Downtown</b>	<b>\$200,000</b>
	<b>Improvement Type</b>	Land & Land Improvements	

Project Number	Project Information			FY 23Budget
	<b>Description</b>	Improvements at 113 N Madison to create an urban park		
	<b>Justification</b>	This area is intended to become an outdoor space with seating and other amenities for downtown patrons to enjoy. It will also contain a stage area and restrooms for the public. A planning committee has selected a preliminary design. It is anticipated the DTBD will assist with funding this improvement at some level.		
<b>Capital Fund Total</b>				<b>\$2,056,518</b>
<b>34 - ARPA Fund</b>				
34-ARPA-001-23	<b>34 - 500 - ARPA</b>	<b>City Hall Drive Thru</b>		<b>\$80,000</b>
	<b>Improvement Type</b>	Building & Building Improvements		
	<b>Description</b>	Extending out the City Hall Drive Thru roof & equipment		
	<b>Justification</b>	By extending out the drive thru, our customers will have additional hours that they can make payments, and this will simplify that payment process on our website. This will also lower the City's user fee charges from the credit card company and with the City's software company.		
34-ARPA-002-23	<b>34 - 500 - ARPA</b>	<b>South Hwy. 5 and Fremont Intersection Improvements</b>		<b>\$100,000</b>
	<b>Improvement Type</b>	Land & Land Improvements		
	<b>Description</b>	Signalize Intersection		
	<b>Justification</b>	Traffic		
34-ARPA-002-22	<b>34 - 500 - ARPA</b>	<b>SCADA</b>		<b>\$345,000</b>
	<b>Improvement Type</b>	Machinery & Equipment		
	<b>Description</b>	SCADA switching and IT hardware		
	<b>Justification</b>	SCADA improvements are needed to enhance operations to include moving portions behind the firewall		
<b>ARPA Fund Total</b>				<b>\$525,000</b>
<b>40 - Tourism Fund</b>				
99-ITX-003-21	<b>40 - 500 - Tourism</b>	<b>SCALE Nodes</b>		<b>\$317</b>
	<b>Improvement Type</b>	Furniture & Office Equipment		
	<b>Description</b>	Purchase additional SCALE nodes		
	<b>Justification</b>	With the Ag Barn, Atchley Park, Palmer, and Downtown Business District additions to the network, the SCALE will be overworked. Two additional hardware devices will ensure the routing and storage of information is seamless. The cost will be spread across departments as they will become data access points for the closest processing point		
<b>Tourism Fund Total</b>				<b>\$317</b>
<b>45 - Economic Development Fund</b>				
45-ED-001-23	<b>45 - 715 - Detroit Tool Metal Products</b>	<b>DTMP Roof Project</b>		<b>\$35,000</b>
	<b>Improvement Type</b>	Building & Building Improvements		
	<b>Description</b>	Repair roof on DTMP Building		
	<b>Justification</b>	The roof on the building the City owns that Detroit Tool Metal Products currently occupies is failing and is in need of repair		
<b>Economic Development Fund Total</b>				<b>\$35,000</b>
<b>50 - Code Administration Fund</b>				
22-CDC-002-21	<b>50 - 305 - Codes Administration</b>	<b>Replacement of Network System</b>		<b>\$3,000</b>
	<b>Improvement Type</b>	Machinery & Equipment		
	<b>Description</b>	Replace Aging Desktop Computers		
	<b>Justification</b>	Rotation of current systems as they reach end of life and will need to be replaced to maintain appropriate processing speeds associated with software.		
50-CDC-004-22	<b>50 - 305 - Codes Administration</b>	<b>Lexington Square</b>		<b>\$543,278</b>
	<b>Improvement Type</b>	Infrastructure		
	<b>Description</b>	Commercial Developemnt		
	<b>Justification</b>	This is a commercial subdivision that is 993 LF with 8 lots.		
99-ITX-004-21	<b>50 - 305 - Codes Administration</b>	<b>SCALE Nodes</b>		<b>\$1,110</b>

Project Number	Project Information		FY 23Budget
	<b>Improvement Type</b>	Furniture & Office Equipment	
	<b>Description</b>	Purchase additional SCALE nodes	
	<b>Justification</b>	With the Ag Barn, Atchley Park, Palmer, and Downtown Business District additions to the network, the SCALE will be overworked. Two additional hardware devices will ensure the routing and storage of information is seamless. The cost will be spread across departments as they will become data access points for the closest processing point	
50-CDC-001-22	<b>50 - 305 - Codes Administration</b>	<b>Grandview Subdivision</b>	<b>\$253,000</b>
	<b>Improvement Type</b>	Infrastructure	
	<b>Description</b>	New Housing Development	
	<b>Justification</b>	868 LF of street and 18 lots for single family housing	
50-CDC-003-22	<b>50 - 305 - Codes Administration</b>	<b>Flatwoods subdivision</b>	<b>\$473,700</b>
	<b>Improvement Type</b>	Infrastructure	
	<b>Description</b>	New Housing Development	
	<b>Justification</b>	1422 LF of street and 26 lots of duplexes and single family housing. This project will be constructed in two phases. The 1st phase will be 822 LF with 12 lots, 2nd phase is 600 LF with 14 lots.	
50-CDC-003-23	<b>50 - 305 - Codes Administration</b>	<b>Drone</b>	<b>\$3,500</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Drone for inspection of roofs and other tall structures	
	<b>Justification</b>	Safety so staff does not need to get on roofs and other tall structures to do inspections	
50-CDC-001-23	<b>50 - 305 - Codes Administration</b>	<b>Replacement of Inspectors I-Pads</b>	<b>\$4,500</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Replace Aging iPad tablets and cases	
	<b>Justification</b>	Rotation of current systems as they reach end of life and will need to be replaced to maintain appropriate processing speeds associated with software	
50-CDC-002-23	<b>50 - 305 - Codes Administration</b>	<b>Replacement of Network System</b>	<b>\$3,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Replace Aging Desktop Computers	
	<b>Justification</b>	Rotation of current systems as they reach end of life and will need to be replaced to maintain appropriate processing speeds associated with software.	
50-CDC-004-23	<b>50 - 305 - Codes Administration</b>	<b>Legacy Trails</b>	<b>\$652,000</b>
	<b>Improvement Type</b>	Infrastructure	
	<b>Description</b>	New Housing Development	
	<b>Justification</b>	3837 LF of street and 54 lots for single family housing. This will be done in phases, the 1st phase will 1358 LF with 20 lots.	
<b>Code Administration Fund Total</b>			<b>\$1,937,088</b>
<b>60 - Internal Services Fund</b>			
60-GFX-002-21	<b>60 - 305 - Garage</b>	<b>Rolling Air/Hydraulic Jacks</b>	<b>\$20,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Purchase two (2) new rolling air/hydraulic jacks	
	<b>Justification</b>	Purchase jacks for the truck lift to better service brakes, suspension, etc.	
60-GFM-005-19	<b>60 - 305 - Garage</b>	<b>Heavy Truck Scan Tool</b>	<b>\$5,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Purchase of one (1) heavy truck scan tool	
	<b>Justification</b>	This will give the ability of the Garage to scan and diagnose the different manufacturers of engines that are installed in heavy trucks in the City fleet. Heavy trucks currently must be scheduled and sent to Springfield to diagnose even the simplest codes.	
60-GFX-001-21	<b>60 - 305 - Garage</b>	<b>Garage Roll-Up Doors</b>	<b>\$54,400</b>
	<b>Improvement Type</b>	Building & Building Improvements	
	<b>Description</b>	Replace all garage roll-up doors	

Project Number	Project Information		FY 23 Budget
	<b>Justification</b>	The existing garage roll-up doors are consistently requiring repairs due to age and constant use.	
99-ITX-005-21	<b>60 - 305 - Garage</b>	<b>SCALE Nodes</b>	<b>\$317</b>
	<b>Improvement Type</b>	Furniture & Office Equipment	
	<b>Description</b>	Purchase additional SCALE nodes	
	<b>Justification</b>	With the Ag Barn, Atchley Park, Palmer, and Downtown Business District additions to the network, the SCALE will be overworked. Two additional hardware devices will ensure the routing and storage of information is seamless. The cost will be spread across departments as they will become data access points for the closest processing point	
99-ITS-002-21	<b>60 - 315 - Information Technology</b>	<b>Switches</b>	<b>\$8,385</b>
	<b>Improvement Type</b>	Furniture & Office Equipment	
	<b>Description</b>	Purchase switches for expansion	
	<b>Justification</b>	With the Ag Barn and Palmer additions to the fiber ring, the switches will enable network access and communication. Both buildings do not have City of Lebanon access. Fiber is located at both buildings but has yet to be terminated	
01-FMS-002-19	<b>60 - 320 - Facilities Management</b>	<b>60" Zero Turn Mower</b>	<b>\$12,500</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Replacement of 60" zero turn mowers	
	<b>Justification</b>	The current mowers are 2010, 2012 and 2013 model years. During their typical service life these units accrue significant numbers of hours on the chassis and mechanical parts. As they continue to age the cost to run per hour increases and the mowing crew experiences more breakdowns. These breakdowns are expensive from both a materials and time perspective. Purchase of a new mower, and trading in the current mowers, will help to increase efficiency through less downtime and lower the acquisition price. It will also help in the plans to standardize the mowing fleet	
99-ITX-006-21	<b>60 - 320 - Facilities Management</b>	<b>SCALE Nodes</b>	<b>\$476</b>
	<b>Improvement Type</b>	Furniture & Office Equipment	
	<b>Description</b>	Purchase additional SCALE nodes	
	<b>Justification</b>	With the Ag Barn, Atchley Park, Palmer, and Downtown Business District additions to the network, the SCALE will be overworked. Two additional hardware devices will ensure the routing and storage of information is seamless. The cost will be spread across departments as they will become data access points for the closest processing point	
60-FMS-001-23	<b>60 - 320 - Facilities Management</b>	<b>16 ft Dove tail utility trailer with gate</b>	<b>\$3,500</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Replacement of 16 ft utility trailer	
	<b>Justification</b>	The tongue has broke and has been welded multiple times. (Safety Issue) This trailer is used to move the mowers from job to job	
60-FMS-002-23	<b>60 - 320 - Facilities Management</b>	<b>Brush Attachment for Skid Steer</b>	<b>\$7,200</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Purchase a brush attachment	
	<b>Justification</b>	Brush attachment for a Skid Steer to mow right-of-ways, ditches and any area that cannot be mowed by a mower	
<b>Service Fund Total</b>			<b>\$111,778</b>
<b>73 - Airport Fund</b>			
73-APT-001-21	<b>73 - 100 - Airport General</b>	<b>Airport Master Plan</b>	<b>\$151,500</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Airport Master Plan development	

Project Number	Project Information			FY 23Budget
	<b>Justification</b>	The FAA recommends a master plan update every 20 years or at the end of its useful life. The current master plan was published in 2003 and planned through 2021. By 2017 it had already reached the end of its useful life. A master plan would allow community members, city staff, and elected officials to participate in planning the airport's future and serve to guide city staff in the development of the airport.		
73-APT-002-22	73 - 100 - Airport General	<b>Rotary Cutters</b>		\$12,800
	<b>Improvement Type</b>	Machinery & Equipment		
	<b>Description</b>	15-foot batwing rotary cutter		
	<b>Justification</b>	The airport maintains 21 acres of land, most of which is tall grass. In order to keep grass at a desirable height to mitigate wildlife and be visually attractive to users and the public large-scale mowing is necessary. The airport's current rotary mower is approaching the end of its useful life and does not groom to the desirable standard		
73-APT-002-23	73 - 100 - Airport General	<b>Fuel Truck</b>		\$230,000
	<b>Improvement Type</b>	Machinery & Equipment		
	<b>Description</b>	Replace 30 year old jet fuel truck		
	<b>Justification</b>	Truck is 30 years old with a variety of mechanical and safety issues		
73-APT-003-23	73 - 100 - Airport General	<b>Asphalt/concrete Repair</b>		\$625,000
	<b>Improvement Type</b>	Land & Land Improvements		
	<b>Description</b>	Repair asphalt/concrete damages within the taxiways and parking ramps		
	<b>Justification</b>	The asphalt/concrete is coming up and breaking in several areas which is a huge safety concern		
<b>Airport Fund Total</b>				<b>\$1,019,300</b>
<b>79 - Parks Fund</b>				
79-PKX-004-21	79 - 500 - Parks Operation and Adm	Atchley Park Ballfield Lights		\$425,000
	<b>Improvement Type</b>	Machinery & Equipment		
	<b>Description</b>	New Lights for Atchley Park Ballfields		
	<b>Justification</b>	Ballfield lights are outdated		
22-PKD-001-19	79 - 500 - Parks Operation and Adm	Skate Park Improvements		\$25,000
	<b>Improvement Type</b>	Land & Land Improvements		
	<b>Description</b>	Upgrades to existing skate park,		
	<b>Justification</b>	Skate boarding is a growing sport and with only one small skate park in the area it needs to be expanded to allow more kids use of the facility		
79-PKX-003-21	79 - 500 - Parks Operation and Adm	Sidewalks- Gasconade, Boswell, Wallace		\$50,000
	<b>Improvement Type</b>	Land & Land Improvements		
	<b>Description</b>	Additional sidewalks at Gasconade, Boswell, and Wallace Park.		
	<b>Justification</b>	Completion of sidewalks to connect existing sidewalks to each other. Also to connect Boswell Park to Nelson Lake		
79-PKX-002-22	79 - 500 - Parks Operation and Adm	Purchase of new mower		\$14,500
	<b>Improvement Type</b>	Machinery & Equipment		
	<b>Description</b>	60 inch zero turn mower		
	<b>Justification</b>	Equipment purchase for park board's equipment replacement schedule		
79-PKX-004-22	79 - 500 - Parks Operation and Adm	Purchase of new park utility vehicle		\$14,000
	<b>Improvement Type</b>	Machinery & Equipment		
	<b>Description</b>	Gator utility vehicle		
	<b>Justification</b>	Equipment purchase based on park board's equipment replacement schedule		
79-PKX-003-22	79 - 500 - Parks Operation and Adm	WT Vernon Park Improvements		\$15,000
	<b>Improvement Type</b>	Building & Building Improvements		
	<b>Description</b>	Updates to restrooms and playground equipment		

Project Number	Project Information			FY 23Budget
	<b>Justification</b>	Park Board's master plan has identified WT Vernon as a park that needs to be upgraded with new equipment, shelter, and restroom		
79-PKX-004-23	<b>79 - 500 - Parks Operation and Administration</b>	<b>Resurface Parking Lots</b>		<b>\$25,000</b>
	<b>Improvement Type</b>	Land & Land Improvements		
	<b>Description</b>	Resurface the parking lot by the amphitheater Boswell Park in 2023 and resurface parking lots at Atchley Park in 2024		
	<b>Justification</b>	Scheduled maintenance program for parking lot		
79-PKX-004-24	<b>79 - 500 - Parks Operation and Administration</b>	<b>Purchase of new vehicle</b>		<b>\$27,500</b>
	<b>Improvement Type</b>	Vehicles		
	<b>Description</b>	Replacement of current vehicles		
	<b>Justification</b>	Replacement of vehicles based on the equipment replacement schedule		
79-PKX-005-23	<b>79 - 500 - Parks Operation and Administration</b>	<b>Nelson Park- Shade Structure</b>		<b>\$50,000</b>
	<b>Improvement Type</b>	Land & Land Improvements		
	<b>Description</b>	Additional large shade structure between ballfields		
	<b>Justification</b>	Nelson Park serves at the main fields for our weekend tournaments and league and needs additional shading for patrons		
<b>Parks Fund Total</b>				<b>\$646,000</b>
<b>80 - Electric Fund</b>				
80-ELF-004-22	<b>80 - 200 - Electric Operating</b>	<b>Transformers</b>		<b>\$200,000</b>
	<b>Improvement Type</b>	Machinery & Equipment		
	<b>Description</b>	Purchase of various sizes of transformers		
	<b>Justification</b>	Replenish transformer inventory to prepare for future projects		
80-ELF-018-21	<b>80 - 215 - Electric Reserve</b>	<b>Insulator Upgrades</b>		<b>\$15,000</b>
	<b>Improvement Type</b>	Machinery & Equipment		
	<b>Description</b>	Replacement of existing porcelain insulators.		
	<b>Justification</b>	Porcelain insulators are brittle making them crack and break rather easy. Replacing them with polymer insulators increases their lifespan therefore reducing material costs and potential outages. This will increase reliability, improve system longevity and decrease maintenance costs.		
80-ELF-008-21	<b>80 - 215 - Electric Reserve</b>	<b>Overhead Aerial Cable Project - Woodhill Drive</b>		<b>\$35,128</b>
	<b>Improvement Type</b>	Building & Building Improvements		
	<b>Description</b>	Replace 9,263 linear feet of existing overhead lines with aerial cable in areas that we have right of way restrictions. We plan on having the overhead single-phase lines engineered for cost estimates and replacement in previously identified locations.		
	<b>Justification</b>	Many of these lines are costly to maintain due to yard fences and vegetative growth. Replacement will add reliability while lowering maintenance costs.		
80-ELF-009-21	<b>80 - 215 - Electric Reserve</b>	<b>Overhead Aerial Cable project - Krudwig Avenue, Walser and D</b>		<b>\$50,000</b>
	<b>Improvement Type</b>	Building & Building Improvements		
	<b>Description</b>	Replace 7,525 linear feet of existing overhead lines with aerial cable in areas that we have right of way restrictions. We plan on having the overhead single-phase lines engineered for cost estimates and replacement in previously identified locations.		
	<b>Justification</b>	Many of these lines are costly to maintain due to yard fences and vegetative growth. Replacement will add reliability while lowering maintenance costs.		
80-ELX-009-21	<b>80 - 215 - Electric Reserve</b>	<b>Substation #8 Improvements</b>		<b>\$38,000</b>
	<b>Improvement Type</b>	Machinery & Equipment		
	<b>Description</b>	Install transformer sudden pressure and seal-in relays.		

Project Number	Project Information		FY 23Budget
	<b>Justification</b>	These improvements were identified by Toth and Associates in the 2019 electric system study. Installation of transformer sudden pressure and seal-in relays at Substation 8 will improve reliability by including oil pressure as a factor in the protection logic.	
<b>80-ELX-001-21</b>	<b>80 - 215 - Electric Reserve</b>	<b>Substation #3 Improvements</b>	<b>\$382,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Replace Copeland reclosers with breakers (including SEL-351S relays, individual billing meters, and metering class current transformers). Associated foundations to be replaced.	
	<b>Justification</b>	Replacement of these reclosers with breakers, equipped with a billing meter and SEL-351S, will improve system protection, enable metering on a per-feeder basis, and make the current transformer circuit accessible.	
<b>80-ELF-002-23</b>	<b>80 - 215 - Electric Reserve</b>	<b>Primary System Improvements - Substation #1</b>	<b>\$160,000</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Convert existing conductor from substation 1 feeder 1010 approximately .55 miles from 4/0 3-phase to 477 ACSR.	
	<b>Justification</b>	Existing conductor from substation 1 feeder 1010 during a contingency the existing conductor 4/0 will be 99% loaded and new conductor would be 43% loaded.	
<b>80-ELF-003-23</b>	<b>80 - 215 - Electric Reserve</b>	<b>Substation Improvements</b>	<b>\$150,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Replace eight(8) existing ABB 615 relays with SEL-351s relays.	
	<b>Justification</b>	The upgrade to the Schweitzer SEL-351S will allow us to monitor usage on a per feeder basis and is user friendly. The SEL-351S has a lifetime warranty unlike the relays we currently have installed.	
<b>80-ELF-004-23</b>	<b>80 - 215 - Electric Reserve</b>	<b>S &amp; H Farm Supply</b>	<b>\$160,000</b>
	<b>Improvement Type</b>	Building & Building Improvements	
	<b>Description</b>	Install new underground utilities and transformer for commercial building	
	<b>Justification</b>	Upgrading 4200' of three phase overhead feeder lines to three phase underground. This will increase reliability for feeder 3020 and provide service for a new commercial building.	
<b>Electric Fund Total</b>			<b>\$1,190,128</b>
<b>85 - Waste Water Fund</b>			
<b>85-WWO-007-15</b>	<b>85 - 200 - WWTP and Operation</b>	Lift Station SCADA	<b>\$20,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Install wireless communication network and Programmable Logic Controllers (PLC). Note: Formerly 85-ENV-007-15	
	<b>Justification</b>	Installation of the SCADA system will provide better management and maintenance of critical lift station infrastructure. Use of SCADA technology will allow staff to remotely monitor and operate the lift stations. It will create enhanced reporting as the system would log the run hours from the meters on each pump, as well as provide alarm notification if there was a change in the operating condition of the lift station.	
<b>85-WWO-007-16</b>	<b>85 - 200 - WWTP and Operation</b>	<b>Pickup Trucks</b>	<b>\$40,000</b>
	<b>Improvement Type</b>	Vehicles	
	<b>Description</b>	Purchase of one new three-quarter ton 4 x 4 pickups to replace a 2006 model unit. Note: Formerly 85-ENV-007-16	

Project Number	Project Information		FY 23Budget
	<b>Justification</b>	Three quarter ton pickups are used to transport personnel, tools, and equipment to jobsites. Pickups being replaced are approaching the end of service life and in line with the City Capitalization policy.	
85-WWO-001-17	<b>85 - 200 - WWTP and Operation</b>	<b>Wastewater Treatment Plant Existing/New Asphalt and Concrete</b>	<b>\$240,000</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Overlay approximately 1600 feet long by 22 feet wide 2-inch-thick asphalt driveway with 2 inches. Note: Formerly 85-ENV-001-17	
	<b>Justification</b>	The existing asphalt driveway is showing signs of deterioration. Concrete and asphalt areas identified on the plans PH 2 improvements	
85-WWO-003-18	<b>85 - 200 - WWTP and Operation</b>	<b>Replace Existing Wastewater Computer Systems</b>	<b>\$5,000</b>
	<b>Improvement Type</b>	Furniture & Office Equipment	
	<b>Description</b>	Replacement of desktops, laptops, or tablets Win 7, 32 bit with Win 10 or greater. Note: Formerly 85-ENV-003-18	
	<b>Justification</b>	Current systems are at their end of life and were purchased in 2014 and 2015. Some were received from Jefferson City state program and were already a few years old. We would like to implement tablets in the field as well to become more mobile and digital. The new systems would be capable of handling current suites and or applications. The tablets will ensure field operations are streamlined into daily business functions and enhance efficiency. The IT Department has worked with a variety of tablets and field tested many. Training has been provided and users understand the VPN capabilities. A new printer will need to be installed at WWTP	
85-WWO-001-19	<b>85 - 200 - WWTP and Operation</b>	<b>Lift Station Improvements</b>	<b>\$60,000</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Replacement of electrical control panels and installing access hatches and pump slide rails to approximately 15 current lift stations. Conversion of 9 wet well mounted lift stations to submersible pump lift stations. Replace/Rebuild pumps and motors on the existing 43 lift stations. Note: Formerly 85-ENV-001-19	
	<b>Justification</b>	The existing aged lift stations need improvements to maintain reliable service. By installing slide rails for the pumps it almost eliminates the need for a manned entry into the confined space to perform maintenance and repairs	
85-WWO-005-21	<b>85 - 200 - WWTP and Operation</b>	<b>IDEX</b>	<b>\$6,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Replacement of EPA compliant E. coli testing equipment. Note: Formerly 85-ENV005-21	
	<b>Justification</b>	This will replace the existing testing equipment that is used in weekly DNR compliance testing. The existing equipment will have reached the end of its useful service life.	
85-WWO-005-15	<b>85 - 200 - WWTP and Operation</b>	<b>Building (WWTP) Improvements</b>	<b>\$50,000</b>
	<b>Improvement Type</b>	Building & Building Improvements	
	<b>Description</b>	Install 2 overhead doors on Equipment Storage Building on east wall and remove overhead door in the north wall and seal off opening. Remove and replace two 3' walk thru entry doors. Remove and replace the heaters. Note: Formerly 85-WWT-005-15	

Project Number	Project Information		FY 23Budget
	<b>Justification</b>	The building can be heated more efficiently by closing off the north overhead door, moving the doors to the east side will allow better use of the space. The existing heaters are unreliable and required extra maintenance to assure proper operation.	
85-WWO-001-16	<b>85 - 200 - WWTP and Operation</b>	<b>Oxidation Ditch Rehabilitation (North andSouth)</b>	<b>\$75,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Rehabilitate Rotors and Enclosures, Reseal Concrete Seams. Note: Formerly 85-WWT-001-16	
	<b>Justification</b>	The Existing ditches are 35 years old and need rehabilitation to increase reliability of the clarification operation at the Wastewater Treatment plant, to meet operational and reliability needs and to stay in compliance with regulatory requirements.	
85-WWO-008-16	<b>85 - 200 - WWTP and Operation</b>	<b>Portable Trash Pump</b>	<b>\$4,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Two inch to four inch portable trash pumps	
	<b>Justification</b>	Replacement of pumps that are used in the construction and maintenance of the wastewater collection system and have reached the end of their useful life	
85-WWO-003-22	<b>85 - 200 - WWTP and Operation</b>	<b>Security &amp; Access Control</b>	<b>\$50,000</b>
	<b>Improvement Type</b>	Building & Building Improvements	
	<b>Description</b>	Install Security & Access control at the WWTP and Goodwin Hollow Liftstaion	
	<b>Justification</b>	This will enhance security and access at all the WWTP & Goodwin Hollow Liftstation. This will also allow for remote cameras that these locations	
85-WWO-009-19	<b>85 - 200 - WWTP and Operation</b>	<b>Liftstation Critical Parts</b>	<b>\$25,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Critical parts to keep the 43 liftstations operational	
	<b>Justification</b>	Purchasing Critical parts and having them on hand will help eliminate a wastewater backup and/or overflow	
85-WWO-008-21	<b>85 - 200 - WWTP and Operation</b>	<b>Wastewater Equipment Repairs</b>	<b>\$110,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Replacement/Rebuild of Wastewater Pumps, Motors, and Equipment	
	<b>Justification</b>	Maintain equipment to insure reliability and to help reduce wastewater backups/overflows	
85-WWX-002-21	<b>85 - 200 - WWTP and Operation</b>	<b>Clarifiers #1,#2 and #3 Rehabilitation</b>	<b>\$90,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Sandblast and repaint 3 54 foot diameter clarifiers with epoxy paint	
	<b>Justification</b>	The existing paint is flaking off and causing buildup of algae which affects the quality of treatment	
99-ITX-007-21	<b>85 - 200 - WWTP and Operation</b>	<b>SCALE Nodes</b>	<b>\$1,428</b>
	<b>Improvement Type</b>	Furniture & Office Equipment	
	<b>Description</b>	Purchase additional SCALE nodes	
	<b>Justification</b>	With the Ag Barn, Atchley Park, Palmer, and Downtown Business District additions to the network, the SCALE will be overworked. Two additional hardware devices will ensure the routing and storage of information is seamless. The cost will be spread across departments as they will become data access points for the closest processing point	
85-WWO-003-23	<b>85 - 200 - WWTP and Operation</b>	<b>Beverly Sewer line Replacement</b>	<b>\$50,000</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Replacement of 950 linear feet of 8 inch clay with 8 inch pvc	
	<b>Justification</b>	The existing line allows rain water to enter the collection system during heavy rains and overloads the capacity of the line and causes overflows	

Project Number	Project Information		FY 23Budget
85-WWO-004-23	<b>85 - 200 - WWTP and Operation</b>	<b>Glassware Washer</b>	<b>\$15,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Replacement of glassware washer	
	<b>Justification</b>	This will replace the existing glassware washer that is used in daily DNR compliance testing. The existing equipment will have reached the end of its useful service life	
85-WWO-005-23	<b>85 - 200 - WWTP and Operation</b>	<b>WWTP Submersible Pump</b>	<b>\$50,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Replacement of existing pumps	
	<b>Justification</b>	These pumps are Critical to the operation of the wastewater treatment plant. The existing pumps are reaching the end of their useful life	
85-WWO-006-23	<b>85 - 200 - WWTP and Operation</b>	<b>UV System Parts</b>	<b>\$50,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Maintenance and replacement parts on UV System	
	<b>Justification</b>	The UV system has been giving us performance issues and it was recommended that the parts should be repaired or replaced where needed.	
<b>Wastewater Fund Total</b>			<b>\$941,428</b>
<b>87 - Water Fund</b>			
87-WTR-007-18	<b>87 - 200 - Water Operation</b>	<b>Replace Existing Water Computer Systems</b>	<b>\$5,000</b>
	<b>Improvement Type</b>	Furniture & Office Equipment	
	<b>Description</b>	Replacement of desktops, laptops, or tablets with Win 7 32-bit to Win 10. Note: Formerly 87-ENV-005-18	
	<b>Justification</b>	Current systems are at their end of life and were purchased in 2014 and 2015. Some were received from Jefferson City state program and were already a few years old. We would like to implement tablets in the field as well to become more mobile and digital. The new systems would be capable of handling current suites and or applications. The tablets will ensure field operations are streamlined into daily business functions and enhance efficiency. The IT Department has worked with a variety of tablets and field tested many. Training has been provided and users understand the VPN capabilities	
87-WTR-004-19	<b>87 - 200 - Water Operation</b>	<b>Water Wells: Chlorine Analyzer Replacements</b>	<b>\$20,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Replacement of the existing chlorine analyzers in the seven wells. Note: Formerly 87-ENV-004-19	
	<b>Justification</b>	The existing chlorine analyzers have reached the end of their useful life. The analyzers are used to monitor the chlorine levels at the well. This is a useful tool to better manage the water system and insure safe drinking water is delivered to our customers.	
87-WTR-008-20	<b>87 - 200 - Water Operation</b>	<b>Water Well Critical Parts</b>	<b>\$20,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Keep in stock critical parts for the operation and maintenance of the water wells and towers.	
	<b>Justification</b>	To keep the wells and towers in good operating condition	
87-WTR-001-21	<b>87 - 200 - Water Operation</b>	<b>Water Tie Line: Twin Oaks &amp; Tower</b>	<b>\$30,000</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Install approximately 650 linear feet of 6-inch and 350 linear feet of 8-inch water line and 1 fire hydrant. Note: Formerly 87-ENV-001-21	
	<b>Justification</b>	This will eliminate a dead end water line, creating a loop feed improving the water distribution system in this area of the distribution system.	
87-WTR-007-21	<b>87 - 200 - Water Operation</b>	<b>Water Services: New Buffalo Road</b>	<b>\$5,000</b>

Project Number	Project Information		FY 23Budget
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Move 6 customers from the 4-inch cast iron water line to the 12-inch PVC water line along New Buffalo Road between Marvin and Dickinson Avenue. Note: Formerly 87-ENV007-21	
	<b>Justification</b>	This will eliminate approximately 450' of aged 4-inch cast iron water main line, improving the water distribution system in this area of the distribution system.	
87-WTR-002-23	<b>87 - 200 - Water Operation</b>	<b>Water Main: Hunters Creek</b>	<b>\$50,000</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Replace approximately 1100 linear feet of 6-inch cast iron water line along Hunters Creek between Northview and Indian Creek. Note: Formerly 87-ENV-002-23	
	<b>Justification</b>	This existing aged 6-inch cast iron pipe has a history of leaks and by installing a new 6-inch PVC line it will improve the water distribution system in this area of the distribution system.	
87-WTR-003-23	<b>87 - 200 - Water Operation</b>	<b>Water Main: Manors and South Highway 5</b>	<b>\$43,000</b>
	<b>Improvement Type</b>	Land & Land Improvements	
	<b>Description</b>	Replace approximately 1800 linear feet of 6-inch cast iron water line along Manors between Woodside and Hwy 5. Note: Formerly 87-ENV-003-23	
	<b>Justification</b>	This existing aged 6-inch cast iron pipe has a history of leaks and by installing a new 6-inch PVC line it will improve the water distribution system in this area of the distribution system	
87-WTR-009-21	<b>87 - 200 - Water Operation</b>	<b>Tapping Machine</b>	<b>\$40,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Pipe tapping machine for live tapping 3-inch through 12-inch water mains. Note: Formerly 87-ENV-009-21	
	<b>Justification</b>	The existing tapping machine is 30+ years old and has reached its useful life.	
87-WTR-011-15	<b>87 - 200 - Water Operation</b>	<b>Portable Trash Pump</b>	<b>\$4,000</b>
	<b>Improvement Type</b>	Machinery & Equipment	
	<b>Description</b>	Replacement of 2 portable trash pumps	
	<b>Justification</b>	These pumps are used in the maintenance and construction of water and sewer lines	
87-WTR-009-16	<b>87 - 200 - Water Operation</b>	<b>Security and access control</b>	<b>\$50,000</b>
	<b>Improvement Type</b>	Building & Building Improvements	
	<b>Description</b>	Security and Access control for the wells and booster stations	
	<b>Justification</b>	this will enhance security and access at all seven wells and two boosters. This will also allow for remote cameras that these locations	
99-ITX-008-21	<b>87 - 200 - Water Operation</b>	<b>SCALE Nodes</b>	<b>\$1,269</b>
	<b>Improvement Type</b>	Furniture & Office Equipment	
	<b>Description</b>	Purchase additional SCALE nodes	
	<b>Justification</b>	With the Ag Barn, Atchley Park, Palmer, and Downtown Business District additions to the network, the SCALE will be overworked. Two additional hardware devices will ensure the routing and storage of information is seamless. The cost will be spread across departments as they will become data access points for the closest processing point	
87-WTR-006-25	<b>87 - 200 - Water Operation</b>	<b>Well House Improvements</b>	<b>\$50,000</b>
	<b>Improvement Type</b>	Building & Building Improvements	
	<b>Description</b>	Inspection to all the wells and booster stations	
	<b>Justification</b>	To help identify the needed maintenance and repairs to include but not limited to the roof, paint inside and out, windows and doors	

Project Number	Project Information		FY 23 Budget
87-WTR-009-23	87 - 200 - Water Operation	Willow water line replacement	\$70,000
	Improvement Type	Land & Land Improvements	
	Description	Replace 1,340 linear feet of 6 inch cast iron with 6 inch PVC	
	Justification	The existing cast iron lines have a history of leaks. This will be done in conjunction with the street program	
87-WTR-010-23	87 - 200 - Water Operation	Greenwood Water line replacement	\$50,000
	Improvement Type	Land & Land Improvements	
	Description	Replace 900 linear feet of 4 inch cast iron with 6 inch PVC	
	Justification	The existing 4-inch Cast Iron line has a history of leaks. and installing a 6 inch main will improve the fore flow and distribution in this area	
87-WTR-011-23	87 - 200 - Water Operation	Holly (replace water services)	\$11,000
	Improvement Type	Land & Land Improvements	
	Description	Replace water services under street	
	Justification	This is being done before the street is overlaid with new asphalt	
<b>Water Fund Total</b>			<b>\$449,269</b>
<b>All Capital Improvements</b>			<b>\$11,998,362</b>

## Statement of Budgeted Revenues and Expenditures and Changes in Fund Balance

	Estimated Beginning Balance	Revenues	Expenditures	Projected Ending Balance	Percent Change in Fund balance	Dollar Change in Fund balance
General	\$3,512,040	\$6,873,793	\$7,867,482	\$2,518,351	-28.29%	(\$993,689)
Public Safety	\$2,314,821	\$1,836,000	\$3,031,252	\$1,119,569	-51.63%	(\$1,195,252)
Street	\$1,447,598	\$3,013,250	\$3,937,639	\$523,209	-63.86%	(\$924,389)
Stormwater	\$281,075	\$459,000	\$639,750	\$100,325	-64.31%	(\$180,750)
Capital	\$2,863,442	\$1,836,000	\$3,962,297	\$737,145	-74.26%	(\$2,126,297)
Elm St CID	\$32,851	\$38,050	\$0	\$70,901	115.83%	\$38,050
ARPA	\$1,073,101	\$1,494,511	\$1,322,301	\$1,245,311	16.05%	\$172,210
Tourism	\$37,774	\$246,215	\$248,386	\$35,603	-5.75%	(\$2,171)
Economic Development	\$1,313,390	\$1,133,451	\$1,539,921	\$906,920	-30.95%	(\$406,470)
Codes Administration	\$129,315	\$2,524,664	\$2,524,664	\$129,315	0.00%	\$0
Service	\$0	\$1,306,826	\$1,306,826	\$0	0.00%	\$0
Benefits	\$1,035,559	\$4,007,352	\$4,209,480	\$833,431	-19.52%	(\$202,128)
Airport	\$74,340	\$1,446,680	\$1,521,020	\$0	-100.00%	(\$74,340)
Downtown Business District	\$115,245	\$69,985	\$102,860	\$82,370	-28.53%	(\$32,875)
Parks	\$695,534	\$1,535,725	\$1,599,284	\$631,975	-9.14%	(\$63,559)
Electric	\$8,893,035	\$25,320,114	\$26,610,300	\$7,602,849	-14.51%	(\$1,290,186)
Fiber	\$21,907	\$75,000	\$75,528	\$21,379	-2.41%	(\$528)
Wastewater	\$2,002,754	\$3,868,600	\$4,458,259	\$1,413,095	-29.44%	(\$589,659)
Water	\$1,078,640	\$1,782,650	\$2,283,467	\$577,823	-46.43%	(\$500,817)
GRAND TOTAL	\$26,922,421	\$58,867,866	\$67,240,716	\$18,549,571	-31.10%	(\$8,372,850)

### Explanation of Changes in Fund Balance Greater than 10%:

The **General Fund** is scheduled to decrease by 28.29% due to operating costs. This fund continues to be monitored for sustainability. Actual increased sales tax revenues and personnel vacancies have allowed this fund to thrive. No Capital is scheduled out of this fund due to its operating costs exceeding revenues.

The **Public Safety Fund** is scheduled to decrease by 51.63%. This is due to planned investment in Capital and a 559,000 investment in reserve accounts for future needs given the unknown economic impacts.

The **Street Fund** is scheduled to decrease by 63.86% due to planned increase in Streets impovement related to the results of our Citizen survey.

The **Stormwater Fund** is scheduled to decrease by 64.31%. The sales tax is new beginning in 2022. One time investments in Capital are being made, as will each year. The fund will maintain a minimum of a 20% fund balance.

The **Capital Fund**, scheduled to decrease by 74.26%. This fund continues to invest in one time Capital Projects. Additionally, 550,000 will be set aside in reserve accounts to fund future capital projects due to the uncertainty in the economy.

The **Elm ST CID Fund** is scheduled to increase by 115.83%. This fund will continue to grow and investments in Capital Projects will be funded out of this.

The **ARPA Fund** is scheduled to increase by 16.05%. This is a fund setup as a result of funding received from the federal government as a result of the COVID-19 pandemic. This fund has specific projects assigned to it as a result and will be spent down to 0 and closed upon completion of these projects.

The **Economic Development Fund** is scheduled to decrease by 30.95% as a result of planned subdivision development and transfers to sustain Airport. This fund helps offset Codes Administration where subdivision costs are expended. It also, along with the Capital Fund, helps sustain the Airport Fund.

The **Benefits Fund** is scheduled to decrease by 19.52%. The City is self-insured. Therefore, this fund is susceptible to major changes based upon claims utilization each year and requires a healthy fund balance. In 2022 claims were higher and as a result a decline in the starting and ending fund balance is projected. While the fund balance is still in a healthy range, increased health care costs are a concern as well as the increase in claims. If this pattern holds out, adjustments to health premiums will need to be made to ensure the sustainability of this fund.

The **Airport Fund** is scheduled to decrease by 100%. This fund carries a \$0 fund balance. The decrease in fund balance is not a true decrease as it is the timing of grant revenue received to offset capital. Economic Development Fund and the Capital Fund currently fund the difference. But due to timing of grants, the Airport will rollover a fund balance it doesn't typically carry.

The **Downton Business District Fund** is scheduled to decrease by 28.53% due to investment in projects to include clean-up efforts and partial funding of a contract employee.

The **Electric Fund** is scheduled to decrease by 14.51% due to planned investment of 1.2 million in capital projects. Operationally this fund remains out of balance and will need to be addressed.

The **Wastewater Fund** is scheduled to decrease by 29.44% due to increased personnel costs and planned capital improvements to our wastewater treatment plant.

The **Water Fund** is scheduled to decrease 46.43% due to an investment of capital improvements and purchases. Operationally this fund remains out of balance and will need to be addressed.

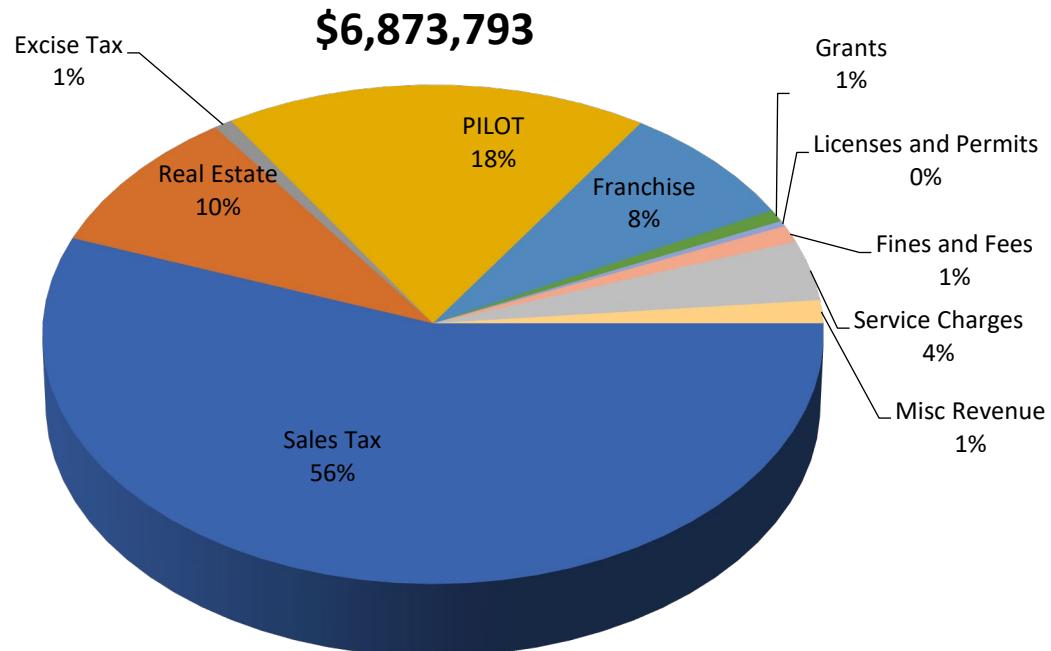
# Departmental Summaries



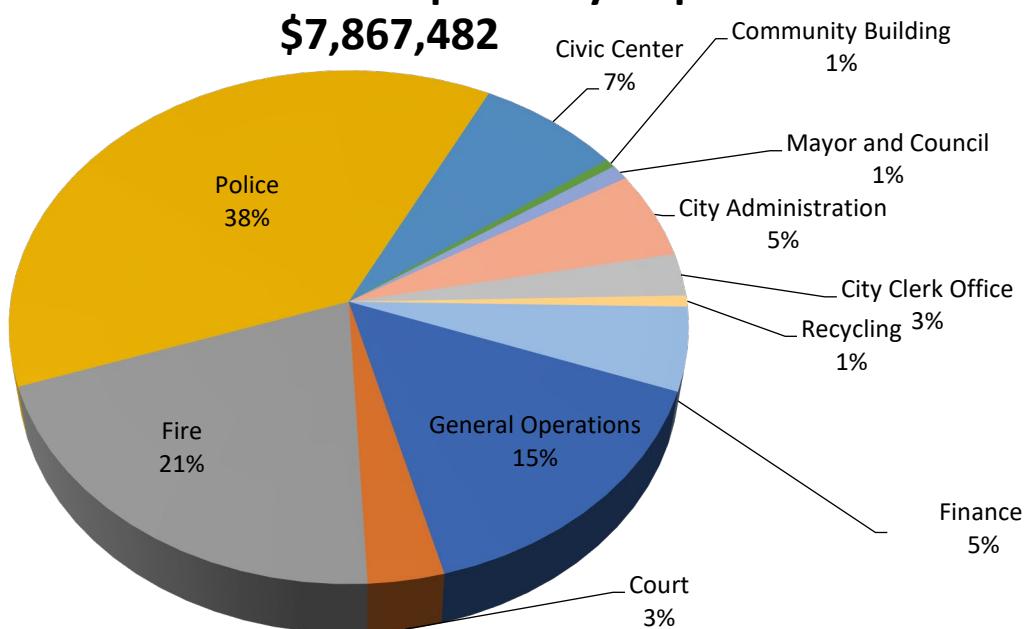
## General Fund

The General Fund accounts for all revenue and expenses associated with the traditional services provided by the city government. These services fall into the broad categories of finance and administration, public safety, Civic Center, community buildings, municipal court, recycling, and storm water. Primary revenue resources for this fund include taxes—sales, real estate, and cigarette; franchise fees; PILOTs (payment in lieu of taxes); beverage licenses; court fines and fees; and other service payments.

### General Funds Available by Category



### General Fund Expense by Department



## General Fund Revenue and Expenses by Category

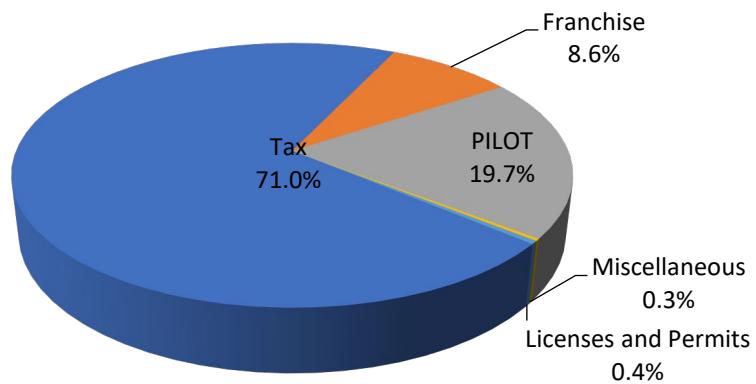
<b>General Fund</b>	<b>2021</b>	<b>2022</b>	<b>2022</b>	<b>2023</b>
	<b>Actuals</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>
<b>Revenues</b>				
Taxes	\$4,956,654	\$4,445,000	\$5,128,435	\$4,535,187
Franchise Fees	\$596,814	\$575,000	\$606,165	\$552,356
PILOTs	\$1,260,879	\$1,260,350	\$1,247,654	\$1,260,350
Intergovernmental	\$52,343	\$54,000	\$50,901	\$54,000
Service Charges	\$4,534	\$1,900	\$5,331	\$2,650
Rentals	\$199,194	\$259,000	\$285,267	\$265,800
Licenses and Permits	\$36,048	\$25,000	\$26,400	\$25,000
Fines	\$72,747	\$98,200	\$72,829	\$76,000
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$389,280	\$99,250	\$183,743	\$102,450
Internal Service Revenue	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$7,568,493</b>	<b>\$6,817,700</b>	<b>\$7,606,725</b>	<b>\$6,873,793</b>
<b>Expenses</b>				
Personnel	\$4,957,710	\$5,511,013	\$5,077,680	\$5,615,171
Capital	\$275,554	\$51,316	\$45,432	\$928
Grants	\$16,075	\$32,934	\$393	\$1,000
Utilities	\$271,650	\$302,100	\$283,518	\$307,085
Professional Services	\$850,022	\$850,082	\$869,476	\$900,718
Supplies and Materials	\$110,817	\$136,976	\$107,942	\$140,980
Tools, Equipment, and Vehicles	\$198,411	\$259,940	\$212,529	\$271,580
Benefit Expense	\$0	\$0		
Other	\$2,922	\$0	\$160,000	
Internal Service Expense	\$590,074	\$623,290	\$514,386	\$630,021
<b>Total Expenses</b>	<b>\$7,273,235</b>	<b>\$7,767,651</b>	<b>\$7,271,356</b>	<b>\$7,867,483</b>

## General Administration

This program accounts for the revenues which include taxes, franchise, PILOT, permits, and licenses revenues as well as expenditures such as utilities for municipal center, professional services and insurances city wide.

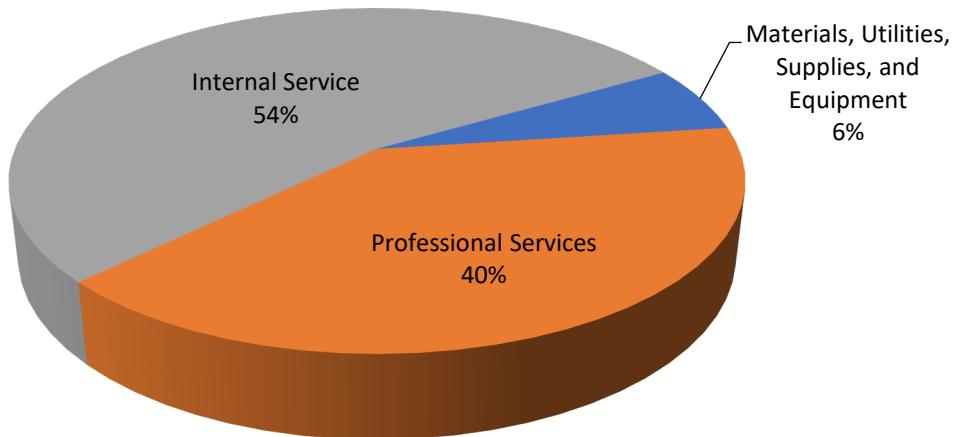
### General Revenue by Category

**\$6,389,093**



### General Expenses by Category

**\$1,168,353**



01 - 100 - General			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
014_1000_001	Tax-Sales 1%		3,580,000	3,750,000	4,390,565	3,825,000
014_1000_003	Tax-Real Estate		625,000	640,000	679,562	655,000
014_1000_004	Tax-Cigarette		58,000	55,000	58,121	55,000
014_1000_005	Tax-Financial Institute		0	0	187	187
014_1005_001	Franchise-Telephone		20,000	50,000	58,431	50,000
014_1005_002	Franchise-Natural Gas		215,000	215,000	270,377	225,000
014_1005_003	Franchise-Cable Television		60,000	40,000	33,951	33,951
014_1005_004	Franchise-Cellular		165,000	165,000	139,098	139,098
014_1005_005	Franchise-Laclede Electric		105,000	105,000	104,307	104,307
014_1010_001	PILOT-Electric		1,077,525	1,171,600	1,161,627	1,171,600
014_1010_002	PILOT-Water		85,000	85,000	84,276	85,000
014_1010_003	PILOT-Fiber		3,750	3,750	1,750	3,750
014_3010_002	Misc-Donations		15,000	0	0	0
014_3010_003	Misc-Interest Income		0	12,000	13,867	12,000
014_3010_006	Misc-Miscellaneous		2,500	3,000	2,811	2,200
014_3010_008	Misc-Gain/Loss Asset Disposal		0	0	35,238	0
014_3010_012	Misc-Purchasing Card Rebate		1,000	1,000	2,622	2,000
014_3010_014	Misc-Insurance Recoveries		0	0	240	0
014_3010_017	Misc-Sunshine Request		0	0	20	0
014_4000_001	Licenses-Beverage		25,000	25,000	26,400	25,000
<b>Total Revenues</b>			<b>6,037,775</b>	<b>6,321,350</b>	<b>7,063,450</b>	<b>6,389,093</b>
015_1025_002	Employee-		45	45	0	0
<b>Total Employee</b>			<b>45</b>	<b>45</b>	<b>0</b>	<b>0</b>
<b>Total</b>			<b>45</b>	<b>45</b>	<b>0</b>	<b>0</b>
015_5000_001	Utilities-Electric		52,000	51,000	45,952	51,000
015_5000_002	Utilities-Water		150	150	62	150
015_5000_003	Utilities-Sewer		175	175	83	175
015_5005_002	Utilities-Natural Gas		1,200	2,500	3,030	2,500
015_5010_001	Utilities-Landline and Fiber		10,000	9,200	10,447	10,200
015_5025_001	Utilities-Solid Waste		0	0	674	700
<b>Total Utilities</b>			<b>63,525</b>	<b>63,025</b>	<b>60,248</b>	<b>64,725</b>
015_6000_001	Prof Services-Legal		57,000	60,000	48,435	60,000
015_6000_003	Prof Services-Surveying		0	0	1,398	1,500
015_6000_006	Prof Services-Auditing		32,000	31,500	37,400	35,000
015_6000_011	Prof Services-Dues/License		7,000	7,000	7,354	7,000
015_6000_014	Prof Service-Events and Functions		25,000	22,500	20,756	34,500
015_6000_015	Prof Service-Service Contracts		107,950	90,000	62,433	70,500

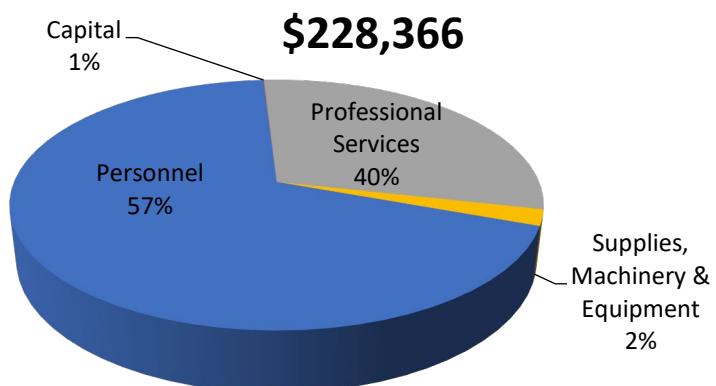
01 - 100 - General		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	015_6000_018	Prof Service-Damage Claims	500	500	0	0
	015_6000_019	Prof Service-Credit Card Fee	50	50	1	5
	<b>Total</b>		<b>229,500</b>	<b>211,550</b>	<b>177,776</b>	<b>208,505</b>
	015_6005_001	Insurance-Vehicle	1,000	1,075	855	889
	015_6005_002	Insurance-Equipment	500	365	290	301
	015_6005_003	Insurance-Building & Property	7,850	8,359	10,548	10,970
	015_6005_004	Insurance-Boiler & Machinery	31,900	34,153	37,514	39,014
	015_6005_006	Insurance-Terrorism	450	467	0	0
	015_6005_007	Insurance-City Government	67,000	72,096	105,383	109,598
	015_6005_009	Insurance-Directors and Officers	2,750	2,919	3,200	3,328
	015_6005_010	Insurance-Umbrella	44,000	46,657	52,322	54,415
	015_6005_017	Insurance-Employee Benefits	315	340	335	348
	015_6005_018	Insurance-Employee Practices	5,400	5,718	6,271	6,522
	015_6005_020	Insurance-Cyber Liability	13,750	14,804	18,213	18,941
	<b>Total Insurance</b>		<b>174,915</b>	<b>186,953</b>	<b>234,930</b>	<b>244,327</b>
	015_6010_001	Advertising-Public Notices	550	1,000	679	750
	015_6010_003	Advertising-Print	50	2,530	500	1,500
	015_6010_004	Advertising-Internet	50	50	0	0
	015_6010_006	Advertising-Radio	0	200	50	100
	<b>Total Adv</b>		<b>650</b>	<b>3,780</b>	<b>1,229</b>	<b>2,350</b>
	015_6015_001	Agreements-User Agreements	0	0	0	0
	015_6015_002	Agreements - Service Agreements	0	0	0	0
	015_6015_004	Agreements 1	0	0	0	0
	<b>Total Agreem</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	015_6020_001	Software-Purchase	17,750	17,750	0	10,000
	015_6020_003	Software-Agreement	0	100	0	100
	<b>Total Software</b>		<b>17,750</b>	<b>17,850</b>	<b>0</b>	<b>10,100</b>
	<b>Total Prof Serv</b>		<b>422,815</b>	<b>420,133</b>	<b>413,935</b>	<b>465,282</b>
	015_7000_001	Supplies-Operational	2,100	3,000	2,873	3,000
	015_7005_003	Supplies-Postage	250	300	332	325
	015_7005_006	Supplies-Promo-Education	0	400	1,345	500
	015_7010_001	Supplies-Janitorial	300	400	0	400
	015_7010_003	Supplies-Break Room	300	300	242	300
	015_7010_004	Supplies-Chemicals	0	150	168	200
	015_7015_004	Supplies-Safety	0	600	0	250

01 - 100 - General		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	<b>Total Supplies</b>		<b>2,950</b>	<b>5,150</b>	<b>4,960</b>	<b>4,975</b>
015_7500_004	Materials-Landscaping		550	550	0	500
015_7510_001	Materials-Paint		0	426	0	350
015_7510_004	Materials-Hardware		0	0	16	250
015_7510_005	Materials-Fixtures		250	400	742	250
015_7510_007	Materials-Lumber				90	100
015_7525_001	Materials-Infrastructure		350	350	7	150
	<b>Total Materials</b>		<b>1,150</b>	<b>1,726</b>	<b>854</b>	<b>1,600</b>
015_8300_001	Equipment-Repair		1,400	1,500	3,385	1,500
015_8300_002	Equipment-Maintenance		700	300	164	250
	<b>Total</b>		<b>2,100</b>	<b>1,800</b>	<b>3,550</b>	<b>1,750</b>
	<b>Total Vehicles</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
015_9910_000	Internal Service-Personnel		0	0	372,905	0
01CommDev_In	Code Administration Allocation In		374,087	420,361	114,025	378,557
01Engineering_In	Code Administration Revenue		(146,035)	(172,815)	-99,278	-172,889
01Garage_In	Garage Allocation In		39,743	30,085	9,028	41,027
01IT_In	IT Allocation In		143,860	144,269	45,412	152,526
01Facility_In	Facility Mgmt Allocation In		127,008	135,753	49,056	156,364
01Janitorial_In	Janitorial Allocation In		39,221	48,675	16,467	52,495
01Purchasing_In	Purchasing / Warehouse Allocation		20,627	16,961	6,771	21,942
	<b>Total Internal</b>		<b>598,511</b>	<b>623,290</b>	<b>514,386</b>	<b>630,021</b>
015_9999_000	Interfund Transfer		0	0	160,000	0
	<b>Total Interfund</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Other</b>		<b>598,511</b>	<b>623,290</b>	<b>674,386</b>	<b>630,021</b>
	<b>Total Expenses</b>		<b>1,091,096</b>	<b>1,115,168</b>	<b>1,157,934</b>	<b>1,168,353</b>
	<b>Change in</b>		<b>4,946,679</b>	<b>5,206,182</b>	<b>5,905,518</b>	<b>5,220,40</b>

## Municipal Court

The Court is the judicial branch of City government. The municipal court has original jurisdiction to hear and determine all cases involving alleged violations of the Code of Ordinances and other ordinances of the city. The municipal court is subject to the general administrative authority of the presiding judge of the circuit court, and the municipal judge and municipal court personnel obey his directives. The municipal judge designates who is to serve as the clerk of the municipal court and has the power to designate one or more deputy clerks to serve in absence of the clerk. The duties of the clerk and the deputy clerks include but are not limited to issuing warrants, collecting fines, taking oaths and affirmations, accepting signed complaints, and signing and issuing subpoenas.

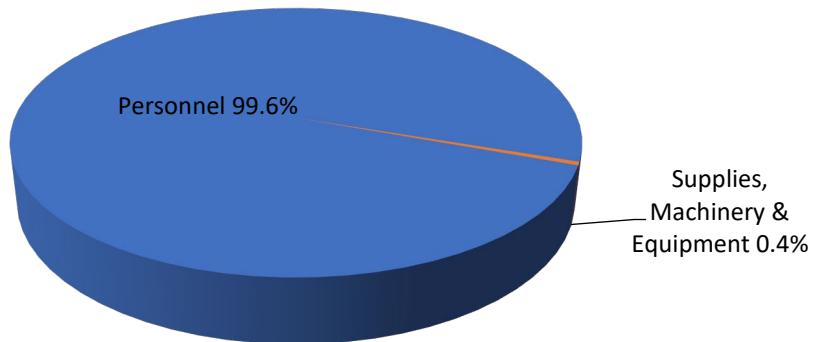
### Municipal Court Expense by Category



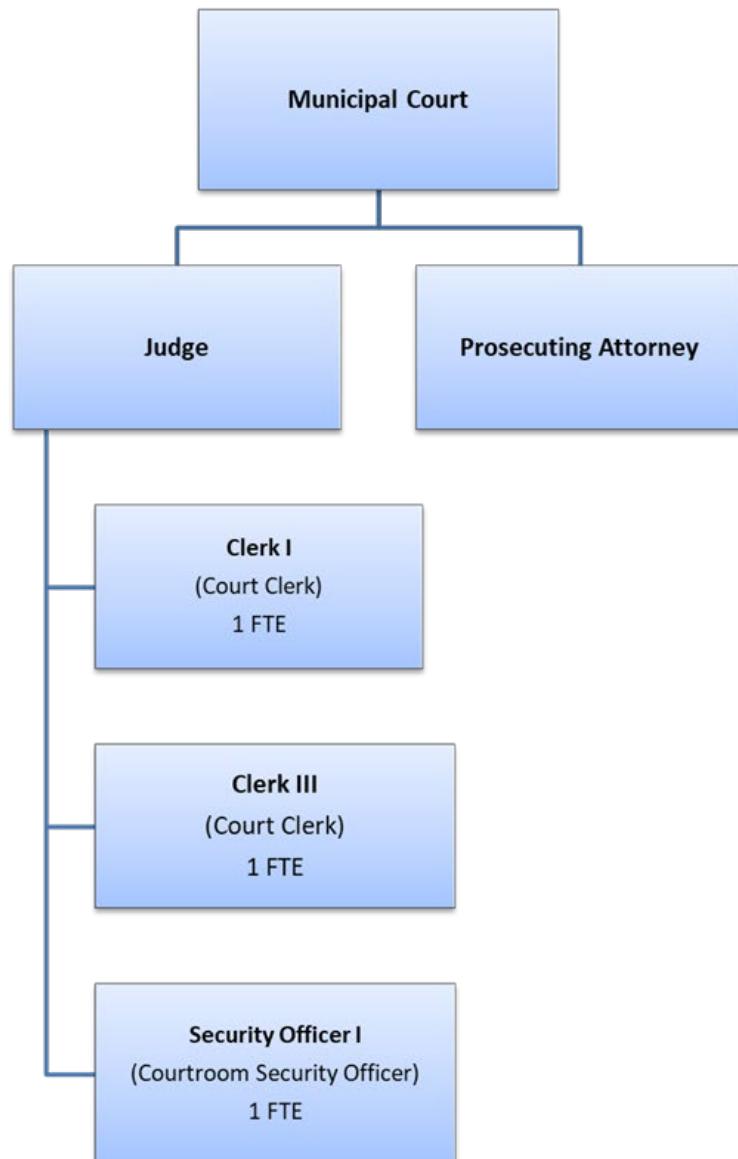
A separate budget is allocated for the Prosecuting Attorney.

### Prosecuting Attorney Expense by Category

**\$24,272**



## Municipal Court Organizational Chart



01 - 105 - Municipal Court		FY2021	FY2022	FY2023	FY2023	
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	014_5000_001	Fines-Court Fines and Costs	90,000	80,000	58,798	62,500
	014_5000_002	Fines-Court Ordered Payments	19,000	15,000	9,028	9,500
	014_5000_007	Fines-Bonds Forfeited	0	0	1,500	1,500
	<b>Total Fines</b>		<b>109,000</b>	<b>95,000</b>	<b>69,326</b>	<b>73,500</b>
	<b>Total Revenues</b>		<b>109,000</b>	<b>95,000</b>	<b>69,326</b>	<b>73,500</b>
	015_1000_001	Fulltime Salary	93,392	69,496	72,021	75,229
	015_1000_002	Part Time Salary	13,700	40,808	32,708	41,973
	<b>Total Salaries -</b>		<b>107,091</b>	<b>110,304</b>	<b>104,729</b>	<b>117,202</b>
	015_1005_001	Health Premium-Employee	7,896	7,896	12,074	16,680
	015_1005_002	Health Premium-Family	0	0	0	0
	015_1005_003	Dental Premium-Employee	300	300	296	300
	015_1005_004	Dental Premium-Family	0	0	0	0
	015_1010_001	Life Insurance	278	111	119	111
	<b>Total Benefits -</b>		<b>8,474</b>	<b>8,307</b>	<b>12,489</b>	<b>17,091</b>
	015_1015_001	Lagers-General	8,839	9,312	9,651	10,005
	015_1015_004	Deferred Comp-Employer	1,300	1,300	1,283	1,300
	<b>Total Benefits -</b>		<b>10,139</b>	<b>10,612</b>	<b>10,139</b>	<b>11,305</b>
	015_1020_001	FICA-Employer	5,301	6,790	2,434	7,266
	015_1020_001IMP	FICA-Employer - Imported	0	0	4,041	0
	015_1020_002	Medicare-Employer	1,240	1,588	569	1,699
	015_1020_002IMP	Medicare-Employer - Imported	0	0	945	0
	015_1020_003	Unemployment Compensation	575	1,095	393	1,172
	015_1020_003IMP	Unemployment Compensation -	0	0	655	0
	<b>Total Payroll</b>		<b>7,115</b>	<b>9,473</b>	<b>9,037</b>	<b>10,138</b>
	015_1025_001	Employee-Uniforms	0	0	0	0
	015_1025_002	Employee-	450	450	50	50
	015_1025_004	Employee-Travel/Hotel	0	0	0	0
	015_1025_005	Employee-Training	800	800	650	650
	<b>Total Employee</b>		<b>1,250</b>	<b>1,250</b>	<b>700</b>	<b>700</b>
	<b>Total Personnel</b>		<b>134,070</b>	<b>139,947</b>	<b>137,889</b>	<b>156,436</b>
	015_2015_000	Capital Exp-Furniture and Fixtures	538	5,650	0	110
	015_2020_000	Capital Exp-Machinery and	0	0	8,840	0
	<b>Total Capital</b>		<b>538</b>	<b>5,650</b>	<b>8,840</b>	<b>110</b>

01 - 105 - Municipal Court		FY2021	FY2022	FY2023	FY2023	
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	015_6000_005	Prof Services-Temporary	25	25	29,880	0
	015_6000_007	Prof Services-Toxicology Testing	25	25	0	25
	015_6000_008	Prof Services-MSHP Background	25	25	0	25
	015_6000_011	Prof Services-Dues/License	50	50	0	50
	015_6000_015	Prof Service-Service Contracts	64,000	60,000	79,904	60,000
	<b>Total</b>		<b>64,125</b>	<b>60,125</b>	<b>109,784</b>	<b>60,100</b>
	015_6005_002	Insurance-Equipment	20	18	17	20
	<b>Total Insurance</b>		<b>20</b>	<b>18</b>	<b>17</b>	<b>20</b>
	015_6020_001	Software-Purchase	0	1,200	848	1,000
	015_6020_003	Software-Agreement	4,000	6,000	5,918	6,000
	<b>Total Software -</b>		<b>4,000</b>	<b>7,200</b>	<b>6,766</b>	<b>7,000</b>
	<b>Total</b>		<b>68,145</b>	<b>67,343</b>	<b>116,567</b>	<b>67,120</b>
	015_7000_001	Supplies-Operational	2,500	2,500	1,640	1,750
	015_7000_002	Supplies-Computer Accessories	250	500	167	500
	015_7000_003	Supplies-Desk Accessories-Small	0	0	0	250
	015_7005_001	Supplies-Printing	50	50	0	50
	015_7005_002	Supplies-Mailing	50	50	0	50
	015_7005_003	Supplies-Postage	50	50	0	50
	015_7005_004	Supplies-Paper	125	125	0	50
	<b>Total Supplies</b>		<b>3,025</b>	<b>3,275</b>	<b>1,807</b>	<b>2,700</b>
	015_8300_002	Equipment-Maintenance	500	5,000	0	2,000
	<b>Total</b>		<b>500</b>	<b>5,000</b>	<b>0</b>	<b>2,000</b>
	015_8600_005	Vehicle-Fuel	50	0	0	0
	<b>Total Vehicles</b>		<b>50</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Expenses</b>		<b>206,328</b>	<b>221,215</b>	<b>265,104</b>	<b>228,366</b>
	<b>Change in</b>		<b>(97,328)</b>	<b>(126,215)</b>	<b>(195,777)</b>	<b>(154,866)</b>

01 - 106 – Prosecuting Attorney			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account	Budget	Budget	Estimated Ending	Proposed
01	5_1000_001	Fulltime Salary	21,600	0	0	0
01	5_1000_001	Fulltime Salary	21,600	0	0	0
01	5_1000_002	Part Time Salary	0	21,600	21,683	22,248
	<b>Total Salaries - General</b>		<b>21,600</b>	<b>21,600</b>	<b>21,683</b>	<b>22,248</b>
01	5_1010_001	Life Insurance	56	0	0	0
01	5_1010_001	Life Insurance	0	0	0	0
	<b>Total Benefits - Insurance</b>		<b>56</b>	<b>0</b>	<b>0</b>	<b>0</b>
01	5_1020_001	FICA-Employer	1,339	1,339	1,344	1,379
01	5_1020_002	Medicare-Employer	313	313	314	323
		Unemployment	115			
01	5_1020_003	Compensation		216	217	222
		Workman's	0			
01	5_1020_004	Compensation		0	0	0
	<b>Total Payroll Taxes - General</b>		<b>1,767</b>	<b>1,868</b>	<b>1,876</b>	<b>1,924</b>
	<b>Total Personnel Costs</b>		<b>23,423</b>	<b>23,468</b>	<b>23,558</b>	<b>24,172</b>
01	5_7005_001	Supplies-Printing	25	25	0	25
01	5_7005_002	Supplies-Mailing	25	25	0	25
01	5_7005_003	Supplies-Postage	25	25	0	25
01	5_7005_004	Supplies-Paper	25	25	0	25
	<b>Total Supplies</b>		<b>100</b>	<b>100</b>	<b>0</b>	<b>100</b>
	<b>Total Expenses</b>		<b>23,523</b>	<b>23,568</b>	<b>23,558</b>	<b>24,272</b>
	<b>Change in Department Balance</b>		<b>(23,523)</b>	<b>(23,568)</b>	<b>(23,558)</b>	<b>(24,272)</b>

## Fire Department

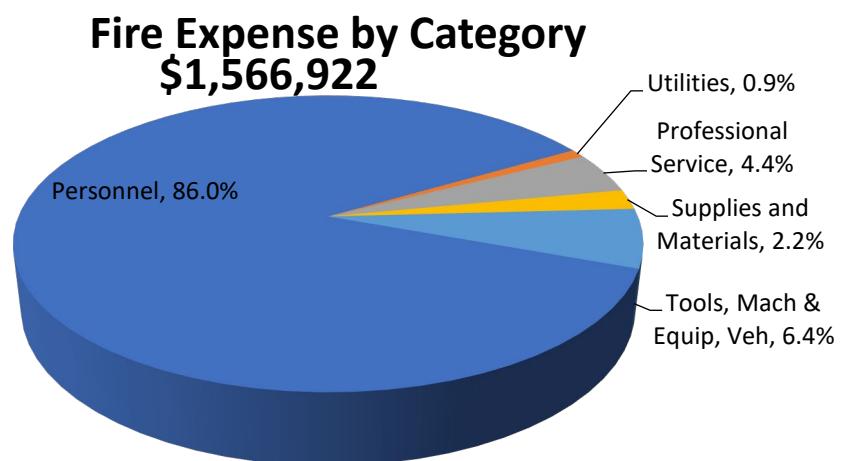
The City of Lebanon Fire Department is a team of dedicated professionals committed to providing the highest level of public safety to our community, visitors, and neighbors. The department protects lives and property through the delivery of fire suppression, emergency medical care, technical rescue, hazardous material mitigation, disaster management, fire prevention and public education. This budget supports department operations including training, equipment, supplies, apparatus and facility maintenance, and the personnel that are instrumental to provide these services. The Fire Department is committed to providing professional fire services that exceed the expectations of the community.

### FY 2021-2022 Accomplishments:

During FY22 the City of Lebanon Fire Department focused on projects in anticipation of Fire Station 3 becoming operational.

New bunker gear was purchased for all personnel. The Fire Department returned to normal procedures regarding smoke detector installation and installed over 140 devices than last year.

Three new personnel completed Firefighter 1 & 2 and EMT training, becoming fully qualified firefighters. The new approach to hiring and training personnel appears to be successful.



### Fiscal Year 2023 Goals:

- I. **Goal:** Create and institute open burning regulations for the City.  
**Strategy:** Review Missouri Department of Natural Resources and our current fire code to create reasonable and enforceable open burning regulations.  
**Budgetary Factor:** There should be no impact to the budget.
  
- II. **Goal:** Increase training with area fire departments, focusing on training with our mutual-aid partners.  
**Strategy:** Conduct a minimum of two hands-on training exercises with area departments.  
**Budgetary Factor:** A minimal impact of the FY23 budget is expected. There is \$30,000 budgeted for training in FY23.

## Performance Measurements:

Average Response Times	2017	2018	2019	2020	2021
North District	4:53	5:03	5:35	5:26	5:44
South District	5:47	5:51	6:18	6:29	6:24
Southwest District	7:30	7:28	8:10	8:40	8:20
Overall, Within City	5:28	5:33	6:05	6:04	6:11

6 Minute 59 Second Response Time Percentage Within City of Lebanon				
2017	2018	2019	2020	2021
76.50%	76.30%	70.10%	71.40%	69.00%

Actual 90% Response Time (+) Within City of Lebanon				
2017	2018	2019	2020	2021
91.10%	91.00%	93.30%	90.50%	92.00%
8:59	8:59	9:59	8:59	9:59

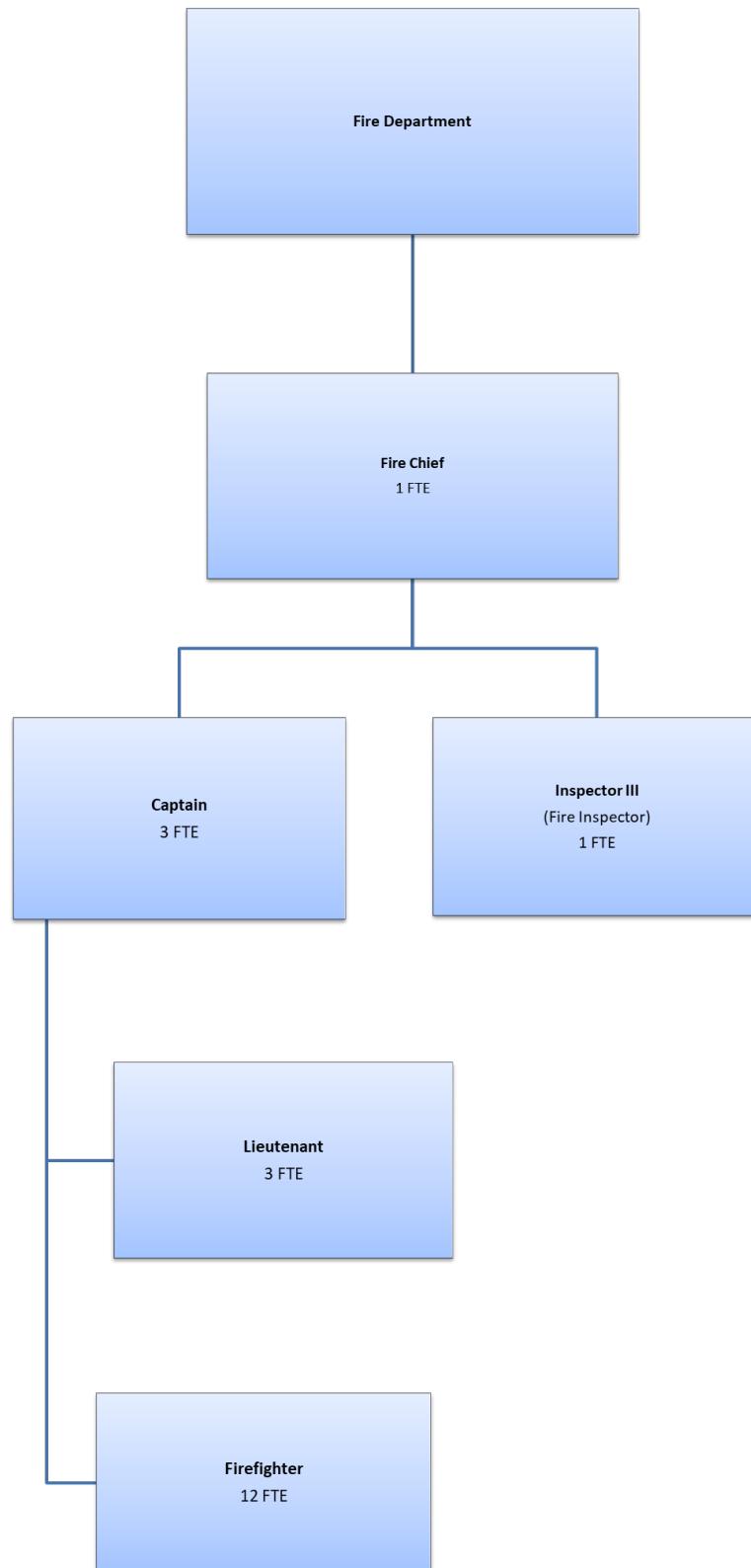
FD Education & Life Safety Program	2018	2019	2020*	2021*
Homes Receiving Item	79	191	25	68
Smoke Detectors Installed	282	863	133	276
CO Detectors Installed	0	0	0	0
Escape Ladders Provided	0	0	0	0
Fire Extinguishers Provided	0	0	0	0
Fire Extinguisher Training Classes	0	3	0	3

Call Volumes	2017		2018		2019		2020		2021	
Incident Type	#	%	#	%	#	%	#	%	#	%
Fires	137	6.29	176	7.70	153	7.03	117	5.74	145	7.78
Over PSI, Explosion	0	0	1	0.04	1	0.05	2	0.10	4	0.21
Rescue, MVA, EMS	1500	68.96	1539	67.38	1442	66.24	1263	61.97	1165	62.53
Hazardous Conditions	70	3.21	46	2.01	41	1.88	49	2.40	47	2.52
Service Calls	127	5.83	136	5.95	139	6.38	191	9.37	188	10.09
Good Intent	174	8	226	9.89	271	12.45	290	14.23	200	10.73
False Alarms	165	7.58	159	6.96	119	5.47	123	6.04	112	6.01
Weather / Other	2	0.09	1	0.04	11	0.50	3	0.15	2	0.11
<b>Total</b>	<b>2175</b>		<b>2284</b>		<b>2177</b>		<b>2038</b>		<b>1863</b>	

## Previous Years' Goals:

- I. Goal: Further enhance the Lebanon Fire Department Safety and Education program by adding home gas detection devices to the list of items available from the Fire Department.  
Status: On going. The COVID-19 pandemic continued to hamper installations of devices over the past 12-months. However, the number of installations did increase in FY22 over the previous fiscal year. The community was informed through a variety of media outlets that gas detection, rescue ladders, and fire extinguishers are available.
  
- II. Goal: Improve operational relationships with Laclede County fire departments.  
Status: On going. The department conducted training with area departments. County and City fire chiefs began meeting to address issues facing the local fire service. Improvements in relationships with area departments requires continuous efforts in training and shared administrative goals

## Fire Department Organizational Chart



01 - 110 - Fire Department		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	014_3010_002	Misc-Donations	0	0	2,000	2,0000
	014_3010_006	Misc-Miscellaneous	0	0	10	0
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>2,010</b>	<b>2,000</b>
	<b>Total Service</b>		<b>0</b>	<b>0</b>	<b>2,010</b>	<b>2,000</b>
	<b>Total Revenues</b>		<b>0</b>	<b>0</b>	<b>2,010</b>	<b>2,000</b>
	015_1000_001	Fulltime Salary	829,566	861,064	263,679	846,627
	015_1000_001IMP	FPT Salary - Imported	0	0	533,436	0
	015_1000_005	Fulltime Overtime	105,103	95,670	30,236	100,440
	015_1000_008	Fire Call Back Pay	0	0	31,091	0
	<b>Total Salaries -</b>		<b>934,669</b>	<b>956,734</b>	<b>858,443</b>	<b>947,068</b>
	015_1005_001	Health Premium-Employee	15,792	31,584	55,963	58,380
	015_1005_002	Health Premium-Family	199,179	185,517	147,787	148,378
	015_1005_003	Dental Premium-Employee	300	1,200	4,493	2,100
	015_1005_004	Dental Premium-Family	7,359	5,779	2,381	4,753
	015_1010_001	Life Insurance	1,166	1,166	371	1,110
	015_1010_001IMP	Life Insurance - Imported	0	0	814	0
	<b>Total Benefits -</b>		<b>223,796</b>	<b>225,246</b>	<b>211,810</b>	<b>214,721</b>
	015_1015_003	Lagers-Fire	28,040	15,308	4,686	24,624
	015_1015_003IMP	Lagers-Fire - Imported	0	0	7,849	0
	015_1015_004	Deferred Comp-Employer	7,800	8,450	7,642	25,480
	015_1015_004IMP	Deferred Comp-Employer -	0	0	8,115	0
	<b>Total Benefits -</b>		<b>35,840</b>	<b>23,758</b>	<b>28,292</b>	<b>50,104</b>
	015_1020_001	FICA-Employer	38,105	55,002	49,738	56,418
	015_1020_002	Medicare-Employer	8,912	12,863	11,632	13,195
	015_1020_003	Unemployment Compensation	4,475	8,871	8,454	9,100
	015_1020_004	Workman's Compensation	47,446	47,804	51,716	50,054
	<b>Total Payroll</b>		<b>98,937</b>	<b>124,541</b>	<b>114,140</b>	<b>124,541</b>
	015_1025_001	Employee-Uniforms	7,250	0	2,896	0
	015_1025_002	Employee-	600	3,500	2,128	3,048
	015_1025_003	Employee-Books	500	500	280	500
	015_1025_004	Employee-Travel/Hotel	0	0	0	0
	015_1025_005	Employee-Training	0	0	980	0
	015_1025_006	Employee-Recognition	1,750	2,000	200	2,000
	015_1025_008	Employee-Hazmat Physicals	15,000	0	1,815	0

01 - 110 - Fire Department		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
015_1025_009	Employee-Tuition Assistance		0	0	0	2,000
<b>Total Employee</b>			<b>25,100</b>	<b>6,000</b>	<b>8,298</b>	<b>7,548</b>
<b>Total Personnel</b>			<b>1,318,342</b>	<b>1,336,279</b>	<b>1,228,382</b>	<b>1,348,207</b>
015_2010_000	Capital Exp-Building and		0	0	34	0
015_2015_000	Capital Exp-Furniture and Fixtures		2,690	3,172	198	0
015_2020_000	Capital Exp-Machinery and		0	0	6,316	0
<b>Total Capital</b>			<b>2,690</b>	<b>3,172</b>	<b>6,548</b>	<b>0</b>
015_5000_001	Utilities-Electric		8,900	8,900	7,353	8,900
015_5000_002	Utilities-Water		180	180	250	200
015_5000_003	Utilities-Sewer		250	250	333	250
015_5010_001	Utilities-Landline and Fiber		700	700	725	700
015_5015_001	Utilities-Cell Phones		800	800	612	800
015_5020_002	Utilities-Internet Mobile		2,000	2,000	1,822	2,000
015_5025_001	Utilities-Solid Waste		700	1,500	968	1,500
<b>Total Utilities</b>			<b>13,530</b>	<b>14,330</b>	<b>12,062</b>	<b>14,350</b>
015_6000_001	Prof Services-Legal		10,000	5,000	1,435	4,000
015_6000_007	Prof Services-Toxicology Testing		500	500	100	350
015_6000_008	Prof Services-MSHP Background		100	100	134	100
015_6000_011	Prof Services-Dues/License		750	750	15	150
015_6000_015	Prof Service-Service Contracts		5,500	12,000	15,217	18,000
015_6000_018	Prof Service-Damage Claims		500	500	0	500
015_6000_019	Prof Service-Credit Card Fee		30	0	0	0
<b>Total</b>			<b>17,380</b>	<b>18,850</b>	<b>16,901</b>	<b>23,100</b>
015_6005_001	Insurance-Vehicle		26,000	26,158	25,944	26,982
015_6005_002	Insurance-Equipment		1,800	2,833	2,377	2,472
015_6005_003	Insurance-Building & Property		3,650	3,409	4,140	4,306
<b>Total Insurance</b>			<b>31,450</b>	<b>32,400</b>	<b>32,462</b>	<b>33,760</b>
015_6010_001	Advertising-Public Notices		0	0	358	200
015_6010_002	Advertising-Employee		100	100	0	0
015_6010_003	Advertising-Print		100	100	0	0
015_6010_006	Advertising-Radio		624	624	312	650
<b>Total</b>			<b>824</b>	<b>824</b>	<b>670</b>	<b>850</b>
015_6020_001	Software-Purchase		7,300	25,000	6,679	7,000
015_6020_002	Software-Upgrade		0	0	0	0

01 - 110 - Fire Department		FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending Proposed
	015_6020_003	Software-Agreement	7,000	13,000	13,290 5,000
	<b>Total Software -</b>		<b>14,300</b>	<b>38,000</b>	<b>19,969 12,000</b>
	<b>Total</b>		<b>63,954</b>	<b>90,074</b>	<b>70,001 69,710</b>
	015_7000_001	Supplies-Operational	3,500	4,500	3,047 4,500
	015_7000_002	Supplies-Computer Accessories	500	1,000	500 1,000
	015_7000_003	Supplies-Desk Accessories-Small	248	3,000	1,064 2,500
	015_7000_005	Supplies-Small Accessories	248	250	83 150
	015_7005_001	Supplies-Printing	100	300	48 550
	015_7005_002	Supplies-Mailing	100	25	0 100
	015_7005_003	Supplies-Postage	100	100	152 150
	015_7005_004	Supplies-Paper	100	100	121 160
	015_7005_005	Supplies-Forms	100	25	8 50
	015_7005_006	Supplies-Promo-Education	1,000	500	34 0
	015_7010_001	Supplies-Janitorial	2,000	1,850	1,764 2,000
	015_7010_002	Supplies-Cleaning and Sanitation	400	575	395 550
	015_7010_003	Supplies-Break Room	1,200	1,200	1,301 1,200
	015_7015_001	Supplies-Medical	6,000	8,500	10,271 10,500
	015_7015_002	Supplies-Hazmat	2,500	5,000	4,493 5,500
	015_7015_004	Supplies-Safety	500	500	329 500
	<b>Total Supplies</b>		<b>18,596</b>	<b>27,425</b>	<b>23,610 29,410</b>
	015_7510_004	Materials-Hardware	1,000	1,500	403 1,965
	015_7510_005	Materials-Fixtures	1,000	1,500	1,036 1,675
	015_7510_006	Materials-Wire	0	100	100 100
	015_7525_001	Materials-Infrastructure	1,250	1,750	0 1,000
	<b>Total Materials</b>		<b>3,250</b>	<b>4,850</b>	<b>1,539 4,740</b>
	015_8000_001	Tools-Repair	100	100	55 155
	015_8000_002	Tools- Maintenance	100	250	10 100
	015_8000_003	Tools-Supplies	2,250	1,000	333 750
	<b>Total Tools &amp;</b>		<b>2,450</b>	<b>1,350</b>	<b>399 1,005</b>
	015_8300_001	Equipment-Repair	4,500	6,000	2,457 5,000
	015_8300_002	Equipment-Maintenance	5,600	5,000	7,564 7,000
	015_8300_003	Equipment-Supplies	750	750	1,258 1,500
	015_8300_004	Equipment-Equipment	6,200	2,000	2,082 2,000
	<b>Total</b>		<b>17,050</b>	<b>13,750</b>	<b>13,360 15,500</b>
	015_8600_001	Vehicle-Repair	52,000	50,000	22,562 50,000

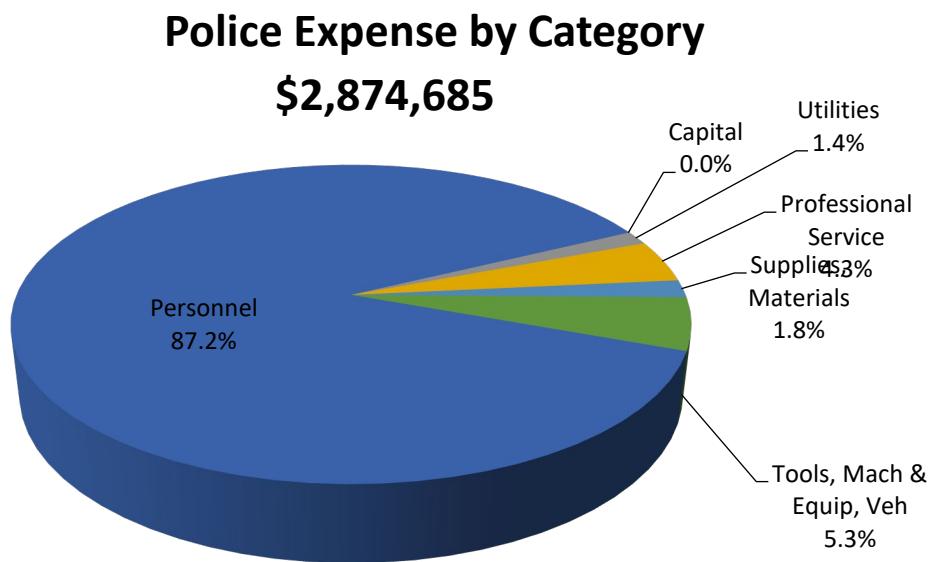
01 - 110 - Fire Department		FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending Proposed
015	8600_002	Vehicle-Maintenance	4,500	8,000	6,319 8,000
015	8600_003	Vehicle-Supplies	750	750	705 750
015	8600_004	Vehicle-Equipment	250	250	88 250
015	8600_005	Vehicle-Fuel	19,000	19,000	18,963 25,000
<b>Total Vehicles</b>			<b>76,500</b>	<b>78,000</b>	<b>48,637 84,000</b>
<b>Total Expenses</b>			<b>1,516,362</b>	<b>1,569,230</b>	<b>1,404,538 1,566,922</b>
<b>Change in</b>			<b>(1,516,362)</b>	<b>(1,569,230)</b>	<b>(1,402,528) (1,564,922)</b>

## Police Department

The City of Lebanon Police Department is committed to providing excellent law enforcement services to the citizens of the community. This department is also committed to providing professional police services that meet the expectations of the community and maximizing the use of department resources enhancing the safety and security for the citizens of Lebanon.

### FY 2021-2022 Accomplishments:

During FY22, the Lebanon Police Department persevered through the pandemic and staff shortages without interruption of service and protection to our community. We continued to enhance our capabilities by attending in-person trainings and upgrading our vehicles and equipment. Our entire department is focused on maintaining a positive relationship with every citizen of our great city. We found Lebanon's first "Back the Blue Week" to be a very exciting and humbling experience



### Fiscal Year 2023 Goals:

- I. **Goal:** Establish a closer relationship with our state probation and parole officers to identify high risk offenders, enhance information sharing and develop a team concept.  
**Strategy:** Meet on a regular basis and combine resources to assist with investigations and offender management.  
**Budgetary Factor:** None.
  
- II. **Goal:** Enhance community engagement and safety using intermittent foot patrols in the business district and routine/special event utility vehicle patrols in our parks.  
**Strategy:** Increase visibility and community interaction.  
**Budgetary Factor:** Some assignments may involve overtime pay.

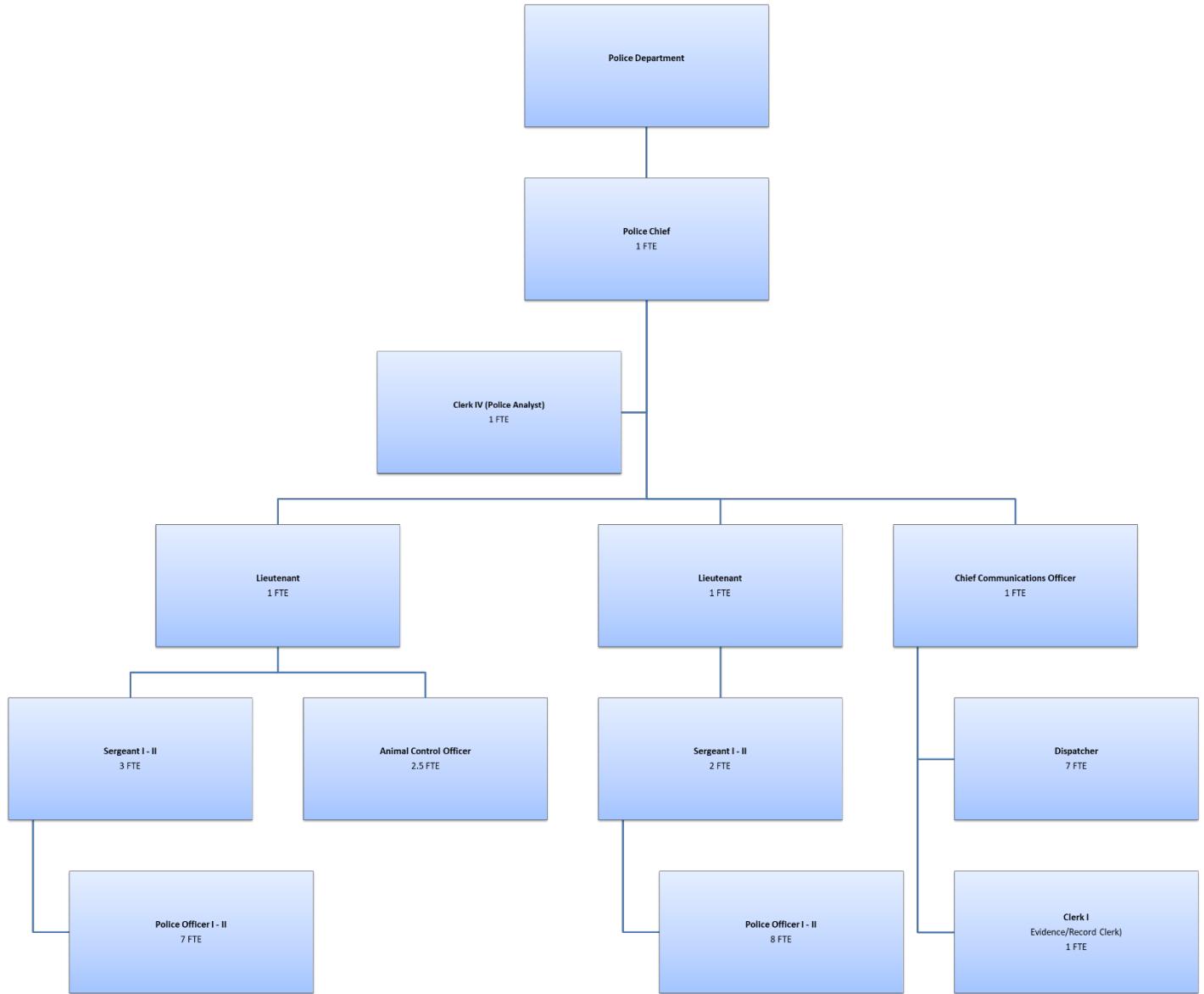
## Performance Measures

	2015	2016	2017	2018	2019	2020	2021
Total Arrests	4640	4735	4917	4791	4662	4479	3668
Total Reports	3297	3302	3456	3685	3689	3229	2655
Total Calls for Service (CAD)	23807	21875	24464	25032	37603	38730	32563

## Previous Years' Goals

- I. **Goal:** Improve crime awareness and prevention by assisting citizens with establishing two Crime Neighborhood Watch Groups.  
**Status:** Reactivated a Crime Neighborhood Watch Group at Lebanon Properties and offered to assist other neighborhoods with setting up groups in their areas.
  
- II. **Goal.** Develop and enhance partnerships with other agencies and residents to improve community safety, services, and reduce costs.  
**Status:** Hosted successful Drug Take Back Days with assistance from the Laclede County Drug Council, participated in community events, and teamed up with other city departments for Level Up Lebanon.

## Police Department Organizational Chart



01 - 115 - Police Department		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
014_2005_001	Grants-Operative Rev		7,000	30,000	35,900	30,000
<b>Total Grant</b>			<b>7,000</b>	<b>30,000</b>	<b>35,900</b>	<b>30,000</b>
<b>Total</b>			<b>7,000</b>	<b>30,000</b>	<b>35,900</b>	<b>30,000</b>
014_3000_001	Impound Fees		500	500	1,869	700
014_3000_002	Animal Removal		400	400	650	450
<b>Total Service</b>			<b>900</b>	<b>900</b>	<b>2,519</b>	<b>1,150</b>
014_3010_002	Misc-Donations		0	3,000	8,125	3,000
014_3010_006	Misc-Miscellaneous		1,250	1,250	1,893	1,250
014_3010_009	Misc-Agreements		74,000	74,000	100,297	75,000
014_3010_014	Misc-Insurance Recoveries		0	0	10,713	0
<b>Total</b>			<b>75,250</b>	<b>78,250</b>	<b>121,028</b>	<b>79,250</b>
<b>Total Service</b>			<b>76,150</b>	<b>79,150</b>	<b>123,547</b>	<b>80,400</b>
014_5000_005	Fines-Recoupment Fees		1,500	1,500	2,530	1,500
<b>Total Fines</b>			<b>1,500</b>	<b>1,500</b>	<b>2,530</b>	<b>1,500</b>
<b>Total Revenues</b>			<b>84,650</b>	<b>110,650</b>	<b>161,977</b>	<b>111,900</b>
015_1000_001	Fulltime Salary		1,718,955	1,652,670	529,304	1,584,144
015_1000_001IMP	FT Salary - Imported		0	0	966,546	0
015_1000_002	Part Time Salary		20,075	20,677	7,220	21,412
015_1000_002IMP	Part Time Salary - Imported		0	0	9,212	0
015_1000_004	On Call		0	0	6,986	6,986
015_1000_005	Fulltime Overtime		45,712	41,087	12,972	38,770
015_1000_005IMP	Fulltime Overtime -		0	0	35,274	0
015_1000_007	On Call Overtime		0	10,400	3,467	12,000
<b>Total Salaries -</b>			<b>1,784,742</b>	<b>1,724,834</b>	<b>1,570,980</b>	<b>1,663,313</b>
015_1005_001	Health Premium-Employee		150,024	173,712	157,229	166,800
015_1005_002	Health Premium-Family		230,023	167,554	151,660	162,269
015_1005_003	Dental Premium-Employee		5,700	6,300	8,022	6,000
015_1005_004	Dental Premium-Family		9,238	7,485	2,368	5,432
015_1010_001	Life Insurance		2,387	2,220	640	1,943
015_1010_001IMP	Life Insurance - Imported		0	0	1,394	0
<b>Total Benefits -</b>			<b>397,373</b>	<b>357,271</b>	<b>321,315</b>	<b>342,444</b>
015_1015_001	Lagers-General		52,296	50,953	47,902	49,926
015_1015_002	Lagers-Police		184,337	179,854	162,033	181,324

01 - 115 - Police Department		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
015_1015_004	Deferred Comp-Employer	14,300	14,300	21,400	29,250	
<b>Total Benefits -</b>		<b>250,933</b>	<b>245,107</b>	<b>231,335</b>	<b>260,500</b>	
015_1020_001	FICA-Employer	83,012	101,565	33,230	99,433	
015_1020_001IMP	FICA-Employer - Imported	0	0	60,207	0	
015_1020_002	Medicare-Employer	19,414	23,753	7,772	23,255	
015_1020_002IMP	Medicare-Employer -	0	0	14,081	0	
015_1020_003	Unemployment	9,383	16,381	5,360	16,038	
015_1020_003IMP	Unemployment	0	0	10,180	0	
015_1020_004	Workman's Compensation	54,895	55,310	18,437	66,427	
015_1020_004	Workman's Compensation	0	0	47,485	0	
015_1020_004IMP	Workman's Compensation - 0			0	0	
<b>Total Payroll Taxes</b>		<b>166,704</b>	<b>197,009</b>	<b>196,750</b>	<b>205,152</b>	
015_1025_001	Employee-Uniforms	20,000	25,000	13,992	25,000	
015_1025_002	Employee-	5,500	8,800	7,248	8,800	
015_1025_004	Employee-Travel/Hotel	0	0	738	0	
015_1025_005	Employee-Training	0	0	4,295	0	
015_1025_006	Employee-Recognition	2,500	2,500	1,170	2,500	
015_1025_007	Employee-Bonds	0	0	76	100	
<b>Total Employee -</b>		<b>28,000</b>	<b>36,300</b>	<b>27,520</b>	<b>36,400</b>	
<b>Total Personnel</b>		<b>2,627,752</b>	<b>2,560,522</b>	<b>2,347,900</b>	<b>2,507,808</b>	
015_2015_000	Capital Exp-Furniture and	27,483	0	0	0	
015_2010_000	Capital Exp-Building and Im	0	0	1,254	100	
015_2020_001IMP	Capital Exp - Machinery and	0	0	0	0	
<b>Total Capital</b>		<b>27,483</b>	<b>0</b>	<b>1,254</b>	<b>100</b>	
015_4005_001	Grants-Capital Equipment	1,000	0	0	0	
<b>Total Grants -</b>		<b>1,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
015_4030_001	Forfeiture-Operational	0	0	0	0	
<b>Total Other Grants</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Total Grants</b>		<b>1,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
015_5000_001	Utilities-Electric	4,500	5,500	4,819	5,500	
015_5000_002	Utilities-Water	250	250	231	250	
015_5000_003	Utilities-Sewer	250	250	308	315	
015_5005_001	Utilities-Propane	4,500	4,500	3,698	4,750	
015_5010_001	Utilities-Landline and Fiber	350	350	346	350	

01 - 115 - Police Department		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
015_5015_001	Utilities-Cell Phones		3,500	3,500	2,611	3,000
015_5020_001	Utilities-Internet		750	750	542	650
015_5020_002	Utilities-Internet Mobile		27,000	27,000	23,359	25,000
015_5025_001	Utilities-Solid Waste		250	250	-62	150
<b>Total Utilities</b>			<b>41,350</b>	<b>42,350</b>	<b>35,853</b>	<b>39,965</b>
015_6000_001	Prof Services-Legal		10,000	10,000	3,142	7,500
015_6000_007	Prof Services-Toxicology		1,500	1,500	578	1,250
015_6000_008	Prof Services-MSHP		150	150	0	150
015_6000_010	Prof Services-Animal		1,000	1,000	206	750
015_6000_011	Prof Services-Dues/License		3,200	3,200	1,020	3,200
015_6000_015	Prof Service-Service		17,500	17,500	12,334	17,500
015_6000_019	Prof Service-Credit Card Fee		25	25	0	0
<b>Total Professional</b>			<b>33,375</b>	<b>33,375</b>	<b>17,280</b>	<b>30,350</b>
015_6005_001	Insurance-Vehicle		19,000	27,729	20,493	21,313
015_6005_002	Insurance-Equipment		1,500	0	267	278
015_6005_003	Insurance-Building &		350	410	650	676
015_6005_012	Insurance-Crime Insurance		1,465	1,388	1,286	1,337
015_6005_013	Insurance-Law Enforcement		30,287	32,760	35,034	36,436
015_6005_015	Insurance-Notary Public		50	54	104	108
015_6005_023	Insurance-Drone Liability		1,310	1,399	1,720	1,789
<b>Total Insurance -</b>			<b>53,962</b>	<b>63,739</b>	<b>59,554</b>	<b>61,936</b>
015_6010_001	Advertising-Public Notices		0	92	88	100
015_6010_002	Advertising-Employee		500	500	4	500
015_6010_003	Advertising-Print		500	500	0	500
015_6010_006	Advertising-Radio		624	750	662	750
<b>Total Advertising -</b>			<b>1,624</b>	<b>1,842</b>	<b>754</b>	<b>1,850</b>
015_6015_002	Agreements - Service		10,250	12,250	12,000	12,250
<b>Total Agreements</b>			<b>10,250</b>	<b>12,250</b>	<b>12,000</b>	<b>12,250</b>
015_6020_001	Software-Purchase		0	17,000	9,647	10,525
015_6020_003	Software-Agreement		0	0	4,992	6,000
<b>Total Software -</b>			<b>0</b>	<b>17,000</b>	<b>14,638</b>	<b>16,525</b>
<b>Total Professional</b>			<b>99,211</b>	<b>128,205</b>	<b>104,226</b>	<b>122,912</b>
015_7000_001	Supplies-Operational		10,000	10,000	9,652	10,000
015_7000_002	Supplies-Computer		4,000	5,000	7,243	5,000

01 - 115 - Police Department		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
015_7000_003	Supplies-Desk Accessories-		4,000	4,000	2,589	3,000
015_7005_001	Supplies-Printing		8,500	8,500	8,162	8,500
015_7005_002	Supplies-Mailing		500	500	36	500
015_7005_003	Supplies-Postage		500	500	252	500
015_7005_004	Supplies-Paper		1,000	1,000	1,306	1,325
015_7005_005	Supplies-Forms		2,000	2,000	2,368	2,000
015_7005_006	Supplies-Promo-Education		4,000	4,000	2,074	3,600
015_7010_002	Supplies-Cleaning and		750	750	172	500
015_7010_003	Supplies-Break Room		1,800	1,800	1,730	1,800
015_7015_004	Supplies-Safety		6,000	8,000	5,370	7,500
015_7020_001	Supplies-Animal Control		3,500	4,500	4,925	5,000
015_7020_002	Supplies-K-9		1,000	0	88	0
<b>Total Supplies</b>			<b>47,550</b>	<b>50,550</b>	<b>45,967</b>	<b>49,225</b>
015_7525_001	Materials-Infrastructure		2,000	2,000	252	1,500
<b>Total Materials</b>			<b>2,000</b>	<b>2,000</b>	<b>252</b>	<b>1,500</b>
015_8000_002	Tools- Maintenance		1,000	1,000	0	1,000
<b>Total Tools &amp;</b>			<b>1,000</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>
015_8300_002	Equipment-Maintenance		6,500	6,500	7,278	7,175
015_8300_004	Equipment-Equipment		0	35,000	31,314	35,000
<b>Total Machinery &amp;</b>			<b>6,500</b>	<b>41,500</b>	<b>38,592</b>	<b>42,175</b>
015_8600_001	Vehicle-Repair		20,000	20,000	5,719	15,000
015_8600_002	Vehicle-Maintenance		11,000	11,000	6,046	8,500
015_8600_003	Vehicle-Supplies		8,000	8,000	4,707	8,000
015_8600_004	Vehicle-Equipment		13,500	13,500	16,159	13,500
015_8600_005	Vehicle-Fuel		50,000	50,000	62,387	65,000
<b>Total Vehicles</b>			<b>102,500</b>	<b>102,500</b>	<b>95,018</b>	<b>110,000</b>
<b>Total Expenses</b>			<b>2,956,346</b>	<b>2,928,627</b>	<b>2,669,061</b>	<b>2,874,685</b>
<b>Change in</b>			<b>(2,871,696)</b>	<b>(2,817,977)</b>	<b>(2,507,084)</b>	<b>(2,762,785)</b>

## Civic Center

The Kenneth E. Cowan Civic Center is a multipurpose facility which accommodates conventions, trade shows, expositions, sporting events, weddings, theatrical productions, and business meetings to name a few. The Civic Center features several areas that are available to rent which include an exhibition hall, meeting rooms, a foyer and a 675 seat theater.

### FY 2021-2022 Accomplishments:

Completed renovation of the Cowan Civic Center to include a new walking trail, upgrade lighting, new roof and various other upgrades. The number of events/bookings increased in FY22.

### Fiscal Year 2022 Goals:

- I. **Goal:** Increase profitable events at the CCC.

**Strategy:** Seek opportunities to book events to maximize the use of space and dates available.

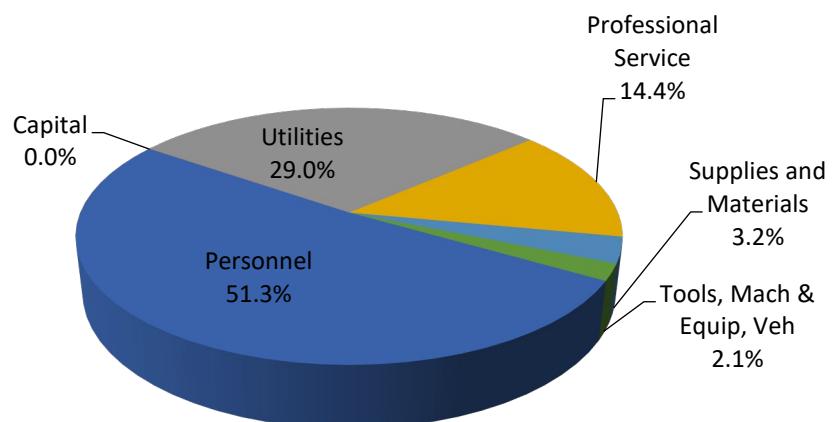
**Budgetary Factor:**  
None.

- II. **Goal:** To streamline the booking process for events/meetings to an online system.

**Strategy:** Utilize a current program owned by the City to take reservations for City facilities and make certain all customer's needs are met by the new process.

**Budgetary Factor:** None

### Civic Center Expense by Category \$572,994



### Performance Measurements:

	2019	2020	2021	Estimated 2022
Number of Events	126*	49	60	76
CCC Revenue	\$217,487	\$174,952	\$167,039	243,414

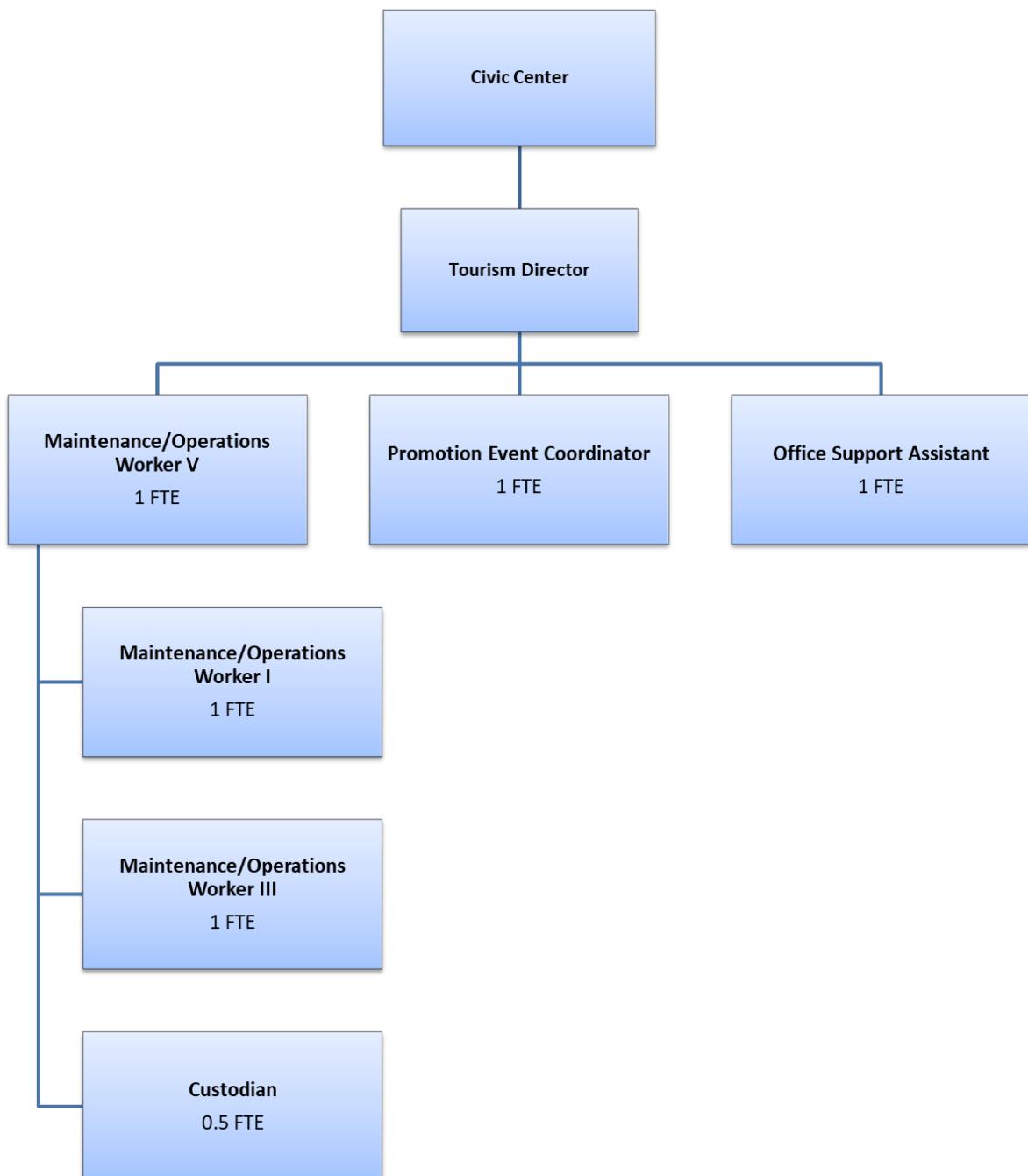
### Previous Years' Goals:

- I. **Goal:** Increase the number of profitable events.  
**Status:** Completed.

II. Goal. To implement contractual changes for events which include refundable damage deposit fees.

Status: In process for new event contracts.

### Civic Center Organizational Chart



01 - 130 - Civic Center		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
014_3000_004	Brush Drop-off/Scrap		0	0	421	0
014_3005_001	Rentals-Building/Land		90,000	90,000	90,000	90,000
014_3005_002	Rentals-Contract Concessions		5,100	5,100	4,603	5,100
014_3005_003	Rentals-Exhibition Hall		92,000	100,000	108,698	105,000
014_3005_004	Rentals-Meeting Room		15,250	10,000	17,633	13,500
014_3005_005	Rentals-Theatre		16,800	17,500	19,055	15,000
014_3005_006	Rentals-Gymnasium		3,200	1,200	3,425	2,000
<b>Total Rental</b>			<b>222,350</b>	<b>223,800</b>	<b>243,414</b>	<b>230,600</b>
014_3010_002	Misc-Donations		0	0	-93	0
014_3010_006	Misc-Miscellaneous		8,250	5,000	5,914	5,000
<b>Total</b>			<b>8,250</b>	<b>5,000</b>	<b>5,821</b>	<b>5,000</b>
<b>Total Service</b>			<b>230,600</b>	<b>228,800</b>	<b>249,656</b>	<b>235,600</b>
<b>Total Revenues</b>			<b>230,600</b>	<b>228,800</b>	<b>249,656</b>	<b>235,600</b>
015_1000_001	Fulltime Salary		132,481	159,326	58,844	174,525
015_1000_001IMP	FT Salary - Imported		0	0	93,324	0
015_1000_002	Part Time Salary		23,731	16,233	5,925	17,573
015_1000_002IMP	PT Salary - Imported		0	0	6,618	0
015_1000_004	On Call		0	0	1,352	1,352
015_1000_005	Fulltime Overtime		0	0	0	0
015_1000_005IMP	Fulltime Overtime - Imported		0	0	146	0
015_1000_006	Part Time Overtime		0	0	0	0
<b>Total Salaries -</b>			<b>156,213</b>	<b>175,559</b>	<b>166,209</b>	<b>193,451</b>
015_1005_001	Health Premium-Employee		36,831	23,688	23,710	25,020
015_1005_002	Health Premium-Family		0	20,988	11,668	18,480
015_1005_003	Dental Premium-Employee		1,350	900	981	900
015_1005_004	Dental Premium-Family		0	600	242	726
015_1010_001	Life Insurance		319	278	93	278
015_1010_001IMP	Life Insurance - Imported		0	0	182	0
<b>Total Benefits -</b>			<b>38,500</b>	<b>46,454</b>	<b>36,876</b>	<b>45,404</b>
015_1015_001	Lagers-General		16,877	21,350	20,591	23,212
015_1015_004	Deferred Comp-Employer		1,300	1,950	4,487	7,670
<b>Total Benefits -</b>			<b>18,177</b>	<b>23,300</b>	<b>25,078</b>	<b>30,882</b>
015_1020_001	FICA-Employer		5,930	10,328	10,020	11,624
015_1020_002	Medicare-Employer		1,387	2,415	2,343	2,718

01 - 130 - Civic Center			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Estimated Proposed
	015_1020_003	Unemployment Compensation	859	1,666	1,647	1,875
	015_1020_004	Workman's Compensation	5,111	5,149	6,599	6,830
	<b>Total Payroll</b>		<b>13,287</b>	<b>19,559</b>	<b>20,609</b>	<b>23,047</b>
	015_1025_001	Employee-Uniforms	0	250	92	92
	015_1025_002	Employee-	0	0	0	0
	015_1025_005	Employee-Training	0	1,000	906	1,000
	<b>Total Employee</b>		<b>0</b>	<b>1,250</b>	<b>998</b>	<b>1,092</b>
	<b>Total Personnel</b>		<b>226,177</b>	<b>266,122</b>	<b>249,770</b>	<b>293,876</b>
	015_2015_000	Capital Exp-Furniture and Fixtures	807	8,478	0	166
	015_2020_000	Capital Exp-Machinery and	4,000	4,000	3,499	1,092
	<b>Total Capital</b>		<b>4,807</b>	<b>12,478</b>	<b>3,499</b>	<b>166</b>
	015_5000_001	Utilities-Electric	105,000	100,000	86,050	100,000
	015_5000_002	Utilities-Water	1,600	1,600	1,549	1,600
	015_5000_003	Utilities-Sewer	2,100	2,100	2,065	2,100
	015_5005_002	Utilities-Natural Gas	52,000	52,000	58,742	57,750
	015_5010_001	Utilities-Landline and Fiber	2,000	2,000	2,337	2,375
	015_5015_001	Utilities-Cell Phones	630	630	485	500
	015_5025_001	Utilities-Solid Waste	1,600	1,600	1,894	1,700
	<b>Total Utilities</b>		<b>164,930</b>	<b>159,930</b>	<b>153,122</b>	<b>166,025</b>
	015_6000_001	Prof Services-Legal	0	0	370	0
	015_6000_007	Prof Services-Toxicology Testing	100	0	0	0
	015_6000_008	Prof Services-MSHP Background	0	0	0	0
	015_6000_011	Prof Services-Dues/License	800	800	1,099	800
	015_6000_014	Prof Service-Events and Functions	1,500	650	280	280
	015_6000_015	Prof Service-Service Contracts	19,000	23,000	25,136	23,000
	015_6000_019	Prof Service-Credit Card Fee	120	120	103	75
	<b>Total</b>		<b>21,520</b>	<b>24,570</b>	<b>26,989</b>	<b>24,155</b>
	015_6005_001	Insurance-Vehicle	600	1,010	1,145	1,190
	015_6005_002	Insurance-Equipment	1,650	1,614	1,108	1,152
	015_6005_003	Insurance-Building & Property	32,000	33,307	49,423	51,400
	<b>Total Insurance</b>		<b>34,250</b>	<b>35,931</b>	<b>51,676</b>	<b>53,743</b>
	015_6010_001	Advertising-Public Notices	0	0	18	25
	015_6010_003	Advertising-Print	0	0	99	0
	015_6010_006	Advertising-Radio	0	0	361	375

01 - 130 - Civic Center		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>477</b>	<b>400</b>
015_6020_001	Software-Purchase	3,200	3,200	1,349	1,350	
015_6020_003	Software-Agreement	2,500	2,500	2,605	2,700	
	<b>Total Software -</b>	<b>5,700</b>	<b>5,700</b>	<b>3,954</b>	<b>4,050</b>	
	<b>Total</b>		<b>61,470</b>	<b>66,201</b>	<b>83,096</b>	<b>82,348</b>
015_7000_001	Supplies-Operational	1,800	1,800	1,099	1,280	
015_7000_002	Supplies-Computer Accessories	250	250	531	250	
015_7000_003	Supplies-Desk Accessories-Small	700	700	393	400	
015_7000_004	Supplies-Small Tools	300	300	444	300	
015_7005_002	Supplies-Mailing	45	75	41	50	
015_7005_003	Supplies-Postage	150	150	55	100	
015_7005_004	Supplies-Paper	750	750	672	750	
015_7010_001	Supplies-Janitorial	750	750	205	550	
015_7010_002	Supplies-Cleaning and Sanitation	6,500	6,500	5,314	6,000	
015_7010_004	Supplies-Chemicals	5,200	5,200	7,259	5,200	
015_7015_003	Supplies-First Aid	50	50		50	
015_7015_004	Supplies-Safety	50	50	50	50	
	<b>Total Supplies</b>		<b>16,545</b>	<b>16,575</b>	<b>16,064</b>	<b>14,980</b>
015_7500_002	Materials-Rock	500	500	42	300	
015_7500_003	Materials-Concrete	500	500	0	250	
015_7500_004	Materials-Landscaping	800	800	103	500	
015_7505_002	Materials-Pipe-PVC	100	100	10	50	
015_7510_001	Materials-Paint	200	200	204	200	
015_7510_002	Materials-Signs	0	0	323	0	
015_7510_005	Materials-Fixtures	0	0	680	0	
015_7510_007	Materials-Lumber	100	100	9	50	
015_7525_001	Materials-Infrastructure	2,500	2,500	0	2,250	
	<b>Total Materials</b>		<b>4,700</b>	<b>4,700</b>	<b>1,371</b>	<b>3,600</b>
015_8000_002	Tools- Maintenance	100	100	0	0	
	<b>Total Tools &amp;</b>		<b>100</b>	<b>100</b>	<b>0</b>	<b>0</b>
015_8300_001	Equipment-Repair	3,500	3,500	6,384	3,500	
015_8300_002	Equipment-Maintenance	3,000	3,000	2,211	3,000	
015_8300_003	Equipment-Supplies	0	3,500	1,824	3,500	
015_8300_005	Equipment-Fuel	650	650	570	750	
015_8300_006	Equipment-Rental	0	775	0	250	

01 - 130 - Civic Center			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	<b>Total</b>		<b>7,150</b>	<b>11,425</b>	<b>10,988</b>	<b>11,000</b>
015_8600_001	Vehicle-Repair		100	100	0	100
015_8600_002	Vehicle-Maintenance		300	300	0	250
015_8600_005	Vehicle-Fuel		500	500	712	650
	<b>Total Vehicles</b>		<b>900</b>	<b>900</b>	<b>712</b>	<b>1,000</b>
	<b>Total Expenses</b>		<b>486,779</b>	<b>538,431</b>	<b>518,622</b>	<b>572,994</b>
	<b>Change in</b>		<b>(256,179)</b>	<b>(309,631)</b>	<b>(268,966)</b>	<b>(337,394)</b>

## Community Buildings

This program was established to account for revenue and expenditures associated with City owned properties that are rented to the public. These buildings include the Mills Center, the Wallace Building, and the Fairgrounds.

### Fiscal Year 2023

#### Goals:

III. **Goal:** Increase the number of events in all buildings.

**Strategy:** Work with event organizers to accommodate scheduling of events, remaining flexible on fees for multiple date usage.

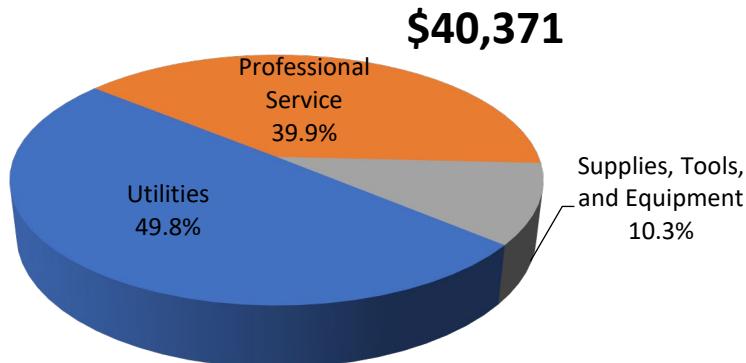
**Budgetary Factor:** None.

IV. **Goal:** Maintain aesthetic improvements to Mills & Wallace buildings.

**Strategy:** Inspect properties often for needed maintenance and improvements.

**Budgetary Factor:** None.

### Community Buildings Expense by Category



### Performance Measurements:

Mills Center - Usage Days						
2014	2015	2016	2017	2018	2019	Estimated 2020
139	190	145	134	130	130	145
Wallace Center - Usage Days						
2014	2015	2016	2017	2018	2019	Estimated 2020
140	121	125	140	135	140	150
Ag Barn/Fairgrounds - Usage Days						
2014	2015	2016	2017	2018	2019	Estimated 2020
54	52	51	54	54	54	85

### Previous Years' Goals:

I. Increase the number of events at in the new Ag Arena.

Status: On going.

II. Continue to make aesthetic improvements to the Mills and Wallace Buildings.  
 Status: On going.

01 - 135 - Community Buildings/NEC			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account	Estimated			
		Name	Budget	Budget	Ending	Proposed
01	014_3005_001	Rentals-Building/Land	35,000	35,000	41,853	35,000
	014_3005_002	Rentals-Contract Concessions	200	200	0	200
	<b>Total Rental</b>		<b>35,200</b>	<b>35,200</b>	<b>41,853</b>	<b>35,200</b>
	014_4_3010_006	Misc- Miscellaneous	0	0	86	
	<b>Total Service</b>		<b>35,200</b>	<b>35,200</b>	<b>41,938</b>	<b>35,200</b>
	<b>Total Revenues</b>		<b>35,200</b>	<b>35,200</b>	<b>41,938</b>	<b>35,200</b>
	015_2010_000	Capital Exp-Building and	0	0	0	0
	015_2010_000IMP	Capital Exp-Building and	0	0	0	0
	<b>Total Capital</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	015_5000_001	Utilities-Electric	17,500	17,500	16,348	16,500
	015_5000_002	Utilities-Water	300	300	345	300
	015_5000_003	Utilities-Sewer	150	150	398	350
	015_5005_002	Utilities-Natural Gas	1,300	1,300	1,456	1,250
	015_5020_002	Utilities-Internet Mobile	0	0	1,773	1,700
	015_5025_001	Utilities-Solid Waste	1,300	1,300	20,321	20,100
	<b>Total Utilities</b>		<b>20,550</b>	<b>20,550</b>	<b>16,348</b>	<b>16,500</b>
	015_6000_015	Prof Service-Service Contracts	7,000	8,500	15,061	8,500
	015_6000_019	Prof Service-Credit Card Fee	100	100	156	135
	<b>Total</b>		<b>7,100</b>	<b>8,600</b>	<b>15,217</b>	<b>8,635</b>
	015_6005_002	Insurance-Equipment	0	0	616	641
	015_6005_003	Insurance-Building & Property	3,950	5,073	6,568	6,831
	<b>Total Insurance</b>		<b>3,950</b>	<b>5,073</b>	<b>7,184</b>	<b>7,471</b>
	<b>Total</b>		<b>11,050</b>	<b>13,673</b>	<b>22,401</b>	<b>16,106</b>
	015_7000_001	Supplies-Operational	150	150	184	150
	015_7000_002	Supplies-Computer Accessories	0	250	0	250
	015_7010_001	Supplies-Janitorial	700	500	75	165
	015_7010_002	Supplies-Cleaning and Sanitation	1,300	1,200	1,335	1,500
	015+7010_004	Supplies-Chemicals	0	0	171	0
	<b>Total Supplies</b>		<b>2,150</b>	<b>2,100</b>	<b>1,765</b>	<b>2,065</b>

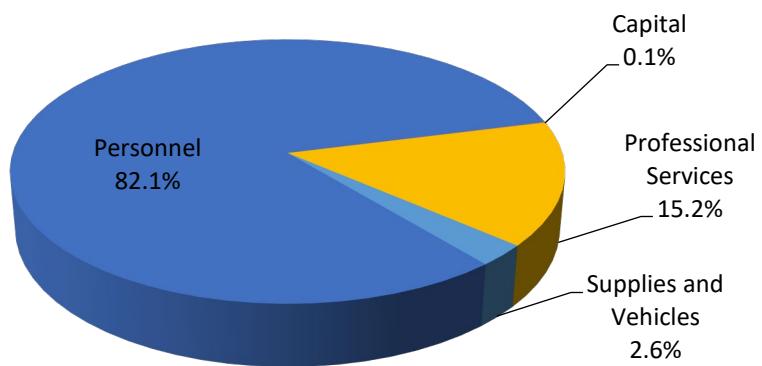
01 - 135 - Community Buildings/NEC		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	015_7500_004	Materials-Landscaping	250	250	0	250
	015_7510_001	Materials-Paint	250	250	0	250
	015_7510_005	Materials-Fixtures	300	300	298	475
	015_7525_001	Materials-Infrastructure	500	500	213	325
	<b>Total Materials</b>		<b>1,300</b>	<b>1,300</b>	<b>510</b>	<b>1,300</b>
	015_8000_003	Tools-Supplies	250	250	00	100
	<b>Total Tools &amp;</b>		<b>250</b>	<b>250</b>	<b>0</b>	<b>100</b>
	015_8300_001	Equipment-Repair	350	350	543	250
	015_8300_002	Equipment-Maintenance	350	350	265	350
	015_8300_006	Equipment-Rental	0	115	0	100
	<b>Total</b>		<b>700</b>	<b>815</b>	<b>808</b>	<b>700</b>
	<b>Total Expenses</b>		<b>36,000</b>	<b>38,688</b>	<b>45,805</b>	<b>40,371</b>
	<b>Change in</b>		<b>(800)</b>	<b>(3,488)</b>	<b>(3,867)</b>	<b>(5,171)</b>

## Mayor and Council

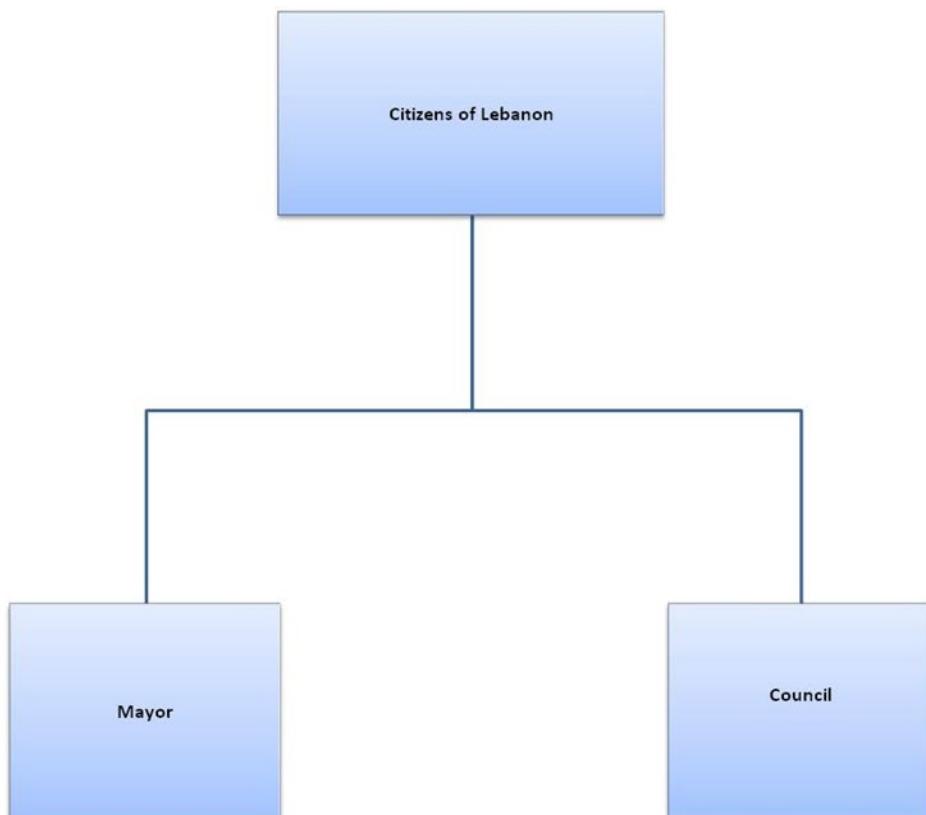
The Mayor and eight Councilmember's are elected at large with the Mayor serving a term of four and Council two years. The duties of and responsibilities of the Mayor and Council are outlined in City Ordinances.

### Mayor Expense by Category

**\$74,148**



### Mayor and Council Organizational Chart



01 - 140 - Mayor & Council		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account	Budget	Budget	Estimated Ending	Proposed
	Name					
	015_1000_001 Fulltime Salary		0		0	0
	015_1000_002 Part Time Salary		38,400	48,000	46,854	48,000
	<b>Total</b>		<b>38,400</b>	<b>48,000</b>	<b>46,854</b>	<b>48,000</b>
	015_1010_001 Life Insurance		500	0	0	0
	<b>Total</b>		<b>500</b>	<b>0</b>	<b>0</b>	<b>0</b>
	015_1020_001 FICA-Employer		2,381	2,632	2,888	2,976
	015_1020_002 Medicare-Employer		557	615	675	696
	015_1020_003 Unemployment Compensation		384	424	466	480
	015_1020_004 Workman's Compensation		0	0	0	0
	<b>Total Payroll</b>		<b>3,322</b>	<b>3,671</b>	<b>4,030</b>	<b>4,152</b>
	015_1025_001 Employee-Uniforms		100	100	63	100
	015_1025_002 Employee-		250	250	0	150
	015_1025_004 Employee-Travel/Hotel		3,500	3,500	2,715	3,500
	015_1025_005 Employee-Training		5,000	5,000	2,464	5,000
	015_1025_007 Employee-Bonds		375	375	0	0
	<b>Total</b>		<b>9,225</b>	<b>9,225</b>	<b>5,242</b>	<b>8,750</b>
	<b>Total</b>		<b>51,446</b>	<b>60,896</b>	<b>55,855</b>	<b>60,902</b>
	015_2015_000 Capital Exp-Furniture and Fixtures		269	10,304	0	56
	015_2020_000 Capital Exp-Machinery and		0	0	5,698	0
	<b>Total Capital</b>		<b>269</b>	<b>10,304</b>	<b>5,698</b>	<b>56</b>
	015_6000_014 Prof Service-Events and Functions		6,000	6,000	6,791	6,000
	015_6000_015 Prof Service-Service Contracts		0	0	854	0
	<b>Total</b>		<b>6,000</b>	<b>6,000</b>	<b>7,645</b>	<b>6,000</b>
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	015_6010_006 Advertising-Radio		100	100	0	0
	<b>Total</b>		<b>100</b>	<b>100</b>	<b>0</b>	<b>0</b>
	015_6020_001 Software-Purchase		0	2,000	1,855	2,000
	015_6020_003 Software-Agreement		3,240	3,240	1,106	3,240
	<b>Total</b>		<b>3,240</b>	<b>5,240</b>	<b>2,961</b>	<b>5,240</b>
	<b>Total</b>		<b>9,340</b>	<b>11,340</b>	<b>10,606</b>	<b>11,240</b>
	015_7000_001 Supplies-Operational		0	400	93	150

01 - 140 - Mayor & Council			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account	Budget	Budget	Estimated Ending	Proposed
		Name				
	<b>015_7000_002</b>	Supplies-Computer Accessories	250	250	220	1,000
	<b>015_7005_001</b>	Supplies-Printing	500	500	0	250
	<b>015_7005_006</b>	Supplies-Promo-Education	500	500	169	500
	<b>Total</b>		<b>1,250</b>	<b>1,650</b>	<b>482</b>	<b>1,900</b>
	<b>015_8600_001</b>	Vehicle-Repair	0	0	0	0
	<b>015_8600_005</b>	Vehicle-Fuel	50	50	0	50
	<b>Total</b>		<b>50</b>	<b>50</b>	<b>0</b>	<b>50</b>
	<b>Total</b>		<b>62,355</b>	<b>84,240</b>	<b>72,641</b>	<b>74,148</b>
	<b>Change in</b>		<b>(62,355)</b>	<b>(84,240)</b>	<b>(72,641)</b>	<b>(74,148)</b>

## City Administration

The City Administrator, appointed by the City Council, is responsible for the day-to-day oversight and management of all City departments. This position is responsible for implementing the City Council goals and objectives, ensuring the coordination of municipal programs and services, and providing recommendations to the City Council as appropriate on the operation, financial condition, and needs of the City.

### FY 2022 Accomplishments:

City administration worked to increase engagement with customers through enhanced communication efforts. Accomplishments included building upon the Coffee With The Mayor Program, maintaining and extending reach on

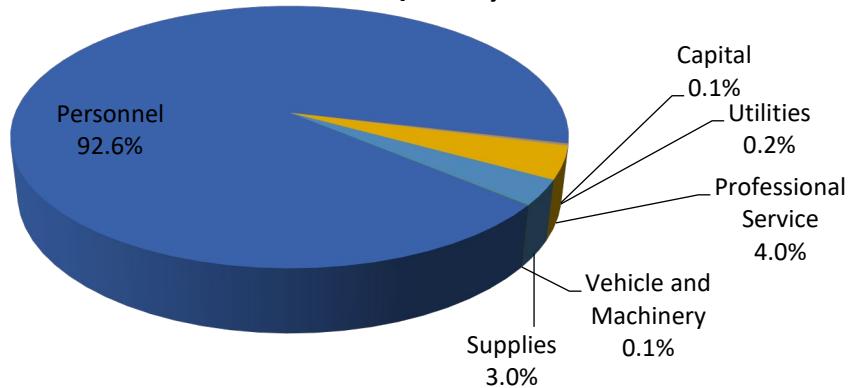
social media and the implementation of biannual City of Lebanon Magazine Citizen Update that will be mailed out each April and October. Facebook impressions for July 1, 2021 through March 10, 2022 rose 4.9 percent on the city's seven Facebook pages with 4,114,830 impressions

and 31,927 link clicks – an increase of 88.6 percent. We also worked to build our presence on Twitter, LinkedIn, Instagram and NextDoor. Our website, lebanonmissouri.org, was updated and made more user friendly. Since the updated website launch, users are up 27.5 percent equaling approximately 71,000 users and sessions are up 29 percent at 76,000 sessions

### Performance Measurements:

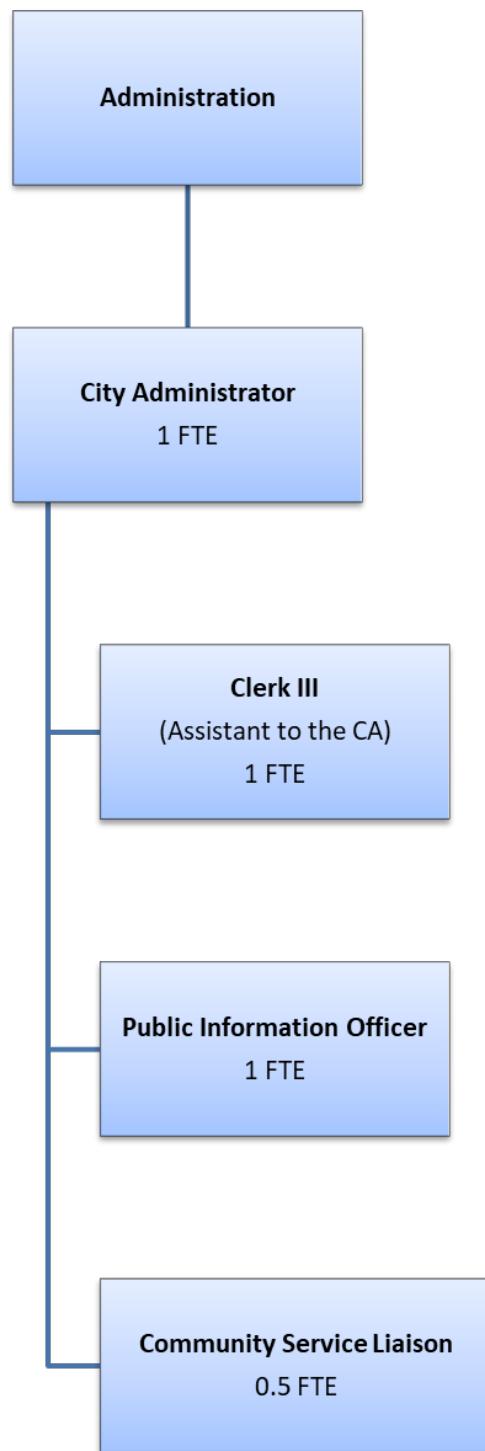
#### City Administration Expense by Category

**\$417,229**



Calendar Year Performance Measures	2013	2014	2015	2016	2017
Number of New Hires Processed (includes FT.PT, Temporary, and Seasonal)	38	57	80	78	58
Number of Retirements Processed	6	5	4	8	1

## City Administration Organizational Chart



01 - 145 - City Administration		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account	Budget	Budget	Estimated	
		Name			Ending	
	015_1000_001	Fulltime Salary	207,199	228,865	231,142	232,468
	015_1000_002	Part Time Salary	25,028	25,779	26,304	27,906
	015_1000_005	Fulltime Overtime	0	0	0	0
	015_1000_009	Employee - Allowance	0	4,800	4,800	4,800
	015_1000_010	PREMIUM PAY	0	0	1,000	0
	<b>Total</b>		<b>232,227</b>	<b>259,444</b>	<b>263,246</b>	<b>265,174</b>
	015_1005_002	Health Premium-Family	40,851	40,851	44,424	49,507
	015_1005_003	Dental Premium-Employ	0	0	589	0
	015_1005_004	Dental Premium-Family	1,753	1,753	798	1,753
	015_1010_001	Life Insurance	222	167	178	167
	<b>Total</b>		<b>42,826</b>	<b>42,770</b>	<b>45,988</b>	<b>51,427</b>
	015_1015_001	Lagers-General	27,143	30,668	31,439	30,918
	015_1015_004	Deferred Comp-Employer	1,950	1,950	3,825	5,850
	<b>Total</b>		<b>29,093</b>	<b>32,618</b>	<b>35,264</b>	<b>36,768</b>
	015_1020_001	FICA-Employer	10,314	14,824	15,207	15,376
	015_1020_002	Medicare-Employer	2,412	3,467	3,556	3,596
	015_1020_003	Unemployment Compensation	435	2,391	2,568	2,480
	015_1020_004	Workman's Compensation	648	653	1,372	1,578
	<b>Total Payroll</b>		<b>13,809</b>	<b>21,335</b>	<b>22,703</b>	<b>23,029</b>
	015_1025_001	Employee-Uniforms	200	200	0	0
	015_1025_002	Employee-	2,500	2,950	2,458	2,750
	015_1025_003	Employee-Books	250	100	0	100
	015_1025_004	Employee-Travel/Hotel	2,500	1,500	2,382	2,500
	015_1025_005	Employee-Training	3,500	3,500	2,272	3,500
	015_1025_006	Employee-Recognition	1,500	1,500	0	1,000
	015_1025_007	Employee-Bonds	75	75	175	175
	<b>Total</b>		<b>10,525</b>	<b>9,825</b>	<b>7,287</b>	<b>10,025</b>
	<b>Total</b>		<b>328,480</b>	<b>365,993</b>	<b>374,488</b>	<b>386,423</b>
	015_2015_000	Capital Exp-Furniture and Fixtures	1,345	5,584	0	276
	015_2020_000	Capital Exp-Machinery and	0	0	833	0
	<b>Total Capital</b>		<b>1,345</b>	<b>5,584</b>	<b>833</b>	<b>276</b>
	015_5015_001	Utilities-Cell Phones	950	950	900	900
	<b>Total</b>		<b>950</b>	<b>950</b>	<b>900</b>	<b>900</b>

01 - 145 - City Administration		FY2021	FY2022	FY2022	FY2023
Fund	Account	Account	Estimated		
	Name	Budget	Budget	Ending	Proposed
	015_6000_007 Prof Services-Toxicology Testing	150	150	0	50
	015_6000_008 Prof Services-MSHP Background	100	100	0	50
	015_6000_014 Prof Service-Events and Functions	1,000	1,000	59	1,000
	015_6000_015 Prof Service-Service Contract	0	0	190	7,500
	<b>Total</b>	<b>1,250</b>	<b>1,250</b>	<b>249</b>	<b>8,600</b>
	015_6010_002 Advertising-Employee Recruitment	150	0	0	0
	015_6010_004 Advertising-Internet	1,500	1,500	2,691	1,500
	<b>Total</b>	<b>1,650</b>	<b>1,500</b>	<b>2,691</b>	<b>1,500</b>
	015_6020_001 Software-Purchase	0	1,472	376	400
	015_6020_003 Software-Agreement	3,600	3,600	5,772	6,250
	<b>Total</b>	<b>3,600</b>	<b>5,072</b>	<b>6,148</b>	<b>6,650</b>
	<b>Total</b>	<b>6,500</b>	<b>7,822</b>	<b>9,087</b>	<b>16,750</b>
	015_7000_001 Supplies-Operational	1,250	1,250	1,985	1,750
	015_7000_002 Supplies-Computer Accessories	750	500	167	250
	015_7000_004 Supplies-Small Tools	500	150	0	50
	015_7005_001 Supplies-Printing	150	150	74	6,180
	015_7005_002 Supplies-Mailing	200	150	401	400
	015_7005_003 Supplies-Postage	75	75	3	3,850
	015_7005_004 Supplies-Paper	100	100	35	50
	015_7005_006 Supplies-Promo-Education	150	150	0	100
	<b>Total</b>	<b>3,175</b>	<b>2,525</b>	<b>2,665</b>	<b>12,630</b>
	015_8300_001 Equipment-Repair	0	0	0	0
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	015_8600_005 Vehicle-Fuel	250	250	132	250
	<b>Total</b>	<b>250</b>	<b>250</b>	<b>250</b>	<b>250</b>
	<b>Total</b>	<b>340,699</b>	<b>383,124</b>	<b>388,105</b>	<b>417,229</b>
	<b>Change in</b>	<b>(340,699)</b>	<b>(383,124)</b>	<b>(388,105)</b>	<b>(417,229)</b>

## City Clerk

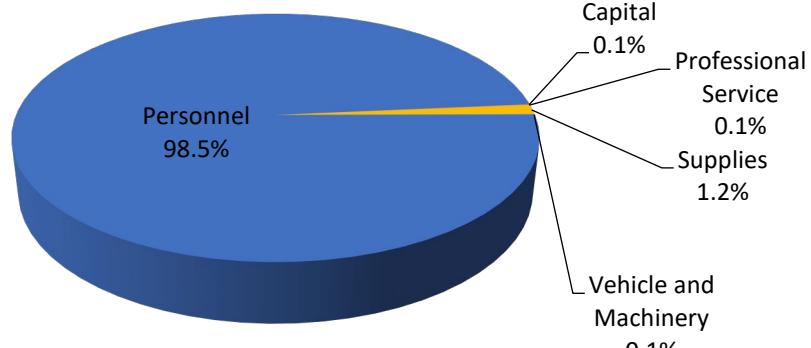
The City Clerk is an appointed officer of the City with duties described by RSMo 77.410, City Code of Ordinances Chapter 2 Administration Section 2-98 Duties of the City Clerk, and Article VII Open Meetings

and Records. The City Clerk is the Custodian of Records. As the Custodian of Records, the City Clerk maintains official records for the City, including minutes, ordinances, resolutions, contracts and other vital documents. The City

Clerk is the official election authority for the City and administers all oaths of office. The City Clerk also oversees the issuance of various licenses, serves as clerical support to the Mayor and City Council and various appointed boards/committees, and writes or oversees the writing of all operational/code ordinances and resolutions.

### City Clerk Expense by Category

**\$203,478**



### FY 2021-2022 Accomplishments:

The City Clerk's Office presented a newly designed City Seal to City Council for adoption and the old seal was officially retired.

### Fiscal Year 2023 Goals:

- I. **Goal:** Continue recodification of City Code to update code, remove conflicts and ensure compliance with state law.  
**Strategy:** Work through the process provided by Municode Corporation.  
**Budgetary Factor:** This process, with an estimated cost of \$17,950, was approved by City Council in July of 2020 with the expenditure spread over two fiscal years. To date, \$10,770 has been paid; the remaining balance is \$7,180.

## Performance Measurements:

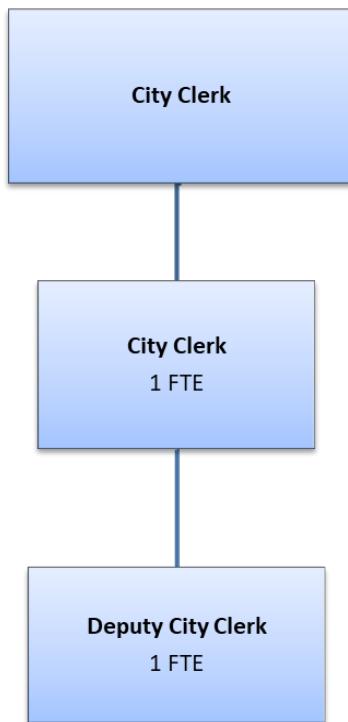
Calendar Year Performance Measures		2017	2018	2019	2020	2021
Metrics						
Number of Ordinances Passed by City Council		140	180	176	201	204
Number of Resolutions Passed by City Council		12	7	9	14	10
Number of Liquor Licenses Issued		58	60	69	64	56
Number of Itinerant Vendor Licenses Issued		25	29	36	40	**
Number of Downtown Business District Licenses Issued		99	94	106	95	100
Records Request		**	**	**	804	727

\*\* Data Not Available

## Previous Years' Goals:

- I. Goal: Explore software options for boards, committees, commissions, and elected officials tracking.  
Status: The Clerk's Office was able to obtain an already created Access database used for management of boards, committees, commission, and elected officials tracking from Blue Springs, Missouri at no cost to the City.
- II. Goal: Continue recodification of City Code to update code, remove conflicts and ensure compliance with state law.  
Status: This project was put on hold due to the Deputy Clerk taking another position within the City which left only one person in the Clerk's Office.

City Clerk Organizational Chart



01 - 150 - City Clerk Office		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
015_1000_001	Fulltime Salary		109,388	114,049	99,668	124,109
<b>Total Salaries -</b>			<b>109,388</b>	<b>114,049</b>	<b>99,668</b>	<b>124,109</b>
015_1005_002	Health Premium-Family		29,088	29,088	24,406	31,027
015_1005_003	Dental Premium-Employee		0	0	300	0
015_1005_004	Dental Premium-Family		1,026	1,026	342	1,026
015_1010_001	Life Insurance		111	111	33	111
015_1010_001IMP	Life Insurance - Imported		0	0	62	0
<b>Total Benefits -</b>			<b>30,225</b>	<b>30,225</b>	<b>25,144</b>	<b>32,165</b>
015_1015_001	Lagers-General		14,330	15,283	5,012	16,506
015_1015_001IMP	Lagers-General - Imported		0	0	8,280	0
015_1015_004	Deferred Comp-Employer		1,300	1,300	1,206	3,900
015_1015_004IMP	Deferred Comp-Employer -		0	0	950	0
<b>Total Benefits -</b>			<b>15,630</b>	<b>16,583</b>	<b>15,447</b>	<b>20,406</b>
015_1020_001	FICA-Employer		4,979	6,393	5,670	7,214
015_1020_002	Medicare-Employer		1,164	1,495	1,326	1,687
015_1020_003	Unemployment Compensation		345	1,031	974	1,164
015_1020_004	Workman's Compensation		394	847	753	869
<b>Total Payroll</b>			<b>6,882</b>	<b>9,767</b>	<b>8,724</b>	<b>10,933</b>
015_1025_002	Employee-		700	1,150	943	1,150
015_1025_004	Employee-Travel/Hotel		4,000	4,000	1,872	2,500
015_1025_005	Employee-Training		3,500	3,500	2,027	2,500
015_1025_006	Employee-Recognition		200	200	67	200
015_1025_007	Employee-Bonds		400	400	375	400
<b>Total Employee</b>			<b>8,800</b>	<b>9,250</b>	<b>5,283</b>	<b>6,750</b>
<b>Total Personnel</b>			<b>170,925</b>	<b>179,873</b>	<b>154,266</b>	<b>194,363</b>
015_2015_000	Capital Exp-Furniture and Fixtures		3,038	4,582	0	110
015_2020_000	Capital Exp-Machinery and		0	0	1,250	0
<b>Total Capital</b>			<b>3,038</b>	<b>4,582</b>	<b>1,250</b>	<b>110</b>
015_6000_007	Prof Services-Toxicology Testing		100	100	33	100
015_6000_008	Prof Services-MSHP Background		50	50	17	50
015_6000_015	Prof Services-Service Contracts		0	0	285	0
015_6000_020	Prof Services- Legal Settlement		0	0	5,000	0
<b>Total</b>			<b>150</b>	<b>150</b>	<b>5,335</b>	<b>150</b>

01 - 150 - City Clerk Office		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	015_6005_015	Insurance-Notary Public	100	0	50	50
	<b>Total Insurance</b>		<b>100</b>	<b>0</b>	<b>50</b>	<b>50</b>
	015_6010_001	Advertising-Public Notices	200	200	126	200
	015_6010_002	Advertising-Employee	200	200	67	200
	<b>Total</b>		<b>400</b>	<b>400</b>	<b>193</b>	<b>400</b>
	015_6020_001	Software-Purchase	0	2,128	944	950
	015_6020_003	Software-Agreement	5,000	5,000	4,745	4,800
	<b>Total Software -</b>		<b>5,000</b>	<b>7,128</b>	<b>5,689</b>	<b>5,750</b>
	<b>Total</b>		<b>5,650</b>	<b>7,678</b>	<b>11,267</b>	<b>6,350</b>
	015_7000_001	Supplies-Operational	650	650	650	900
	015_7000_002	Supplies-Computer Accessories	250	500	167	500
	015_7000_003	Supplies-Desk Accessories-Small	250	250	10	250
	015_7005_001	Supplies-Printing	175	175	0	175
	015_7005_002	Supplies-Mailing	200	200	0	200
	015_7005_003	Supplies-Postage	150	150	60	150
	015_7005_004	Supplies-Paper	150	150	40	230
	<b>Total Supplies</b>		<b>1,825</b>	<b>2,075</b>	<b>926</b>	<b>2,405</b>
	015_8600_001	Vehicle-Repair	0	0	0	0
	015_8600_002	Vehicle-Maintenance	0	0	0	0
	015_8600_005	Vehicle-Fuel	250	250	101	250
	<b>Total Vehicles</b>		<b>250</b>	<b>250</b>	<b>101</b>	<b>250</b>
	<b>Total Expenses</b>		<b>181,688</b>	<b>194,458</b>	<b>167,810</b>	<b>203,478</b>
	<b>Change in</b>		<b>(181,688)</b>	<b>(194,458)</b>	<b>(167,810)</b>	<b>(203,478)</b>

## Recycling

This program was established to fund services, for 104,826 residents of Solid Waste Management District T (SWMD 'T'), to reduce the amount of recyclable refuse being transferred into local landfills. Partial funding is provided via Missouri's DNR Solid Waste Management program.

### Fiscal Year 2021-2022

#### Accomplishments:

Continued partnership with Eyeseen Recycling to recycle ink/toner cartridges as well as Laclede Industries as an additional collection point for our residents. Held the Earth Day Recycling Event which resulted in increased participation by 26% despite the ongoing COVID-19 pandemic.

#### Fiscal Year 2023 Goals:

V. **Goal:** Increase awareness and participation in Lebanon's recycling program.

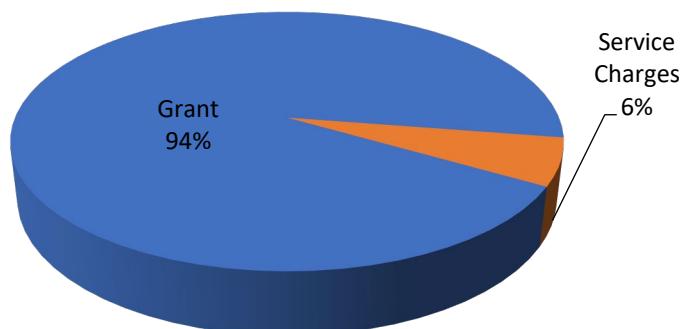
**Strategy:** Lebanon intends to increase awareness and participation by;

1. Continue to offer multi-waste stream FREE recycling service options for residents of SWMD 'T'.
2. Promote and conduct the Earth Day recycling event.
3. Continue to coordinate/conduct community recycling. This will be accomplished by continuing a full-scale yearlong public relations campaign while utilizing multiple media platforms which include;

- ONLINE Media platforms - participating recycler(s) websites, websites of other District 'T' cities/communities, Facebook, and Twitter social media.
- LOCAL RADIO - utilize KJEL Radio's Smart Target and Business Spotlight

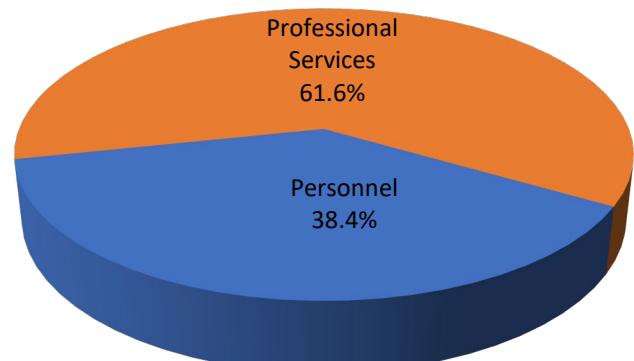
### Recycling Revenue by Category

**\$25,500**



### Recycling Expense by Category

**\$53,455**



marketing campaigns to reach District 'T' citizens via on-air advertisements as well as online efforts. Also, incorporate press releases for dissemination via radio broadcasts.

- IN PERSON - mail Tri-County Recycling guide to chamber members and governmental agencies within the SWMD "T" area to be provided to residents.

**Budgetary Factor:** Total program costs are expected to be \$52,100 for 2022-23 (October 22 to June 23).

### Performance Measurements:

Data From	MEASURES	2016	2017	2018	2019	2020	2021
Lebanon's Recycling	# of visits	288	545	291	235	122	110
	HHW received (tonnage)	7.11	13.99	3.8334	6.49	2	4
	# of yard debris loads dropped off	3296	4207	2906	3037	2555	1341
	Non-HHW (paper, plastic, etc.) # of 30 ft trailers	1	2	2	2	2	2
	Heavy Metals Collection (# of 30 yd dumpsters)	X	4	6	3	1	1
Satellite Event(s)	# of visitors	*	*	*	*	*	239
	HHW Material received (tonnage)	*	*	*	*	*	2
	Electronic Waste (raw tonnage)	*	*	*	*	*	1
	Recyclable Metals (white goods)	*	*	*	*	*	2
	Tire Reclamation (# of 40 ft trailers)	X	X	X	X	X	1
	Non-HHW (paper, plastic, etc.) # of 30 ft trailers	*	*	*	*	*	1

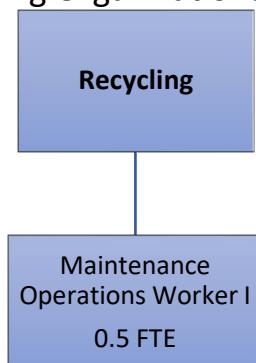
\* denotes no participation efforts

X denotes no data available

### Previous Years' Goals:

- I. Goal: Increase awareness and participation in Lebanon's recycling program.  
Status Ongoing. Due to the COVID-19 pandemic we saw a significant decrease in program participation. However, we held the Earth Day Recycling Event and saw increased participation compared to the last time we held the event in 2019.

Recycling Organizational Chart



01 - 155 - Recycling		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
014_2005_001	Grants-Operative Rev		25,774	24,000	15,001	24,000
<b>Total Grant</b>			<b>25,774</b>	<b>24,000</b>	<b>15,001</b>	<b>24,000</b>
014_3000_004	Brush Drop-off/Scrap		2,000	1,000	2,391	1,500
<b>Total Service</b>			<b>2,000</b>	<b>1,000</b>	<b>2,391</b>	<b>1,500</b>
<b>Total Revenues</b>			<b>27,774</b>	<b>25,000</b>	<b>17,392</b>	<b>25,500</b>
015_1000_002	Part Time Salary		11,517	16,849	7,704	18,527
<b>Total Salaries -</b>			<b>11,517</b>	<b>16,849</b>	<b>7,704</b>	<b>18,527</b>
015_1020_001	FICA-Employer		715	0	478	1,149
015_1020_002	Medicare-Employer		170	0	112	269
015_1020_003	Unemployment Compensation		120	0	77	185
015_1020_004	Workman's Compensation		0	0	0	0
<b>Total Payroll Taxes</b>			<b>1,005</b>	<b>0</b>	<b>666</b>	<b>1,603</b>
<b>Total Personnel</b>			<b>12,522</b>	<b>16,849</b>	<b>8,371</b>	<b>20,130</b>
015_4010_001	Grants-Operational-Personnel		28,443	0	393	1,000
<b>Total Grants -</b>			<b>28,443</b>	<b>0</b>	<b>393</b>	<b>1,000</b>
<b>Total Grants</b>			<b>28,443</b>	<b>0</b>	<b>393</b>	<b>1,000</b>
<b>Total Utilities</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
015_6000_007	Prof Services-Toxicology Testing		100	100	20	100
015_6000_008	Prof Services-MSHP Background		25	25	14	25
015_6000_015	Prof Service-Service Contracts		5,535	12,000	12,851	32,200
015_6000_019	Prof Service-Credit Card Fee		40	40	0	0
<b>Total Professional</b>			<b>5,700</b>	<b>12,165</b>	<b>12,886</b>	<b>32,325</b>
<b>Total Professional</b>			<b>5,700</b>	<b>12,165</b>	<b>12,886</b>	<b>32,325</b>
<b>Total Machinery &amp;</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenses</b>			<b>46,665</b>	<b>29,014</b>	<b>21,649</b>	<b>53,455</b>
<b>Change in</b>			<b>(18,891)</b>	<b>(4,014)</b>	<b>(4,257)</b>	<b>(27,955)</b>

## Storm Water

This program is responsible for managing the storm water conveyance and detention maintenance and improvements. In Fiscal Year 2022 a dedicated sales tax was approved. A new fund was created, eliminating this department in General Fund. Information here is for historic purposes.

### FY 2020-2021 Accomplishments:

Completed construction on regional detention improvements located upstream of Hwy 64 and Bennett. Two detention facilities were constructed to address stormwater topping Hwy 64 affecting traffic during heavy rainstorm events.

Voters approved a Parks/Stormwater Sales Tax. This tax will provide dedicated annual funds for stormwater improvements and maintenance

### Performance Measurements:

Detention Facility Maintenance	2021	2022 Projected	2022 Estimated	2023 Projected
Inspection	10	10	10	10
Cleaning	5	2	2	1

### Previous Years' Goals:

- I. Goal: Find funding source to properly fund capital improvement needs and operational maintenance.

Status: Funding source secured by approval of the Parks/Stormwater Sales Tax

01 - 165 - Storm Water		FY2021	FY2022	FY2022	FY2023
Fund	Account	Account	Budget	Budget	Estimated
		Name			Ending
	015_2005_000	Capital Exp-Land and	0	0	4,481
	015_2030_000	Capital Exp- Infrastructure	0	0	10,114
		<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
	015_6000_003	Prof Services-Surveying	15,000	5,000	1,667
	015_6000_014	Prof Service-Events and Functions	0	0	1,954
	015_6000_015	Prof Service-Service Contracts	5,000	10,000	3,594
		<b>Total</b>	<b>20,000</b>	<b>15,000</b>	<b>7,215</b>
		<b>Total</b>	<b>20,000</b>	<b>15,000</b>	<b>7,215</b>
	015_7500_002	Materials-Rock	1,000	500	0
	015_7500_003	Materials-Concrete	1,000	500	490
	015_7500_004	Materials-Landscaping	500	250	0
	015_7505_003	Materials-Pipe-Misc.	1,500	1,000	0
	015_7505_006	Materials-Precast	1,000	500	0
		<b>Total</b>	<b>5,000</b>	<b>2,750</b>	<b>490</b>
		<b>Total</b>	<b>25,000</b>	<b>17,750</b>	<b>22,300</b>
		<b>Change in</b>	<b>(25,000)</b>	<b>(17,750)</b>	<b>(22,300)</b>
					<b>0</b>

## Finance Department

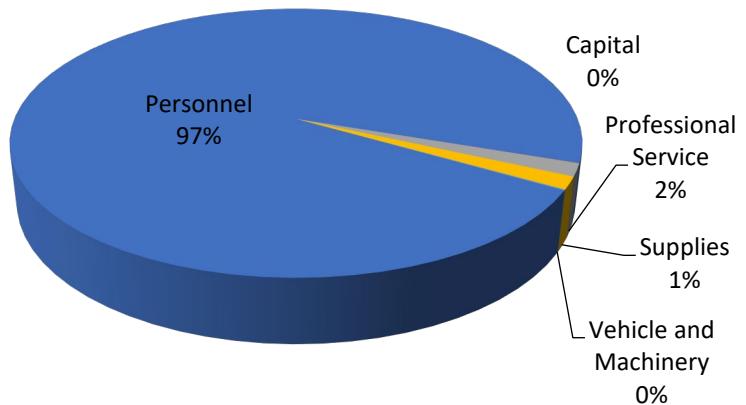
The Finance Department is responsible for the oversight and integrity of all fiscal activities of the City. The department consists of Cash Collections, Accounting, Budgeting, Purchasing, and Financing. The department ensures the accurate accounting, disbursement, and safeguarding of City funds by maintaining accounting and fixed asset records and issuing reports in conformance with generally accepted accounting principles. Services and support provided to the City's operating departments/divisions include procurement, financial reporting, cash management, debt management, investment management, risk management, payroll, accounts payable, capital asset control, budget management, inventory supply control, and accounts receivable. Finance also oversees the auditing of the City.

The City continues to participate in and receive the GFOA Distinguished Budget Presentation Award Programs.

### Fiscal Year 2022 Goals:

- I. **Goal:** Review customer facing and internal processes to determine if current practices are customer focused.  
**Strategy:** Continue to review financial policies to include, fund balance and purchasing but also add bad debt, cash management, fraud, internal controls, financial reporting and accounting. This will put into writing things we already do but serve as a guide to the City, Council and its Citizens.  
**Budgetary Factor:** Non budgeted. No additional funding required
  
- II. **Goal:** Review customer facing and internal processes to determine if current practices are customer focused  
**Strategy:** Complete implementation of Forecasting Software to provide more efficient tools for the City for more informed financial decisions, including accurate explanation of benefits.  
**Budgetary Factor:** Non budgeted. No additional funding required

### Finance Office Expense by Category \$399,789



III. **Goal:** Review customer facing and internal processes to determine if current practices are customer focused.  
**Strategy:** Review cost allocations across all departments/funds to ensure expenses and activity accurately reflect actual costs and are charged appropriately  
**Budgetary Factor:** Non budgeted. No additional funding required

IV. **Goal:** Review customer facing and internal processes to determine if current practices are customer focused  
**Strategy:** Explore adding a payment kiosk for utility payments  
**Budgetary Factor:** Costs for the payment kiosk as well as the cost to extend the drive-thru on the building will be a consideration. This could be covered by ARPA funds. We expect to see long-term cost savings on the merchant side and Incode side in addition to ease of use and greater availability for our customers who want to view/pay their bills.

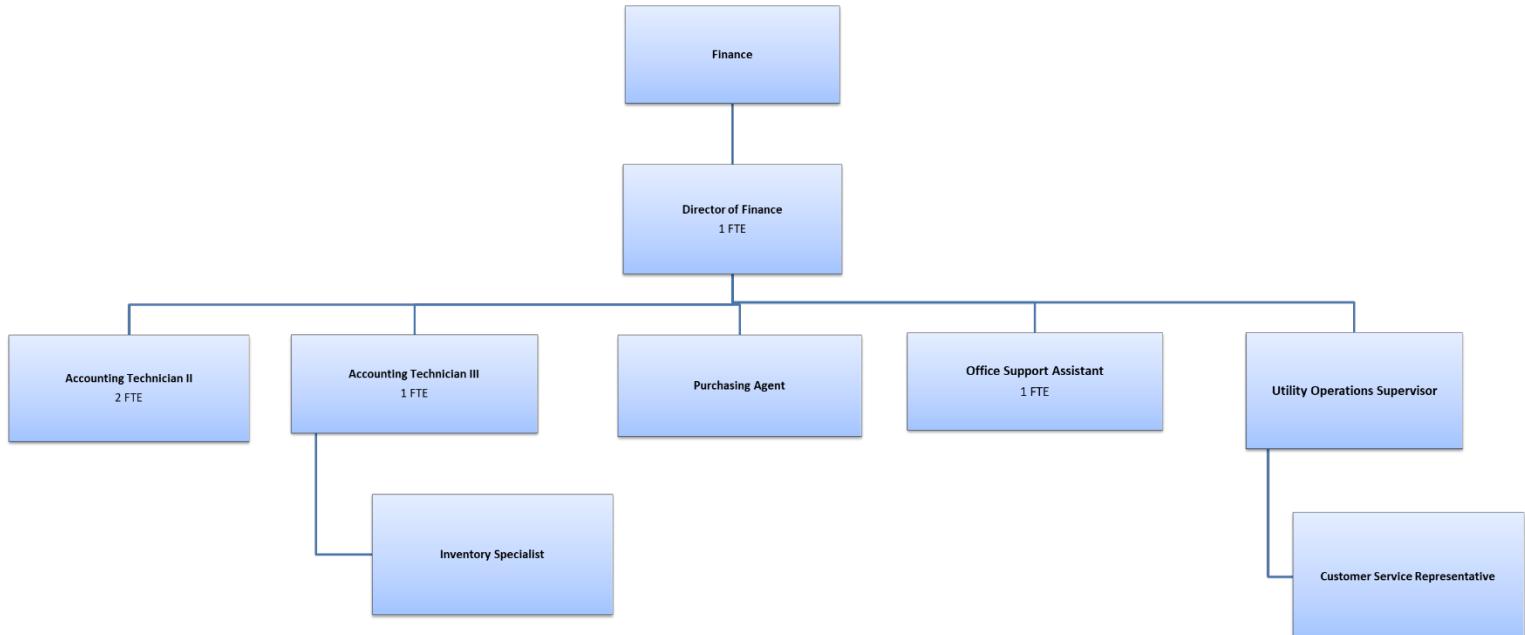
## Performance Measurements:

Fiscal Year Performance Measures						
Metrics	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Number of Initial Purchase Orders Issued	372	357	412	359	443	613
Number of Accounts Payable Checks Issued	3959	3838	3636	3065	2995	3052
Number of Payroll issued	4932	5099	4868	5013	5234	5083
Amount of Payroll	6,171,320	6,721,585	6,721,871	7,012,233	7,494,336	7,719,654
Number of Accounts Receivable Invoices Issued	666	1545	2928	2869	2481	3082
Collection Rate	98.47%	99.55%	99.32	96.07%	94.64%	96.38%
Number of Accounting Funds	15	15	15	15	16	16
Calendar Year Performance Measures						
Metrics	2016	2017	2018	2019	2020	2021
Average Return on Investments	0.55%	0.55%	0.81%	0.88%	0.59%	0.58%
Debt Ratings (Standard & Poors)	A-	A-	A-	A-	A-	A-
Debt Issues Outstanding	2	2	1	1	6	9
City of Lebanon Sales Tax Rate	2%	2%	2%	2%	2.5%	2.5
Property Tax Rate (per \$100 Assessed Valuation)	\$0.5214	\$0.5214	\$0.5214	\$0.5216	\$0.5218	\$0.5174

## Previous Years' Goals:

- I. Goal: Develop written financial policies/accounting procedures manual.  
Status: In process. Reviewing fund balance and purchasing policy.
- II. Goal. Promote sound financial management for the City of Lebanon and provide complete and informative financial information to the citizens of Lebanon and elected officials.  
Status: Ongoing. Received the budget award for FY2022. Added new components to the financial software for more accurate budgeting. Expanded existing long term forecasting tool as well as worked on the additional forecasting tools provided in the financial software. Multiple resources will help guide the City for long-term decisions.
- III. Goal: Create a maintenance cost schedule for life cycle maintenance needs.  
Status: In process. Not complete.
- IV. Goal: Review cost allocations across all departments/funds to ensure expenses and activity accurately reflect actual costs and are charged appropriately.  
Status: In process.

Finance Department Organizational Chart



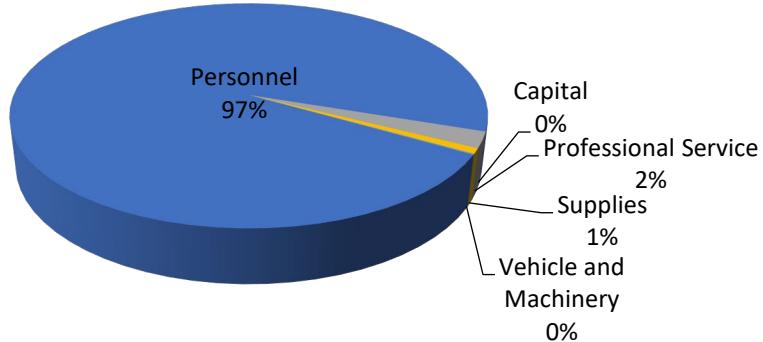
01 - 170 - Finance Department		FY2021	FY2022	FY2022	FY2023
Fund	Account	Account	Estimated		
	Name	Budget	Budget	Ending	Proposed
015_1000_001	Fulltime Salary	221,958	230,064	217,653	255,721
	<b>Total</b>	<b>221,958</b>	<b>230,064</b>	<b>217,653</b>	<b>255,721</b>
015_1005_001	Health Premium-Employee	15,792	15,792	10,028	16,680
015_1005_002	Health Premium-Family	17,325	29,088	29,660	31,027
015_1005_003	Dental Premium-Employee	600	900	764	600
015_1005_004	Dental Premium-Family	726	726	621	1,026
015_1010_001	Life Insurance	278	278	250	278
	<b>Total</b>	<b>34,721</b>	<b>46,784</b>	<b>41,322</b>	<b>49,611</b>
015_1015_001	Lagers-General	29,077	30,829	29,075	34,011
015_1015_004	Deferred Comp-Employer	3,250	3,250	6,361	11,050
	<b>Total</b>	<b>32,327</b>	<b>34,079</b>	<b>35,436</b>	<b>45,061</b>
015_1020_001	FICA-Employer	11,708	13,488	12,894	15,374
015_1020_002	Medicare-Employer	2,738	3,155	3,016	3,595
015_1020_003	Unemployment Compensation	911	2,176	2,151	2,480
015_1020_004	Workman's Compensation	985	992	1,573	1,737
	<b>Total Payroll</b>	<b>16,342</b>	<b>19,811</b>	<b>18,079</b>	<b>19,811</b>
015_1025_001	Employee-Uniforms	500	500	500	500
015_1025_002	Employee-	915	915	915	915
015_1025_003	Employee-Books	500	500	500	500
015_1025_004	Employee-Travel/Hotel	4,000	4,000	750	4,000
015_1025_005	Employee-Training	7,500	7,500	7,500	7,500
015_1025_007	Employee-Bonds	225	225	225	225
	<b>Total</b>	<b>13,640</b>	<b>13,640</b>	<b>7,860</b>	<b>13,640</b>
	<b>Total</b>	<b>318,988</b>	<b>344,377</b>	<b>321,903</b>	<b>387,219</b>
015_2015_000	Capital Exp-Furniture and Fixtures	3,307	6,342	0	110
015_2020_000	Capital Exp-Machinery and	0	0	1,666	0
	<b>Total Capital</b>	<b>3,307</b>	<b>6,342</b>	<b>1,666</b>	<b>110</b>
015_5015_001	Utilities-Cell Phones	485	485	480	485
	<b>Total</b>	<b>485</b>	<b>485</b>	<b>480</b>	<b>485</b>
015_6000_007	Prof Services-Toxicology Testing	100	100	33	100
015_6000_008	Prof Services-MSHP Background	50	50	17	50
015_6000_014	Prof Service-Events and Functions	150	0	0	0
015_6000_015	Prof Service-Service Contracts	1,300	500	379	500

01 - 170 - Finance Department			FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Estimated Ending	Proposed
015_6000_016	Prof Service-Taxes/Fees		350	350	0	350
	<b>Total</b>		<b>1,950</b>	<b>1,000</b>	<b>429</b>	<b>1,000</b>
015_6010_002	Advertising-Employee Recruitment		100	100	0	100
015_6010_003	Advertising-Print		100	100	89	100
	<b>Total</b>		<b>200</b>	<b>200</b>	<b>89</b>	<b>200</b>
015_6020_001	Software-Purchase		0	2,038	825	825
015_6020_003	Software-Agreement		1,800	1,800	3,544	3,500
	<b>Total</b>		<b>1,800</b>	<b>3,838</b>	<b>4,369</b>	<b>4,325</b>
	<b>Total</b>		<b>3,950</b>	<b>5,038</b>	<b>4,888</b>	<b>5,525</b>
015_7000_001	Supplies-Operational		1,500	1,500	1,492	1,500
015_7000_002	Supplies-Computer Accessories		1,000	1,000	333	1,000
015_7005_001	Supplies-Printing		1,500	1,500	334	1,500
015_7005_002	Supplies-Mailing		750	750	790	750
015_7005_003	Supplies-Postage		150	150	87	150
015_7005_004	Supplies-Paper		100	100	82	100
015_7005_005	Supplies-Forms		1,000	1,000	385	1,000
	<b>Total</b>		<b>6,000</b>	<b>6,000</b>	<b>3,503</b>	<b>6,000</b>
015_8600_001	Vehicle-Repair		100	100	0	100
015_8600_002	Vehicle-Maintenance		100	100	0	100
015_8600_005	Vehicle-Fuel		250	250	0	250
	<b>Total</b>		<b>450</b>	<b>450</b>	<b>0</b>	<b>450</b>
	<b>Total</b>		<b>333,179</b>	<b>362,692</b>	<b>332,441</b>	<b>399,789</b>
	<b>Change in</b>		<b>(333,179)</b>	<b>(362,692)</b>	<b>(332,441)</b>	<b>(399,789)</b>

## Human Resources

The Human Resources Department is responsible for administering education and development, labor and employee relations, employee benefits, compensation, recruitment, certification and selection, and retirement. The Human Resources Department assists all City departments in meeting their service delivery responsibilities to the citizens.

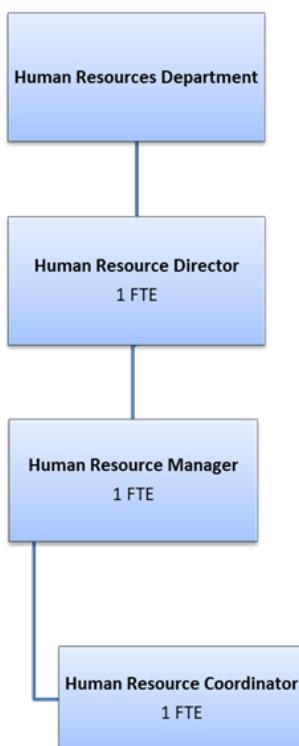
### Human Resource Expense by Category \$243,420



### Performance Measurements:

Calendar Year Performance Measures	2013	2014	2015	2016	2017	2018	2019
Number of New Hires Processed (includes FT.PT, Temporary, and Seasonal)	38	57	80	78	58	74	64
Number of Retirements Processed	6	5	4	8	1	4	3

### Human Resources Organizational Chart



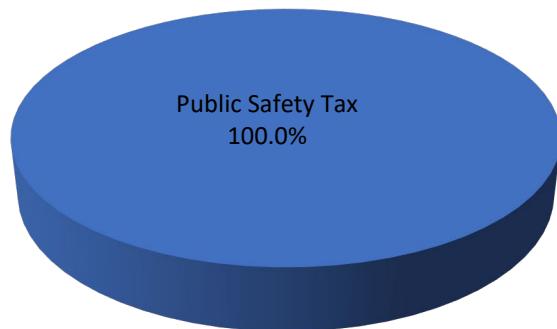
01 - 175 - HR		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account	Estimated			
		Name	Budget	Budget	Ending	Proposed
	<b>015_1000_001</b>	Fulltime Salary	123,716	146,457	122,520	161,940
	<b>015_1000_005</b>	Fulltime Overtime	0	0	0	0
	<b>Total</b>		<b>123,716</b>	<b>146,457</b>	<b>122,520</b>	<b>161,940</b>
	<b>015_1005_001</b>	Health Premium-Employee	7,896	7,896	8,706	16,680
	<b>015_1005_002</b>	Health Premium-Family	5,881	11,763	0	0
	<b>015_1005_003</b>	Dental Premium-Employee	600	600	421	900
	<b>015_1005_004</b>	Dental Premium-Family	150	300	558	0
	<b>015_1010_001</b>	Life Insurance	139	167	122	167
	<b>Total</b>		<b>14,666</b>	<b>20,725</b>	<b>9,807</b>	<b>17,747</b>
	<b>015_1015_001</b>	Lagers-General	16,207	19,625	16,358	21,538
	<b>015_1015_004</b>	Deferred Comp-Employer	975	1,300	2,903	5,850
	<b>Total</b>		<b>17,182</b>	<b>20,925</b>	<b>19,262</b>	<b>27,388</b>
	<b>015_1020_001</b>	FICA-Employer	6,816	8,746	7,851	10,040
	<b>015_1020_002</b>	Medicare-Employer	1,594	2,045	1,836	2,348
	<b>015_1020_003</b>	Unemployment Compensation	340	1,411	1,225	1,619
	<b>015_1020_004</b>	Workman's Compensation	591	595	1,130	1,303
	<b>Total Payroll</b>		<b>9,341</b>	<b>12,797</b>	<b>12,042</b>	<b>15,311</b>
	<b>015_1025_001</b>	Employee-Uniforms	150	150	50	150
	<b>015_1025_002</b>	Employee-	500	500	167	500
	<b>015_1025_003</b>	Employee-Books	100	100	33	100
	<b>015_1025_004</b>	Employee-Travel/Hotel	2,000	2,000	1,152	2,000
	<b>015_1025_005</b>	Employee-Training	4,500	4,500	2,310	4,500
	<b>015_1025_006</b>	Employee-Recognition	6,000	6,000	7,954	6,000
	<b>Total</b>		<b>13,250</b>	<b>13,250</b>	<b>11,667</b>	<b>13,250</b>
	<b>Total</b>		<b>178,155</b>	<b>214,154</b>	<b>175,297</b>	<b>235,635</b>
	<b>015_2015_000</b>	Capital Exp-Furniture and Fixtures	0	3,204	0	0
	<b>015_2020_000</b>	Capital Exp-Machinery and	0	0	1,250	0
	<b>Total Capital</b>		<b>0</b>	<b>3,204</b>	<b>1,250</b>	<b>0</b>
	<b>015_5020_002</b>	Utilities-Internet Mobile	0	480	533	535
	<b>015_6000_001</b>	Prof Services-Legal	0	500	500	500
	<b>015_6000_007</b>	Prof Services-Toxicology Testing	150	150	50	150
	<b>015_6000_008</b>	Prof Services-MSHP Background	50	50	17	50
	<b>015_6000_015</b>	Prof Service-Service Contracts	550	550	849	850
	<b>Total</b>		<b>750</b>	<b>1,250</b>	<b>1,416</b>	<b>1,550</b>

01 - 175 - HR		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account	Budget	Budget	Estimated Ending	Proposed
	Name					
	015_6020_001 Software-Purchase		1,500	1,500	500	500
	015_6020_003 Software-Agreement		2,295	2,700	1,384	3,000
	<b>Total</b>		<b>3,795</b>	<b>4,200</b>	<b>1,884</b>	<b>3,500</b>
	<b>Total</b>		<b>4,545</b>	<b>5,450</b>	<b>3,300</b>	<b>5,050</b>
	015_7000_001 Supplies-Operational		800	800	694	800
	015_7000_002 Supplies-Computer Accessories		200	200	67	200
	015_7005_001 Supplies-Printing		1,000	500	167	250
	015_7005_002 Supplies-Mailing		125	125	42	100
	015_7005_003 Supplies-Postage		150	150	52	100
	015_7005_004 Supplies-Paper		150	150	54	100
	015_7005_006 Supplies-Promo-Education		150	200	67	200
	015_7015_004 Supplies-Safety		100	100	33	100
	<b>Total</b>		<b>2,675</b>	<b>2,225</b>	<b>1,176</b>	<b>1,850</b>
	015_8600_001 Vehicle-Repair		100	100	33	50
	015_8600_002 Vehicle-Maintenance		100	100	33	50
	015_8600_003 Vehicle-Supplies		100	100	33	50
	015_8600_005 Vehicle-Fuel		250	250	132	200
	<b>Total</b>		<b>550</b>	<b>550</b>	<b>232</b>	<b>350</b>
	<b>Total</b>		<b>185,925</b>	<b>226,063</b>	<b>181,788</b>	<b>243,420</b>
	<b>Change in</b>		<b>(185,925)</b>	<b>(226,063)</b>	<b>(181,788)</b>	<b>(243,420)</b>

## Public Safety Fund

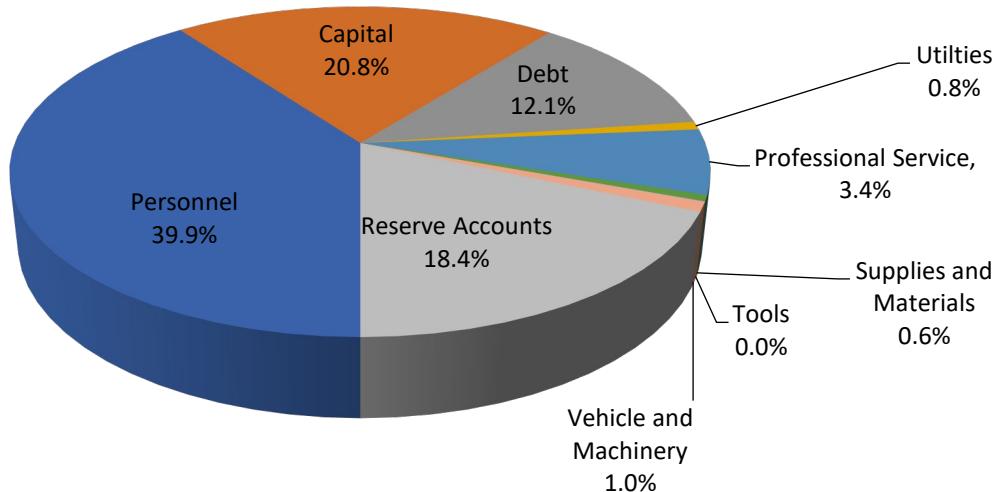
The Public Safety Fund is used to fund Public Safety in the City of Lebanon. It provides for additional funding for both Fire and Police. This allows for additional resources of staff and capital projects. The revenue source is a  $\frac{1}{2}$  cent voter approved sales tax. This tax was approved and began April 1, 2020

### Public Safety Funds Available by Category \$1,836,000



### Public Safety Expense by Category

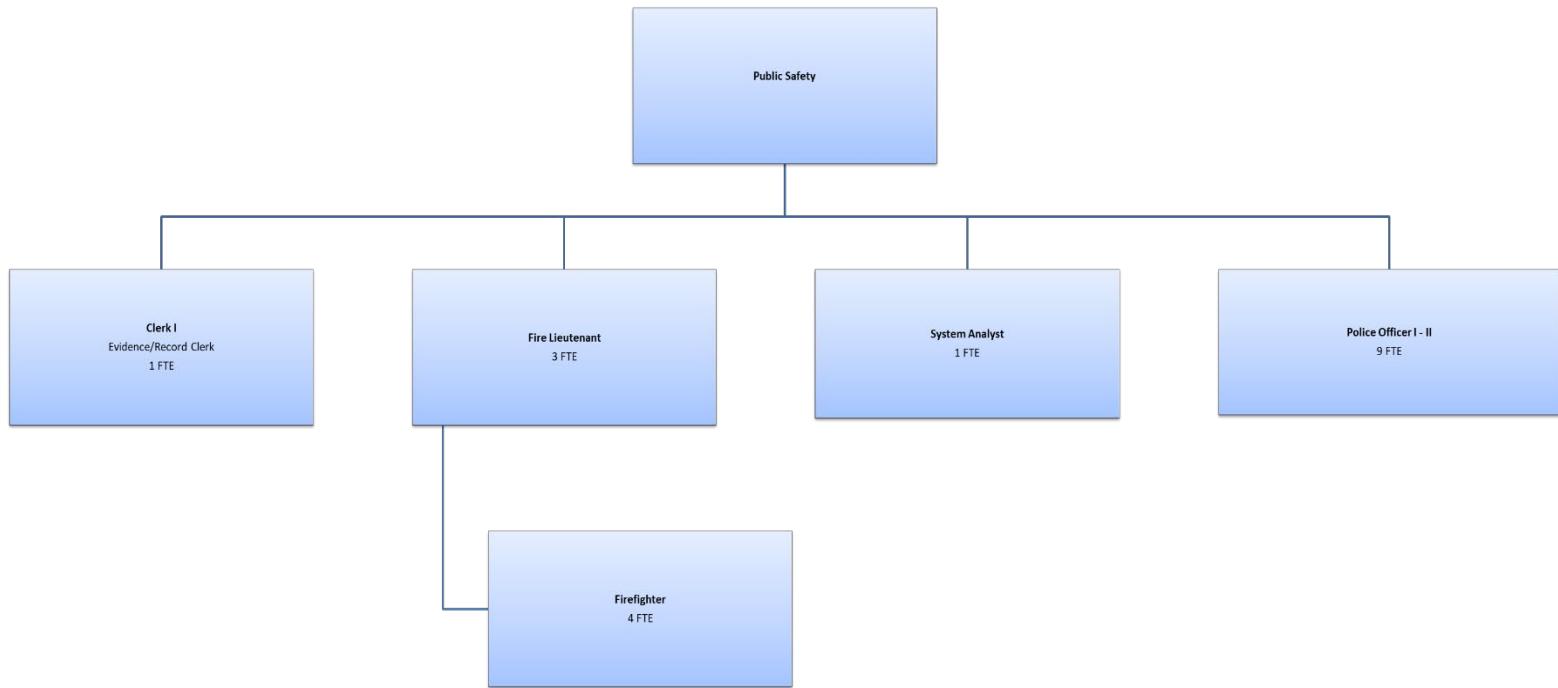
\$3,031,254



## Public Safety Fund Revenue and Expense by Category

Public Safety	2021 Actuals	2022 Budget	2022 Estimated	2023 Budget
<b>Revenues</b>				
Taxes	\$2,031,300	\$1,750,000	\$2,149,271	\$1,836,000
Other	\$1,879,589	\$1,000,005	-\$17,814	\$0
Internal Service Revenue	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$3,910,889</b>	<b>\$2,750,005</b>	<b>\$2,131,457</b>	<b>\$1,836,000</b>
<b>Expenses</b>				
Personnel	\$155,358	\$779,024	\$540,354	\$1,208,113
Capital	\$536,447	\$1,817,596	\$1,839,325	\$631,598
Debt	\$92,867	\$381,203	\$350,467	\$368,114
Grants	\$0	\$0	\$0	\$0
Utilities	\$0	\$6,000	\$2,000	\$23,850
Professional Services	\$82,371	\$141,996	\$181,538	\$192,924
Supplies and Materials	\$12,005	\$13,050	\$19,551	\$17,280
Tools, Equipment, and Vehicles	\$28,930	\$17,000	\$29,110	\$30,375
Other - Reserve Accounts	\$0	\$0	\$0	\$559,000
Internal Service Expense	\$0	\$0	\$0	\$0
<b>Total Expenses</b>	<b>\$907,978</b>	<b>\$3,155,869</b>	<b>\$2,962,345</b>	<b>\$3,031,254</b>

## Public Safety Fund Organizational Chart



03 - 500 - Public Safety		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Ending	Estimated Proposed
	<b>034_1000_002</b>	Tax-Sales 0.5%	1,700,000	1,750,000	2,149,271	1,836,000
	<b>Total Tax</b>		<b>1,700,000</b>	<b>1,750,000</b>	<b>2,149,271</b>	<b>1,836,000</b>
	<b>Total Local</b>		<b>1,700,000</b>	<b>1,750,000</b>	<b>2,149,271</b>	<b>1,836,000</b>
	<b>034_3010_001</b>	Misc-Bond Proceeds	652,000	0	0	0
	<b>034_3010_003</b>	Misc-Interest Income	0	5	83	0
	<b>034_3010_010</b>	Misc-Lease Proceeds	0	1,000,000	-17,897	0
	<b>Total</b>		<b>652,000</b>	<b>1,000,005</b>	<b>-17,897</b>	<b>0</b>
	<b>Total Service</b>		<b>652,000</b>	<b>1,000,005</b>	<b>-17,897</b>	<b>0</b>
	<b>Total</b>		<b>2,352,000</b>	<b>2,750,005</b>	<b>2,131,457</b>	<b>1,836,000</b>
	<b>Change in</b>		<b>2,352,000</b>	<b>2,750,005</b>	<b>2,131,457</b>	<b>1,836,000</b>

## Public Safety -Fire Department

The City of Lebanon Fire Department is a dedicated team committed to providing the highest level of public safety to our community, visitors, and neighbors. The purpose of the Public Safety Tax is to improve the delivery of fire services throughout our community by providing the Lebanon Fire Department with additional staff, a third facility, and equipment, including fire apparatus, necessary to perform any assigned task. These tasks include fire suppression, emergency medical care, technical rescue, hazardous material mitigation, and disaster management.

### **FY 2021-2022 Accomplishments:**

The Lebanon Fire Department continued to provide our community with excellent service. In FY 22 construction of Fire Station 3 began and should be completed in July of 2022. The Fire Department also completed several other projects in anticipation of Fire Station 3 becoming operational. New radios and bunker gear were purchased for the additional personnel and updates to Fire Station 1 & 2 consisting of new appliances, furniture, and equipment were accomplished.

Several new Fire Department staff completed Firefighter 1 & 2 and EMT training, becoming fully qualified firefighters. The new approach to hiring and training personnel appears to have been successful.

The Department also purchased a new 75' aerial ladder truck. The purchase replaced a 14-year-old apparatus.

### **Fiscal Year 2023 Goals:**

- I. **Goal:** Continue to hire and train new additional personnel.  
**Strategy:** The Fire Department is striving to fill staffing shortages using our new approach to hiring and training personnel. On the job training will continue for all personnel with an emphasis on meeting the needs of our new personnel. Due to the number of new Firefighters and the limited experience of several, the Fire Department intends to increase in-house, hands-on training of these personnel. Plans include live structural fire training, haz-mat operations level skills, and technical rescue skills including vehicle extrication.  
**Budgetary Factor:** The impact on the FY23 budget is anticipated to be minimal. The budgeted training amount is expected to be sufficient to address and meet this goal. This would include any consumable supplies and materials for burning. It is possible there would be a minor impact to salaries due to additional hours worked in travel to and from some training facilities not available in Lebanon and the actual training time. This impact is expected to be less than \$5000.
- II. **Goal:** Continue to work with Lebanon Police Department and local organizations to reduce the affects of drug addiction in our community.  
**Strategy:** Provide the community and those directly affected by drug addiction information on how to access local treatment resources.

**Budgetary Factor:** Minimal impact to the FY23 budget. Printing of informational cards will be less than \$1000.

**Performance Measurements:** The Public Safety Tax was passed to improve the delivery of fire services. As such, the Performance Measurements listed below will be monitored and reported once the new Public Safety Building has been in operation for at least one year.

- Average Response Times
- 6 Minutes 59 Seconds Response Time Percentage in the City
- Actual 90% Response Time in the City

**Previous Years' Goals:** FY21 was the first-year revenue was collected for the Public Safety Tax. The goals and status noted are from FY22.

- I. Goal: Hire remaining three of six promised Firefighters and provide said personnel training as needed.  
Status: Currently the Fire Department needs to hire two of the six promised new Firefighters. Applications are being accepted until the positions are filled.
- II. Goal: Complete improvements to Fire Stations 1 & 2.  
Status: Portions of these improvements have been completed. New appliances and equipment were obtained. Interior and exterior work such as new flooring, ceiling tiles, and concrete apron are planned to continue in FY23.

03 - 510 - Fire Public Safety			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account	Estimated			
		Name	Budget	Budget	Ending	Proposed
035_1000_001	Fulltime Salary		195,875	147,847	135,533	232,6862
035_1000_005	Fulltime Overtime		28,609	20,601	8,333	32,422
035_1000_008	Fire Call Back Pay		0	0	11,030	11,030
<b>Total Salaries -</b>			<b>224,484</b>	<b>168,448</b>	<b>154,896</b>	<b>276,134</b>
035_1005_001	Health Premium-Employee		15,792	15,792	3,753	0
035_1005_002	Health Premium-Family		50,076	30,285	24,774	53,414
035_1005_003	Dental Premium-Employee		900	900	446	300
035_1005_004	Dental Premium-Family		1,326	663	821	1,626
035_1010_001	Life Insurance		333	249	235	333
<b>Total Benefits -</b>			<b>68,428</b>	<b>47,890</b>	<b>30,029</b>	<b>55,674</b>
035_1015_003	Lagers-Fire		6,735	2,691	2,208	5,854
035_1015_004	Deferred Comp-Employer		3,900	2,270	3,591	5,850
<b>Total Benefits -</b>			<b>10,635</b>	<b>4,960</b>	<b>5,799</b>	<b>11,704</b>
035_1020_001	FICA-Employer		8,060	9,702	8,999	15,609

03 - 510 - Fire Public Safety		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account	Estimated			
		Name	Budget	Budget	Ending	Proposed
035_1020_002	Medicare-Employer		1,885	2,269	2,105	3,650
035_1020_003	Unemployment Compensation		1,285	1,565	2,224	2,518
035_1020_004	Workman's Compensation		0	0	9,899	1,073
<b>Total Payroll</b>			<b>11,231</b>	<b>13,536</b>	<b>23,227</b>	<b>36,698</b>
035_1025_001	Employee-Uniforms		5,000	31,000	11,924	31,000
035_1025_004	Employee-Travel/Hotel		3,500	7,500	4,288	13,500
035_1025_005	Employee-Training		15,000	21,500	14,338	30,000
035_1025_008	Employee-Hazmat Physicals		3,000	18,000	8,320	18,000
<b>Total Employee</b>			<b>26,500</b>	<b>78,000</b>	<b>38,870</b>	<b>92,500</b>
<b>Total Personnel</b>			<b>341,277</b>	<b>312,835</b>	<b>252,821</b>	<b>472,710</b>
035_2015_000	Capital Exp-Furniture and		451,500	485,763	19,809	359,514
035_2020_000	Capital Exp-Machinery and		476,000	28,115	1,576	14,000
035_2020_001	IMPCapital Exp - Machinery and		0	3,115	248,610	0
035_2025_000	Capital Exp-Vehicles		0	1,000,000	972,120	0
<b>Total Capital</b>			<b>927,500</b>	<b>1,513,878</b>	<b>1,242,115</b>	<b>373,514</b>
035_3020_000	Debt-Lease Purchase		75,000	189,100	0	189,100
<b>Total Debt</b>			<b>75,000</b>	<b>189,100</b>	<b>0</b>	<b>189,100</b>
035_5000_001	Utilities-Electric		0	5,000	1,667	6,000
035_5000_002	Utilities-Water		0	500	167	400
035_5000_003	Utilities-Sewer		0	500	167	400
035_5005_002	Utilities-Natural Gas		0	0	0	15,000
035_5010_001	Utilities-Landline and Fiber		0	0	0	350
035_5020_001	Utilities-Internet		0	0	0	1,200
035_5025_001	Utilities-Solid Waste		0	0	0	500
<b>Total Utilities</b>			<b>0</b>	<b>6,000</b>	<b>2,001</b>	<b>23,850</b>
035_6000_007	Prof Services-Toxicology		0	0	85	85
035_6000_008	Prof Services-MSHP Backgrou		0	0	15	15
035_6000_015	Prof Service-Service Contracts		12,500	12,500	5,287	5,864
<b>Total</b>			<b>12,500</b>	<b>12,500</b>	<b>5,386</b>	<b>5,964</b>
035_6005_001	Insurance-Vehicle		3,500	0	486	3,500
035_6005_003	Insurance-Building&Property		0	0	5,000	15,000
035_6010_001	Advertising-Public Notices		0	0	88	100
035_6020_003	Software-Agreement		0	0	986	35000
<b>Total</b>			<b>3,500</b>	<b>0</b>	<b>6,560</b>	<b>53,600</b>

03 - 510 - Fire Public Safety		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Estimated Ending	Proposed
	<b>Total</b>		<b>16,000</b>	<b>12,500</b>	<b>11,946</b>	<b>59,564</b>
03	5_7000_001	Supplies-Operational	0	0	0	2,250
03	5_7005_003	Supplies-Postage	0	50	50	50
03	5_7005_004	Supplies Paper	0	0	0	100
03	5_7010_001	Supplies-Janitorial	0	0	0	1,000
03	5_7010_002	Supplies-Cleaning and Sanaitat	0	0	0	280
03	5_7010_003	Supplies-Break Room	0	0	0	600
03	5_8300_001	Equipment-Repair	0	0	0	2,250
03	5_8300_002	Equipment-Maintenance	0	0	0	2,500
03	5_8300_003	Equipment-Supplies	0	0	0	375
03	5_8300_004	Equipment-Equipment	0	0	0	750
03	5_8600_004	Vehicle-Equipment	0	7,500	2,5000	10,000
03	5_8600_005	Vehicle-Fuel	0	0	0	5,000
<b>Total Expenses</b>			<b>1,359,777</b>	<b>2,041,863</b>	<b>1,669,747</b>	<b>1,130,804</b>
<b>Change in</b>			<b>(1,359,777)</b>	<b>(2,041,863)</b>	<b>(1,669,747)</b>	<b>(1,130,804)</b>

## Public Safety -Police Department

The City of Lebanon Police Department is committed to providing excellent law enforcement services to the citizens of the community. This department is also committed to providing professional police services that meet the expectations of the community and maximizing the use of department resources enhancing the safety and security for the citizens of Lebanon.

The Public Safety Tax was approved by voters and funding was made available for the first time during this fiscal year. By approving the Public Safety Tax, our citizens are supporting the Police Department by allowing it to have better equipment, training, and staffing.

### **FY 2021-2022 Accomplishments:**

The Lebanon Police Department continued to strive for excellence in service and protection to our community. We were able to move forward by keeping pace with technological advances in modern policing through the purchase of six fully equipped 2021 Dodge Durango Pursuit vehicles; Automated License Plate Recognition systems; Body Worn Cameras; and a speed monitoring trailer. Department personnel strengthened their interpersonal skills by attending training that addressed implicit bias and de-escalation techniques.

### **Fiscal Year 2023 Goals:**

- I. **Goal:** Take a proactive approach to mitigate catalytic converter theft by establishing partnerships with local businesses to implement the "Etch and Catch" program.  
**Strategy:** Partner with businesses to mark catalytic converters in a way to make them less desirable to steal and easily identifiable if they are stolen.  
**Budgetary Factor:** Minimal initial equipment costs.
  
- II. **Goal:** Expand the Automated License Plate Recognition (ALPR) system by adding equipment to fill in gaps of coverage.  
**Strategy:** Add additional ALPRs to the system.  
**Budgetary Factor:** \$24,000 is budgeted for this project in FY23

### **Performance Measures**

	2015	2016	2017	2018	2019	2020	2021
Total Arrests	4640	4735	4917	4791	4662	4479	3668
Total Reports	3297	3302	3456	3685	3689	3299	2655
Total Calls for Service (CAD)	23807	21875	24464	25032	37603	38730	32563

03 - 515 - Police Public Safety		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account	Estimated			
		Name	Budget	Budget	Ending	Proposed
	035_1000_001	Fulltime Salary	159,376	276,884	158,106	442,671
	035_1000_002	Parttime Salary	0	0	3,959	0
	035_1000_003	On Call	0	0	846	846
	035_1000_005	Fulltime Overtime	3,016	9,938	6,420	14,502
	<b>Total</b>		<b>162,392</b>	<b>286,822</b>	<b>169,332</b>	<b>458,019</b>
	035_1005_001	Health Premium-Employee	7,896	23,688	23,202	66,720
	035_1005_002	Health Premium-Family	39,582	51,345	11,426	34,934
	035_1005_003	Dental Premium-Employee	0	900	1,019	2,700
	035_1005_004	Dental Premium-Family	1,626	1,626	150	600
	035_1010_001	Life Insurance	222	389	230	611
	<b>Total</b>		<b>49,327</b>	<b>77,948</b>	<b>15,641</b>	<b>77,948</b>
	035_1015_001	Lagers-General	0	5,428	7,791	10,236
	035_1015_002	Lagers-Police	21,923	28,765	10,126	56,651
	035_1015_004	Deferred Comp-Employer	2,600	3,250	3,017	7,800
	<b>Total</b>		<b>24,523</b>	<b>37,443</b>	<b>20,934</b>	<b>74,687</b>
	035_1020_001	FICA-Employer	6,938	16,468	10,168	27,803
	035_1020_002	Medicare-Employer	1,623	3,851	2,378	6,502
	035_1020_003	Unemployment Compensation	843	2,656	1,638	4,484
	035_1020_004	Workman's Compensation	0	0	7,035	17,341
	<b>Total Payroll</b>		<b>9,404</b>	<b>22,975</b>	<b>21,218</b>	<b>56,131</b>
	035_1025_001	Employee-Uniforms	5,000	5,000	5,000	5,000
	035_1025_004	Employee-Travel/Hotel	6,000	6,000	6,000	6,000
	035_1025_005	Employee-Training	30,000	30,000	30,000	30,000
	035_1025_009	Employee-Tuition Assistance	0	0	2,199	0
	<b>Total</b>		<b>41,000</b>	<b>41,000</b>	<b>40,020</b>	<b>41,000</b>
	<b>Total</b>		<b>286,645</b>	<b>466,189</b>	<b>287,533</b>	<b>735,403</b>
	035_2015_000	Capital Exp-Furniture and	0	120,018	6,873	28,584
	035_2020_000	Capital Exp-Machinery and	375,300	138,700	185,142	184,500
	035_2025_000	Capital Exp-Vehicles	0	45,000	405,194	45,000
	<b>Total Capital</b>		<b>375,300</b>	<b>303,718</b>	<b>597,210</b>	<b>258,084</b>
	035_3020_000	Debt-Lease Purchase	94,500	192,103	192,102	192,102
	<b>Total Debt</b>		<b>94,500</b>	<b>192,103</b>	<b>192,102</b>	<b>192,102</b>
	035_6000_011	Prof Services-Dues/License	0	3,296	1,504	3,300
	035_6000_015	Prof Services-Service Contracts	0	0	12,990	6,000

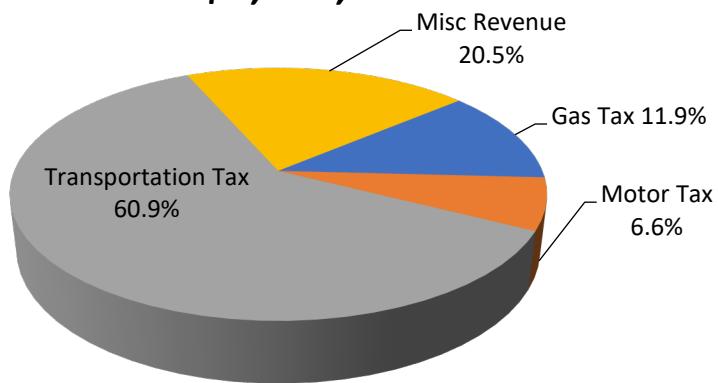
03 - 515 - Police Public Safety		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account	Budget	Budget	Estimated Ending	Proposed
		Name				
	<b>Total Prof</b>		<b>0</b>	<b>3,296</b>	<b>14,494</b>	<b>9,300</b>
035_6005_001	Insurance-Vehicle		6,500	0	6,497	8,500
035_6005_002	Insurance-Equipment		0	0	119	200
	<b>Total</b>		<b>6,500</b>	<b>0</b>	<b>6,616</b>	<b>8,700</b>
035_6020_001	Software-Purchase		20,000	0	360	360
035_6020_003	Software-Agreement		75,000	126,200	148,122	115,000
	<b>Total</b>		<b>95,000</b>	<b>126,200</b>	<b>148,482</b>	<b>115,360</b>
	<b>Total</b>		<b>101,500</b>	<b>129,496</b>	<b>169,592</b>	<b>133,360</b>
035_7000_001	Supplies-Operational		0	0	1,036	0
035_7000_002	Supplies-Computer Accessories		0	0	5,717	0
035_7000_003	Supplies-Desk Accessories-Small		0	1,000	348	1,000
035_7000_006	Supplies-Uniforms				7,425	0
035_7000_007	Supplies-Ammo		0	12,000	4,209	12,000
035_7000_008	Supplies-Etch and Catch				816	
	<b>Total</b>		<b>0</b>	<b>13,000</b>	<b>19,551</b>	<b>13,000</b>
035_8000_003	Tools-Supplies		0	1,500	0	1,500
	<b>Total Tools &amp;</b>		<b>0</b>	<b>1,500</b>	<b>0</b>	<b>1,500</b>
035_8300_004	Equipment-Equipment		0	0	23,943	0
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>23,943</b>	<b>0</b>
035_8600_004	Vehicle-Equipment		0	8,000	2,667	8,000
	<b>Total</b>		<b>0</b>	<b>8,000</b>	<b>2,667</b>	<b>8,000</b>
	<b>Total</b>		<b>857,945</b>	<b>1,114,006</b>	<b>1,292,598</b>	<b>1,341,448</b>
	<b>Change in</b>					<b>(857,945)(1,114,006)(1,292,598)(1,341,448)</b>

## Street Fund

The Street Fund is used for transportation purposes in the City of Lebanon. It provides for the maintenance and expansion of transportation needs of our citizens; such as, repair and maintenance of existing public road system, and upgrades to local transportation system. The current City street network has approximately 112 miles of streets to serve the residents, commercial, and industrial segments within the City's incorporated limits. Revenue sources are transportation tax; state gas and motor vehicle tax; and funding grants for projects.

### Street Funds Available by Category

**\$3,013,250**



### Fiscal Year 2021-2022 Accomplishments:

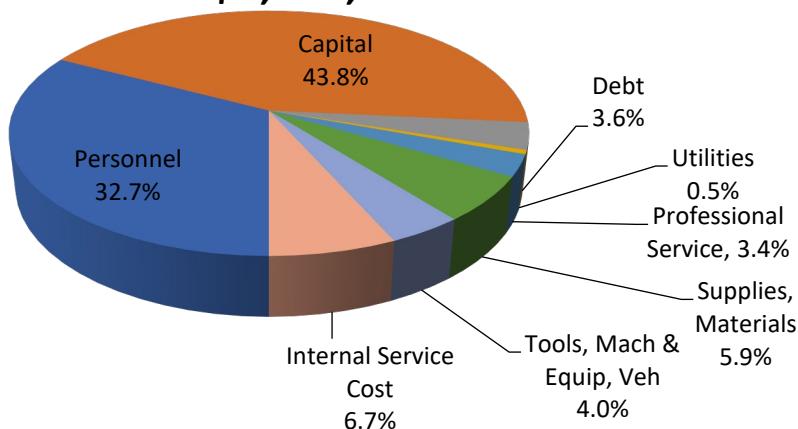
Asphalt overlays have been completed on 8 miles of City streets. Asphalt crack sealing and surface treatments were completed on 2 miles of City streets. Reconstruction of 1,075 L.F. of Owens Drive was completed.

Construction of 375 L.F. of the extension of Beck Lane will be completed by the end of 2022 fiscal year. Commercial Street on-street parking areas had the asphalt surface treated and parking areas

striped. Decorative crosswalks were added on Commercial Street at the intersections with Adams, Madison, and Monroe Streets. The concrete islands at the intersection of Elm and Jefferson were painted and had decorative thermo-plastic decals added. All crosswalks and stop blocks at intersections along Elm Street were restriped after the asphalt overlay.

### Street Expense by Category

**\$3,937,639**



## Fiscal Year 2023 Goals:

I. **Goal:** Develop solutions to improve traffic flow in Lebanon.

**Strategy:** Continue to monitor traffic counts and complete traffic studies on 5-year cycle with the revision of the Street Maintenance Master Plan. Identify and pursue grant funding opportunities. Create phases, schedule and implement phases for an internal west loop (Beck Lane to Fourth Street). Continue working with planning and project partners for a future north/south loop. Continue quarterly meetings with MoDOT to discuss traffic issues and develop strategies.

**Budgetary Factor:** Availability of Funds. As improvements are proposed funding will be needed for the proposed improvements.

II. **Goal:** Improve appearance of street rights of way.

**Strategy:** Continue routine street sweeping program by sweeping 112 miles of streets per quarter. Continue implementation of annual street striping program. Implement a right of way vegetation maintenance program. Continue community outreach to encourage adoption of eligible streets resulting in improved cleanliness.

**Budgetary Factor:** Availability of Funds. The pavement marking program requires funding estimated at \$20,000 annually, for street marking materials.

III. **Goal:** Expedite response to changing road conditions and customer concerns, including sidewalks.

**Strategy:** Continue to inspect and evaluate the existing sidewalk network for ADA improvements and update Lebanon ADA Transition Plan. Implement Sidewalk Master Plan as adopted by City Council. Design and construct a sidewalk on New Buffalo Road. Make improvements to sidewalk curb ramps in areas identified in sidewalk inspections. Continue to implement the Street Maintenance Master Plan with increased improvements on residential streets.

**Budgetary Factor:** Availability of Funds. While evaluation of the existing sidewalk network will be accomplished with existing staff and resources. As sidewalk and street improvements are proposed funding will be needed for the proposed improvements.

## Performance Measurements:

Performance Measures	2019	2020	2021	2022 Estimate	2023 Projected
Blocks of City streets requiring pothole patching	200	200	338	200	250
Blocks of City streets in which tree trimming was performed	60	60	50	50	70
Blocks of City streets with new striping painted	84	84	84	95	84
Blocks of City streets crack sealed	57	57	13	20	50
Blocks of City streets in which asphalt surface was treated	5	5	0	27	0
Miles of City Streets overlaid with asphalt	2.5	2.6	3.2	6.8	6.8

## Previous Years' Goals:

- I. Goal: Develop solutions to improve traffic flow in Lebanon.

Status: Project phases have been proposed for the internal West loop (Beck Lane to Fourth Street). Phase 1 improvements to the intersection of Beck and Ivey have been completed. Quarterly meetings with MoDOT about traffic flow have resulted in improvements to traffic signal timing and configuration to improve traffic signal performance. Intersection traffic studies have been completed on six streets with findings planned for presentation to the City Council. The information from these studies will be used in planning of possible intersection improvements to improve traffic flow and pedestrian safety in the City.

- II. Goal: Improve the appearance of street rights of way.

Status: The routine street sweeping program sweeping 112 miles of street per quarter has been accomplished. Currently 18 of 31 streets in the Adopt a Street litter pickup program have been adopted totaling 11.7 miles of street currently adopted. Street striping has been completed on 12.4 miles of City streets.

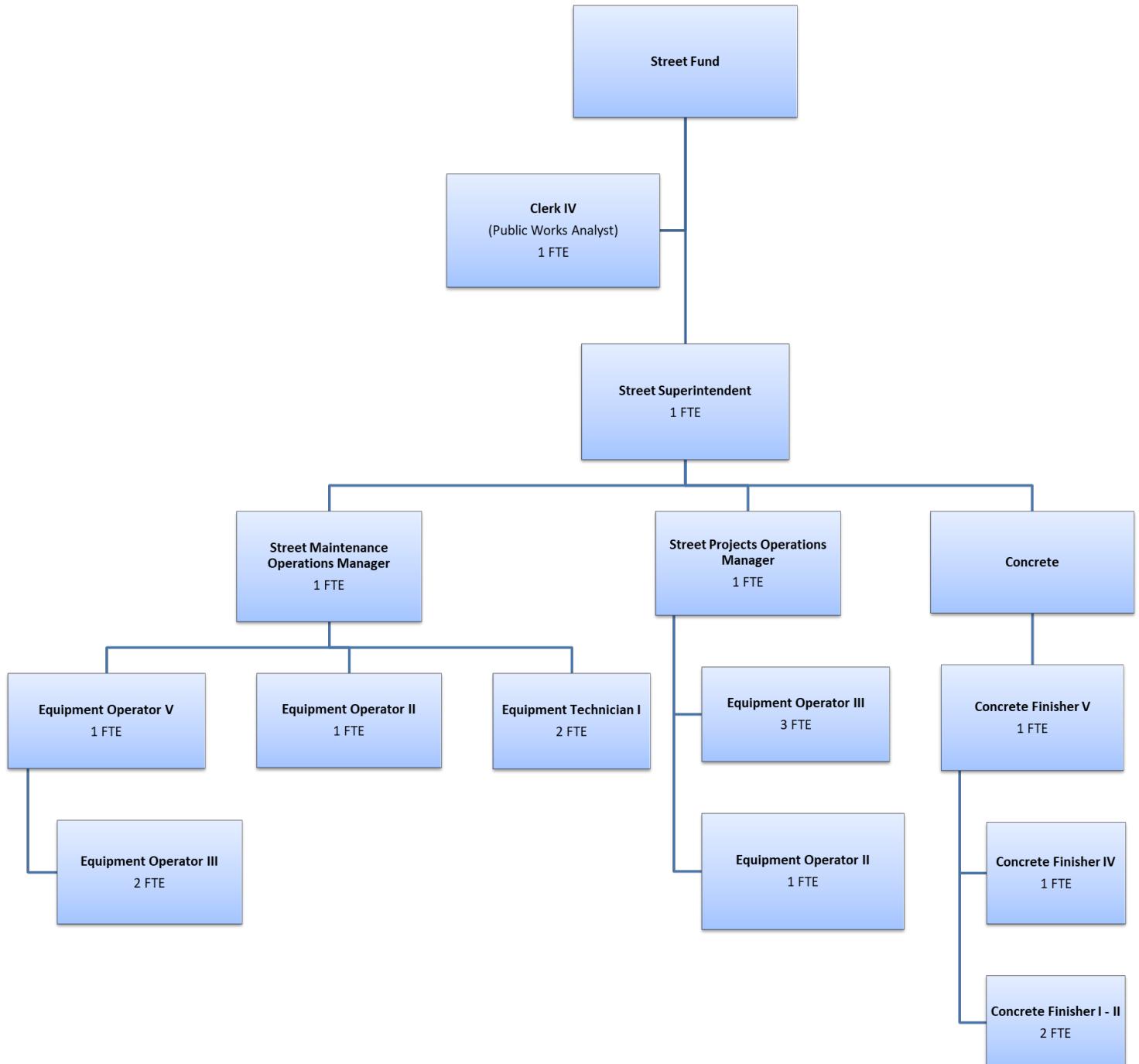
- III. Goal: Expedite response to changing road conditions and customer concerns, including sidewalks.

Status: Records are kept of category of concern reported, date reported, date repaired or addressed, and type of work as required in performance standards. Activity reports have been presented to City Council. Engineering for the New Buffalo Road Sidewalk Project is scheduled to be completed by the end of 2022 fiscal year as well as planned replacement to sidewalk ramps on Madison Avenue between Bennett Street and Fifth Street and on Bennett Street between Jefferson Avenue and Madison Avenue.

## Street Fund Revenue and Expense by Category

Street Fund	2021 Actuals	2022 Budget	2022 Estimated	2023 Budget
<b>Revenues</b>				
Taxes	\$2,058,704	\$1,750,000	\$2,041,661	\$1,836,000
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$745,375	\$560,000	\$590,458	\$560,000
Service Charges	\$0	\$0	\$0	\$0
Rentals	\$0	\$0	\$0	\$0
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$772,415	\$550,300	\$139,082	\$117,250
Internal Service Revenue	\$250,000	\$300,000	\$250,000	\$500,000
<b>Total Revenues</b>	<b>\$3,826,494</b>	<b>\$3,160,300</b>	<b>\$3,021,201</b>	<b>\$3,013,250</b>
<b>Expenses</b>				
Personnel	\$1,027,460	\$1,150,557	\$1,171,636	\$1,287,737
Capital	\$1,238,828	\$2,071,641	\$1,845,161	\$1,726,000
Debt	\$94,769	\$133,000	\$140,301	\$140,301
Grants	\$0	\$0	\$0	\$0
Utilities	\$19,684	\$20,070	\$20,381	\$20,370
Professional Services	\$88,990	\$183,869	\$122,879	\$112,236
Supplies and Materials	\$250,568	\$232,283	\$192,581	\$232,308
Tools, Equipment, and Vehicles	\$146,692	\$142,370	\$151,953	\$156,270
Internal Service Expense	\$250,685	\$232,068	\$223,813	\$262,417
<b>Total Expenses</b>	<b>\$3,117,676</b>	<b>\$4,165,858</b>	<b>\$3,868,705</b>	<b>\$3,937,639</b>

## Street Fund Organizational Chart



08 - 500 - Street Operation			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Ending	Estimated Proposed
084_1000_002	Tax-Sales 0.5%		1,700,000	1,750,000	2,041,661	1,836,000
<b>Total Tax Revenue</b>			<b>1,700,000</b>	<b>1,750,000</b>	<b>2,041,661</b>	<b>1,836,000</b>
<b>Total Local Taxes</b>			<b>1,700,000</b>	<b>1,750,000</b>	<b>2,041,661</b>	<b>1,836,000</b>
084_2000_001	State Tax-Gas		375,000	360,000	389,300	360,000
084_2000_002	State Tax-Motor Vehicle		180,000	200,000	201,157	200,000
<b>Total State Tax</b>			<b>555,000</b>	<b>560,000</b>	<b>590,458</b>	<b>560,000</b>
084_2005_003	Grants-General Rev		0	0	0	0
<b>Total Grant</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total</b>			<b>555,000</b>	<b>560,000</b>	<b>590,458</b>	<b>560,000</b>
084_3010_003	Misc-Interest Income		0	0	27	0
084_3010004	Misc-Investment Income		0	0	167	0
084_3010_006	Misc-Miscellaneous		600	250	0	0
084_3010_008	Misc-Gain/Loss-Asset		0	0	7,908	0
084_3010_009	Misc-Agreements		0	0	130,600	117,000
084_3010_010	Misc-Lease Proceeds		0	550,000	0	0
084_3010_012	Misc-Purchasing Card Rebate		130	50	381	250
084_3010_014	Misc-Insurance Recoveries		0	0	0	0
<b>Total</b>			<b>730</b>	<b>550,300</b>	<b>139,082</b>	<b>117,250</b>
<b>Total Service</b>			<b>730</b>	<b>550,300</b>	<b>139,082</b>	<b>117,250</b>
084_9999_001	Interfund Transfer		0	300,000	250,000	500,000
<b>Total Revenues</b>			<b>2,255,730</b>	<b>3,160,300</b>	<b>3,021,200</b>	<b>3,013,250</b>
085_1000_001	Fulltime Salary		655,410	703,246	251,624	784,239
085_1000_001IMP	FT Salary - Imported		0	0	475,198	0
085_1000_002	Part Time Salary		58,638	27,350	0	0
085_1000_002IMP	Part Time Salary - Imported		0	0	4,541	0
085_1000_005	Fulltime Overtime		13,359	13,925	4,951	15,702
085_1000_005IMP	Fulltime Overtime - Imported		0	0	4,096	0
085_1000_006	Part Time Overtime		1,111	437	0	0
085_1000_006IMP	Part Time Overtime -		0	0	22	0
085_1000_010	PREMIUM PAY		0	0	250	0
<b>Total Salaries -</b>			<b>728,518</b>	<b>744,958</b>	<b>740,681</b>	<b>799,941</b>
085_1005_001	Health Premium-Employee		63,168	47,376	42,569	50,040
085_1005_002	Health Premium-Family		108,252	137,340	143,504	165,658

08 - 500 - Street Operation			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
085_1005_003	Dental Premium-Employee		2,400	2,400	3,810	2,100
085_1005_004	Dental Premium-Family		4,832	4,832	2,017	5,306
085_1010_001	Life Insurance		860	916	962	971
<b>Total Benefits -</b>			<b>179,513</b>	<b>192,864</b>	<b>192,862</b>	<b>224,075</b>
085_1015_001	Lagers-General		84,633	88,470	95,465	102,866
085_1015_004	Deferred Comp-Employer		8,125	8,125	15,110	24,700
<b>Total Benefits -</b>			<b>92,758</b>	<b>96,595</b>	<b>110,575</b>	<b>127,566</b>
085_1020_001	FICA-Employer		30,007	42,927	43,089	47,159
085_1020_002	Medicare-Employer		7,018	10,039	10,077	11,029
085_1020_003	Unemployment		3,183	6,924	7,29	7,606
085_1020_004	Workman's Compensation		40,349	40,654	52,129	53,966
<b>Total Payroll Taxes</b>			<b>80,558</b>	<b>100,544</b>	<b>112,593</b>	<b>119,760</b>
085_1025_001	Employee-Uniforms		11,845	9,500	11,671	10,300
085_1025_002	Employee-		895	895	349	895
085_1025_003	Employee-Books		200	200	67	200
085_1025_005	Employee-Training		5,000	5,000	2,838	5,000
<b>Total Employee -</b>			<b>17,940</b>	<b>15,595</b>	<b>14,925</b>	<b>16,395</b>
<b>Total Personnel</b>			<b>1,099,287</b>	<b>1,150,557</b>	<b>1,171,636</b>	<b>1,287,737</b>
085_2005_000	Capital Exp-Land and		825,610	2,043,378	1,778,801	1,630,981
085_2010_000	Capital Exp-Building and		75,000	0	0	28,125
085_2015_000	Capital Exp-Furniture and		1,345	16,263	529	2,894
085_2020_000	Capital Exp-Machinery and		118,500	12,000	11,353	29,000
085_2025_000	Capital Exp-Vehicles		0	0	54,478	35,000
085_2030_000	Capital Exp-Infrastructure		0	0	0	0
<b>Total Capital</b>			<b>1,020,455</b>	<b>2,071,641</b>	<b>1,845,161</b>	<b>1,726,000</b>
085_3020_000	Debt-Lease Purchase		69,357	133,000	140,301	140,301
<b>Total Debt</b>			<b>69,357</b>	<b>133,000</b>	<b>140,301</b>	<b>140,301</b>
<b>Total Grants -</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Grants</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
085_5000_001	Utilities-Electric		0	1,200	1,234	1,200
085_5005_001	Utilities-Propane		12,500	12,500	13,588	12,500
085_5010_001	Utilities-Landline and Fiber		500	500	0	500
085_5015_001	Utilities-Cell Phones		3,850	3,850	3,340	3,850

08 - 500 - Street Operation		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Estimated Ending	Proposed
	085_5025_001	Utilities-Solid Waste	1,852	2,020	2,219	2,320
	<b>Total Utilities</b>		<b>18,702</b>	<b>20,070</b>	<b>20,381</b>	<b>20,370</b>
	085_6000_001	Prof Services-Legal	0	0	0	0
	085_6000_002	Prof Services-Engineering	45,000	130,000	62,233	45,000
	085_6000_003	Prof Services-Surveying	5,000	5,000	1,667	5,000
	085_6000_007	Prof Services-Toxicology	1,000	1,000	529	1,000
	085_6000_008	Prof Services-MSHP	150	150	44	150
	085_6000_011	Prof Services-Dues/License	20	30	39	30
	085_6000_015	Prof Service-Service	893	2,200	5,007	8,630
	085_6000_018	Prof Service-Damage Claims	2,000	2,000	3,686	2,000
	<b>Total Professional</b>		<b>54,063</b>	<b>140,380</b>	<b>73,205</b>	<b>61,810</b>
	085_6005_001	Insurance-Vehicle	18,000	18,200	19,675	20,462
	085_6005_002	Insurance-Equipment	6,000	7,082	6,999	7,279
	085_6005_003	Insurance-Building &	1,400	1,716	2,302	2,394
	085_6005_008	Insurance-City Street	1,250	1,841	1,954	2,032
	<b>Total Insurance -</b>		<b>26,650</b>	<b>28,839</b>	<b>30,930</b>	<b>32,168</b>
	085_6010_001	Advertising-Public Notices	500	500	498	500
	085_6010_003	Advertising-Print	500	500	0	500
	085_6010_006	Advertising-Radio	100	250	208	208
	<b>Total Advertising -</b>		<b>1,100</b>	<b>1,250</b>	<b>706</b>	<b>1,208</b>
	085_6020_001	Software-Purchase	2,000	4,500	3,616	4,500
	085_6020_003	Software-Agreement	7,110	8,900	14,422	12,550
	<b>Total Software -</b>		<b>9,110</b>	<b>13,400</b>	<b>18,038</b>	<b>17,050</b>
	<b>Total Professional</b>		<b>90,923</b>	<b>183,869</b>	<b>122,879</b>	<b>112,236</b>
	085_7000_001	Supplies-Operational	1,500	1,500	985	1,500
	085_7000_002	Supplies-Computer	500	1,000	1,062	1,000
	085_7005_003	Supplies-Postage	0	25	41	50
	085_7015_004	Supplies-Safety	2,758	2,758	1,449	2,758
	<b>Total Supplies</b>		<b>4,758</b>	<b>5,283</b>	<b>3,537</b>	<b>5,308</b>
	085_7500_001	Materials-Asphalt	125,000	125,000	99,420	125,000
	085_7500_002	Materials-Rock	10,000	10,000	9,030	10,000
	085_7505_003	Materials-Pipe-Misc.	1,000	1,000	333	1,000
	085_7510_001	Materials-Paint	25,000	25,000	18,310	25,000
	085_7510_002	Materials-Signs	15,000	15,000	11,178	15,000

08 - 500 - Street Operation		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Ending	Estimated Proposed
	085_7525_001	Materials-Infrastructure	51,000	51,000	50,772	51,000
	<b>Total Materials</b>		<b>227,000</b>	<b>227,000</b>	<b>189,044</b>	<b>227,000</b>
	085_8000_001	Tools-Repair	1,300	1,300	433	1,000
	085_8000_002	Tools- Maintenance	1,300	1,300	598	1,000
	085_8000_003	Tools-Supplies	5,770	5,770	7,019	5,770
	<b>Total Tools &amp;</b>		<b>8,370</b>	<b>8,370</b>	<b>8,051</b>	<b>7,770</b>
	085_8300_001	Equipment-Repair	20,000	20,000	26,794	20,000
	085_8300_002	Equipment-Maintenance	23,000	25,000	28,411	25,000
	085_8300_003	Equipment-Supplies	500	500	222	500
	085_8300_004	Equipment-Equipment	1,000	1,000	333	1,000
	085_8300_005	Equipment-Fuel	5,785	11,000	12,523	13,000
	085_8300_006	Equipment-Rental	5,500	5,500	6,543	5,500
	<b>Total Machinery &amp;</b>		<b>55,785</b>	<b>63,000</b>	<b>74,826</b>	<b>65,000</b>
	085_8600_001	Vehicle-Repair	13,000	13,000	4,727	13,000
	085_8600_002	Vehicle-Maintenance	24,000	24,000	21,129	24,000
	085_8600_003	Vehicle-Supplies	500	500	111	500
	085_8600_004	Vehicle-Equipment	1,000	1,000	183	1,000
	085_8600_005	Vehicle-Fuel	32,500	32,500	42,926	45,000
	<b>Total Vehicles</b>		<b>71,000</b>	<b>71,000</b>	<b>69,076</b>	<b>83,500</b>
	085_9910_000	Internal Service-Personnel	0	0	150,346	0
	08CommDev_In	Code Administration	50,472	56,715	15,384	51,075
	08Garage_In	Garage Allocation In	75,073	56,829	17,053	77,498
	08IT_In	IT Allocation In	54,003	54,157	17,047	57,257
	08Facility_In	Facility Mgmt Allocation In	35,586	38,037	13,745	43,812
	08Janitorial_In	Janitorial Allocation In	4,816	5,977	2,022	6,446
	08Purchasing_In	Purchasing / Warehouse	24,753	20,353	8,123	26,331
	<b>Total Internal</b>		<b>244,703</b>	<b>232,068</b>	<b>223,813</b>	<b>262,417</b>
	<b>Total Other</b>		<b>244,703</b>	<b>232,068</b>	<b>223,813</b>	<b>262,417</b>
	<b>Total Expenses</b>		<b>2,910,339</b>	<b>4,165,858</b>	<b>3,868,704</b>	<b>3,937,639</b>
	<b>Change in</b>		<b>(654,609)</b>	<b>(1,005,558)</b>	<b>(847,504)</b>	<b>(924,389)</b>

## Stormwater Fund

This fund is responsible for managing the storm water conveyance and detention maintenance and improvements. Revenue comes from a newly approved Parks/Stormwater Sales Tax passed and approved by voters beginning January, 1 2022. This fund receives 25% of the total funds received, while Parks gets the other 75%.

### FY 2021-2022 Accomplishments:

Voters approved a Parks/Stormwater Sales Tax. This tax will provide dedicated annual funds for stormwater improvements and maintenance.

### Fiscal Year 2023 Goals:

- I. **Goal:** Improve Water Conveyance on Radio Tower Branch Watershed  
**Strategy:** Construct a new box culvert under Kansas and Ohio.  
**Budgetary Factor:** Estimated cost of \$572,000 with funding being provided by the new Stormwater Sales Tax.

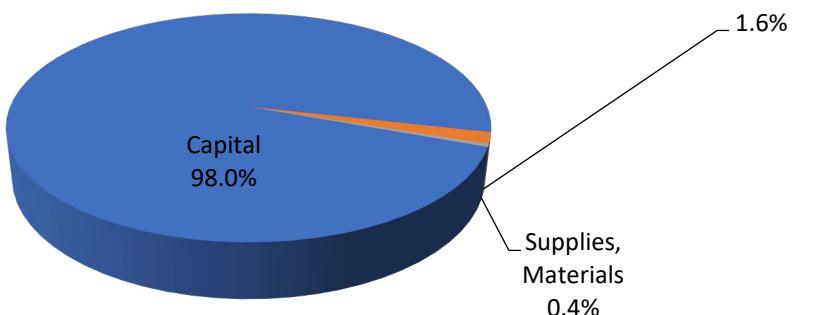
### Stormwater Funds Available by Category

**\$459,000**



### Stormwater Expense by Category

**\$639,750**



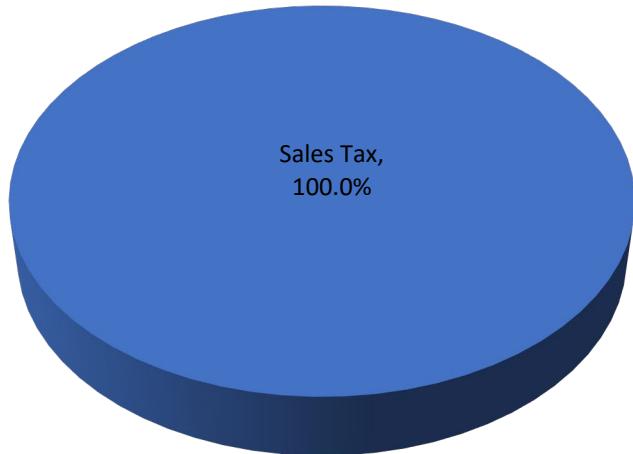
Stormwater Fund	2021 Actuals	2022 Budget	2022 Estimated	2023 Budget
<b>Revenues</b>				
Taxes	\$0	\$0	\$121,075	\$459,000
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Service Charges	\$0	\$0	\$0	\$0
Rentals	\$0	\$0	\$0	\$0
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Revenue	\$0	\$0	\$160,000	\$0
<b>Total Revenues</b>	<b>\$0</b>	<b>\$0</b>	<b>\$281,075</b>	<b>\$459,000</b>
<b>Expenses</b>				
Personnel	\$0	\$0	\$0	\$0
Capital	\$0	\$0	\$0	\$627,000
Debt	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$10,000
Supplies and Materials	\$0	\$0	\$0	\$2,750
Tools, Equipment, and Vehicles	\$0	\$0	\$0	\$0
Internal Service Expense	\$0	\$0	\$0	\$0
<b>Total Expenses</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$639,750</b>

16 - 500 - Storm Water		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	164_1000_002	Tax Sales 0.5%	0	0	121,075	459,000
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>121,075</b>	<b>459,000</b>
	164_9999_001	Interfund Transfer	0	0	160,000	0
	<b>Total Revenue</b>		<b>0</b>	<b>0</b>	<b>281,075</b>	<b>459,000</b>
	165_2005_000	Capital Exp-Land and	0	0	0	627,000
	165_2030_000	Capital Exp- Infrastructure	0	0	0	
	<b>Total Capital</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	165_6000_003	Prof Services-Surveying	0	0	0	5,000
	165_6000_014	Prof Service-Events and	0	0	0	
	165_6000_015	Prof Service-Service Contracts	0	0	0	5,000
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>
	165_7500_002	Materials-Rock	0	0	0	500
	165_7500_003	Materials-Concrete	0	0	0	500
	165_7500_004	Materials-Landscaping	0	0	0	250
	165_7505_003	Materials-Pipe-Misc.	0	0	0	1,000
	165_7505_006	Materials-Precast	0	0	0	500
	<b>Total Materials</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>2,750</b>
	<b>Total Expenses</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>639,750</b>
	<b>Change in</b>		<b>0</b>	<b>0</b>	<b>281,075</b>	<b>(180,750)</b>

## Capital Fund

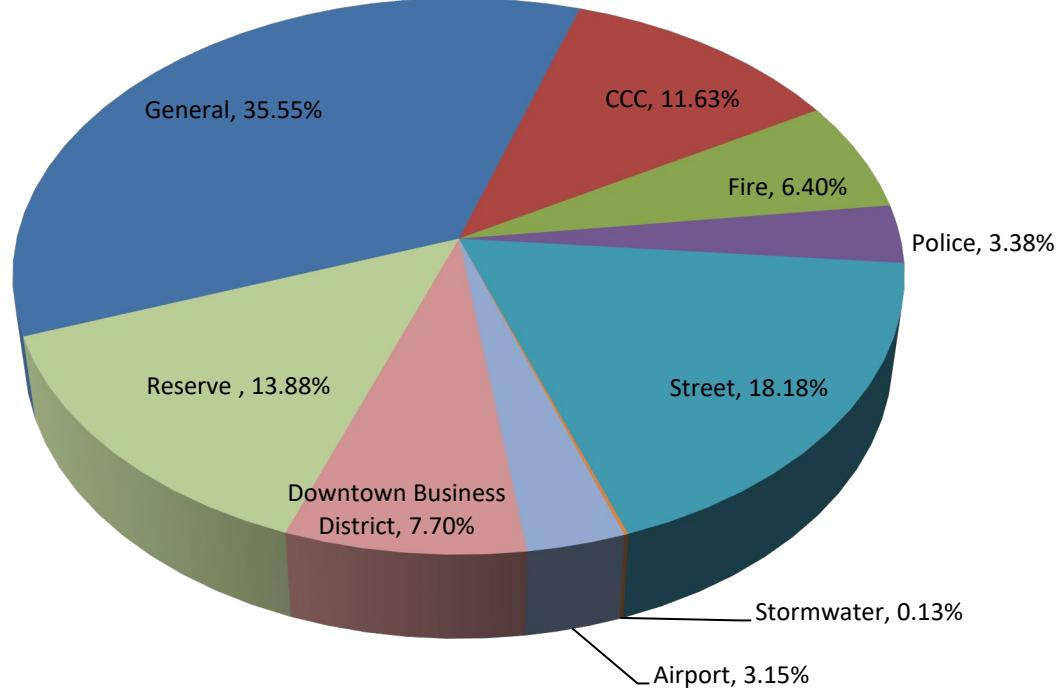
The Capital Fund is used for capital infrastructure and recreational projects. Additionally, the fund pays for the debt service related to these types of projects. The monies collected are from a  $\frac{1}{2}$  cent voters approved sales tax.

### Capital Funds Available by Category



### Capital Expense by Category

**\$3,962,297**



## Capital Fund Revenue and Expense by Category

Capital Fund	2021 Actuals	2022 Budget	2022 Estimated	2023 Budget
<b>Revenues</b>				
Taxes	\$2,058,107	\$1,750,000	\$2,061,170	\$1,836,000
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Service Charges	\$0	\$0	\$0	\$0
Rentals	\$0	\$0	\$0	\$0
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$1,956,238	\$3,040,000	\$3,711,612	\$0
Internal Service Revenue	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$4,014,345</b>	<b>\$4,790,000</b>	<b>\$5,772,782</b>	<b>\$1,836,000</b>
<b>Expenses</b>				
Personnel	\$0	\$0	\$0	\$0
Capital	\$2,866,425	\$3,545,200	\$3,408,314	\$2,056,518
Debt	\$320,326	\$486,359	\$405,849	\$502,194
Grants	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Professional Services	\$169,762	\$63,000	\$116,869	\$33,025
Supplies and Materials	\$0	\$0	\$6,555	\$0
Tools, Equipment, and Vehicles	\$0	\$0	\$0	\$0
Benefit Expense	\$0	\$0	\$0	\$0
Other - Reserve Accounts	\$0	\$0	\$0	\$550,000
Internal Service Expense	\$450,000	\$400,000	\$321,435	\$820,560
<b>Total Expenses</b>	<b>\$3,806,513</b>	<b>\$4,494,559</b>	<b>\$4,259,022</b>	<b>\$3,962,297</b>

22 - Capital Fund		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Estimated Ending	Proposed
224_1000_002	Tax-Sales 0.5%		1,700,000	1,750,000	2,045,101	1,836,000
224_1000_005	Tax-Financial Institute		0	0	16,069	0
<b>Total Tax</b>			<b>1,700,000</b>	<b>1,750,000</b>	<b>2,061,170</b>	<b>1,836,000</b>
<b>Total Local</b>			<b>1,700,000</b>	<b>1,750,000</b>	<b>2,061,170</b>	<b>1,836,000</b>
224_3010_001	Misc-Bond Proceeds		0	3,040,000	3,695,461	0
224_3010_006	Misc-Miscellaneous		36,750	0	9,600	0
224_3010_014	Misc-Insurance Recoveries		0	0	6,551	0
<b>Total</b>			<b>36,750</b>	<b>3,040,000</b>	<b>3,711,612</b>	<b>0</b>
<b>Total Service</b>			<b>36,750</b>	<b>3,040,000</b>	<b>3,711,612</b>	<b>0</b>
<b>Total</b>			<b>1,736,750</b>	<b>4,790,000</b>	<b>5,772,782</b>	<b>1,836,000</b>
225_2005_000	Capital Exp-Land and		201,000	11,500	15,272	1,031,342
225_2010_000	Capital Exp-Building and		746,000	3,290,000	3,154,217	782,200
225_2015_000	Capital Exp-Furniture and Fixtures		76,500	0	35,896	148,310
225_2020_000	Capital Exp-Machinery and		117,000	243,700	202,894	94,666
225_2025_000	Capital Exp-Vehicles		0	0	0	0
225_2030_000	Capital Exp-Infrastructure		0	0	35	0
<b>Total Capital</b>			<b>1,140,500</b>	<b>3,545,200</b>	<b>3,408,314</b>	<b>2,056,518</b>
225_3005_000	Debt-COPS		324,153	486,359	405,849	502,194
<b>Total Debt</b>			<b>324,153</b>	<b>486,359</b>	<b>405,849</b>	<b>502,194</b>
225_6000_002	Prof Serv-Engineering		0	0	34,775	5,025
225_6000_015	Prof Service-Service Contracts		35,000	35,000	64,003	0
<b>Total</b>			<b>35,000</b>	<b>35,000</b>	<b>88,777</b>	<b>5,025</b>
225_6010_001	Advertising-Public Notices		0	0	92	0
225_6020_001	Software-Purchase		49,000	28,000	28,000	28,000
<b>Total</b>			<b>49,000</b>	<b>28,000</b>	<b>28,000</b>	<b>28,000</b>
<b>Total</b>			<b>84,000</b>	<b>63,000</b>	<b>116,869</b>	<b>33,025</b>
225_7510_002	Materials-Signs		0	0	0	0
225_7525_001	Materials-Infrastructure		0	0	6,555	0
<b>Total</b>			<b>0</b>	<b>0</b>	<b>6,555</b>	<b>0</b>
225_9999_000	Interfund Transfer		265,000	400,000	321,435	820,560
<b>Total</b>			<b>265,000</b>	<b>400,000</b>	<b>321,435</b>	<b>820,560</b>

22 - Capital Fund		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Ending	Estimated Proposed
	<b>Total Other</b>		<b>265,000</b>	<b>400,000</b>	<b>321,435</b>	<b>820,560</b>
	<b>Total</b>		<b>1,813,653</b>	<b>4,494,559</b>	<b>4,259,022</b>	<b>3,412,297</b>
	<b>Change in</b>		<b>(76,903)</b>	<b>295,441</b>	<b>1,513,760</b>	<b>(1,576,297)</b>

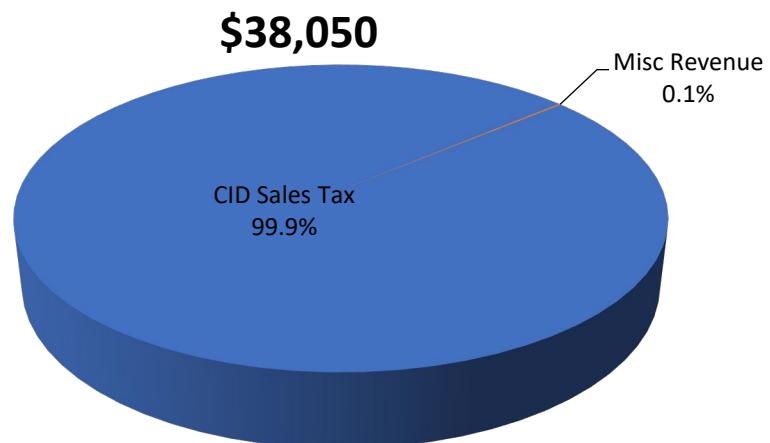
## Elm Street CID Fund

The Elm St. CID Fund is used to assist with improvements which are needed to foster development in the Elm Street Corridor Community Improvement District. In April 26,2021 the City of Lebanon, the Elm Street Corridor Community Improvement District and Headley Enterprises, LLC entered into a cooperative

agreement. The District Sales Tax is in the amount of one and one-half percent (1.50%) of the total District Sales Tax Revenue. The City is to perform all functions incident to the administration, enforcement, and operation of the District Sales Tax. The City has no ownership of the CID

improvements or the maintenance of them. The governing body of the District is a Board of Directors which consists of five (5) directors, three city directors as representatives of the City and two developer directors, as representatives of the owners of the property within the district. Receipt of venues began in Sept of 2021. To date no expenditures have been approved.

### Elm St CID Funds Available by Category



### Fiscal Year 2021-2022 Accomplishments:

The CID had no expenditures this fiscal year.

### Fiscal Year 2023 Goals:

- I. **Goal:** For the CID board to assist with costs associated within the improvement district.

**Strategy:** Identify opportunities where funds generated within the district can offset development costs.

**Budgetary Factor:** Unspecified

Elm St CID Fund	2021 Actuals	2022 Budget	2022 Estimated	2023 Budget
<b>Revenues</b>				
Taxes	\$0	\$0	\$32,811	\$38,000
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Service Charges	\$0	\$0	\$0	\$0
Rentals	\$0	\$0	\$0	\$0
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$40	\$50
Internal Service Revenue	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$0</b>	<b>\$0</b>	<b>\$32,851</b>	<b>\$38,050</b>
<b>Expenses</b>				
Personnel	\$0	\$0	\$0	\$0
Capital	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0
Supplies and Materials	\$0	\$0	\$0	\$0
Tools, Equipment, and Vehicles	\$0	\$0	\$0	\$0
Internal Service Expense	\$0	\$0	\$0	\$0
<b>Total Expenses</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

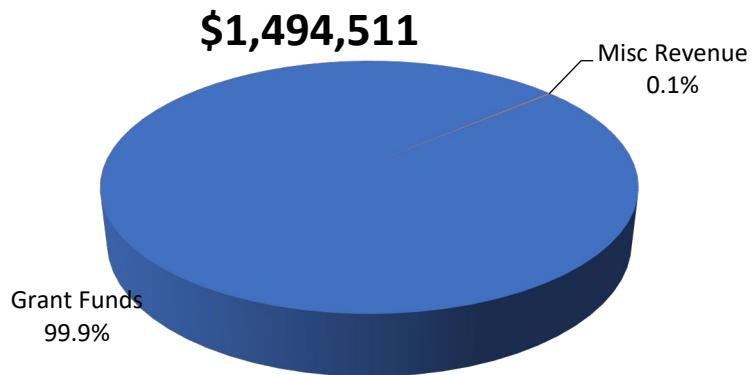
24 - 500 – Elm St CID		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account	Estimated			
		Name	Budget	Budget	Ending	Proposed
24	4_1000_01	Tax Sales COD%	0	0	32,811	38,000
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>32,811</b>	<b>38,000</b>
24	4_3010_003	Misc-Interest Income	0	0	40	50
	<b>Total Revenue</b>		<b>0</b>	<b>0</b>	<b>32,851</b>	<b>38,050</b>

## ARPA Fund

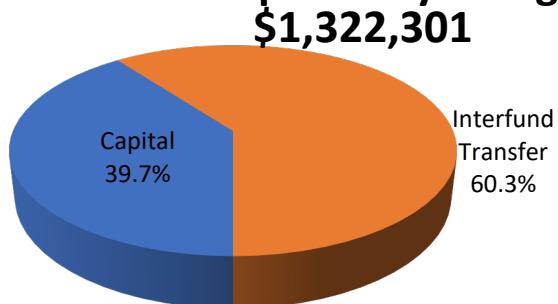
The Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program, a part of the American Rescue Plan (ARPA), delivered \$350 billion to state, local, and Tribal governments across the country to support their response to and recovery from the COVID-19 public health emergency. Funding from the Coronavirus State and Local Fiscal Recovery Funds is subject to the requirements specified in the Final Rule released by Treasury on January 6, 2022. These are one time use funds and once exhausted the fund will no longer be in use. Funds have to be obligated by December 31, 2024 and expensed by December 31, 2026 or they will be subject to return.

The City is currently planning to invest in subdivision development for more housing, SCADA projects to improve the security of our water and wastewater technology systems, a kiosk in our drive thru for our customers to make payments for convenience and flexibility, as well as a signalization intersection on S Hwy 5 and Freemont to address safety concerns.

### ARPA Funds Available by Category



### ARPA Expense by Category



ARPA Fund	2021 Actuals	2022 Budget	2022 Estimated	2023 Budget
<b>Revenues</b>				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$1,507,398	\$1,493,011
Service Charges	\$0	\$0	\$0	\$0
Rentals	\$0	\$0	\$0	\$0
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$3,597	\$1,500
Internal Service Revenue	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,510,995</b>	<b>\$1,494,511</b>
<b>Expenses</b>				
Personnel	\$0	\$0	\$162,894	\$0
Capital	\$0	\$0	\$275,000	\$525,000
Debt	\$0	\$0	\$0	
Grants	\$0	\$0	\$0	
Utilities	\$0	\$0	\$0	
Professional Services	\$0	\$0	\$0	
Supplies and Materials	\$0	\$0	\$0	
Tools, Equipment, and Vehicles	\$0	\$0	\$0	
Internal Service Expense	\$0	\$0	\$0	\$797,301
<b>Total Expenses</b>	<b>\$0</b>	<b>\$0</b>	<b>\$437,894</b>	<b>\$1,322,301</b>

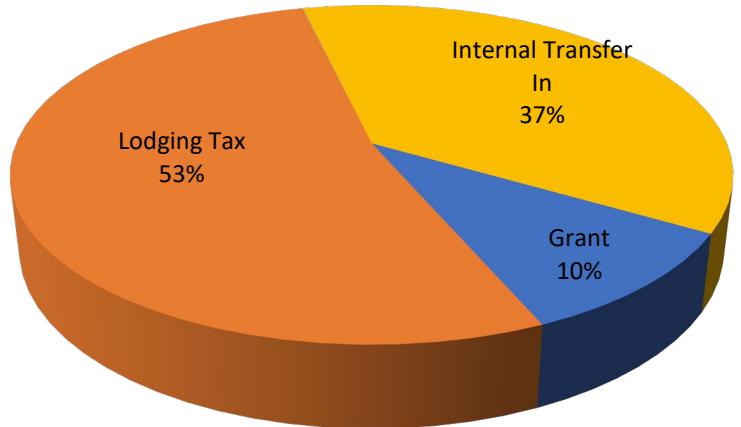
34 - 500 - ARPA		FY2021	FY2022	FY2022	FY2023
Fund	Account	Account	Budget	Budget	Estimated
		Name			Ending
	344_2005_003	Grants-ARPA Grant Funding	0	0	1,507,398
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>1,507,398</b>
	344_3010_003	Misc-Interest Income	0	0	3,597
	<b>Total Revenue</b>		<b>0</b>	<b>0</b>	<b>1,510,995</b>
	<b>345_1000_010</b>	PREMIUM PAY	0	0	151,318
	<b>Total Personnel</b>		<b>0</b>	<b>0</b>	<b>151,318</b>
	345_2005_000	Capital Exp-Land and	0	0	0
	345_2010_000	Capital-Building and Imp	0	0	0
	345_2020_000	Capital Exp- Machinery and Eq	0	0	275,000
	<b>Total Capital</b>		<b>0</b>	<b>0</b>	<b>275,000</b>
	345_9999_000	Interfund Transfer	0	0	0
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Expenses</b>		<b>0</b>	<b>0</b>	<b>437,894</b>
	<b>Change in</b>		<b>0</b>	<b>0</b>	<b>1,073,101</b>
					<b>172,210</b>

## Tourism Fund

Tourism is responsible for properly positioning and branding the Lebanon and Laclede County area as a viable travel destination for targeted audiences in a way that will result in increased visitation, the extension of length a traveler stays and the increase of traveler expenditures in the Lebanon/Laclede County area. This is accomplished through both conventional and non-conventional marketing strategies. In addition, the Tourism Director attends trade shows throughout the state as well as local and surrounding community events during the year marketing all the resources available in Lebanon and the surrounding Laclede County area that are available to visitors during their stay. The Tourism Director stays engaged with the pulse of the community through various efforts that include being a member of FLW SOP Regional Tourism Committee, Friends of the Fort, and a member of the Lebanon-Laclede County Route 66 Society. On a state level, the Tourism Director is a member of the Missouri Association of Convention & Visitor Bureaus and the Missouri Travel Alliance groups. All engagements serve as avenues for education and an increased awareness of Lebanon and Laclede County as a travel destination .

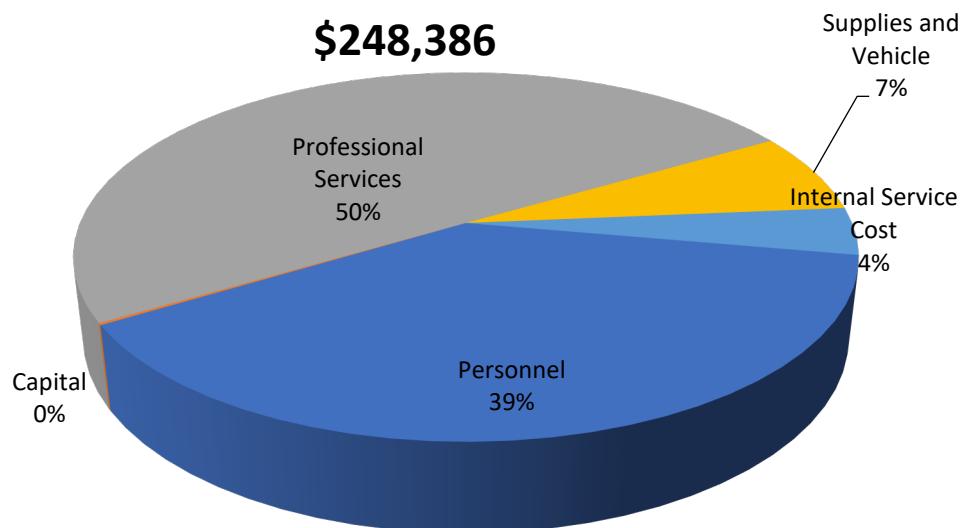
### Tourism Funds Available by Category

**\$246,215**



### Tourism Expense by Category

**\$248,386**



The main revenue source is the lodging tax paid by hoteliers located within the City limits at the current 2.5% rate with the addition of Bennett Spring participating in the voluntary assessment. This tax is solely utilized for marketing efforts.

An advisory committee was established to advise the Tourism Director and governing body and make recommendations regarding lodging tax and other tourism revenues which may be generated, tourism and marketing committee membership, programs and expenditures for promotion of convention and tourism related activities. The advisory committee consists of nine members who are appointed by the mayor and approved by majority of the members of city council. The membership consists of a community leader or a representative of a business in the City of Lebanon, one from each sector: an hotelier, a retailer, a restaurateur, an operator from the Bennett Spring area, a Route 66 Society member, a member of the City Council, two at-large representatives residing in the City of Lebanon with working tourism/marketing knowledge, and a citizen at-large from within Laclede County, not within the incorporated limits of the city, with working tourism/marketing knowledge. The City Administrator, the President of the Lebanon Regional Economic Development Incorporated and the Executive Director of the Lebanon Area Chamber of Commerce sit on the committee as non-voting members.

**FY 2021-2022 Accomplishments:** FY22 lodging tax collections reflect a slight increase over FY21 but are not quite back to pre-COVID-19 level. Event bookings have increased which in turn, increased visitation to the area.

### **Fiscal Year 2023 Goals:**

- I. **Goal:** Increase awareness & economic impact to the Lebanon/Laclede County area through increased visitation.

**Strategy:** Utilize a comprehensive mix of marketing/advertising, some within a partnership with the Missouri Division of Tourism, as well as participation in special events & festivals that attract visitors to this area. Monitor lodging tax collections and work closely with code enforcement to address delinquencies.

**Budgetary Factor:** Participation in the Matching Marketing Grant Program with the Missouri Division of Tourism will require a 50% match in funding for the advertising proposed. The estimated amount for FY23 will be \$25,000 pending approval of the FY23 State Budget.

## Performance Measurements:

Metrics	2014	2015	2016	2017	2018	2019
Laclede County Tourism Expenditures	\$49,448,868	\$52,229,119	\$54,675,941	\$55,946,723	\$57,149,685	\$60,310,676
Lodging Tax Contributors (Ord/Vol)	13- 12/1	12-11/1	12-11/1	12-11/1	12-11/1	12-11/1
Lodging Tax Revenue	\$114,073	\$124,361	\$127,215	\$136,811	\$139,855	\$147,017

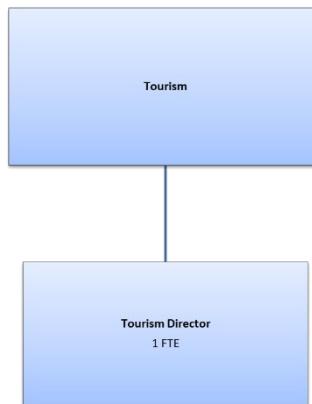
## Previous Years' Goals:

- I. Goal: Increase awareness & economic impact to the Lebanon/Laclede County area through increased visitation.  
Status: Efforts are on-going, with new opportunities being explored for additional exposure which include advertising partnerships, new events, etc.

### Tourism Fund Revenue and Expense by Category

Tourism Fund	2021 Actuals	2022 Budget	2022 Estimated	2023 Budget
<b>Revenues</b>				
Taxes	\$131,666	\$130,000	\$137,599	\$130,000
Franchise Fees	\$0	\$0	\$0	\$0
PILOTS	\$0	\$0	\$0	\$0
Intergovernmental	\$21,837	\$35,000	\$40,976	\$25,000
Other	\$77	\$100	\$150	\$100
Internal Service Revenue	\$60,000	\$85,190	\$105,190	\$91,115
<b>Total Revenues</b>	<b>\$213,580</b>	<b>\$250,290</b>	<b>\$283,915</b>	<b>\$246,215</b>
<b>Expenses</b>				
Personnel	\$79,159	\$87,324	\$88,296	\$95,775
Capital	\$2,174	\$2,012	\$1,256	\$427
Debt	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0
Utilities	\$392	\$390	\$385	\$395
Professional Services	\$191,720	\$168,000	\$173,447	\$124,024
Supplies and Materials	\$5,188	\$17,115	\$5,249	\$17,115
Tools, Equipment, and Vehicles	\$0	\$350	\$0	\$350
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$5,670	\$9,324	\$6,605	\$10,300
<b>Total Expenses</b>	<b>\$284,303</b>	<b>\$284,515</b>	<b>\$275,238</b>	<b>\$248,386</b>

## Tourism Organizational Chart



40 - 500 - Tourism		Account Name	FY2021	FY2022	FY2022	FY2023
Fund	Account		Budget	Budget	Estimated Ending	Proposed
	404_1000_006	Tax-Lodging	130,000	130,000	137,599	130,000
	<b>Total Tax Revenue</b>		<b>130,000</b>	<b>130,000</b>	<b>137,599</b>	<b>130,000</b>
	<b>Total Local Taxes</b>		<b>130,000</b>	<b>130,000</b>	<b>137,599</b>	<b>130,000</b>
	404_2005_001	Grants-Operative Rev	20,000	35,000	40,976	25,000
	<b>Total Grant</b>		<b>20,000</b>	<b>35,000</b>	<b>40,976</b>	<b>25,000</b>
	<b>Total</b>		<b>20,000</b>	<b>35,000</b>	<b>40,976</b>	<b>25,000</b>
	404_3010_012	Misc-Purchasing Card Rebate	100	100	150	100
	<b>Total</b>		<b>100</b>	<b>100</b>	<b>150</b>	<b>100</b>
	<b>Total Service</b>		<b>100</b>	<b>100</b>	<b>150</b>	<b>100</b>
	404_9999_001	Interfund Transfer	60,000	85,190	105,190	91,115
	<b>Total Employee</b>		<b>60,000</b>	<b>85,190</b>	<b>105,190</b>	<b>91,115</b>
	<b>Total Revenues</b>		<b>210,100</b>	<b>250,290</b>	<b>283,914</b>	<b>246,215</b>
	405_1000_001	Fulltime Salary	63,199	60,073	21,676	65,029
	405_1000_001IMP	FT Salary - Imported	0	0	39,850	0
	405_1000_002	Part Time Salary	11,280	0	0	0
	<b>Total Salaries -</b>		<b>74,480</b>	<b>60,073</b>	<b>61,527</b>	<b>65,029</b>
	405_1005_001	Health Premium-Employee	13,143	7,896	7,816	8,340
	405_1005_002	Health Premium-Family	0	0	0	0
	405_1005_003	Dental Premium-Employee	450	300	296	300

40 - 500 - Tourism		Account Name	FY2021	FY2022	FY2022	FY2023
Fund	Account		Budget	Budget	Estimated Ending	Proposed
405_1005_004	Dental Premium-Family		0	0	0	0
405_1010_001	Life Insurance		97	56	19	56
405_1010_001IMP	Life Insurance - Imported		0	0	41	0
<b>Total Benefits -</b>			<b>13,690</b>	<b>8,252</b>	<b>8,172</b>	<b>8,696</b>
405_1015_001	Lagers-General		7,802	8,050	2,905	8,649
405_1015_001IMP	Lagers-General IMP		0	0	5,340	0
405_1015_004	Deferred Comp-Employer		0	650	867	2,600
405_1015_004IMP	Deferred Comp-Employer -	0			725	0
<b>Total Benefits -</b>			<b>7,802</b>	<b>8,700</b>	<b>9,836</b>	<b>11,249</b>
405_1020_001	FICA-Employer		3,103	3,676	3,770	4,035
405_1020_002	Medicare-Employer		726	860	882	943
405_1020_003	Unemployment Compensation		135	593	615	650
405_1020_004	Workman's Compensation		394	647	598	652
<b>Total Payroll Taxes</b>			<b>4,359</b>	<b>5,775</b>	<b>5,865</b>	<b>6,277</b>
405_1025_002	Employee-		0	890	1,075	890
405_1025_004	Employee-Travel/Hotel		0	3,225	1,021	3,225
405_1025_005	Employee-Training		0	410	800	410
<b>Total Employee -</b>			<b>0</b>	<b>4,525</b>	<b>2,896</b>	<b>4,525</b>
<b>Total Personnel</b>			<b>100,330</b>	<b>87,324</b>	<b>88,296</b>	<b>95,775</b>
405_2015_000	Capital Exp-Furniture and		2,538	2,012	423	427
405_2020_000	Capital Exp-Machinery and		0	0	833	0
405_2020_001IMP	Capital Exp - Machinery and		0	0	0	0
<b>Total Capital</b>			<b>2,538</b>	<b>2,012</b>	<b>1,256</b>	<b>427</b>
405_5020_002	Utilities-Internet Mobile		390	390	385	395
<b>Total Utilities</b>			<b>390</b>	<b>390</b>	<b>385</b>	<b>395</b>
405_6000_007	Prof Services-Toxicology Testing		20	20	0	20
405_6000_008	Prof Services-MSHP Background		0	0	0	0
405_6000_014	Prof Service-Events and		11,000	11,000	7,934	5,000
405_6000_015	Prof Service-Service Contracts		30,000	34,000	28,743	25,000
<b>Total Professional</b>			<b>41,020</b>	<b>45,020</b>	<b>36,678</b>	<b>30,020</b>
405_6010_001	Advertising-Public Notices		0	0	114	0
405_6010_003	Advertising-Print		34,200	44,200	65,426	34,000
405_6010_004	Advertising-Internet		20,000	20,000	40,399	34,000

40 - 500 - Tourism		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Estimated Ending	Proposed
405_6010_005	Advertising-Billboard		30,000	30,000	25,217	21,500
405_6010_006	Advertising-Radio		3,200	3,200	3,308	2,200
405_6010_007	Advertising-Television		22,000	22,000	0	0
<b>Total Advertising -</b>			<b>109,400</b>	<b>119,400</b>	<b>134,464</b>	<b>91,700</b>
405_6020_001	Software-Purchase		0	0	262	262
405_6020_003	Software-Agreement		3,580	3,580	2,042	2,042
<b>Total Software -</b>			<b>3,580</b>	<b>3,580</b>	<b>2,304</b>	<b>2,304</b>
<b>Total Professional</b>			<b>154,000</b>	<b>168,000</b>	<b>173,447</b>	<b>124,024</b>
405_7000_001	Supplies-Operational		600	600	0	600
405_7000_002	Supplies-Computer Accessories		500	500	0	500
405_7005_002	Supplies-Mailing		15	15	28	15
405_7005_003	Supplies-Postage		1,500	1,000	248	1,000
405_7005_006	Supplies-Promo-Education		15,000	15,000	4,973	15,000
<b>Total Supplies</b>			<b>17,615</b>	<b>17,115</b>	<b>5,249</b>	<b>17,115</b>
<b>Total Materials</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
405_8600_005	Vehicle-Fuel		350	350	0	350
<b>Total Vehicles</b>			<b>350</b>	<b>350</b>	<b>0</b>	<b>350</b>
405_9910_000	Internal Service-Personnel		0	0	3,509	0
40Garage_In	Garage Allocation In		17	13	4	18
40IT_In	IT Allocation In		7,203	7,224	2,274	7,637
40Facility_In	Facility Mgmt Allocation In		366	391	141	451
40Purchasing_In	Purchasing / Warehouse		2,063	1,696	677	2,194
<b>Total Internal</b>			<b>9,649</b>	<b>9,324</b>	<b>6,605</b>	<b>10,300</b>
<b>Total Other</b>			<b>9,649</b>	<b>9,324</b>	<b>6,605</b>	<b>10,300</b>
<b>Total Expenses</b>			<b>284,872</b>	<b>284,515</b>	<b>275,236</b>	<b>248,386</b>
<b>Change in</b>			<b>(74,772)</b>	<b>(34,225)</b>	<b>8,677</b>	<b>(2,171)</b>

## Economic Development

The Economic Development Fund accounts for revenue and expenditures associated with city owned properties that are rented to various businesses and industries.

### FY 2021-2022 Accomplishments:

- I. Assisted Downtown Business District with maintenance and improvements to public spaces.
- II. Funded expanded advertising efforts through billboards in the lake area as well as areas around Fort Leonard Wood.
- III. Addressed increased expenses surrounding tourism efforts

### Fiscal Year 2023 Goals:

- I. **Goal:** Assist development and business growth efforts in our Downtown Business District.

**Strategy:** This fund is scheduled to fund downtown arches, urban park, and a lighting strategy.

**Budgetary Factor:**

\$150,000

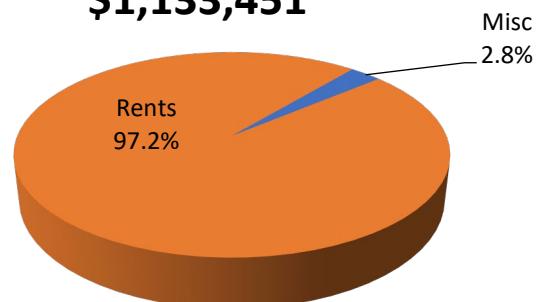
- II. **Goal:** Assist with increased costs associated with residential development.

**Strategy:** Increased costs associated with new residential and commercial development must

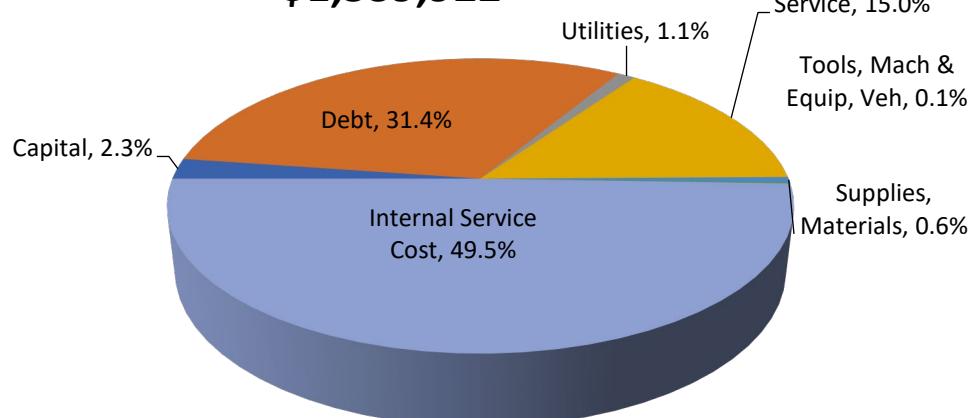
be offset. This use fits squarely inside the intended use of economic development funds.

**Budgetary Factor:** \$500,000

### Economic Dev Sources of Revenue \$1,133,451



### Economic Development Expense \$1,539,922



### Economic Development Fund Revenue and Expense by Category

<b>Economic Development Fund</b>	2021	2022	2022	2023
	Actuals	Budget	Estimated	Budget
<b>Revenues</b>				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Service Charges	\$0	\$0	\$0	\$0
Rentals	\$1,103,741	\$1,117,422	\$1,101,891	\$1,101,891
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$19,147	\$19,146	\$130,684	\$31,560
Internal Service Revenue	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$1,122,888</b>	<b>\$1,136,568</b>	<b>\$1,232,575</b>	<b>\$1,133,451</b>
<b>Expenses</b>				
Personnel	\$15,000	\$15,000	\$15,000	\$15,000
Capital	\$615,644	\$35,000	\$314	\$35,000
Debt	\$483,966	\$483,966	\$483,966	\$483,966
Grants	\$0	\$0	\$0	\$0
Utilities	\$17,778	\$17,150	\$13,562	\$16,600
Professional Services	\$113,802	\$124,245	\$223,616	\$216,424
Supplies and Materials	\$3,310	\$11,300	\$2,781	\$9,730
Tools, Equipment, and Vehicles	\$17	\$1,500	\$497	\$1,525
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$125,935	\$668,937	\$159,383	\$761,677
<b>Total Expenses</b>	<b>\$1,375,452</b>	<b>\$1,357,098</b>	<b>\$899,119</b>	<b>\$1,539,922</b>

45 - 700 - Economic General		FY2021	FY2022	FY2022	FY2023
Fund	Account	Account	Estimated		
		Name	Budget	Budget	Ending
	454_3005_001	Rentals-Building/Land	0	0	2,500
	454_3010_006	Misc-Miscellaneous	0	10	212
	454_3010_008	Misc-Gain/Loss Asset Disposal	0	0	100,414
	<b>Total</b>		<b>0</b>	<b>10</b>	<b>103,126</b>
	<b>Total Service</b>		<b>0</b>	<b>10</b>	<b>103,126</b>
	<b>Total Revenues</b>		<b>0</b>	<b>10</b>	<b>103,126</b>
					<b>2,500</b>
	455_1025_002	Employee-	15,000	15,000	15,000
	<b>Total Employee</b>		<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
	<b>Total Personnel</b>		<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
	455_2005_000	Capital Exp-Land and	0	0	0
	455_2005_0001	Capital Exp-Land and	0	0	0
	455_2010_000	Capital Exp-Building and	0	0	0
	455_2020_000	Capital Exp-Machinery and	0	0	0
	<b>Total Capital</b>		<b>0</b>	<b>0</b>	<b>0</b>
	455_5000_001	Utilities-Electric	9,500	15,000	12,714
	455_5000_002	Utilities-Water	250	650	151
	455_5000_003	Utilities-Sewer	250	950	86
	455_5010_001	Utilities-Landline and Fiber	550	550	611
	<b>Total Utilities</b>		<b>10,550</b>	<b>17,150</b>	<b>13,562</b>
					<b>16,600</b>
	455_6000_001	Prof Services-Legal	0	(4,370)	0
	455_1000_002	Prof Services-Engineering	0	0	0
	455_10000_003	Prof Services-Surveying	0	0	1,848
	455_6000_013	Prof Service-Studies	35,000	10,000	1,833
	455_6000_014	Prof Service-Events and	3,500	3,500	2,150
	455_6000_015	Prof Service-Service Contracts	20,000	20,000	48,103
	455_6000_016	Prof Service-Taxes/Fees	1,000	1,000	0
	<b>Total</b>		<b>59,500</b>	<b>30,130</b>	<b>53,935</b>
					<b>46,500</b>
	455_6005_003	Insurance-Building & Property	2,500	3,463	3,391
	<b>Total Insurance</b>		<b>2,500</b>	<b>3,463</b>	<b>3,391</b>
					<b>3,526</b>
	455_6010_001	Advertising-Public Notices	250	500	171
	455_6010_004	Advertising-Internet	0	250	0
	455_6010_005	Advertising-Billboard	0	0	28,190
	<b>Total</b>		<b>250</b>	<b>750</b>	<b>28,361</b>
					<b>25,750</b>

45 - 700 - Economic General		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Estimated Ending	Proposed
	455_6015_002	Agreements - Service	70,000	70,000	70,000	70,000
	<b>Total</b>		<b>70,000</b>	<b>70,000</b>	<b>70,000</b>	<b>70,000</b>
	<b>Total</b>		<b>132,250</b>	<b>104,343</b>	<b>104,210</b>	<b>104,343</b>
	455_7000_001	Supplies-Operational	100	75	0	50
	455_7005_002	Supplies-Mailing	150	25	0	25
	455_7005_003	Supplies-Postage	25	25	4	25
	455_7005_004	Supplies-Paper	50	50	8	25
	455_7005_006	Supplies-Promo-Education	2,500	3,700	2,000	2,500
	<b>Total Supplies</b>		<b>2,825</b>	<b>3,875</b>	<b>2,011</b>	<b>2,625</b>
	455_7510_001	Materials-Paint	0	250	0	250
	455_7510_003	Materials-Fittings	250	250	50	250
	455_7525_001	Materials-Infrastructure	1,000	1,000	100	1,000
	<b>Total Materials</b>		<b>1,250</b>	<b>1,500</b>	<b>150</b>	<b>1,500</b>
	455_8300_001	Equipment-Repair	0	0	25	25
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>25</b>	<b>25</b>
	455_8600_005	Vehicle-Fuel	0	0	0	0
	<b>Total Vehicles</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	455_9910_000	Internal Service-Personnel	0	0	4,663	0
	45Garage_In	Garage Allocation In	938	710	213	968
	45IT_In	IT Allocation In	26,651	26,727	8,413	28,256
	45Facility_In	Facility Mgmt Allocation In	7,060	7,547	2,727	8,692
	45Purchasing_In	Purchasing / Warehouse	2,063	1,696	677	2,194
	<b>Total Internal</b>		<b>36,711</b>	<b>36,679</b>	<b>16,693</b>	<b>40,111</b>
	455_9999_000	Interfund Transfer	321,761	632,258	142,690	721,566
	<b>Total Interfund</b>		<b>321,761</b>	<b>632,258</b>	<b>142,690</b>	<b>721,566</b>
	<b>Total Other</b>		<b>358,472</b>	<b>668,937</b>	<b>159,383</b>	<b>761,677</b>
	<b>Total Expenses</b>		<b>520,347</b>	<b>810,805</b>	<b>345,818</b>	<b>943,203</b>
	<b>Change in</b>		<b>(520,347)</b>	<b>(810,795)</b>	<b>(242,692)</b>	<b>(940,703)</b>

## Detroit Tool Metal Products

This program was developed to manage the expenses for the lease agreement between the City and Detroit Tool Metal Products

45 - 715 - Detroit Tool Metal Products			FY2021	FY2022	FY2022	FY2023
	Account				Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
	454_3005_001	Rentals-Building/Land	557,327	557,327	557,327	557,327
	<b>Total Rental</b>		<b>557,327</b>	<b>557,327</b>	<b>557,327</b>	<b>557,327</b>
	<b>Total Service</b>		<b>557,327</b>	<b>557,327</b>	<b>557,327</b>	<b>557,327</b>
	<b>Total</b>		<b>557,327</b>	<b>557,327</b>	<b>557,327</b>	<b>557,327</b>
	455_2005_000	Capital Exp-Land and	0	0	0	0
	455_2010_000	Capital Exp-Building and	0	35,000	0	35,000
	455_2020_000	Capital Exp-Machinery and	0	0	0	0
	455_3025_000	Debt-Internal Obligation	483,966	483,966	483,966	483,966
	<b>Total Debt</b>		<b>483,966</b>	<b>483,966</b>	<b>483,966</b>	<b>483,966</b>
	455_6005_003	Insurance-Building&Property	0	0	27,531	28,632
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>27,531</b>	<b>28,632</b>
	455_7000_001	Supplies-Operational	100	25	0	0
	455_7000_004	Supplies-Small Tools	200	50	0	0
	<b>Total Supplies</b>		<b>300</b>	<b>75</b>	<b>0</b>	<b>0</b>
	455_7500_001	Materials-Asphalt	2,500	2,500	200	2,500
	455_7500_003	Materials-Concrete	1,000	1,000	75	1,000
	455_7510_003	Materials-Fittings	250	250	20	250
	455_7510_004	Materials-Hardware	1,000	1,000	75	1,000
	<b>Total</b>		<b>4,750</b>	<b>4,750</b>	<b>370</b>	<b>4,750</b>
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total</b>		<b>489,016</b>	<b>523,791</b>	<b>511,867</b>	<b>552,348</b>
	<b>Change in</b>		<b>68,311</b>	<b>33,536</b>	<b>45,458</b>	<b>4,977</b>

## Copeland

This program was established to manage the expenses for the lease agreement between Copeland and the City.

45 - 730 - Copeland			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Estimated			
			Budget	Budget	Ending	Proposed
454_3005_001	Rentals-Building/Land		519,864	537,895	519,866	519,866
<b>Total Rental</b>			<b>519,864</b>	<b>537,895</b>	<b>519,864</b>	<b>519,864</b>
454_3010_006	Misc-Miscellaneous		0	19,136	30,058	31,560
<b>Total Service</b>			<b>519,864</b>	<b>557,031</b>	<b>557,031</b>	<b>551,426</b>
<b>Total</b>			<b>519,864</b>	<b>557,031</b>	<b>557,031</b>	<b>551,426</b>
455_2005_000	Capital Exp-Land and		0	0	0	0
455_2010_000	Capital Exp-Building and		0	0	314	0
455_2015_000	Capital Exp-Furniture and Fixtures		0	0	0	0
455_2020_000	Capital Exp-Machinery and		0	0	0	0
<b>Total Capital</b>			<b>0</b>	<b>0</b>	<b>314</b>	<b>0</b>
<b>Total</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
455_6005_003	Insurance-Building & Property		0	19,901	40,399	42,015
<b>Total</b>			<b>0</b>	<b>19,901</b>	<b>40,399</b>	<b>42,015</b>
455_8300_001	Equipment-Repair		500	500	415	500
455_8300_002	Equipment-Maintenance		1,000	1,000	57	1,000
<b>Total</b>			<b>1,500</b>	<b>1,500</b>	<b>472</b>	<b>1,500</b>
<b>Total</b>			<b>1,500</b>	<b>1,500</b>	<b>472</b>	<b>1,500</b>
<b>Total</b>			<b>1,600</b>	<b>21,501</b>	<b>41,185</b>	<b>43,515</b>
<b>Change in</b>			<b>518,264</b>	<b>535,530</b>	<b>508,739</b>	<b>507,911</b>

## Mercy

This program was developed to manage the expenses for the lease agreement between the City and Mercy Ambulance Services.

45 - 750 - Mercy		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Estimated Ending	Proposed
	454_3005_001	Rentals-Building/Land	22,200	22,200	22,200	22,200
	<b>Total Rental</b>		<b>22,200</b>	<b>22,200</b>	<b>22,200</b>	<b>22,200</b>
	<b>Total Service</b>		<b>22,200</b>	<b>22,200</b>	<b>22,200</b>	<b>22,200</b>
	<b>Total</b>		<b>22,200</b>	<b>22,200</b>	<b>22,200</b>	<b>22,200</b>
	455_6000_015	Prof Service-Service Contracts	0	0	0	0
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	455_7000_002	Supplies-Computer Accessories	250	250	63	105
	455_7510_003	Materials-Fittings	250	250	63	250
	455_7510_004	Materials-Hardware	250	250	63	250
	455_7510_005	Materials-Fixtures	250	250	63	250
	<b>Total</b>		<b>750</b>	<b>750</b>	<b>250</b>	<b>855</b>
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Change in</b>		<b>21,200</b>	<b>21,200</b>	<b>21,950</b>	<b>21,345</b>

## Code Administration Fund

The City of Lebanon Code Administration Department is responsible for the administration and enforcement of codes, as set forth by the City Council, regulating construction, use or occupancy of buildings and structures. This department administers all zoning, building, access management, and subdivision ordinances adopted by the City Council.

### Fiscal Year 2021-2022

#### Accomplishments:

The City of Lebanon Code Administration worked together with other departments to participate in the Level Up Lebanon program and helped our citizens with 3 neighborhood cleanups including the removal of twelve 40-yard trash dumpsters of debris. We conducted 1,054 occupancy inspections, along with 442 nuisance inspections. With the support of the Mayor and the City Council in the adoption of a residential building incentive program, 24 waived residential permits were issued out of a total of 41 residential building permits issued.

#### Fiscal Year 2023 Goals:

- I. **Goal:** Review and adopt an updated zoning districts ordinance.

**Strategy:** City Staff

**Budgetary Factor:** Cost of staff labor.

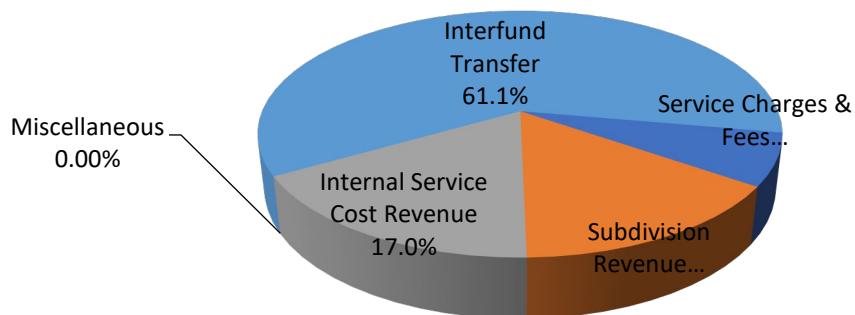
- II. **Goal:** Explore certificates of occupancy processes and develop a business license for commercial businesses.

**Strategy:** City Staff

**Budgetary Factor:** Cost of staff labor.

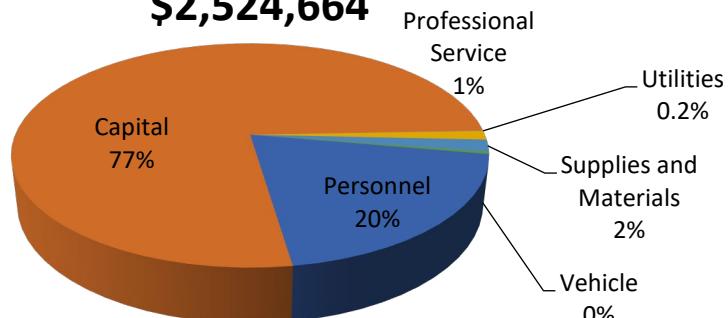
### Code Admin Revenue by Category

**\$2,524,664**



### Code Admin Expense by Category

**\$2,524,664**



III. **Goal:** Identify and present best practices along with ordinances for review and adoption to address code compliance needs with a focus on mobile homes and dangerous buildings.

**Strategy:** City Staff

**Budgetary Factor:** Cost of staff labor.

**Performance Measurements:**

Performance Measures	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 *Projected
Number of building permits issued	42	48	42	115	127	139	*100
Number of Housing Inspections	1490	1350	710	968	1011	1054	*1000
Number of Compliances	219	248	220	679	663	442	*550
Number of Demolitions	34	27	25	40	41	32	*25
Number of Planning & Zoning meetings	11	12	10	11	13	13	*10

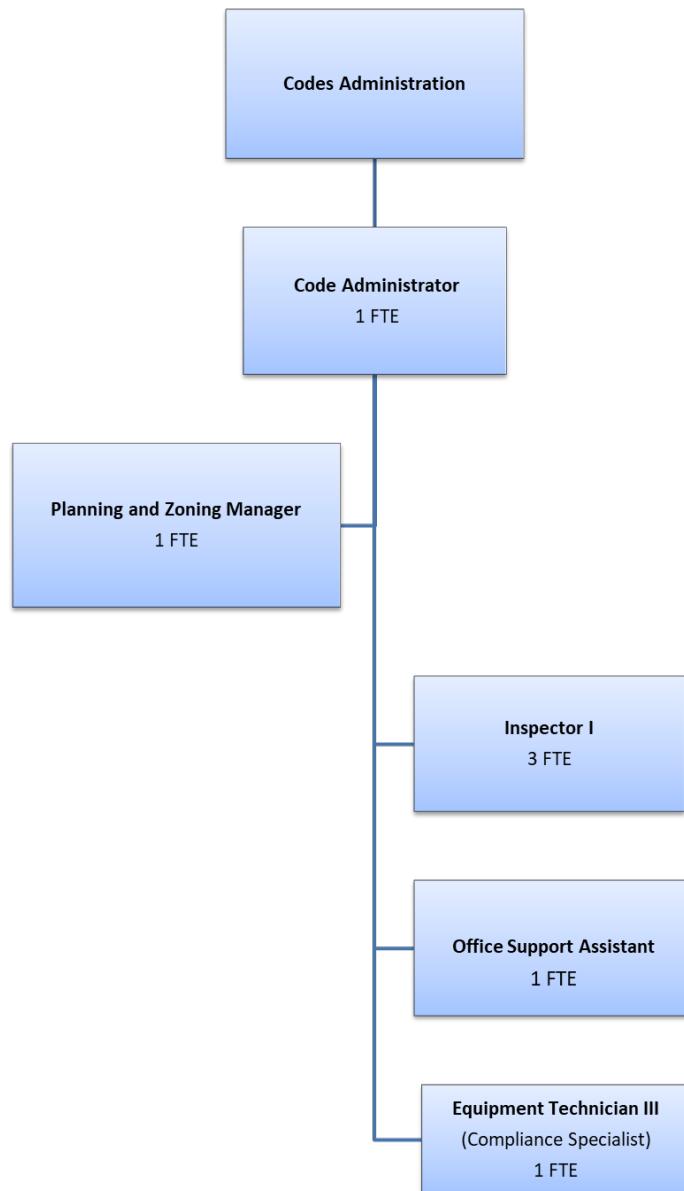
**Previous Years' Goals:**

- I. Goal: Identify and present for review best practices and ordinance to address code compliant needs with a focus on mobile homes and dangerous buildings.  
Status: Planning and Zoning has approved recommendations. Presentation to City Council for approval will take place next.
- II. Goal: Update and present for review and adoption the 2018 international building codes.  
Status: In progress.
- III. Goal: Finalize the updated rental property inspection program.  
Status: Completed.

### Code Administration Revenue and Expense by Category

Code Administration	2021	2022	2022	2023
	Actuals	Budget	Estimated	Budget
<b>Revenues</b>				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Service Charges	\$148,606	\$503,835	\$359,402	\$552,871
Rentals	\$0	\$0	\$0	\$0
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$0	\$35	\$0	\$109
Internal Service Revenue	\$389,672	\$795,628	\$412,282	\$1,971,684
<b>Total Revenues</b>	<b>\$538,278</b>	<b>\$1,299,498</b>	<b>\$771,684</b>	<b>\$2,524,664</b>
<b>Expenses</b>				
Personnel	\$395,035	\$545,333	\$470,376	\$501,295
Capital	\$24,361	\$935,357	\$57,891	\$1,937,474
Debt	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0
Utilities	\$2,080	\$2,000	\$1,920	\$2,000
Professional Services	\$79,912	\$57,875	\$31,073	\$31,895
Supplies and Materials	\$36,989	\$44,300	\$45,597	\$44,000
Tools, Equipment, and Vehicles	\$4,076	\$5,500	\$8,849	\$8,000
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$0	\$0	\$0	\$0
<b>Total Expenses</b>	<b>\$542,453</b>	<b>\$1,590,365</b>	<b>\$615,706</b>	<b>\$2,524,664</b>

## Code Administration Organizational Chart



50 - 300 - Code Administration General			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account	Estimated			
		Name	Budget	Budget	Ending	Proposed
	504_3000_003	Knox Box/Material Sales	15,000	15,000	26,959	15,000
	504_3000_005	House Inspections	45,000	45,000	72,001	45,000
	504_3000_006	Compliance Cleanup	85,000	110,000	177,602	110,000
	504_3000_008	Subdivision Projects	124,980	331,055	81,729	380,091
	504_3000_014	Meter Base Sales	0	1,780	0	1,780
	504_3000_015	Meter Base Installation	1,000	1,000	150	1,000
	<b>Total Service</b>		<b>270,980</b>	<b>503,835</b>	<b>358,441</b>	<b>552,871</b>
	504_3010_012	Misc-Purchasing Card Rebate	35	35	109	109
	504_3010_014	Misc-Insurance Recoveries	0	0	772	0
	504_3010_014	Misc-Sunshine Requests	0	0	79	0
	<b>Total</b>		<b>35</b>	<b>35</b>	<b>960</b>	<b>109</b>
	<b>Total Service</b>		<b>271,015</b>	<b>503,870</b>	<b>359,401</b>	<b>552,980</b>
	504_9910_000	Internal Service - Personnel	449,536	496,427	330,026	0
	504_9999_001	Interfund Transfer	125,000	299,201	0	1,541,887
	<b>Total</b>		<b>574,536</b>	<b>795,628</b>	<b>330,026</b>	<b>1,541,887</b>
	<b>Total</b>		<b>845,551</b>	<b>1,299,498</b>	<b>689,427</b>	<b>2,094,867</b>
	<b>Change in</b>		<b>845,551</b>	<b>1,299,498</b>	<b>689,427</b>	<b>2,094,867</b>

50 - 305 - Codes Administration			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account	Estimated			
		Name	Budget	Budget	Ending	Proposed
	505_1000_001	Fulltime Salary	317,232	349,052	310,666	327,226
	505_1000_005	Fulltime Overtime	4,005	4,400	1,336	3,962
	<b>Total Salaries -</b>		<b>321,237</b>	<b>353,452</b>	<b>312,002</b>	<b>331,189</b>
	505_1005_001	Health Premium-Employee	23,688	23,688	21,967	25,020
	505_1005_002	Health Premium-Family	54,445	69,939	48,617	43,574
	505_1005_003	Dental Premium-Employee	600	600	1,379	300
	505_1005_004	Dental Premium-Family	2,290	3,079	1,484	2,779
	505_1010_001	Life Insurance	416	444	392	389
	<b>Total Benefits -</b>		<b>81,439</b>	<b>97,750</b>	<b>73,840</b>	<b>72,062</b>
	505_1015_001	Lagers-General	42,082	47,363	40,230	44,048

50 - 305 - Codes Administration			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	505_1015_004	Deferred Comp-Employer	4,550	4,550	7,192	10,400
	<b>Total Benefits -</b>		<b>46,632</b>	<b>51,913</b>	<b>47,421</b>	<b>54,448</b>
	505_1020_001	FICA-Employer	14,824	20,126	18,268	19,858
	505_1020_002	Medicare-Employer	3,467	4,707	4,272	4,644
	505_1020_003	Unemployment Compensation	1,610	3,246	3,084	3,203
	505_1020_004	Workman's Compensation	1,378	1,389	2,636	3,041
	<b>Total Payroll</b>		<b>21,280</b>	<b>29,468</b>	<b>28,261</b>	<b>30,746</b>
	505_1025_001	Employee-Uniforms	1,000	750	619	850
	505_1025_002	Employee-	500	500	105	500
	505_1025_003	Employee-Books	1,500	1,500	1,298	1,500
	505_1025_004	Employee-Travel/Hotel	5,000	5,000	3,959	5,000
	505_1025_005	Employee-Training	5,000	5,000	2,870	5,000
	<b>Total Employee</b>		<b>13,000</b>	<b>12,750</b>	<b>8,851</b>	<b>12,850</b>
	<b>Total Personnel</b>		<b>483,588</b>	<b>545,333</b>	<b>470,376</b>	<b>501,295</b>
	505_2015_000	Capital Exp-Furniture and Fixtures	1,883	11,234	740	1,496
	505_2020_000	Capital Exp-Machinery and	6,550	3,000	8,283	14,000
	505_2030_000	Capital Exp-Infrastructure	147,100	921,123	48,868	1,921,978
	<b>Total Capital</b>		<b>155,533</b>	<b>935,357</b>	<b>57,891</b>	<b>1,937,474</b>
	505_5015_001	Utilities-Cell Phones	2,000	2,000	1,920	2,000
	<b>Total Utilities</b>		<b>2,000</b>	<b>2,000</b>	<b>1,920</b>	<b>2,000</b>
	505_6000_001	Prof Services-Legal	500	750	681	750
	505_6000_003	Prof Services-Surveying	0	0	103	100
	505_6000_007	Prof Services-Toxicology Testing	200	100	115	100
	505_6000_008	Prof Services-MSHP Background	50	50	0	50
	505_6000_009	Prof Services-Collection Agency	0	0	0	50
	505_6000_011	Prof Services-Dues/License	50	50	0	0
	505_6000_013	Prof Service-Studies	0	70	0	70
	505_6000_015	Prof Service-Service Contracts	32,000	32,000	7,159	7,500
	505_6000_019	Prof Service-Credit Card Fee	1,300	1,300	1,411	1,300
	<b>Total</b>		<b>34,100</b>	<b>34,320</b>	<b>9,469</b>	<b>9,920</b>
	505_6005_001	Insurance-Vehicle	1,500	1,923	974	1,025
	<b>Total Insurance</b>		<b>1,500</b>	<b>1,923</b>	<b>974</b>	<b>1,025</b>
	505_6010_001	Advertising-Public Notices	2,200	2,200	2,262	2,200

50 - 305 - Codes Administration			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	505_6010_002	Advertising-Employee	100	100	0	100
	505_6010_006	Advertising-Radio	250	250	216	250
	<b>Total</b>		<b>2,550</b>	<b>2,550</b>	<b>2,477</b>	<b>2,550</b>
	505_6020_001	Software-Purchase	0	3,182	3,397	3,400
	505_6020_003	Software-Agreement	15,900	15,900	14,756	15,000
	<b>Total Software -</b>		<b>15,900</b>	<b>19,082</b>	<b>18,153</b>	<b>18,400</b>
	<b>Total</b>		<b>54,050</b>	<b>57,875</b>	<b>31,073</b>	<b>31,895</b>
	505_7000_001	Supplies-Operational	2,000	2,000	1,212	1,250
	505_7000_002	Supplies-Computer Accessories	1,500	1,500	296	1,500
	505_7000_004	Supplies-Small Tools	750	750	310	750
	505_7005_001	Supplies-Printing	1,000	2,000	884	2,000
	505_7005_002	Supplies-Mailing	300	300	61	300
	505_7005_003	Supplies-Postage	1,750	550	777	1,000
	505_7005_004	Supplies-Paper	1,000	1,000	839	1,000
	505_7015_004	Supplies-Safety	200	200	201	200
	<b>Total Supplies</b>		<b>8,500</b>	<b>8,300</b>	<b>4,580</b>	<b>8,000</b>
	505_7999_006	Cost of Goods Sold-Meter Boxes	30,000	30,000	35,237	30,000
	505_7999_007	Cost of Goods Sold-Knox Boxes	4,000	6,000	5,780	6,000
	<b>Total Materials</b>		<b>34,000</b>	<b>36,000</b>	<b>41,017</b>	<b>36,000</b>
	505_8600_001	Vehicle-Repair	2,000	1,000	1,779	1,500
	505_8600_002	Vehicle-Maintenance	1,000	1,000	2,614	2,000
	505_8600_005	Vehicle-Fuel	2,000	3,500	4,455	4,500
	<b>Total Vehicles</b>		<b>5,000</b>	<b>5,500</b>	<b>8,849</b>	<b>8,000</b>
	<b>Total Expenses</b>		<b>742,671</b>	<b>1,590,365</b>	<b>615,706</b>	<b>2,524,664</b>
	<b>Change in</b>		<b>(742,671)</b>	<b>(1,590,365)</b>	<b>(615,706)</b>	<b>(2,524,664)</b>

## Internal Service Fund

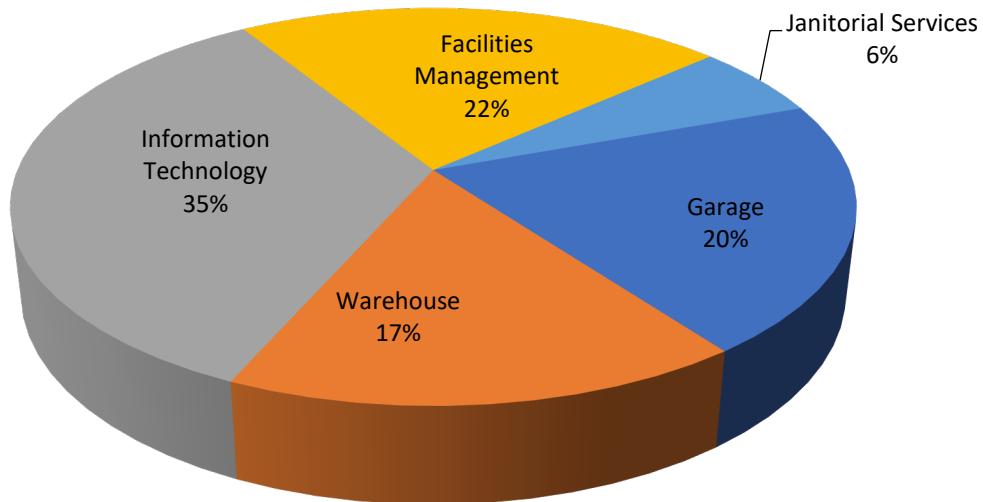
The Service Fund is comprised of Garage, Purchasing and Warehouse, Information Technology, Facility Management, and Janitorial Service. This fund is used to account for the funding of goods and services provided by one department or agency to other departments or agencies on a cost-reimbursement basis. Services accounted for in Internal Service Funds are tangible and it is possible to determine the extent to which they benefit the individual department or agency.

### Internal Service Fund Revenue and Expense by Category

Internal Service Fund	2021 Actuals	2022 Budget	2022 Estimated	2023 Budget
<b>Revenues</b>				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Service Charges	\$0	\$0	\$0	\$0
Rentals	\$0	\$0	\$0	\$0
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$18,737	\$3,665	\$29,899	\$3,500
Internal Service Revenue	\$1,105,578	\$1,114,087	\$1,045,609	\$1,303,326
<b>Total Revenues</b>	<b>\$1,124,315</b>	<b>\$1,117,752</b>	<b>\$1,075,508</b>	<b>\$1,306,826</b>
<b>Expenses</b>				
Personnel	\$716,678	\$865,341	\$852,166	\$1,002,796
Capital	\$109,542	\$41,262	\$11,268	\$103,945
Debt	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0
Utilities	\$22,140	\$19,705	\$14,840	\$15,400
Professional Services	\$112,512	\$120,243	\$137,949	\$122,285
Supplies and Materials	\$22,322	\$31,551	\$28,600	\$27,550
Tools, Equipment, and Vehicles	\$28,452	\$39,650	\$32,788	\$34,850
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$0	\$0	\$0	\$0
<b>Total Expenses</b>	<b>\$1,011,646</b>	<b>\$1,117,752</b>	<b>\$1,077,611</b>	<b>\$1,306,826</b>

## Internal Service Fund Expense

**\$1,306,826**



60 - 300 - Internal Services General		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
604_3010_006	Misc-Miscellaneous		0	165	0	0
604_3010_008	Misc-Gain/Loss-Asset Disposal		0	0	26,370	0
604_3010_012	Misc-Purchasing Card Rebate		3,500	3,500	3,529	3,500
	<b>Total</b>		<b>3,500</b>	<b>3,665</b>	<b>29,899</b>	<b>3,500</b>
	<b>Total Service</b>		<b>3,500</b>	<b>3,665</b>	<b>29,899</b>	<b>3,500</b>
604_9910_000	Internal Service - Personnel		1,178,352	1,114,087	1,045,609	1,303,326
	<b>Total</b>		<b>1,178,352</b>	<b>1,114,087</b>	<b>1,045,609</b>	<b>1,306,826</b>
	<b>Total</b>		<b>1,181,852</b>	<b>1,117,752</b>	<b>1,075,508</b>	<b>1,306,826</b>
	<b>Change in</b>		<b>1,181,852</b>	<b>1,117,752</b>	<b>1,075,508</b>	<b>1,306,826</b>

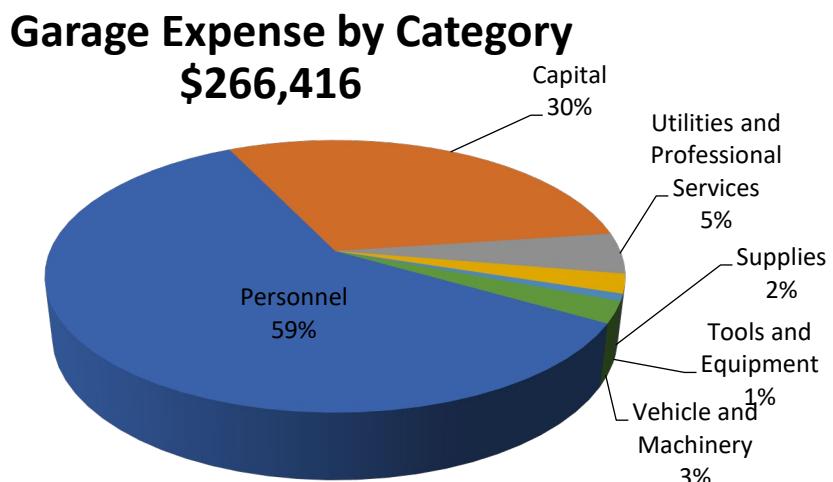
## Garage

The garage provides preventative maintenance and repair of City vehicles and equipment. The mechanics perform routine and major repairs, change tires, install, and maintain fleet mobile radios, and repair records.

### Fiscal Year 2021-2022 Accomplishments:

Mowed all City right of ways. Cleaned up the Northeast side of the Public Works yard. Painted and restored ladder racks and fabricated new sander stand for construction truck. Painted nine light poles, five camera poles, two transformers, and a helicopter.

Conducted two purple wave auctions including loading and delivering of items. Received forklift, CPR, and AED certifications. Purchased a refrigerant management system.



### Fiscal Year 2023 Goals:

- I. **Goal:** Replace the 1999 ¾ ton service truck with a new truck that has a utility bed.  
**Strategy:** Purchase a new service truck.  
**Budgetary Factor:** Budgeted \$60,000 in the 2023-2027 CIP
  
- II. **Goal:** Purchase jacks for the truck lift to better service brakes, suspension, etc.  
**Strategy:** Purchase 2 new rolling air/hydraulic jacks  
**Budgetary Factor:** Budgeted \$12,000 in the 2023-2027 CIP  
: Purchase materials required for project.  
**Budgetary Factor:** Budgeted \$6,000 in the 2022-2026 CIP

## Performance Measurements:

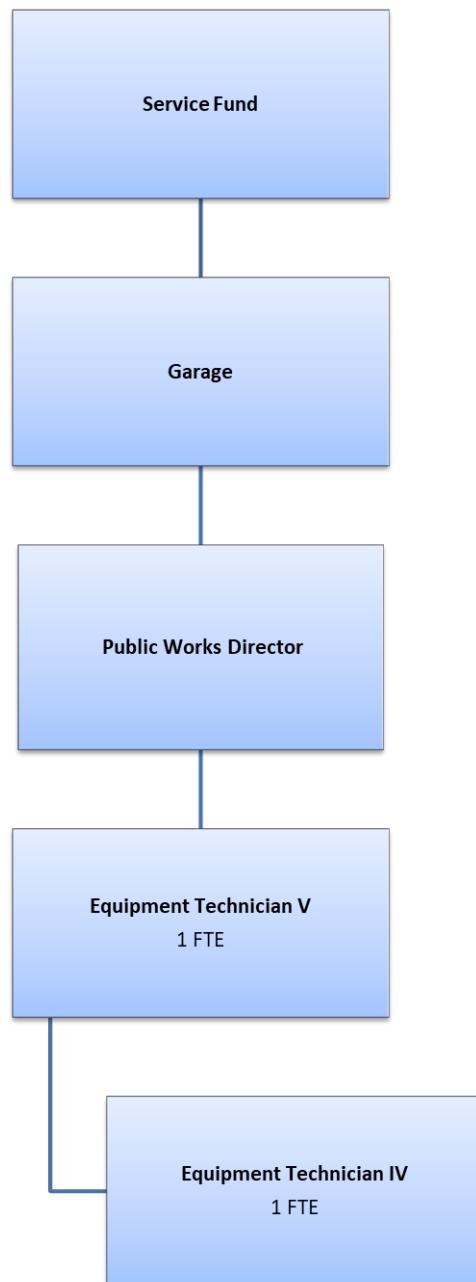
Performance Measures	2018	2019	2020	2021	Estimated 2022
Repair work orders completed*	850	850	850	850	850
Vehicles Maintained**	129	129	150	190	190
Equipment Maintained***	72	72	100	100	100
Number of Vehicles and Equipment	201	201	201	201	201
Work Order Hours per Year	2,000	2,000	2,000	2,000	2,000
Vehicles Retained from Previous FY	190	190	190	190	190
Average Age of Vehicles	11	11	12	10	10
Average Repair Cost	\$100	\$100	\$100	\$200	\$200
Total Miles Fleet-wide	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
Total Fleet Repair Costs	\$85,000	\$85,000	\$85,000	\$170,000	\$170,000
Vehicle/Mechanic Ratio	100:1	100:1	100:1	100:1	100:1

\*\* Passenger vehicles only

## Previous Years' Goals:

- I. Goal: Replace the 1999 ¾ ton service truck with a new truck that has a utility bed.  
Status: Deferred to the FY23 budget year.
- II. Goal: Install exhaust fan in garage.  
Status: Deferred to the FY24 budget year.
- III. Goal: Enclose existing garage office.  
Status: Deferred to the FY24 budget year.

## Garage Organizational Chart



60 - 305 - Garage			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
605_1000_001	Fulltime Salary		113,919	84,757	86,854	91,653
605_1000_002	Part Time Salary		0	0	0	0
605_1000_005	Fulltime Overtime		4,289	3,044	2,288	3,292
<b>Total Salaries -</b>			<b>118,208</b>	<b>87,802</b>	<b>89,142</b>	<b>94,945</b>
605_1005_001	Health Premium-Employee		7,896	7,896	8,011	8,340
605_1005_002	Health Premium-Family		34,650	18,769	17,921	18,480
605_1005_004	Dental Premium-Employee		0	0	392	0
605_1005_004	Dental Premium-Family		2,179	1,514	763	1,453
605_1010_001	Life Insurance		167	111	119	111
<b>Total Benefits -</b>			<b>44,892</b>	<b>28,290</b>	<b>27,206</b>	<b>28,384</b>
605_1015_001	Lagers-General		15,485	11,754	12,020	12,628
605_1015_004	Deferred Comp-Employer		1,300	1,300	3,183	5,200
<b>Total Benefits -</b>			<b>16,785</b>	<b>13,054</b>	<b>15,203</b>	<b>17,828</b>
605_1020_001	FICA-Employer		4,425	5,002	5,238	5,600
605_1020_002	Medicare-Employer		1,035	1,170	1,225	1,310
605_1020_003	Unemployment Compensation		590	807	882	903
605_1020_004	Workman's Compensation		1,212	1,221	1,552	1,602
<b>Total Payroll</b>			<b>7,262</b>	<b>8,200</b>	<b>8,897</b>	<b>9,415</b>
605_1025_001	Employee-Uniforms		3,900	4,850	3,939	4,850
605_1025_002	Employee-		108	100	33	100
605_1025_003	Employee-Books		108	100	33	100
605_1025_004	Employee-Travel/Hotel		1,500	1,500	500	1,500
605_1025_005	Employee-Training		1,500	1,500	500	1,500
<b>Total Employee</b>			<b>7,116</b>	<b>8,050</b>	<b>5,005</b>	<b>8,050</b>
<b>Total Personnel</b>			<b>194,264</b>	<b>145,394</b>	<b>145,454</b>	<b>158,622</b>
605_2010_000	Capital Exp-Building and		0	10,000	0	54,400
605_2015_000	Capital Exp-Furniture and Fixtures		538	4,582	211	427
605_2020_000	Capital Exp-Machinery and		37,000	6,000	1,318	25,000
<b>Total Capital</b>			<b>37,538</b>	<b>20,582</b>	<b>1,530</b>	<b>79,827</b>
605_5010_001	Utilities-Landline and Fiber		225	225	0	0
605_5015_001	Utilities-Cell Phones		0	980	740	750
<b>Total Utilities</b>			<b>225</b>	<b>1,205</b>	<b>740</b>	<b>750</b>

60 - 305 - Garage		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Estimated Ending	Proposed
	605_6000_007	Prof Services-Toxicology Testing	228	150	50	100
	605_6000_008	Prof Services-MSHP Background	24	24	0	25
	605_6000_013	Prof Service-Studies	48	48	0	0
	605_6000_015	Prof Service-Service Contracts	0	0	285	0
	<b>Total</b>		<b>300</b>	<b>222</b>	<b>335</b>	<b>125</b>
	605_6005_001	Insurance-Vehicle	950	818	674	701
	605_6005_002	Insurance-Equipment	135	137	135	140
	605_6005_003	Insurance-Building & Property	3,483	5,884	8,092	8,415
	<b>Total Insurance</b>		<b>4,568</b>	<b>6,840</b>	<b>8,901</b>	<b>9,257</b>
	605_6010_001	Advertising-Public Notices	192	250	18	150
	605_6010_003	Advertising-Print	200	100	33	100
	<b>Total</b>		<b>392</b>	<b>350</b>	<b>51</b>	<b>250</b>
	605_6020_001	Software-Purchase	500	0	618	0
	605_6020_003	Software-Agreement	1,045	2,000	1,807	2,500
	<b>Total Software -</b>		<b>1,545</b>	<b>2,000</b>	<b>2,425</b>	<b>2,500</b>
	<b>Total</b>		<b>6,805</b>	<b>9,412</b>	<b>11,711</b>	<b>12,132</b>
	605_7000_001	Supplies-Operational	5,500	5,500	3,899	5,000
	605_7000_002	Supplies-Computer Accessories	250	500	190	250
	605_7000_003	Supplies-Desk Accessories-Small	350	350	104	200
	605_7000_004	Supplies-Small Tools	500	500	0	200
	605_7005_003	Supplies-Postage	32	20	0	20
	605_7005_004	Supplies-Paper	15	15	4	15
	605_7010_004	Supplies-Chemicals	600	600	0	300
	605_7015_004	Supplies-Safety	100	100	0	100
	<b>Total Supplies</b>		<b>7,347</b>	<b>7,585</b>	<b>4,197</b>	<b>6,085</b>
	<b>Total Materials</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	605_8000_001	Tools-Repair	1,000	1,000	0	500
	605_8000_002	Tools- Maintenance	550	550	6	450
	605_8000_003	Tools-Supplies	2,000	2,000	419	1,250
	<b>Total Tools &amp;</b>		<b>3,550</b>	<b>3,550</b>	<b>425</b>	<b>2,200</b>
	605_8300_001	Equipment-Repair	2,500	2,500	656	2,000
	605_8300_002	Equipment-Maintenance	1,500	1,000	319	1,000

60 - 305 - Garage		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Estimated Ending	Proposed
	605_8300_003	Equipment-Supplies	150	50	111	50
	605_8300_005	Equipment-Fuel	500	1,500	1,161	1,500
	<b>Total</b>		<b>4,650</b>	<b>5,050</b>	<b>2,247</b>	<b>4,550</b>
	605_8600_001	Vehicle-Repair	500	500	0	500
	605_8600_002	Vehicle-Maintenance	1,000	1,000	247	500
	605_8600_005	Vehicle-Fuel	2,200	1,250	862	1,250
	<b>Total Vehicles</b>		<b>3,700</b>	<b>2,750</b>	<b>1,109</b>	<b>2,250</b>
	<b>Total Expenses</b>		<b>258,079</b>	<b>195,528</b>	<b>167,412</b>	<b>266,416</b>
	<b>Change in</b>		<b>(258,079)</b>	<b>(195,528)</b>	<b>(167,412)</b>	<b>(266,416)</b>

## Purchasing and Warehouse

Purchasing provides for goods and services for all departments in the City of Lebanon to provide the City with the highest quality in the most cost effective, timely and fiscally responsible manner in compliance with applicable regulations and policies using a fair and transparent process. The warehouse provides for the receiving of freight deliveries, as well as stocking and maintaining the inventory of parts for water, sewer, electric, construction and street departments.

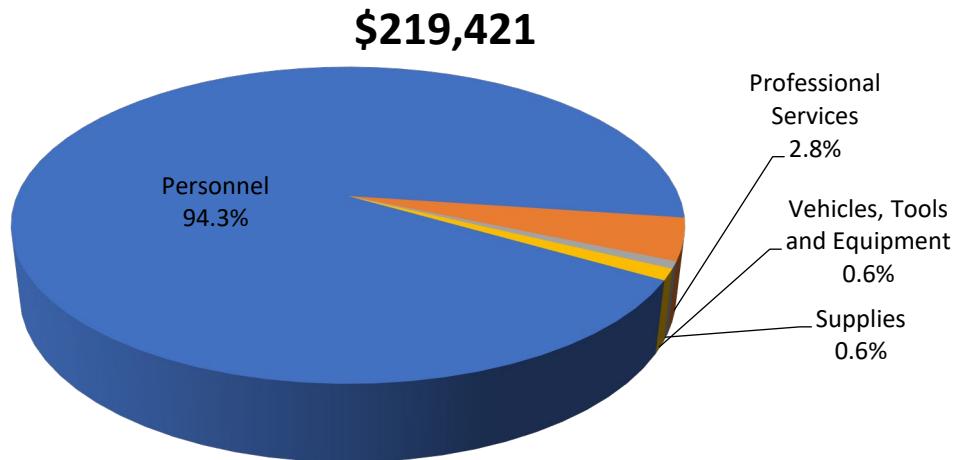
### Fiscal Year 2021-2022 Accomplishments:

Warehouse successfully implemented a forklift policy, that leaned heavily towards the safety of City staff. Completed a certified forklift training for 8 employees at minimal cost to the City. Warehouse continues to improve our inventory spreadsheets on parts, updated part numbers and pricing

for our Electric, Wastewater, Water and Code Admin departments.

Purchasing obtained and implemented electronic bidding software to allow the procurement process to be more efficient and secure for City staff and suppliers. In addition standardized contracts were utilized in bid packets.

### Purchasing and Warehouse Expense by Category



### Fiscal Year 2023 Goals:

IV. **Warehouse Goal:** Review customer facing and internal processes to determine if current practices are customer focused

**Strategy:** Explore inventory control options for City inventory assets

**Budgetary Factor:** Exploratory phase: no cost. Implementing a software will have costs but should create efficiencies throughout the organization to help offset costs.

V. **Warehouse Goal:** Improve inventory procedures/processes.

**Strategy:** Clean up the stockyard

**Budgetary Factor:** No additional funding required. Subject to availability of staff hours.

VI. **Purchasing Goal:** Develop a maintenance and financial plan for assets

**Strategy:** Explore the contracting of additional services including, but not limited to, snow removal, concrete work, seal and striping, utility infrastructure work, and HVAC maintenance at city facilities

**Budgetary Factor:** No additional funding required other than existing staff time.

Contracting services typically saves the City money through efficiencies by freeing up staff hours and overall decrease in cost of service.

IV. **Purchasing Goal:** Partner with City Departments to achieve the efficient use of City resources.

**Strategy:** Complete implementing the contract side of the bidding software. This includes adding existing contracts for a central location for all City contracts.

**Budgetary Factor:** No additional funding required.

### Performance Measurements:

Performance Measures	2016	2017	2018	2019	2020	2021
Number of Written Bids	22	25	16	61	64	42
Number of Formal Bids	25	31	46	40	56	53
Number of New Contracts	71	73	87	89	97	92
Rejection/Rebid % Per Year	4%	16%	13%	12%	9%	13%
% of Local Participation						

### Previous Years' Goals:

I. Goal: Implement forklift training and policies.

Status: Complete. 8 employees went through forklift training and a policy was developed to protect the safety of our employees and the City.

II. Goal: Improve inventory procedures/processes.

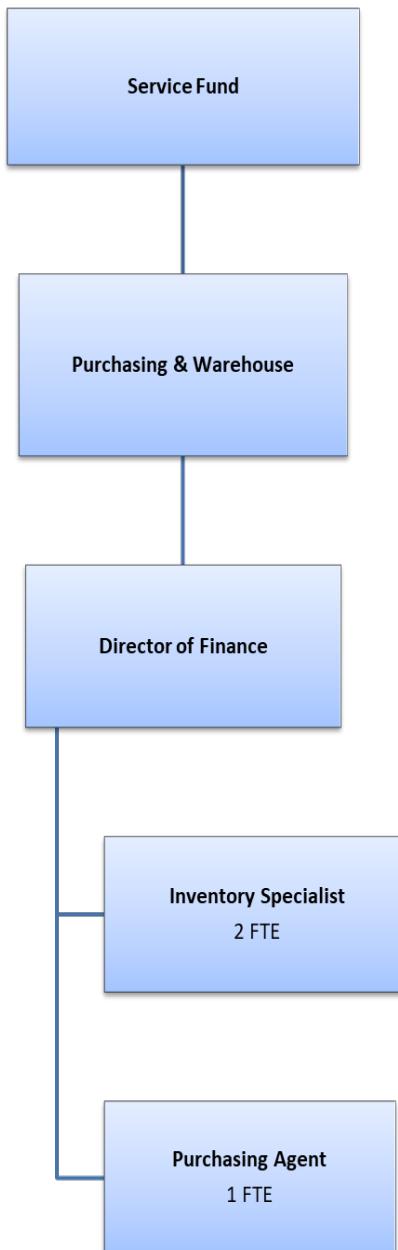
Status: Due to staffing issues, the stockyard cleanup was not complete. We are working on filling the vacancy now to complete this goal in FY2023.

III. Goal: Explore the contracting of services.

Status: On-going. Contract opportunities explored – yard restoration (awarded), substation transformer maintenance (cost prohibitive), pump and motor repairs (awarded), tree trimming services (awarded), real estate broker services (awarded).

IV. Goal: Partner with City Departments to achieve the efficient use of City resources.  
Status: We currently track progress of bids allowing staff to see progress. Implemented bidding software in place of a standardized form to streamline and make efficient the bid process for internal and external customers.

## Purchasing and Warehouse Organizational Chart



60 - 310 - Warehouse		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Estimated Ending	Proposed
	605_1000_001	Fulltime Salary	93,359	113,922	90,736	123,326
	605_1000_002	Part Time Salary	0	0	0	0
	605_1000_005	Fulltime Overtime	1,918	2,523	816	2,731
	605_1000_006	Part Time Overtime	0	0	0	0
	<b>Total Salaries -</b>		<b>95,277</b>	<b>116,445</b>	<b>91,553</b>	<b>126,057</b>
	605_1005_001	Health Premium-Employee	7,896	0	0	0
	605_1005_002	Health Premium-Family	8,663	17,325	35,820	49,507
	605_1005_003	Dental Premium -Employee	0	0	392	0
	605_1005_004	Dental Premium-Family	1,090	726	584	1,753
	605_1010_001	Life Insurance	139	167	133	167
	<b>Total Benefits -</b>		<b>17,787</b>	<b>18,218</b>	<b>36,930</b>	<b>51,427</b>
	605_1015_001	Lagers-General	12,481	10,728	10,436	11,528
	605_1015_004	Deferred Comp-Employer	975	650	486	1,300
	<b>Total Benefits -</b>		<b>13,456</b>	<b>11,378</b>	<b>10,923</b>	<b>12,828</b>
	605_1020_001	FICA-Employer	4,762	6,828	5,007	7,048
	605_1020_002	Medicare-Employer	1,114	1,597	1,171	1,648
	605_1020_003	Unemployment Compensation	542	1,101	878	1,137
	605_1020_004	Workman's Compensation	1,211	0	1,145	1,602
	<b>Total Payroll</b>		<b>7,628</b>	<b>9,526</b>	<b>8,201</b>	<b>11,435</b>
	605_1025_001	Employee-Uniforms	500	500	185	500
	605_1025_002	Employee-	150	150	40	150
	605_1025_003	Employee-Books	100	0	0	0
	605_1025_004	Employee-Travel/Hotel	500	0	0	0
	605_1025_005	Employee-Training	3,500	3,500	2,950	3,500
	605_1025_007	Employee-Bonds	0	50	17	50
	<b>Total Employee</b>		<b>4,750</b>	<b>4,200</b>	<b>3,191</b>	<b>4,200</b>
	<b>Total Personnel</b>		<b>138,899</b>	<b>159,767</b>	<b>150,797</b>	<b>205,946</b>
	605_2010_000	Capital Exp-Building and	0	0	0	0
	605_2015_000	Capital Exp-Furniture and Fixtures	0	1,068	0	0
	605_2020_000	Capital Exp-Machinery and	46,000	0	417	0
	<b>Total Capital</b>		<b>46,000</b>	<b>1,068</b>	<b>417</b>	<b>0</b>
	605_6000_007	Prof Services-Toxicology Testing	50	50	0	50
	605_6000_008	Prof Services-MSHP Background	25	25	0	25
	605_6000_015	Prof Services-Service Contracts	0	0	23	0

60 - 310 - Warehouse		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Estimated Ending	Proposed
	<b>Total</b>		<b>75</b>	<b>75</b>	<b>23</b>	<b>75</b>
605_6005_002	Insurance-Equipment	100	0	0	0	0
	<b>Total Insurance</b>		<b>100</b>	<b>0</b>	<b>0</b>	<b>0</b>
605_6020_001	Software-Purchase	15,000	0	9,300	0	0
605_6020_003	Software-Agreement	1,000	3,500	15	9,300	
	<b>Total Software -</b>		<b>16,000</b>	<b>3,500</b>	<b>9,315</b>	<b>9,300</b>
	<b>Total</b>		<b>16,175</b>	<b>3,575</b>	<b>9,338</b>	<b>9,375</b>
605_7000_001	Supplies-Operational	1,250	1,250	995	1,000	
605_7000_002	Supplies-Computer Accessories	250	250	42	200	
605_7000_003	Supplies-Desk Accessories-Small	100	100	54	100	
605_7000_004	Supplies-Small Tools	150	150	0	150	
605_7005_003	Supplies-Postage	50	50	1	50	
605_7005_004	Supplies-Paper	100	100	4	100	
	<b>Total Supplies</b>		<b>1,900</b>	<b>1,900</b>	<b>1,096</b>	<b>1,600</b>
605_8300_001	Equipment-Repair	1,800	1,500	1,060	1,000	
605_8300_002	Equipment-Maintenance	1,000	1,000	671	1,000	
605_8300_003	Equipment-Supplies	0	0	150	0	
605_8300_005	Equipment-Fuel	500	800	435	500	
	<b>Total</b>		<b>3,300</b>	<b>3,300</b>	<b>2,316</b>	<b>2,500</b>
	<b>Total Vehicles</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Expenses</b>		<b>206,274</b>	<b>169,610</b>	<b>163,964</b>	<b>219,421</b>
	<b>Change in</b>		<b>(206,274)</b>	<b>(169,610)</b>	<b>(163,964)</b>	<b>(219,421)</b>

## Information Technology

The Information Technology Division is responsible for the security, planning, implementation, and continual support of the City's data, networking equipment, and computer systems. This division is responsible for installing and maintaining all computer related hardware, as well as for installing and upgrading all software executed on these systems. Direction is also provided to the departments to determine future computer system and software needs.

### Fiscal Year 2023 Goals:

- I. **Goal:** Maximize City software platforms to ensure departments are receiving highest ROI.

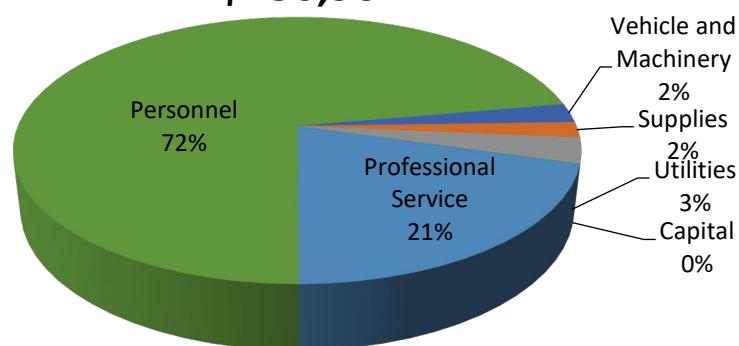
**Strategy:** The City of Lebanon has a variety of software suites that must be integrated into City operations in a more effective and efficient manner.

**Budgetary**

**Factor:**

Invest in training and education to enhance day-today activities within the software suites.

### Information Technology Expense by Category



- II. **Goal:**

Improve SCADA operations by moving the network behind the City of Lebanon domain and firewall.

**Strategy:** Incorporate bi-directional ring throughout the nodes on the SCADA network.

**Budgetary Factor:** ARPA will provide the funding to finalize the project.

## Performance Measurements:

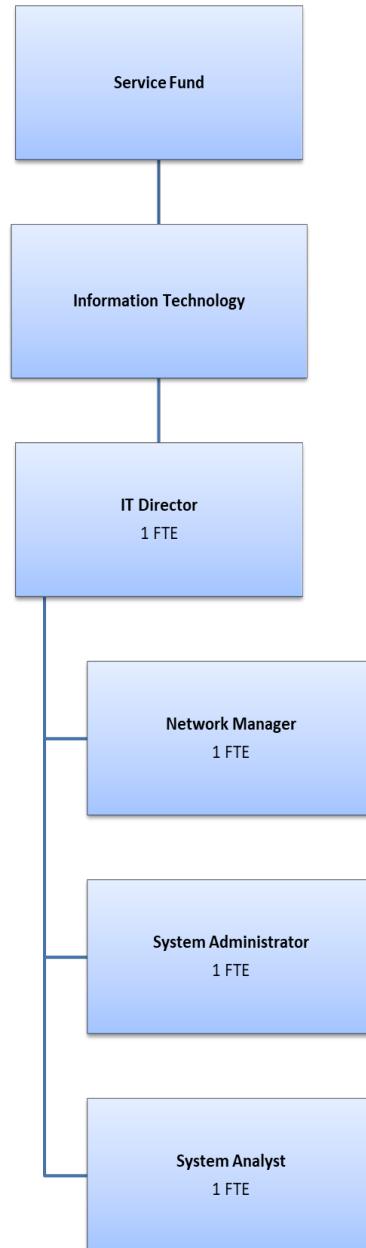
Trouble Tickets by Department	2016	2017	2018	2019	2020	2021
Police	155	165	169	189	247	285
Fire	70	78	85	74	101	64
HR	15	15	55	62	78	51
PW	96	93	128	138	261	275
Admin	7	12	35	31	37	41
Finance	22	20	45	48	104	65
Parks	33	25	48	42	45	33
Codes Admin	30	25	94	92	97	65
Clerk Staff	12	10	27	18	28	31
Tourism	5	5	25	16	22	45
Fac Man	8	7	31	28	34	34
Totals	448	455	742	738	1054	989

	2017	2018	2019	2020	2021
Desktops Maintained	85	67	67	67	72
Laptops Maintained	68	92	82	80	83
VOIP Phones	87	115	125	125	127
Digital Phones	10	8	8	8	8
Cell Accounts	32	32	42	12	12
MiFi or USB Data	45	48	48	52	52
Tablets	36	38	48	52	54
Servers	7	8	9	12	14
Switches	18	20	23	23	26
Routers	6	6	6	6	8
Networked Printers	20	21	24	24	24
Mobile Data Tablets	30	30	35	35	35
Open Mesh Networks	5	5	7	9	9

## Previous Years' Goals:

- I. Goal: Expand and incorporate services such as Wi-Fi and improved technology at the animal shelter and Winfrey House.  
Status: Wireless solutions were installed at Animal Control, Winfrey house, and Palmer Buildings.
- II. Goal: Complete a Fiber Master Plan (FMP) for future growth and current opportunities.  
Status: The fiber map has been published and relationships established for future growth.

## Information Technology Organizational Chart



60 - 315 - Information Technology			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
605_1000_001	Fulltime Salary		187,414	177,478	184,135	204,294
605_1000_004	On Call		0	0	3,538	0
605_1000_005	Fulltime Overtime		4,324	2,374	3,742	2,589
605_1000_006	Part Time Overtime		0	0	0	0
605_1000_007	On Call Overtime		0	1,500	500	1,500
<b>Total Salaries -</b>			<b>191,739</b>	<b>181,352</b>	<b>191,916</b>	<b>208,383</b>
605_1005_001	Health Premium-Employee		15,792	0	11,590	16,680
605_1005_002	Health Premium-Family		17,325	42,492	29,334	36,960
605_1005_003	Dental Premium-Employee		600	0	708	600
605_1005_004	Dental Premium-Family		726	1,653	484	1,453
605_1010_001	Life Insurance		222	204	213	222
<b>Total Benefits -</b>			<b>34,666</b>	<b>44,349</b>	<b>42,330</b>	<b>55,915</b>
605_1015_001	Lagers-General		25,118	24,100	20,222	27,515
605_1015_004	Deferred Comp-Employer		1,950	2,383	5,408	9,100
<b>Total Benefits -</b>			<b>27,068</b>	<b>26,484</b>	<b>25,630</b>	<b>36,615</b>
605_1020_001	FICA-Employer		9,566	10,177	11,207	12,254
605_1020_002	Medicare-Employer		2,237	2,380	2,621	2,866
605_1020_003	Unemployment Compensation		690	1,641	1,876	1,976
605_1020_004	Workman's Compensation		788	794	1,507	1,737
<b>Total Payroll</b>			<b>13,281</b>	<b>14,992</b>	<b>17,210</b>	<b>18,834</b>
605_1025_003	Employee-Books		200	200	67	200
605_1025_004	Employee-Travel/Hotel		750	1,000	333	1,000
605_1025_005	Employee-Training		3,500	5,000	5,962	5,000
<b>Total Employee</b>			<b>4,450</b>	<b>6,200</b>	<b>6,362</b>	<b>6,200</b>
<b>Total Personnel</b>			<b>271,203</b>	<b>273,376</b>	<b>283,447</b>	<b>325,947</b>
605_2005_000	Capital Exp-Land and		0	0	0	0
605_2010_000	Capital Exp-Building and		0	0	0	0
605_2015_000	Capital Exp-Furniture and Fixtures		6,345	10,406	0	276
605_2020_000	Capital Exp-Machinery and		0	5,000	8,172	0
<b>Total Capital</b>			<b>6,345</b>	<b>15,406</b>	<b>8,172</b>	<b>276</b>
605_5015_001	Utilities-Cell Phones		3,300	3,300	5,570	5,700
605_5020_001	Utilities-Internet		12,600	12,600	7,097	7,500
605_5020_002	Utilities-Internet Mobile		600	600	0	0
<b>Total Utilities</b>			<b>16,500</b>	<b>16,500</b>	<b>12,667</b>	<b>13,200</b>

60 - 315 - Information Technology			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
605_6000_007	Prof Services-Toxicology Testing		150	150	85	100
605_6000_008	Prof Services-MSHP Background		50	50	25	50
605_6000_015	Prof Service-Service Contracts		42,000	42,000	42,818	42,000
	<b>Total</b>		<b>42,200</b>	<b>42,200</b>	<b>42,929</b>	<b>42,150</b>
605_6005_002	Insurance-Equipment		3,200	2,662	2,533	2,634
605_6005_023	Insurance-Drone Liability		0	1,479	1,720	1,789
	<b>Total Insurance</b>		<b>3,200</b>	<b>4,141</b>	<b>4,253</b>	<b>4,423</b>
605_6010_002	Advertising-Employee		0	0	0	0
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
605_6020_001	Software-Purchase		0	0	787	0
605_6020_002	Software-Upgrade		18,000	0	0	0
605_6020_003	Software-Agreement		46,000	52,500	60,825	46,000
	<b>Total Software -</b>		<b>64,000</b>	<b>52,500</b>	<b>61,612</b>	<b>46,000</b>
	<b>Total</b>		<b>109,400</b>	<b>98,841</b>	<b>108,793</b>	<b>92,573</b>
605_7000_001	Supplies-Operational		6,000	6,000	9,884	6,000
605_7000_002	Supplies-Computer Accessories		0	2,000	0	500
605_7000_004	Supplies-Small Tools		2,000	2,000	2,052	2,000
605_7005_001	Supplies-Printing		75	75	25	75
605_7005_002	Supplies-Mailing		0	25	65	25
605_7005_004	Supplies-Paper		15	15	14	15
	<b>Total Supplies</b>		<b>8,090</b>	<b>10,115</b>	<b>12,040</b>	<b>8,615</b>
605_8300_001	Equipment-Repair		5,000	6,000	6,587	5,000
605_8300_002	Equipment-Maintenance		5,000	6,000	6,675	5,000
	<b>Total</b>		<b>10,000</b>	<b>12,000</b>	<b>13,262</b>	<b>10,000</b>
605_8600_005	Vehicle-Fuel		500	500	210	350
	<b>Total Vehicles</b>		<b>500</b>	<b>500</b>	<b>210</b>	<b>350</b>
	<b>Total Expenses</b>		<b>422,038</b>	<b>426,738</b>	<b>438,591</b>	<b>450,961</b>
	<b>Change in</b>		<b>(422,038)</b>	<b>(426,738)</b>	<b>(438,591)</b>	<b>(450,961)</b>

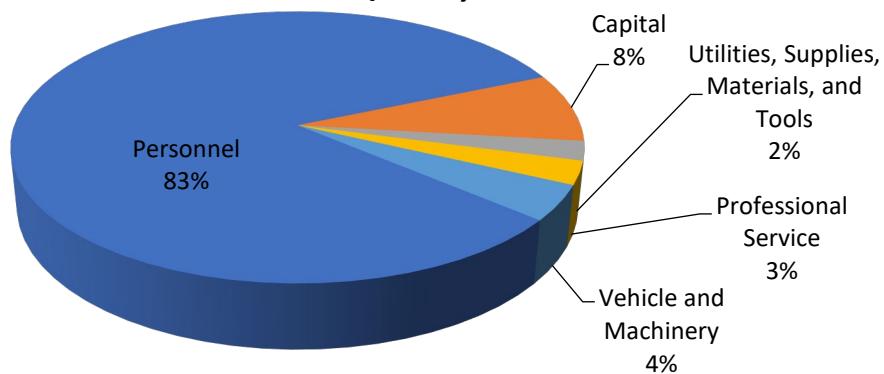
# Facilities Management

Facilities Management maintains and enhances all City properties and grounds.

## Fiscal Year 2021-2022 Accomplishments:

The City of Lebanon Facilities Management has maintained all city buildings and grounds. We have assisted Code Administration overseeing the new construction of the new Public Safety Building. We have work on the inspection of all City Buildings to document our assets for the Finance Department. We continue to work on city building maintenance and upkeep.

## Facilities Management Expense by Category \$291,750



## Fiscal FY 2023

### Goals:

- I. **Goal:** Renovate Fire Station 1 and Fire Station 2.

**Strategy:** Contractors and City Staff

**Budgetary Factor:** Rising Building Costs

- II. **Goal:** Renovate the Wallace Building.

**Strategy:** Contractors and City Staff

**Budgetary Factor:** Rising Building Costs

### Performance Measurements:

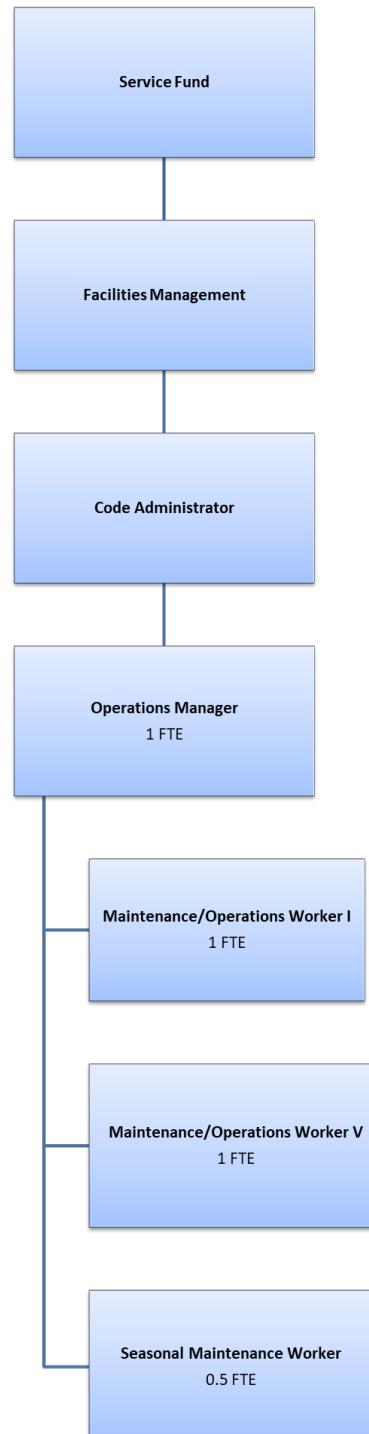
	2017	2018	2019	2020	2021	Estimated 2022
Work Orders Completed	308	360	321	***	***	***
Acres Mowed	250	250	250	250	250	250
Christmas Decorations	150	200	220	220	230	230

### Previous Years' Goals:

- I. **Goal:** Provide ongoing maintenance to all City of Lebanon buildings and grounds.  
**Status:** Continue Maintenance

II. Goal: Complete a maintenance schedule for large lifecycle maintenance needs of city facilities  
Status: In progress with 80% completed.

Facilities Management Organizational Chart



60 - 320 - Facilities Management			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
605_1000_001	Fulltime Salary		118,117	121,660	126,503	137,249
605_1000_002	Part Time Salary		8,895	9,968	3,971	0
605_1000_004	On Call		0	1,214	1,330	1,330
605_1000_005	Fulltime Overtime		1,450	1,425	1,034	3,085
605_1000_006	Part Time Overtime		0	0	0	0
<b>Total Salaries -</b>			<b>128,462</b>	<b>134,268</b>	<b>132,838</b>	<b>141,664</b>
605_1005_001	Health Premium-Employee		7,896	7,896	7,121	8,340
605_1005_002	Health Premium-Family		34,650	34,650	29,612	36,960
605_1005_003	Dental Premium-Employee		300	300	664	300
605_1005_004	Dental Premium-Family		1,453	1,453	763	1,453
605_1010_001	Life Insurance		222	167	183	180
<b>Total Benefits -</b>			<b>44,521</b>	<b>44,466</b>	<b>38,343</b>	<b>47,233</b>
605_1015_001	Lagers-General		15,663	16,493	16,588	17,925
605_1015_004	Deferred Comp-Employer		1,950	1,950	3,762	5,850
<b>Total Benefits -</b>			<b>17,613</b>	<b>18,443</b>	<b>20,350</b>	<b>23,775</b>
605_1020_001	FICA-Employer		4,685	7,417	7,403	8,128
605_1020_002	Medicare-Employer		1,096	1,735	1,731	1,901
605_1020_003	Unemployment Compensation		465	1,196	1,293	1,311
605_1020_004	Workman's Compensation		10,578	10,658	13,526	13,951
<b>Total Payroll</b>			<b>16,824</b>	<b>21,006</b>	<b>23,953</b>	<b>25,291</b>
605_1025_001	Employee-Uniforms		2,500	2,500	3,158	2,500
605_1025_002	Employee-		150	150	176	150
605_1025_005	Employee-Training		1,000	250	0	250
<b>Total Employee</b>			<b>3,650</b>	<b>2,900</b>	<b>3,334</b>	<b>2,900</b>
<b>Total Personnel</b>			<b>211,070</b>	<b>221,082</b>	<b>218,818</b>	<b>240,863</b>
605_2005_000	Capital Exp-Land and		0	0	0	0
605_2010_000	Capital Exp-Building and		0	0	0	0
605_2015_000	Capital Exp-Furniture and Fixtures		807	4,206	317	642
605_2020_000	Capital Exp-Machinery and		0	0	833	23,200
<b>Total Capital</b>			<b>807</b>	<b>4,206</b>	<b>1,150</b>	<b>23,842</b>
605_5015_001	Utilities-Cell Phones		0	2,000	1,434	1,450
<b>Total Utilities</b>			<b>0</b>	<b>2,000</b>	<b>1,434</b>	<b>1,450</b>
605_6000_007	Prof Services-Toxicology Testing		400	400	125	250

60 - 320 - Facilities Management			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account	Estimated			
		Name	Budget	Budget	Ending	Proposed
605_6000_008	Prof Services-MSHP Background		150	25	14	25
605_6000_011	Prof Services-Dues/License		100	100	90	100
605_6000_013	Prof Service-Studies		1,000	0	0	0
605_6000_015	Prof Service-Service Contracts		500	500	960	500
605_6000_018	Prof Service-Damage Claims		1,200	500	364	500
<b>Total</b>			<b>3,350</b>	<b>1,525</b>	<b>1,553</b>	<b>1,375</b>
605_6005_001	Insurance-Vehicle		3,650	3,510	3,884	4,040
605_6005_002	Insurance-Equipment		600	520	607	631
<b>Total Insurance</b>			<b>4,250</b>	<b>4,030</b>	<b>4,491</b>	<b>4,670</b>
605_6010_001	Advertising-Public Notices		0	0	18	50
605_6010_002	Advertising-Employee		50	50	0	0
<b>Total</b>			<b>50</b>	<b>50</b>	<b>18</b>	<b>50</b>
605_6020_001	Software-Purchase		0	0	0	0
605_6020_003	Software-Agreement		2,000	2,700	1,970	2,000
<b>Total Software -</b>			<b>2,000</b>	<b>2,700</b>	<b>1,970</b>	<b>2,000</b>
<b>Total</b>			<b>9,650</b>	<b>8,305</b>	<b>8,032</b>	<b>8,095</b>
605_7000_001	Supplies-Operational		500	1,000	789	800
605_7000_002	Supplies-Computer Accessories		1,000	1,000	480	500
605_7000_004	Supplies-Small Tools		2,500	2,500	3,377	2,500
605_7005_003	Supplies-Postage		0	1	0	0
605_7015_003	Supplies-First Aid		200	200	0	200
605_7015_004	Supplies-Safety		500	500	476	500
<b>Total Supplies</b>			<b>4,700</b>	<b>5,201</b>	<b>5,122</b>	<b>4,500</b>
605_8000_001	Tools-Repair		500	500	0	500
605_8000_002	Tools- Maintenance		500	0	0	0
605_8000_003	Tools-Supplies		0	500	20	250
<b>Total Tools &amp;</b>			<b>1,000</b>	<b>1,000</b>	<b>20</b>	<b>750</b>
605_8300_001	Equipment-Repair		1,500	1,500	933	1,250
605_8300_002	Equipment-Maintenance		1,000	1,500	515	1,750
605_8300_003	Equipment-Supplies		0	500	695	750
605_8300_004	Equipment-Equipment		0	0	1,950	0
605_8300_006	Equipment-Rental		0	500	0	500
<b>Total</b>			<b>2,500</b>	<b>4,000</b>	<b>4,093</b>	<b>4,250</b>

60 - 320 - Facilities Management			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account	Estimated			
		Name	Budget	Budget	Ending	Proposed
605_8600_001	Vehicle-Repair		1,500	1,500	1,482	1,500
605_8600_002	Vehicle-Maintenance		750	1,000	1,309	1,000
605_8600_004	Vehicle-Equipment		1,000	1,000	1,000	1,000
605_8600_005	Vehicle-Fuel		4,000	4,000	5,315	4,500
<b>Total Vehicles</b>			<b>7,250</b>	<b>7,500</b>	<b>9,105</b>	<b>8,000</b>
<b>Total Expenses</b>			<b>236,977</b>	<b>253,294</b>	<b>247,774</b>	<b>291,750</b>
<b>Change in</b>			<b>(236,977)</b>	<b>(253,294)</b>	<b>(247,774)</b>	<b>(291,750)</b>

## Janitorial Services

This program was established to ensure a sanitary working environment for staff, citizens, and visitors.

### Fiscal Year 2021-2022 Accomplishments:

While providing quality services, Janitorial Services was able to stay within the budgeted amount and still maintain minimal quantiles of chemicals used to clean the buildings.

### Fiscal Year 2023 Goals:

- I. **Goal:** Provide quality services while staying within budgeted amount.

**Strategy:** Maintain each building's chemical usage to a minimum quantity while still providing quality results.

**Budgetary Factor:**  
None.

- II. **Goal:** Provide routine maintenance of City Buildings.

**Strategy:** Inspect facilities to ensure cleanliness.

**Budgetary Factor:** No additional funding required. Resources allocated already in budget every year.

### Performance Measures:

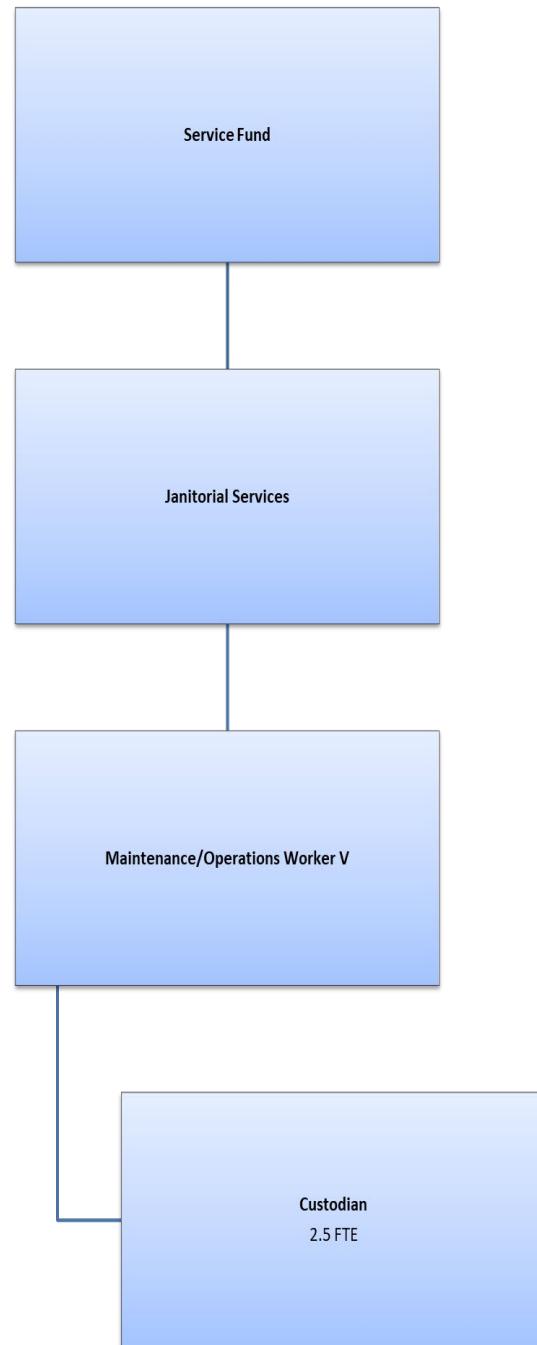
	2016	2017	2018	2019	Estimated 2020
<b>Cleanliness Quality</b>	70%	80%	80%	80%	90%
<b>Customer Satisfaction</b>	85%	90%	90%	90%	90%
<b>Financial Metrics</b>	90%	90%	90%	90%	90%

### Previous Years' Goals:

- I. **Goal:** Provide quality services while staying within budgeted amounts.  
**Status:** Complete:

II. Goal: Continue to provide maintenance of the floors and fixtures..  
Status: Ongoing.

Janitorial Service Organizational Chart



60 - 325 - Janitorial Services		FY2021	FY2022	FY2022	FY2023	
	Account	Estimated				
Fund	Account	Name	Budget	Budget	Ending	Proposed
	605_1000_001	Fulltime Salary	0	0	0	0
	605_1000_002	Part Time Salary	52,985	60,489	49,360	65,713
	<b>Total</b>		<b>52,985</b>	<b>60,489</b>	<b>49,360</b>	<b>65,713</b>
	605_1010_001	Life Insurance	250	0	0	0
	<b>Total</b>		<b>250</b>	<b>0</b>	<b>0</b>	<b>0</b>
	605_1020_001	FICA-Employer	0	3,750	3,060	4,074
	605_1020_002	Medicare-Employer	0	877	716	953
	605_1020_003	Unemployment Compensation	0	605	494	657
	605_1020_004	Workman's Compensation	0	0	0	0
	<b>Total</b>		<b>0</b>	<b>5,232</b>	<b>4,270</b>	<b>5,684</b>
	605_1025_001	Employee-Uniforms	0	0	21	21
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>21</b>	<b>21</b>
	<b>Total</b>		<b>53,235</b>	<b>65,721</b>	<b>53,650</b>	<b>71,418</b>
	605_6000_007	Prof Services-Toxicology Testing	0	65	75	75
	605_6000_008	Prof Services-MSHP Background	0	45	0	35
	<b>Total</b>		<b>0</b>	<b>110</b>	<b>75</b>	<b>110</b>
	<b>Total</b>		<b>0</b>	<b>110</b>	<b>75</b>	<b>110</b>
	605_7010_001	Supplies-Janitorial	750	1,750	1,535	1,750
	605_7010_002	Supplies-Cleaning and Sanitation	4,500	5,000	4,609	5,000
	605_7015_003	Supplies-First Aid	0	0	0	0
	605_7015_004	Supplies-Safety	0	0	0	0
	<b>Total</b>		<b>5,250</b>	<b>6,750</b>	<b>6,145</b>	<b>6,750</b>
	<b>Total</b>		<b>58,485</b>	<b>72,581</b>	<b>59,870</b>	<b>78,278</b>
	<b>Change in</b>		<b>(58,485)</b>	<b>(72,581)</b>	<b>(59,870)</b>	<b>(78,278)</b>

## Benefits

The Benefit Fund is used to capture all the activity related to employee health insurance, Wellness Program, Local Government Employees Retirement System (LAGERS), Safety Program, unemployment, and worker's compensation. Each department contributes to this Fund during the payroll process.

### FY 2021-2022

#### Accomplishments:

During this fiscal year, the City of Lebanon enriched its fringe benefits to eligible employees. The Life and AD&D benefit increased from \$20,000 to \$25,000. Effective January 1, 2020, the City of Lebanon began offering Vision Insurance.

### Fiscal Year 2023 Goals:

- I. **Goal:**  
Maintain financial stability of the City's partially self-funded health insurance fund.

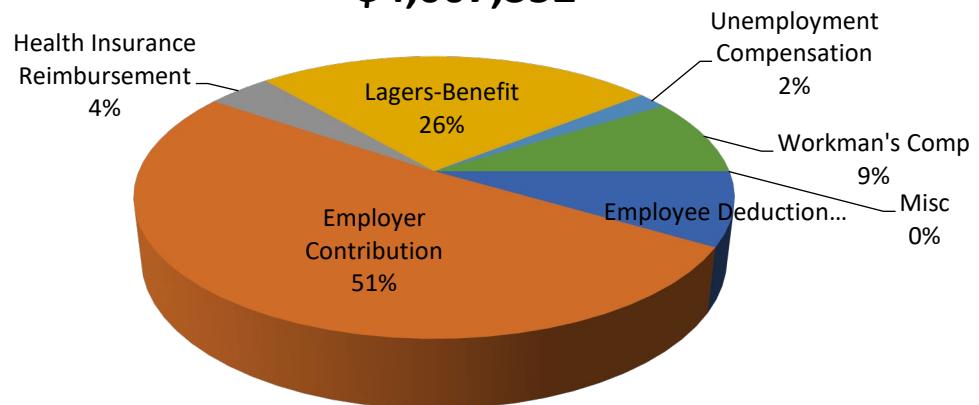
#### Strategy:

- Retain a stable reserve position.
- Deliver fair and consistent insurance premium levels.
- Allocate insurance premiums based on relative loss experience and/or exposure

**Budgetary Factor:** Availability of funding.

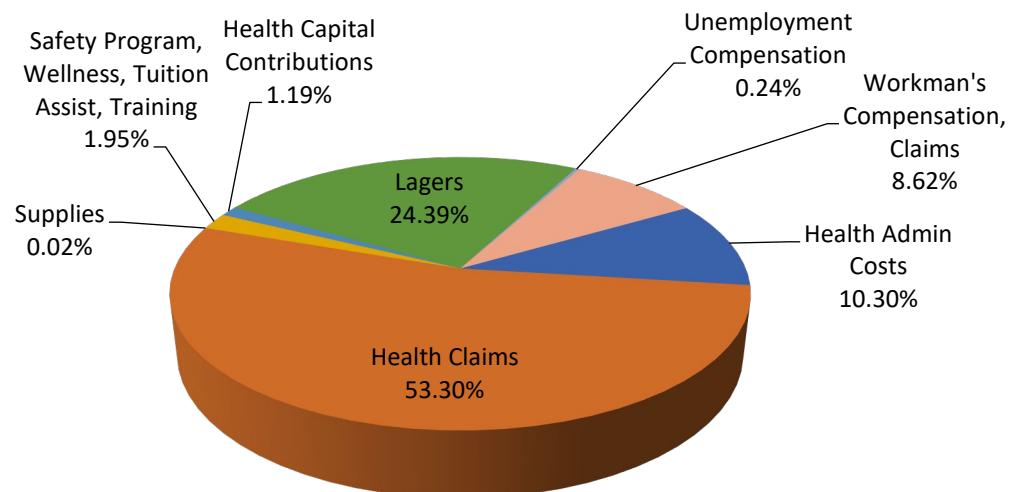
## Benefits Funds Available by Category

**\$4,007,352**



## Benefits Expense by Category

**\$4,209,480**



II. **Goal:** Promote a safe and healthy work environment for employees to experience job satisfaction in their achievements and contributions to the City's mission and vision.

**Strategy:**

- Provide ongoing safety training.
- Report accidents/incidents in an accurate and timely manner.
- Increase employees' awareness and understanding of their individual safety responsibilities.
- Reduce costs associated with accidents by maintaining an active safety program that promotes a safe and healthy work environment that is committed to bringing injured employees back to work as quickly as possible following an injury or occupational disease.

**Budgetary Factor:** Availability of funding.

**Performance Measurements:**

Health Insurance	7/01/2015 – 6/30/2016	7/01/2016 – 6/30/2017	7/01/2017 – 6/30/2018	7/01/2018 – 6/30/2019	7/01/2019- 6/30/2020	7/1/2020 - 6/30/2021	7/1/2021- YTD
Total Claims	\$1,425,554	\$1,640,611	\$1,375,187	\$1,274,254	\$1,571,437	\$1,787,619	\$1,846,334
Specific Deductible	\$70,000*	\$70,000*	\$70,000	\$70,000	\$70,000	\$80,000	\$80,000
Number of Enrollees 50% of Specific	5	7	5	6	9	9	13

Worker's Compensation (by policy year)	9/19/2014 – 7/01/2015	7/01/2015 – 7/01/2016	7/01/2016 – 7/01/2017	7/01/2017 – 7/01/2018	7/01/2018 – 7/01/2019	7/01/2019 – 7/01/2020	7/01/2020 – 7/01/2021	7/01/2021 – 7/01/2022
Number of Claims	20	27	39	50	44	31	Unavailable	Unavailable
Total Claims	\$47,937	\$62,669	\$181,155	\$99,530	\$36,929	\$136,852	Unavailable	Unavailable

**Previous Years' Goals:**

I. Goal: Maintain financial stability of the City's partially self-funded health insurance fund.  
Status: On going.

II. Goal: Promote a safe and healthy work environment for employees to experience job satisfaction in their achievements and contributions to the City's mission and vision.  
Status: On going.

## Benefits Fund Revenue and Expense by Category

Benefits Fund	2021 Actuals	2022 Budget	2022 Estimated	2023 Budget
<b>Revenues</b>				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Service Charges	\$0	\$0	\$0	\$0
Rentals	\$0	\$0	\$0	\$0
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$3,907,529	\$3,516,470	\$3,632,824	\$4,007,318
Other	\$231	\$385	\$34	\$34
Internal Service Revenue	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$3,907,760</b>	<b>\$3,516,855</b>	<b>\$3,632,858</b>	<b>\$4,007,352</b>
<b>Expenses</b>				
Personnel	\$0	\$0	\$0	\$0
Capital	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0
Supplies and Materials	\$196	\$1,000	\$250	\$750
Tools, Equipment, and Vehicles	\$0	\$0	\$0	\$0
Benefit Expense	\$3,817,796	\$3,526,171	\$3,977,258	\$4,208,730
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$0	\$0	\$0	\$0
<b>Total Expenses</b>	<b>\$3,817,992</b>	<b>\$3,527,171</b>	<b>\$3,977,508</b>	<b>\$4,209,480</b>

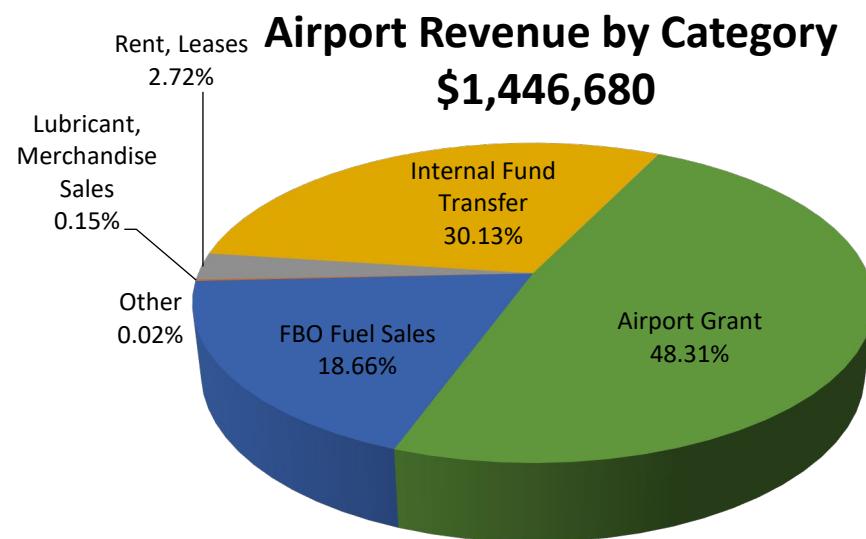
70 - 400 - Benefits			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
704_3010_003	Misc-Interest Income		0	385	34	34
<b>Total Service</b>			<b>0</b>	<b>385</b>	<b>34</b>	<b>34</b>
704_9500_001	Health-Health Deduc. Family		546,992	438,639	377,246	338,647
704_9500_002	Health-Employee Benefits		2,019,215	1,729,861	1,790,595	2,048,830
704_9500_003	Health-Health Ins. Reimbursement		50,000	200,000	167,396	165,000
704_9505_001	Retirement-LAGERS		938,898	817,151	875,883	1,026,837
704_9510_001	Work Comp-Unemployment Comp		60,000	60,000	78,680	75,000
704_9510_002	Work Comp-Workman's Comp		270,000	270,820	343,024	353,004
<b>Total</b>			<b>3,885,105</b>	<b>3,516,470</b>	<b>3,632,824</b>	<b>4,007,318</b>
<b>Total</b>			<b>3,885,105</b>	<b>3,516,855</b>	<b>3,632,858</b>	<b>4,007,352</b>
705_7000_001	Supplies-Operational		1,000	1,000	250	750
<b>Total Supplies</b>			<b>1,000</b>	<b>1,000</b>	<b>250</b>	<b>750</b>
705_9500_001	Health-Health Admin Cost		440,000	440,000	432,192	432,192
705_9500_003	Health-Employee Claims		1,875,000	1,875,000	2,243,497	2,243,497
705_9500_004	Health-FSA Admin Cost		1,200	1,200	1,200	1,200
705_9500_005	Health-Capital Contributions		0	0	0	50,000
<b>Total Health</b>			<b>2,316,200</b>	<b>2,316,200</b>	<b>2,676,889</b>	<b>2,726,889</b>
705_9505_001	Retirement-LAGERS		938,898	817,151	880,070	1,026,837
<b>Total</b>			<b>938,898</b>	<b>817,151</b>	<b>880,070</b>	<b>1,026,837</b>
705_9510_001	Work Comp-Unemployment Comp		15,000	15,000	6,618	10,000
705_9510_002	Work Comp-Workman's Comp		270,000	270,820	370,387	353,004
705_9510_003	Work Comp-Workman's Comp		20,000	20,000	7,589	10,000
<b>Total Workers</b>			<b>305,000</b>	<b>305,820</b>	<b>384,594</b>	<b>373,004</b>
705_9515_001	Employee Relations-Tuition		12,000	12,000	0	12,000
705_9515_002	Employee Relations-Safety		15,000	15,000	7,451	10,000
705_9515_003	Employee Relations-Wellness		10,000	10,000	6,504	10,000
705_9515_004	Employee Relations-Training		0	0	0	50,000
<b>Total</b>			<b>37,000</b>	<b>37,000</b>	<b>13,954</b>	<b>82,000</b>
<b>Total</b>			<b>3,597,098</b>	<b>3,477,171</b>	<b>3,955,758</b>	<b>4,209,480</b>
<b>Change in</b>			<b>287,008</b>	<b>39,684</b>	<b>(322,900)</b>	<b>(202,128)</b>

## Airport Fund

The Airport Fund is responsible for the maintenance, operation, and development of the Floyd W. Jones, Lebanon Airport. Expenditures from this fund provide materials, labor, and services that allow for staff to maintain the airport and ensure the safety of its patrons and users.

Expenditures include the maintenance of and improvements to landside and airside pavement surfaces, hangars, navigational aids, and fueling facilities. Revenue sources include hangar and ground leases; aviation fuel sales; and state and federal grants.

The Airport Advisory Board is a group of citizens and City Council members that oversees staff and helps communicate the airport's current and future needs to city administration and City Council.



### Fiscal Year 2021-2022 Accomplishments:

Promoted the Lebanon bucks' program to attract more customers to the Floyd W. Jones airport. Completed the mill and overlay of the taxi lanes.

### Fiscal Year 2023 Goals:

- I. **Goal:** Install self-service fuel island.

**Strategy:** Provide another avenue for local pilots to fly without a team member present to fuel.

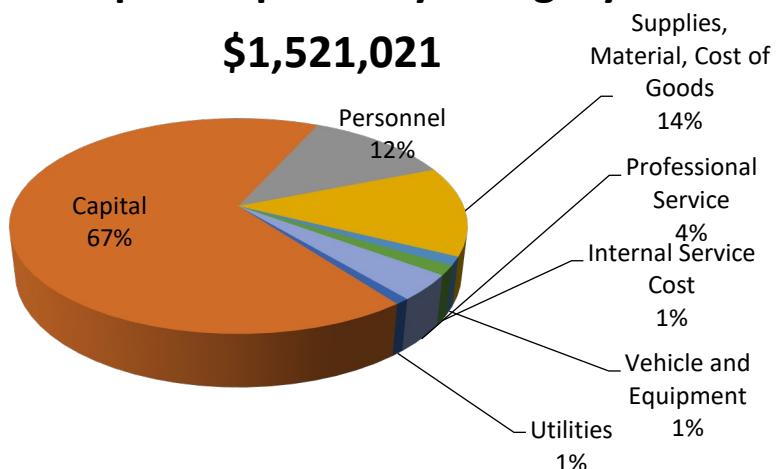
**Budget Factor:** Budgeted through fund 22.

- II. **Goal:** Continue to promote community-wide events.

**Strategy:** Advertise and promote the airport not only locally, but for major flights such as Oshkosh 2022.

### Airport Expense by Category

**\$1,521,021**



**Budgetary Factor:** Promotion avenues such as MAMA and applicable publications.

### Performance Measures:

	2017	2018	2019	2020	2021	Estimated 2022
Jet Fuel Sales	41,000 gallons	33,000 gallons	35,429 gallons	41,186 gallons	63,976 gallons	89,000 Gallons
100LL Sales	14,000 gallons	14,000 gallons	20,896 gallons	30,451 gallons	27,590 gallons	35,000 Gallons
Hangar occupancy rates	95%	100%	100%	100%	100%	100%
Customer service rating	90%	95%	95%	90%	95%	95%

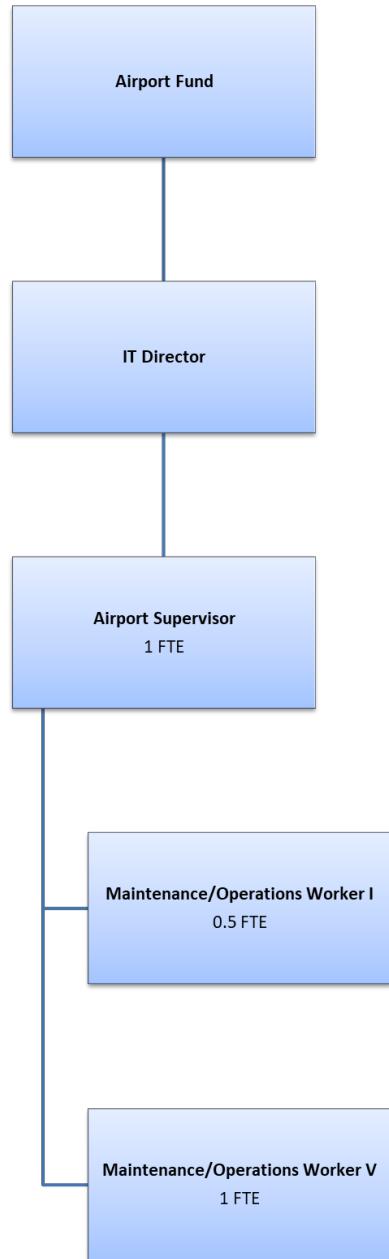
### Previous Years' Goals:

- I. Goal: Enhance the Floyd W. Jones Airport as an asset for economic and community development in the City of Lebanon.  
Status: Continue to work with Tourism Department.
- II. Goal. Complete a 10-year master plan which includes airport growth.  
Status: Under contract.
- III. Goal. Design and construct a hanger to comply with MoDot grant requirements, including exploring classroom space.  
Status: In progress.

## Airport Fund Revenue and Expense by Category

Airport Fund	2021	2022 Budget	2022	2023
	Actuals		Estimated	Budget
<b>Revenues</b>				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$1,596,531	\$38,000	\$442,861	\$698,850
Service Charges	\$297,194	\$222,200	\$405,341	\$272,200
Rentals	\$35,132	\$37,250	\$39,385	\$39,385
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$621	\$320	\$471	\$320
Internal Service Revenue	\$230,147	\$332,867	\$57,148	\$435,925
<b>Total Revenues</b>	<b>\$2,159,625</b>	<b>\$630,637</b>	<b>\$945,206</b>	<b>\$1,446,680</b>
<b>Expenses</b>				
Personnel	\$155,907	\$164,256	\$180,537	\$184,464
Capital	\$1,569,387	\$181,550	\$252,614	\$1,019,410
Debt	\$383	\$0	\$0	\$0
Grants	\$108,010	\$0	\$0	\$0
Utilities	\$10,819	\$13,200	\$12,985	\$13,175
Professional Services	\$47,322	\$35,195	\$68,754	\$57,960
Supplies and Materials	\$226,701	\$193,133	\$325,804	\$204,700
Tools, Equipment, and Vehicles	\$11,431	\$24,489	\$15,662	\$19,400
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$29,664	\$18,814	\$14,508	\$21,912
<b>Total Expenses</b>	<b>\$2,159,624</b>	<b>\$630,637</b>	<b>\$870,864</b>	<b>\$1,521,021</b>

## Airport Organizational Chart



73 - 100 - Airport General		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Ending	Estimated Proposed
	734_2005_002	Grants-Capital Rev	2,160,000	38,000	442,861	698,850
	<b>Total Grant</b>		<b>2,160,000</b>	<b>38,000</b>	<b>442,861</b>	<b>698,850</b>
	<b>Total</b>		<b>2,160,000</b>	<b>38,000</b>	<b>442,861</b>	<b>698,850</b>
	734_3000_022	Lubricant Sales	1,900	1,900	1,373	1,900
	734_3000_026	Merchandise Sales	0	300	325	300
	734_3000_027	Jet Fuel Sales	120,000	120,000	256,041	160,000
	734_3000_028	100LL Fuel Sales	100,000	100,000	147,602	110,000
	<b>Total Service</b>		<b>221,900</b>	<b>222,200</b>	<b>405,340</b>	<b>272,200</b>
	734_3005_001	Rentals-Building/Land	37,250	37,250	39,385	39,385
	<b>Total Rental</b>		<b>37,250</b>	<b>37,250</b>	<b>39,385</b>	<b>39,385</b>
	734_3010_002	Misc-Donations	0	0	100	0
	734_3010_006	Misc-Miscellaneous	175	175	184	175
	734_3010_012	Misc-Purchasing Card Rebate	50	145	187	145
	<b>Total</b>		<b>225</b>	<b>320</b>	<b>471</b>	<b>320</b>
	<b>Total Service</b>		<b>259,375</b>	<b>259,770</b>	<b>445,196</b>	<b>311,905</b>
	734_9999_001	Interfund Transfer	388,928	332,867	57,148	435,925
	<b>Total Employee</b>		<b>388,928</b>	<b>332,867</b>	<b>57,148</b>	<b>435,925</b>
	<b>Total Revenues</b>		<b>2,808,303</b>	<b>630,637</b>	<b>945,205</b>	<b>1,446,680</b>
	735_1000_001	Fulltime Salary	80,298	83,046	87,215	89,897
	735_1000_001IMP	FT Salary - Imported	0	0	57,087	0
	735_1000_002	Part Time Salary	5,948	12,796	17,771	13,235
	735_1000_002IMP	Part Time Salary - Imported	0	0	13,309	0
	735_1000_004	On Call	0	8,516	4,550	4,550
	735_1000_005	Fulltime Overtime	2,001	1,966	84	56
	735_1000_005IMP	Fulltime Overtime - Imported	0	0	84	56
	735_1000_006	Part Time Overtime	0	0	272	0
	735_1000_006IMP	Part Time Overtime - Imported	0	0	272	0
	<b>Total Salaries -</b>		<b>88,247</b>	<b>106,324</b>	<b>109,892</b>	<b>107,738</b>
	735_1005_001	Health Premium-Employee	0	0	7,239	8,340
	735_1005_002TF	Health Premium-Family	29,088	29,088	29,794	31,027
	735_1005_003	Dental Premium-Employee	0	0	665	300
	735_1005_004TF	Dental Premium-Family	1,026	1,026	342	1,026
	735_1010_001	Life Insurance	111	139	119	111

73 - 100 - Airport General		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Estimated Ending	Proposed
	735_1010_001IMP	Life Insurance - Imported	0	0	82	0
	<b>Total Benefits -</b>		<b>30,225</b>	<b>30,253</b>	<b>38,159</b>	<b>40,805</b>
	735_1015_001	Lagers-General	10,781	11,392	11,977	11,956
	735_1015_001IMP	Lagers-General - Imported	0	0	7,940	0
	735_1015_004	Deferred Comp-Employer	650	650	2,458	5,200
	735_1015_004IMP	Deferred Comp-Employer -	0	0	725	0
	<b>Total Benefits -</b>		<b>11,431</b>	<b>12,042</b>	<b>14,436</b>	<b>17,156</b>
	735_1020_001	FICA-Employer	3,175	5,386	6,092	5,913
	735_1020_001IMP	FICA-Employer - Imported	0	0	4,108	0
	735_1020_002	Medicare-Employer	743	1,260	1,425	1,383
	735_1020_002IMP	Medicare-Employer - Imported	0	0	961	0
	735_1020_003	Unemployment Compensation	460	869	1,064	954
	735_1020_003IMP	Unemployment Compensation -	0	0	744	0
	735_1020_004	Workman's Compensation	7,253	6,350	8,436	8,840
	735_1020_004IMP	Workman's Compensation -	0	0	6,319	0
	<b>Total Payroll Taxes</b>		<b>11,631</b>	<b>13,865</b>	<b>17,016</b>	<b>17,090</b>
	735_1025_001	Employee-Uniforms	250	250	168	200
	735_1025_002	Employee-	200	200	115	125
	735_1025_004	Employee-Travel/Hotel	750	1,000	500	1,000
	735_1025_005	Employee-Training	250	250	250	250
	735_1025_008	Employee-Hazmat Physicals	100	100	0	100
	<b>Total Employee -</b>		<b>1,550</b>	<b>1,800</b>	<b>1,033</b>	<b>1,675</b>
	<b>Total Personnel</b>		<b>143,084</b>	<b>164,284</b>	<b>180,537</b>	<b>184,464</b>
	735_2005_000	Capital Exp-Land and	2,425,000	175,000	176,500	776,500
	735_2010_000	Capital Exp-Building and	0	0	0	0
	735_2015_000	Capital Exp-Furniture and	2,738	6,550	900	110
	735_2020_000	Capital Exp-Machinery and	0	0	75,214	242,800
	735_2020_000	Capital Exp-Machinery and	0	0	57,148	242,800
	735_2020_001IMP	Capital Exp - Machinery and	0	0	18,066	0
	<b>Total Capital</b>		<b>2,427,738</b>	<b>181,550</b>	<b>252,614</b>	<b>1,019,410</b>
	<b>Total Debt</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Grants -</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Grants</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

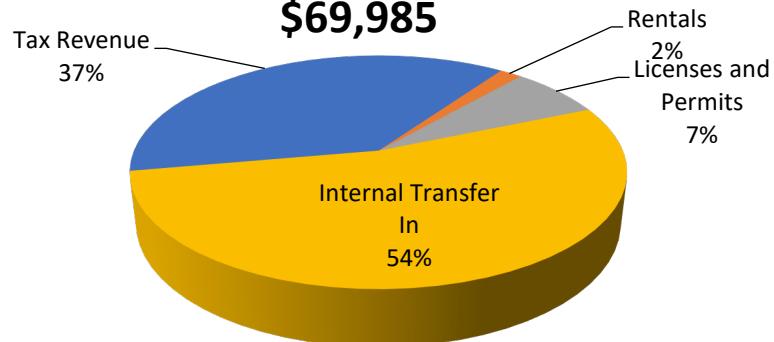
73 - 100 - Airport General		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Estimated Ending	Proposed
	735_5000_001	Utilities-Electric	7,500	8,000	7,194	7,300
	735_5000_002	Utilities-Water	100	100	60	75
	735_5000_003	Utilities-Sewer	100	150	85	100
	735_5005_002	Utilities-Natural Gas	800	650	740	750
	735_5010_001	Utilities-Landline and Fiber	3,200	3,200	3,390	3,400
	735_5015_001	Utilities-Cell Phones	500	500	368	400
	735_5025_001	Utilities-Solid Waste	550	600	1,148	1,150
	<b>Total Utilities</b>		<b>12,750</b>	<b>13,200</b>	<b>12,985</b>	<b>13,175</b>
	735_6000_002	Prof Services-Engineering	0	0	11,500	1,500
	735_6000_003	Prof Services-Surveying	1,000	1,000	0	500
	735_6000_007	Prof Services-Toxicology Testing	100	100	53	100
	735_6000_008	Prof Services-MSHP Background	50	50	32	50
	735_6000_011	Prof Services-Dues/License	200	200	0	150
	735_6000_014	Prof Service-Events and	1,500	1,500	3,718	1,500
	735_6000_015	Prof Service-Service Contracts	15,000	15,000	22,886	23,000
	735_6000_019	Prof Service-Credit Card Fee	5,000	5,000	16,507	16,750
	<b>Total Professional</b>		<b>22,850</b>	<b>22,850</b>	<b>54,697</b>	<b>43,550</b>
	735_6005_001	Insurance-Vehicle	2,750	2,714	2,270	2,361
	735_6005_002	Insurance-Equipment	500	51	553	575
	735_6005_003	Insurance-Building & Property	2,500	2,466	3,687	3,834
	735_6005_007	Insurance-City Government	4,200	4,539	4,197	4,365
	<b>Total Insurance -</b>		<b>9,950</b>	<b>9,770</b>	<b>10,707</b>	<b>11,135</b>
	735_6010_001	Advertising-Public Notices	75	75	131	150
	735_6010_002	Advertising-Employee	50	50	0	50
	735_6010_003	Advertising-Print	1,000	1,000	454	750
	735_6010_004	Advertising-Internet	250	250	216	225
	735_6010_006	Advertising-Radio	100	100	0	100
	<b>Total Advertising -</b>		<b>1,475</b>	<b>1,475</b>	<b>802</b>	<b>1,275</b>
	735_6020_001	Software-Purchase	0	0	577	0
	735_6020_003	Software-Agreement	1,100	1,100	1,972	2,000
	<b>Total Software -</b>		<b>1,100</b>	<b>1,100</b>	<b>2,549</b>	<b>2,000</b>
	<b>Total Professional</b>		<b>35,375</b>	<b>35,195</b>	<b>68,754</b>	<b>57,960</b>
	735_7000_001	Supplies-Operational	1,700	2,000	1,646	1,850
	735_7000_002	Supplies-Computer Accessories	0	0	0	250
	735_7000_003	Supplies-Desk Accessories-Small	500	500	360	500

73 - 100 - Airport General		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Estimated Ending	Proposed
	735_7000_004	Supplies-Small Tools	300	300	135	250
	735_7005_001	Supplies-Printing	150	150	303	150
	735_7005_003	Supplies-Postage	100	100	44	100
	735_7005_004	Supplies-Paper	50	50	59	50
	735_7010_002	Supplies-Cleaning and Sanitation	350	400	221	350
	735_7010_003	Supplies-Break Room	1,000	1,500	1,467	1,500
	<b>Total Supplies</b>		<b>4,150</b>	<b>5,000</b>	<b>4,234</b>	<b>5,000</b>
	735_7500_004	Materials-Landscaping	250	250	83	250
	735_7510_001	Materials-Paint	200	200	339	200
	735_7510_004	Materials-Hardware	250	250	159	250
	735_7525_001	Materials-Infrastructure	1,000	1,000	2,862	1,000
	735_7999_001	Cost of Goods Sold-General	0	0	240	0
	735_7999_002	Cost of Goods Sold-Jet Fuel	67,200	93,000	186,178	104,000
	735_7999_003	Cost of Goods Sold-100LL Fuel	82,000	90,333	130,087	92,400
	735_7999_004	Cost of Goods Sold-Oil	3,000	3,000	1,422	1,500
	735_7999_005	Cost of Goods Sold-Merchandise	100	100	198	100
	<b>Total Materials</b>		<b>154,000</b>	<b>188,133</b>	<b>321,570</b>	<b>199,700</b>
	735_8300_001	Equipment-Repair	7,500	10,000	6,804	7,500
	735_8300_002	Equipment-Maintenance	3,500	3,500	3,525	3,500
	735_8300_006	Equipment-Rental	250	250	123	250
	<b>Total Machinery &amp;</b>		<b>11,250</b>	<b>13,750</b>	<b>10,452</b>	<b>11,250</b>
	735_8600_001	Vehicle-Repair	1,000	7,000	750	3,500
	735_8600_002	Vehicle-Maintenance	0	1,939	1,500	1,500
	735_8600_005	Vehicle-Fuel	1,800	1,800	2,960	3,150
	<b>Total Vehicles</b>		<b>2,800</b>	<b>10,739</b>	<b>5,210</b>	<b>8,150</b>
	735_9910_000	Internal Service-Personnel	0	0	7,645	0
	73Facility_In	Facility Mgmt Allocation In	16,012	17,118	6,186	19,717
	73Purchasing_In	Purchasing / Warehouse	2,063	1,696	677	2,194
	<b>Total Internal</b>		<b>18,075</b>	<b>18,814</b>	<b>14,508</b>	<b>21,912</b>
	<b>Total Other</b>		<b>18,075</b>	<b>18,814</b>	<b>14,508</b>	<b>21,912</b>
	<b>Total Expenses</b>		<b>2,809,222</b>	<b>630,665</b>	<b>870,865</b>	<b>1,521,020</b>
	<b>Change in</b>		<b>(919)</b>	<b>(28)</b>	<b>74,340</b>	<b>(74,341)</b>

## Downtown Business District Fund

The Downtown Business District (DTBD) was established as a special business district in 1976 by petition of business owners and Ordinance 1979 of the City Council. The Downtown Business District Board of Directors is comprised of property owners or senior managers of businesses within the district boundaries and provides advice and guidance to the City Council related to the use of the DTBD fund. The DTBD fund is used to make capital improvements to the district, promote downtown through marketing and advertising, and maintain and provide landscaping and other beautification services. The primary revenue sources for the Downtown Business District Fund are real property and business license taxes paid by property and business owners within the boundaries of the district, unless specifically exempted by statute.

### Downtown Business Funds Available by Category



### Fiscal Year 2021-2022 Accomplishments:

The DTBD saw continuing accomplishments in the form of physical enhancements and new businesses within the district in FY22. The DTBD contracted out lawn maintenance services to keep the area aesthetically pleasing.

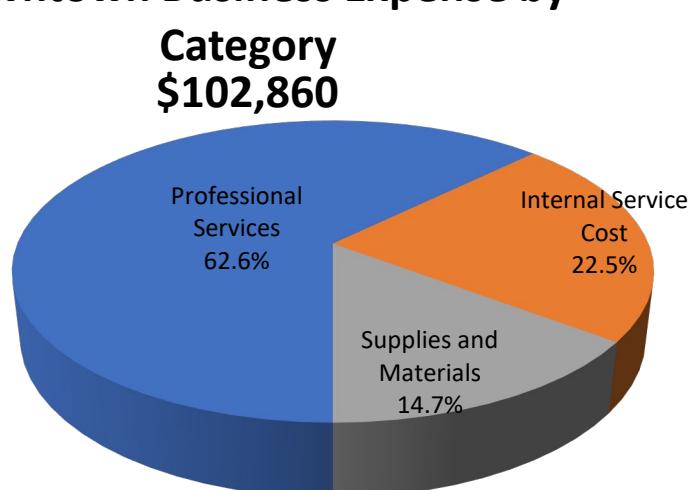
### Fiscal Year 2023 Goals:

- I. **Goal:** Improve regular and routine maintenance of public areas within the district.

**Strategy:** Partner with Laclede Industries to improve public spaces.

**Budgetary Factor:** \$10,000

### Downtown Business Expense by Category



- II. **Goal:** Improve regular updates of banners used downtown to promote the district and events inside the district.  
**Strategy:** Changing the “look” and promoting events downtown using pole banners will improve event attendance and the downtown experience.  
**Budgetary Factor:** \$20,000
  
- III. **Goal:** Design and build an urban park within the district.  
**Strategy:** Create an outdoor space within the downtown district which increases pedestrian traffic.  
**Budgetary Factor:** \$30,000

### Performance Measures:

	2019	2020	2021	2022
Number of Tree Canopies Lit at Christmas*	10	n/a	n/a	n/a
Number of Downtown Events	1	4	24	16
Number of Business Licenses Issued	106	94	99	94
Number of Welcome Packets Issued**	*	*	*	*

\* Trees removed

\*\* Program discontinued

### Previous Years' Goals:

- I. Goal: Create and advertise a vacant properties list to inform new businesses of potential sites that may not be on the market, but with property owners with interest in selling.  
Status: Complete
  
- II. Goal: Expand Downtown event offerings.  
Status: Complete
  
- III. Goal: Achieve 100% remittance of business license taxes from eligible businesses.  
Status: 90% compliance achieved.

## Downtown Business District Fund Revenue and Expense by Category

Downtown Business District Fund	2021 Actuals	2022 Budget	2022 Estimated	2023 Budget
<b>Revenues</b>				
Taxes	\$27,583	\$26,285	\$44,417	\$26,285
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Service Charges	\$3,585	\$0	\$3,645	\$0
Rentals	\$1,200	\$1,200	\$1,200	\$1,200
Licenses and Permits	\$5,061	\$5,000	\$4,325	\$5,000
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$26,375	\$18,150	\$19,975	\$0
Internal Service Revenue	\$15,000	\$15,000	\$37,500	\$37,500
<b>Total Revenues</b>	<b>\$78,804</b>	<b>\$65,635</b>	<b>\$111,062</b>	<b>\$69,985</b>
<b>Expenses</b>				
Personnel	\$0	\$0	\$0	\$0
Capital	\$4,179	\$0	\$49	
Debt	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$6,369	\$0
Utilities	\$94	\$150	\$83	\$150
Professional Services	\$46,454	\$41,661	\$39,865	\$64,435
Supplies and Materials	\$5,404	\$15,128	\$11,147	\$15,130
Tools, Equipment, and Vehicles	\$140	\$75		
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$15,541	\$20,094	\$14,539	\$23,145
<b>Total Expenses</b>	<b>\$71,812</b>	<b>\$77,108</b>	<b>\$72,052</b>	<b>\$102,860</b>

75 - 500 - DTBD General Operation			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Estimated			
			Budget	Budget	Ending	Proposed
	754_1000_003	Tax-Real Estate	25,500	26,000	28,307	26,000
	754_1000_005	Tax-Financial Institute	1,000	285	16,109	285
	<b>Total Tax</b>		<b>26,500</b>	<b>26,285</b>	<b>44,417</b>	<b>26,285</b>
	<b>Total Local</b>		<b>26,500</b>	<b>26,285</b>	<b>44,417</b>	<b>26,285</b>
	754_3000_026	Merchandise Sales	0	0	3,645	0
	754_3005_001	Rentals-Building/Land	0	1,200	1,200	1,200
	754_3010_002	Misc-Donations	0	0	17,850	0
	754_3010_005	Misc-Agreements	0	18,150	2,125	0
	<b>Total</b>		<b>0</b>	<b>18,150</b>	<b>19,975</b>	<b>0</b>
	<b>Total Service</b>		<b>0</b>	<b>19,350</b>	<b>24,820</b>	<b>1,200</b>
	754_4000_002	Licenses-Merchant	5,000	5,000	4,325	5,000
	<b>Total License</b>		<b>5,000</b>	<b>5,000</b>	<b>4,325</b>	<b>5,000</b>
	<b>Total License</b>		<b>5,000</b>	<b>5,000</b>	<b>4,325</b>	<b>5,000</b>
	754_9999_001	Interfund Transfer	15,000	15,000	37,500	37,500
	<b>Total</b>		<b>15,000</b>	<b>15,000</b>	<b>37,500</b>	<b>37,500</b>
	<b>Total</b>		<b>46,500</b>	<b>65,635</b>	<b>111,062</b>	<b>69,985</b>
	755_2005_000	Capital Exp-Land and	0	0	0	0
	755_2030_000	Capital Exp-Infrastructure	0	0	49	0
	<b>Total Capital</b>		<b>0</b>	<b>0</b>	<b>49</b>	<b>0</b>
	755_4005_001	Grants-Capital Equipment	0	0	6,369	0
	755_5000_000	Utilities-General	0	150	0	0
	755_5000_001	Utilities-Electric	0	0	83	150
	755_6000_001	Prof Services-Legal	150	150	105	150
	755_6000_011	Prof Services-Dues/License	0	275	0	275
	755_6000_014	Prof Service-Events and Functions	2,500	2,500	1,493	2,500
	755_6000_015	Prof Service-Service Contracts	37,500	37,500	36,527	60,000
	755_6000_019	Prof Service-Credit Card Fee	0	84	39	85
	755_6010_001	Advertising-Public Notices	0	265	99	250
	755_6010_003	Advertising-Print	0	99	550	100
	<b>Total</b>		<b>0</b>	<b>364</b>	<b>649</b>	<b>350</b>
	755_6020_001	Software-Purchase	0	758	0	0

75 - 500 - DTBD General Operation			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Estimated			
			Budget	Budget	Ending	Proposed
	755_6020_003	Software-Agreement	30	30	1,053	1,075
	<b>Total</b>		<b>30</b>	<b>788</b>	<b>1,053</b>	<b>1,075</b>
	<b>Total</b>		<b>40,180</b>	<b>41,661</b>	<b>39,865</b>	<b>64,435</b>
	755_7000_001	Supplies-Operational	100	250	306	250
	755_7005_002	Supplies-Mailing	15	15	0	15
	755_7005_003	Supplies-Postage	0	13	1	15
	<b>Total Supplies</b>		<b>115</b>	<b>278</b>	<b>307</b>	<b>280</b>
	755_7500_004	Materials-Landscaping	5,000	5,000	5,000	5,000
	755_7510_002	Materials-Signs	5,000	4,850	840	4,850
	755_7510_005	Materials-Fixtures	5,000	5,000	5,000	5,000
	<b>Total</b>		<b>15,000</b>	<b>14,850</b>	<b>10,840</b>	<b>14,850</b>
	755_8300_006	Equipment-Rental	0	75	0	0
	755_9910_000	Internal Service-Personnel	0	0	7,277	0
	75Facility_In	Facility Mgmt Allocation In	18,795	20,094	7,261	23,145
	<b>Total Internal</b>		<b>18,795</b>	<b>20,094</b>	<b>14,539</b>	<b>23,145</b>
	<b>Total Other</b>		<b>18,795</b>	<b>20,094</b>	<b>14,539</b>	<b>23,145</b>
	<b>Total</b>		<b>74,090</b>	<b>77,108</b>	<b>72,052</b>	<b>102,860</b>
	<b>Change in</b>		<b>(27,590)</b>	<b>(11,473)</b>	<b>39,010</b>	<b>(32,875)</b>

## Parks Fund

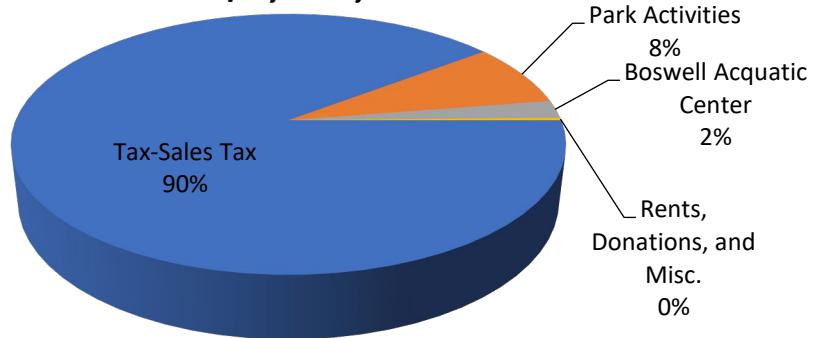
The Lebanon Parks Department is overseen by the Lebanon Park Board. The Park Board is created and empowered under Sections 90.500 through 90.570 of the Revised Statutes of the State of Missouri and Chapter 15 Article II Section 15-16 of the Code of Ordinances of the City of Lebanon. The Parks Department gets its operational budget from a 1/2 cent Park/Stormwater Sales tax of which the parks get a fixed 3/8 cent on all qualifying sales within the City limits in addition to user fees. The Parks and

Recreation Department is responsible for maintaining ten parks that cover over 185 acres.

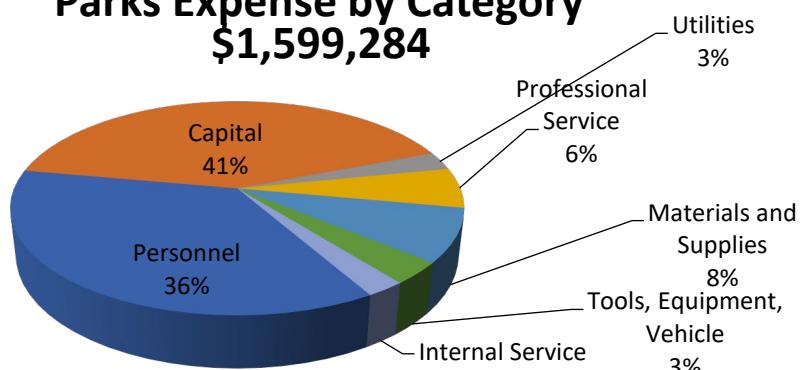
Located within these parks are the Veterans Fallen Warriors Memorial, 54 holes of disc golf, ten baseball/softball fields, 10 playground areas which include 2 inclusive play areas and 4 accessible areas, 3 paved walking trails, 16 shelters/pavilions,

the Winfrey Enrichment Center, the Boswell Aquatic Center, Nelson Lake, 1 sand volleyball courts, 2 tennis/ pickle ball courts, and a skate park

### Parks Funds Available by Category \$1,535,725



### Parks Expense by Category \$1,599,284



### Fiscal Year 2021-2022 Accomplishments:

- I. Concrete walking trail and connecting sidewalks were added to Boswell Park.
- II. Concrete skate park w/ lights were completed at Gasconade park.
- III. Route 66 amphitheater was built at Boswell Park.
- IV. 9 holes were added to the Big Three-disc golf course at Harke Park.

## Fiscal Year 2023 Goals:

- I. Goal: To improve customer perception and feeling of safety in our park system.  
Strategy: Use the CPTED reports to enhance safety in the parks.  
Budgetary Factor: Cost of additional lighting, signage and labor.
- II. Goal: To provide a well maintained and aesthetically pleasing park system.  
Strategy: Use training, inspection and documentation to stay up on maintenance/replacement needs.  
Budgetary Factor: Cost of training, equipment and parts.
- III. Goal: Continue to develop an adequately equipped park system for all visitors with the focus on the youth.  
Strategy: Use training and networking to stay up on the latest trends in equipment, park development and youth sport leagues.  
Budgetary Factor: Cost of training, equipment and networking.

## Performance Measurements:

	2017	2018	2019	2020	2021
<b>Baseball/Softball Tournaments</b>	8	7	8	16	20
<b>Shelter Rentals</b>	118	134	127	112	141
<b>BAC Attendance</b>	9999	9412	8049	9785	9922
<b>Youth League Participants*</b>	583*	551*	781	741	1008

\*Numbers are from USSSA league

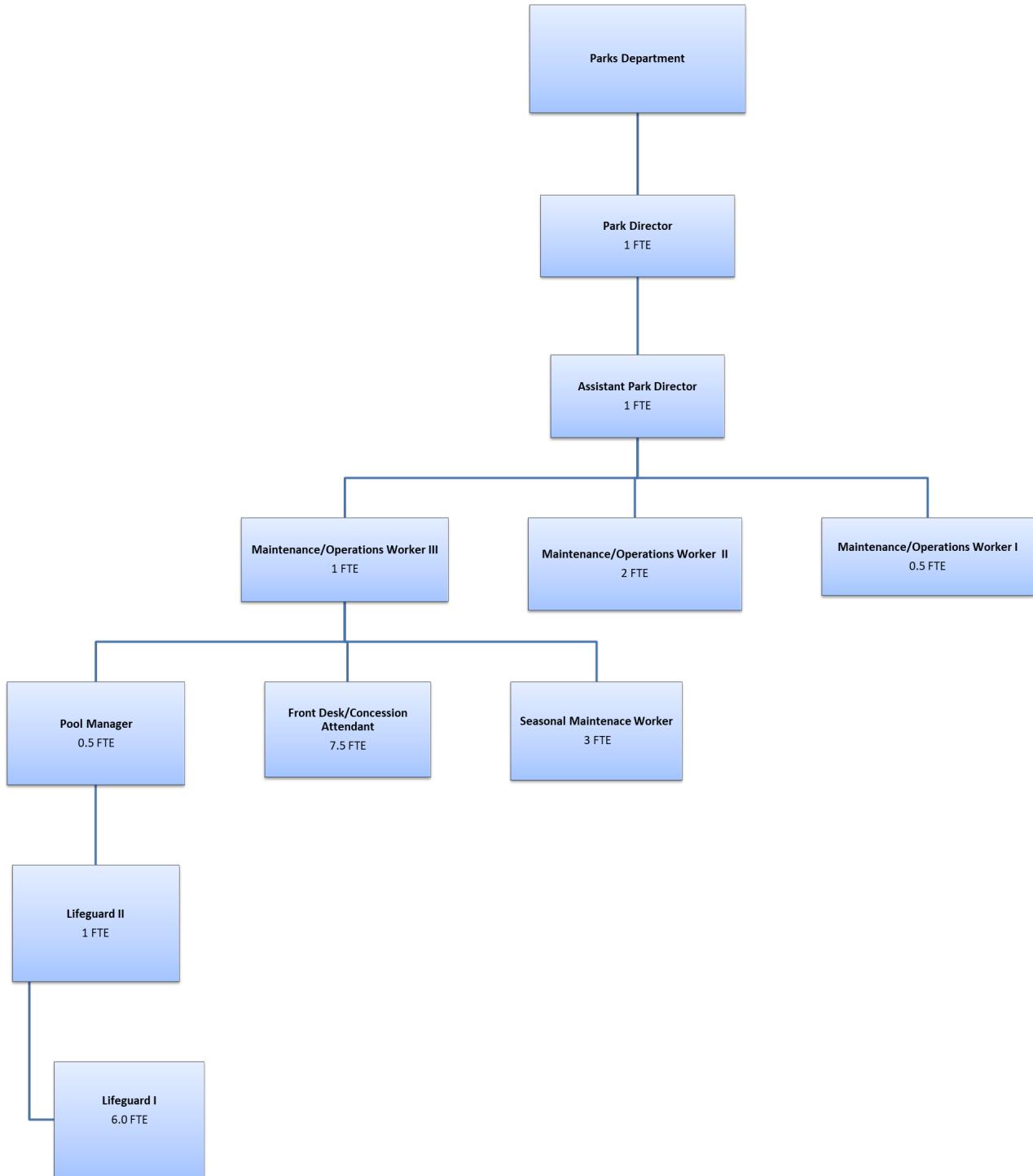
## Previous Years' Goals:

- I. Goal: To improve customer perception and feeling of safety in our park system.  
Status: Started working on CPTED reports, which resulted in the addition of 25 to 30 motion activated or dusk to dawn LED lights throughout the parks, three new large park signs (WT, Spiller, Boswell) and additional park hours and informational signs added to all parks.
- II. Goal: To provide a well maintained and aesthetically pleasing park system.  
Status: Provided more focus directed towards maintenance of facilities and landscaping while also adding lights and signs for a better experience.
- III. Goal: Continue to develop an adequately equipped park system for all visitors with the focus on the youth.  
Status: Continue to try and improve our sports leagues while adding new amenities to the park system such the concrete skatepark, amphitheater, and addition of sidewalks.

## Parks Fund Revenue and Expense by Category

Parks Fund	2021 Actuals	2022 Budget	2022 Estimated	2023 Budget
<b>Revenues</b>				
Taxes	\$652,145	\$650,000	\$1,036,500	\$1,377,000
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$12,407	\$0	\$0	\$0
Service Charges	\$180,953	\$130,000	\$173,065	\$137,000
Rentals	\$9,755	\$5,000	\$6,625	\$6,000
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$32,530	\$14,975	\$29,794	\$15,725
Internal Service Revenue	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$887,790</b>	<b>\$799,975</b>	<b>\$1,245,984</b>	<b>\$1,535,725</b>
<b>Expenses</b>				
Personnel	\$468,085	\$501,318	\$438,424	\$578,572
Capital	\$149,943	\$195,274	\$260,161	\$659,966
Debt	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0
Utilities	\$33,939	\$44,250	\$35,584	\$43,800
Professional Services	\$95,493	\$86,032	\$132,715	\$96,909
Supplies and Materials	\$137,373	\$110,000	\$149,746	\$128,807
Tools, Equipment, and Vehicles	\$60,478	\$48,300	\$55,862	\$53,300
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$15,570	\$34,945	\$27,571	\$37,930
<b>Total Expenses</b>	<b>\$960,881</b>	<b>\$1,020,119</b>	<b>\$1,100,063</b>	<b>\$1,599,284</b>

## Parks Organizational Chart



79 - 500 - Parks Operation and Administration			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
794_1000_002	Tax-Sales 0.5%		0	0	363,227	1,377,000
794_1000_003	Tax-Real Estate		635,000	650,000	673,274	0
	<b>Total Tax</b>		<b>635,000</b>	<b>650,000</b>	<b>1,036,500</b>	<b>1,377,000</b>
	<b>Total Local</b>		<b>635,000</b>	<b>650,000</b>	<b>1,036,500</b>	<b>1,377,000</b>
	<b>Total Service</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
794_3005_001	Rentals-Building/Land		4,000	4,000	4,425	4,000
	<b>Total Rental</b>		<b>4,000</b>	<b>4,000</b>	<b>4,425</b>	<b>4,000</b>
794_3010_002	Misc-Donations		1,000	1,000	105	0
794_3010_006	Misc-Miscellaneous		0	0	13	0
794_3010_008	Misc-Gain/Loss-Asset Disposal		0	3,225	680	0
794_3010_012	Misc-Purchasing Card Rebate		0	750	738	725
794_3010_014	Misc-Insurance Recoveries		0	0	1,939	0
	<b>Total</b>		<b>1,000</b>	<b>4,975</b>	<b>3,475</b>	<b>725</b>
	<b>Total Service</b>		<b>5,000</b>	<b>8,975</b>	<b>7,900</b>	<b>4,725</b>
794_5000_008	Misc - Donations		500	0	0	0
	<b>Total Fines</b>		<b>500</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Revenues</b>		<b>640,500</b>	<b>658,975</b>	<b>1,044,400</b>	<b>1,381,725</b>
795_1000_001	Fulltime Salary		162,901	168,349	163,260	182,247
795_1000_001IMP	FT Salary - Imported		0	0	104,353	0
795_1000_002	Part Time Salary		47,304	35,443	20,570	59,038
795_1000_002IMP	Part Time Salary - Imported		0	0	10,218	0
795_1000_005	Fulltime Overtime		1,069	0	1,790	831
795_1000_005	Fulltime Overtime		1,069	0	216	831
795_1000_005IMP	Fulltime Overtime - Imported		0	0	1,573	0
795_1000_006	Part Time Overtime		1,239	1,273	614	335
795_1000_006IMP	Part Time Overtime - Imported		0	0	533	0
	<b>Total Salaries -</b>		<b>212,513</b>	<b>205,064</b>	<b>186,234</b>	<b>242,451</b>
795_1005_001	Health Premium-Employee		0	0	2,780	8,340
795_1005_002TF	Health Premium-Family		44,514	50,076	41,872	29,674
795_1005_003	Dental Premium-Employee		0	300	1,248	300
795_1005_004TF	Dental Premium-Family		1,626	1,326	788	1,453
795_1010_001	Life Insurance		255	500	209	222
795_1010_001IMP	Life Insurance - Imported		0	0	139	0

79 - 500 - Parks Operation and Administration			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
<b>Total Benefits -</b>			<b>46,395</b>	<b>52,203</b>	<b>46,898</b>	<b>39,989</b>
795_1015_001	Lagers-General		20,345	21,480	21,015	20,393
795_1015_001IMP	Lagers-General - Imported		0	0	14,207	0
795_1015_004	Deferred Comp-Employer		1,300	1,300	4,333	7,800
795_1015_004IMP	Deferred Comp-Employer -		0	0	1,875	0
<b>Total Benefits -</b>			<b>21,645</b>	<b>22,780</b>	<b>25,349</b>	<b>28,193</b>
795_1020_001	FICA-Employer		7,340	11,627	10,781	14,572
795_1020_001IMP	FICA-Employer - Imported		0	0	6,636	0
795_1020_002	Medicare-Employer		1,717	2,719	2,521	3,408
795_1020_002IMP	Medicare-Employer - Imported		0	0	1,552	0
795_1020_003	Unemployment Compensation		636	1,875	1,845	2,350
795_1020_003IMP	Unemployment Compensation -		0	0	1,176	0
795_1020_004	Workman's Compensation		8,558	12,845	15,636	15,883
795_1020_004IMP	Workman's Compensation -		0	0	11,354	0
<b>Total Payroll</b>			<b>18,250</b>	<b>29,066</b>	<b>30,782</b>	<b>36,214</b>
795_1025_001	Employee-Uniforms		2,500	2,500	2,412	2,500
795_1025_002	Employee-		1,500	1,500	309	1,500
795_1025_004	Employee-Travel/Hotel		2,750	2,750	60	2,750
795_1025_005	Employee-Training		2,500	2,500	1,784	2,500
795_1025_009	Employee-Tuition Assistance		2,500	0	0	0
<b>Total Employee</b>			<b>11,750</b>	<b>9,250</b>	<b>4,565</b>	<b>9,250</b>
<b>Total Personnel</b>			<b>310,554</b>	<b>318,363</b>	<b>293,828</b>	<b>356,095</b>
795_2005_000	Capital Exp-Land and		20,000	150,000	164,507	150,000
795_2005_000IMP	Capital Exp-Land and		0	0	164,507	0
795_2010_000	Capital Exp-Building and		65,000	5,000	43,269	15,000
795_2010_000	Capital Exp-Building and		65,000	5,000	0	15,000
795_2010_000IMP	Capital Exp-Building and		0	0	43,269	0
795_2015_000	Capital Exp-Furniture and Fixtures		807	5,274	0	166
795_2020_000	Capital Exp-Machinery and		15,000	10,000	19,214	467,300
795_2020_001IMP	Capital Exp - Machinery and		0	0	19,214	13,800
<b>Total Capital</b>			<b>100,807</b>	<b>195,274</b>	<b>257,594</b>	<b>659,966</b>
795_5000_001	Utilities-Electric		12,500	10,000	8,369	10,000
795_5000_002	Utilities-Water		7,500	7,000	7,445	7,000
795_5000_003	Utilities-Sewer		4,500	3,500	2,413	3,500
795_5005_001	Utilities-Propane		2,000	2,000	2,289	2,000

79 - 500 - Parks Operation and Administration			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account	Estimated			
		Name	Budget	Budget	Ending	Proposed
	795_5010_001	Utilities-Landline and Fiber	2,000	1,500	1,449	1,500
	795_5015_001	Utilities-Cell Phones	3,500	3,500	3,171	3,500
	795_5020_001	Utilities-Internet	1,500	1,500	1,169	1,500
	795_5025_001	Utilities-Solid Waste	5,000	5,000	3,451	5,000
	<b>Total Utilities</b>		<b>38,500</b>	<b>34,000</b>	<b>29,756</b>	<b>34,000</b>
	795_6000_001	Prof Services-Legal	1,000	1,000	43	1,000
	795_6000_002	Prof Services-Engineering	5,000	0	16,663	0
	795_6000_007	Prof Services-Toxicology Testing	500	500	277	500
	795_6000_008	Prof Services-MSHP Background	100	100	33	100
	795_6000_011	Prof Services-Dues/License	250	500	167	500
	795_6000_013	Prof Service-Studies	1,000	1,000	124	1,000
	795_6000_014	Prof Service-Events and Functions	0	0	918	0
	795_6000_015	Prof Service-Service Contracts	10,000	25,000	46,523	25,000
	795_6000_018	Prof Service-Damage Claims	250	250	3,297	250
	795_6000_019	Prof Service-Credit Card Fee	100	100	1	50
	<b>Total</b>		<b>18,200</b>	<b>28,450</b>	<b>68,047</b>	<b>28,400</b>
	795_6005_001	Insurance-Vehicle	3,180	4,093	3,637	3,782
	795_6005_002	Insurance-Equipment	700	725	1,324	1,377
	795_6005_003	Insurance-Building & Property	2,655	3,585	8,913	9,269
	<b>Total Insurance</b>		<b>6,535</b>	<b>8,403</b>	<b>13,873</b>	<b>14,428</b>
	795_6010_001	Advertising-Public Notices	100	100	63	100
	795_6010_003	Advertising-Print	350	350	125	350
	795_6010_004	Advertising-Internet	400	400	0	400
	<b>Total</b>		<b>850</b>	<b>850</b>	<b>188</b>	<b>850</b>
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	795_6020_001	Software-Purchase	0	0	1,731	1,800
	795_6020_003	Software-Agreement	7,000	7,000	10,101	9,000
	<b>Total Software -</b>		<b>7,000</b>	<b>7,000</b>	<b>11,832</b>	<b>10,800</b>
	<b>Total</b>		<b>32,585</b>	<b>44,703</b>	<b>93,940</b>	<b>54,478</b>
	795_7000_001	Supplies-Operational	4,000	7,500	6,738	7,500
	795_7000_002	Supplies-Computer Accessories	500	500	212	500
	795_7000_003	Supplies-Desk Accessories-Small	750	900	257	900
	795_7000_004	Supplies-Small Tools	3,500	2,000	1,885	2,000
	795_7005_001	Supplies-Printing	500	600	1,017	600

79 - 500 - Parks Operation and Administration			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account	Estimated			
		Name	Budget	Budget	Ending	Proposed
795_7005_002	Supplies-Mailing		200	50	0	50
795_7005_003	Supplies-Postage		200	100	74	100
795_7005_004	Supplies-Paper		200	50	55	100
795_7010_001	Supplies-Janitorial		3,500	3,500	3,630	4,500
795_7010_002	Supplies-Cleaning and Sanitation		500	250	0	250
795_7010_004	Supplies-Chemicals		750	250	309	250
795_7015_001	Supplies-Medical		100	100	0	100
795_7015_003	Supplies-First Aid		500	750	250	750
795_7015_004	Supplies-Safety		500	750	1,079	1,000
<b>Total Supplies</b>			<b>15,700</b>	<b>17,300</b>	<b>15,506</b>	<b>18,600</b>
795_7500_002	Materials-Rock		750	750	1,177	750
795_7500_003	Materials-Concrete		1,500	2,000	2,905	2,500
795_7500_004	Materials-Landscaping		4,000	1,500	2,956	3,000
795_7505_002	Materials-Pipe-PVC		1,250	500	1,580	500
795_7505_003	Materials-Pipe-Misc.		1,000	500	2,393	1,500
795_7505_004	Materials-Pipe-Conduit		1,000	500	86	500
795_7510_001	Materials-Paint		3,000	3,500	5,515	5,000
795_7510_002	Materials-Signs		1,000	400	3,299	2,500
795_7510_004	Materials-Hardware		1,500	2,000	1,818	2,500
795_7510_005	Materials-Fixtures		500	1,000	4,424	5,000
795_7510_006	Materials-Wire		2,500	2,000	5,101	5,000
795_7510_007	Materials-Lumber		4,000	3,500	3,830	5,000
795_7510_008	Materials-Steel		500	100	618	457
795_7525_001	Materials-Infrastructure		10,000	9,000	11,108	9,000
795_7999_005	Cost of Goods Sold-Merchandise		0	400	0	0
<b>Total Materials</b>			<b>32,500</b>	<b>27,650</b>	<b>46,810</b>	<b>43,207</b>
795_8000_001	Tools-Repair		250	250	320	250
795_8000_002	Tools- Maintenance		100	100	10	100
795_8000_003	Tools-Supplies		3,000	2,000	2,102	2,000
<b>Total Tools &amp;</b>			<b>3,350</b>	<b>2,350</b>	<b>2,432</b>	<b>2,350</b>
795_8300_001	Equipment-Repair		3,500	6,000	7,085	6,000
795_8300_002	Equipment-Maintenance		2,500	2,500	2,565	2,500
795_8300_003	Equipment-Supplies		1,000	750	2,575	750
795_8300_004	Equipment-Equipment		2,500	3,500	6,338	3,500
795_8300_005	Equipment-Fuel		6,000	5,000	7,919	8,500
795_8300_006	Equipment-Rental		1,000	2,000	4,082	2,000
<b>Total</b>			<b>16,500</b>	<b>19,750</b>	<b>30,564</b>	<b>23,250</b>

79 - 500 - Parks Operation and Administration			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account	Estimated			
		Name	Budget	Budget	Ending	Proposed
	795_8600_001	Vehicle-Repair	3,000	750	1,468	1,500
	795_8600_002	Vehicle-Maintenance	1,000	1,750	1,787	1,750
	795_8600_003	Vehicle-Supplies	300	500	578	500
	795_8600_004	Vehicle-Equipment	250	250	0	250
	795_8600_005	Vehicle-Fuel	10,000	7,000	6,971	7,750
	<b>Total Vehicles</b>		<b>14,550</b>	<b>10,250</b>	<b>10,804</b>	<b>11,750</b>
	795_9910_000	Internal Service-Personnel	0	0	16,398	0
	79CommDev_In	Code Administration Allocation In	2,613	2,936	796	2,644
	79Garage_In	Garage Allocation In	2,409	1,823	547	2,486
	79IT_In	IT Allocation In	25,610	25,898	8,152	27,380
	79Facility_In	Facility Mgmt Allocation In	838	896	324	1,032
	79Purchasing_In	Purchasing / Warehouse	4,125	3,392	1,354	4,388
	<b>Total Internal</b>		<b>35,595</b>	<b>34,945</b>	<b>27,571</b>	<b>37,930</b>
	<b>Total Interfund</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Other</b>		<b>35,595</b>	<b>34,945</b>	<b>27,571</b>	<b>37,930</b>
	<b>Total Expenses</b>		<b>600,640</b>	<b>704,585</b>	<b>808,805</b>	<b>1,241,627</b>
	<b>Change in</b>		<b>39,860</b>	<b>(45,610)</b>	<b>235,595</b>	<b>140,098</b>

## Boswell Aquatic Center

This program was established to manage expenses for recreational activities of the pool which is a public pool with daily visitor rates and is available for reservations.

79 - 515 - Boswell Aquatic Center			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account	Estimated			
		Name	Budget	Budget	Ending	Proposed
	794_3000_025	Pool Admissions	20,000	25,000	35,164	30,000
	794_3000_035	Activities	0	0	1,378	2,000
	<b>Total Service</b>		<b>20,000</b>	<b>25,000</b>	<b>36,542</b>	<b>32,000</b>
	794_3005_007	Rentals-Parties	1,000	1,000	2,200	2,000
	<b>Total Rental</b>		<b>1,000</b>	<b>1,000</b>	<b>2,200</b>	<b>2,000</b>
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Service</b>		<b>21,000</b>	<b>26,000</b>	<b>38,742</b>	<b>34,000</b>
	<b>Total Revenues</b>		<b>21,000</b>	<b>26,000</b>	<b>37,364</b>	<b>34,000</b>
	795_1000_002	Part Time Salary	50,166	71,203	34,986	60,413
	795_1000_006	Part Time Overtime	914	362	1,040	1,300
	<b>Total Salaries -</b>		<b>51,080</b>	<b>71,565</b>	<b>36,025</b>	<b>61,713</b>
	795_1010_001	Life Insurance	999	0	0	0
	<b>Total Benefits -</b>		<b>999</b>	<b>999</b>	<b>0</b>	<b>0</b>
	795_1020_001	FICA-Employer	3,178	7,615	2,234	3,826
	795_1020_002	Medicare-Employer	740	1,778	522	895
	795_1020_003	Unemployment Compensation	510	716	360	617
	795_1020_004	Workman's Compensation	2,546	2,565	3,012	3,018
	<b>Total Payroll</b>		<b>6,974</b>	<b>12,674</b>	<b>6,128</b>	<b>8,356</b>
	795_1025_001	Employee-Uniforms	1,500	1,500	1,489	1,500
	795_1025_005	Employee-Training	2,000	2,000	56	1,000
	<b>Total Employee</b>		<b>3,500</b>	<b>3,500</b>	<b>1,545</b>	<b>2,500</b>
	<b>Total Personnel</b>		<b>62,553</b>	<b>88,737</b>	<b>43,699</b>	<b>72,569</b>
	795_2010_000	Capital Exp-Building and	0	0	2,567	0
	795_2020_000	Capital Exp-Machinery and	20,000	0	0	0
	795_2020_000	Capital Exp-Machinery and	20,000	0	0	0
	<b>Total Capital</b>		<b>20,000</b>	<b>0</b>	<b>2,567</b>	<b>0</b>

79 - 515 - Boswell Aquatic Center			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
795_5000_001	Utilities-Electric		4,000	4,000	68	4,000
795_5000_002	Utilities-Water		5,000	5,000	5,039	5,000
795_5010_001	Utilities-Landline and Fiber		372	0	0	0
795_5020_001	Utilities-Internet		400	250	290	300
795_5025_001	Utilities-Solid Waste		500	500	0	0
<b>Total Utilities</b>			<b>10,272</b>	<b>9,750</b>	<b>5,397</b>	<b>9,300</b>
795_6000_007	Prof Services-Toxicology Testing		750	500	382	500
795_6000_008	Prof Services-MSHP Background		500	250	219	250
<b>Total</b>			<b>1,250</b>	<b>750</b>	<b>601</b>	<b>750</b>
795_6005_003	Insurance-Building & Property		5,860	6,993	10,053	10,456
<b>Total Insurance</b>			<b>5,860</b>	<b>6,993</b>	<b>10,053</b>	<b>10,456</b>
795_6010_002	Advertising-Employee		250	250	0	250
795_6010_006	Advertising-Radio		500	250	300	250
<b>Total</b>			<b>750</b>	<b>500</b>	<b>300</b>	<b>500</b>
<b>Total</b>			<b>7,860</b>	<b>8,243</b>	<b>10,955</b>	<b>11,706</b>
795_7010_004	Supplies-Chemicals		8,050	8,050	11,250	10,000
795_7999_001	Cost of Goods Sold Concessions		0	0	0	0
<b>Total Supplies</b>			<b>8,050</b>	<b>8,050</b>	<b>11,250</b>	<b>10,000</b>
795_7999_008	Cost of Goods Sold-Drinks		0	0	598	0
795_7999_009	Cost of Goods Sold-Food		0	0	688	0
795_7999_010	Cost of Goods Sold-Snacks		0	0	574	0
795_8300_001	Equipment-Repair		1,500	4,000	1,309	4,000
795_8300_002	Equipment-Maintenance		1,000	250	2,489	250
795_8300_003	Equipment-Supplies		2,000	2,450	1,182	2,450
795_8300_004	Equipment-Equipment		2,500	4,000	3,693	4,000
795_8300_006	Equipment-Rental		250	250	0	250
<b>Total</b>			<b>7,250</b>	<b>10,950</b>	<b>8,673</b>	<b>10,950</b>
<b>Total Expenses</b>			<b>115,985</b>	<b>124,731</b>	<b>84,401</b>	<b>114,525</b>
<b>Change in</b>			<b>(94,985)</b>	<b>(98,731)</b>	<b>(45,660)</b>	<b>(80,525)</b>

## Park Activities

This program was established to manage expenses for recreational activities.

79 - 520 - Parks Activities		FY2021	FY2022	FY2022	FY2023
Fund	Account	Account	Estimated		
		Name	Budget	Budget	Ending
794_3000_010	Park Activities		35,000	45,000	56,746
794_3000_026	Merchandise Sales		1,300	0	0
794_3000_032	Concession Sales-Drinks		22,000	25,000	35,332
794_3000_033	Concession Sales-Food		18,000	20,000	28,376
794_3000_034	Concession Sales-Snacks		12,000	15,000	16,070
<b>Total Service</b>			<b>88,300</b>	<b>105,000</b>	<b>136,524</b>
<b>Total Rental</b>			<b>0</b>	<b>0</b>	<b>0</b>
794_3010_006	Misc-Miscellaneous		0	0	22,986
794_3010_016	Misc-Sponsorships		0	10,000	3,333
<b>Total</b>			<b>0</b>	<b>10,000</b>	<b>26,319</b>
<b>Total Service</b>			<b>88,300</b>	<b>115,000</b>	<b>162,843</b>
<b>Total Fines</b>			<b>3,000</b>	<b>0</b>	<b>0</b>
<b>Total Revenues</b>			<b>91,300</b>	<b>115,000</b>	<b>162,843</b>
					<b>120,000</b>
795_1000_001	Fulltime Salary		28,397	29,249	31,293
795_1000_002	Part Time Salary		45,247	39,873	45,174
795_1000_005	Fulltime Overtime		1,069	1,051	1,038
795_1000_006	Part Time Overtime		0	2,546	907
<b>Total Salaries -</b>			<b>74,713</b>	<b>72,718</b>	<b>78,413</b>
					<b>122,424</b>
795_1005_001	Health Premium-Employee		7,896	7,896	7,816
795_1005_003	Dental Premium-Employee		300	300	296
795_1010_001	Life Insurance		611	56	59
795_1010_001IMPLife Insurance - Imported			0	0	41
<b>Total Benefits -</b>			<b>8,807</b>	<b>8,252</b>	<b>8,172</b>
					<b>8,696</b>
795_1015_001	Lagers-General		3,860	4,060	4,359
795_1015_004	Deferred Comp-Employer		0	0	0
<b>Total Benefits -</b>			<b>3,860</b>	<b>4,060</b>	<b>4,359</b>
					<b>4,580</b>
795_1020_001	FICA-Employer		1,271	4,460	4,836
					<b>7,590</b>

79 - 520 - Parks Activities		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account	Estimated			
		Name	Budget	Budget	Ending	
	795_1020_002	Medicare-Employer	297	1,043	1,131	1,775
	795_1020_003	Unemployment Compensation	205	719	774	1,224
	795_1020_004	Workman's Compensation	2,546	2,565	3,212	3,018
	<b>Total Payroll</b>		<b>4,319</b>	<b>8,787</b>	<b>9,953</b>	<b>13,607</b>
	795_1025_001	Employee-Uniforms	500	500	0	500
	795_1025_005	Employee-Training	100	100	0	100
	<b>Total Employee</b>		<b>600</b>	<b>600</b>	<b>0</b>	<b>600</b>
	<b>Total Personnel</b>		<b>92,299</b>	<b>94,417</b>	<b>100,897</b>	<b>149,907</b>
	795_5010_001	Utilities-Landline and Fiber	500	500	431	500
	795_5015_001	Utilities-Cell Phones	500	0	0	0
	<b>Total Utilities</b>		<b>1,000</b>	<b>500</b>	<b>431</b>	<b>500</b>
	795_6000_005	Prof Services-Temporary	25,000	25,000	23,111	25,000
	795_6000_007	Prof Services-Toxicology Testing	100	200	167	200
	795_6000_008	Prof Services-MSHP Background	800	600	259	600
	795_6000_011	Prof Services-Dues/License	100	100	33	100
	<b>Total</b>		<b>26,000</b>	<b>25,900</b>	<b>23,570</b>	<b>25,900</b>
	795_6005_019	Insurance-Agency Fees	250	0	0	0
	795_6005_022	Insurance-Park Activities	3,500	6,545	3,634	3,825
	<b>Total Insurance</b>		<b>3,750</b>	<b>6,545</b>	<b>3,634</b>	<b>3,825</b>
	795_6010_003	Advertising-Print	250	0	0	0
	795_6010_004	Advertising-Internet	250	250	308	500
	795_6010_006	Advertising-Radio	250	250	308	500
	<b>Total</b>		<b>750</b>	<b>500</b>	<b>617</b>	<b>1,000</b>
	795_6015_004	Agreements 1	0	142	0	0
	<b>Total</b>		<b>0</b>	<b>142</b>	<b>0</b>	<b>0</b>
	<b>Total</b>		<b>30,500</b>	<b>33,087</b>	<b>27,820</b>	<b>30,725</b>
	795_7000_001	Supplies-Operational	22,000	22,000	27,648	22,000
	795_7000_006	Supplies-Uniforms	5,000	5,000	3,652	5,000
	<b>Total Supplies</b>		<b>27,000</b>	<b>27,000</b>	<b>31,300</b>	<b>27,000</b>
	795_7999_005	Cost of Goods Sold-Merchandise	1,200	0	1,518	0

79 - 520 - Parks Activities		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Ending	Estimated Proposed
	795_7999_008	Cost of Goods Sold-Drinks	12,000	12,000	18,301	12,000
	795_7999_009	Cost of Goods Sold-Food	8,000	8,000	12,575	8,000
	795_7999_010	Cost of Goods Sold-Snacks	10,000	10,000	10,626	10,000
	<b>Total Materials</b>		<b>31,200</b>	<b>30,000</b>	<b>43,020</b>	<b>30,000</b>
	795_8300_001	Equipment-Repair	500	250	254	250
	795_8300_004	Equipment-Equipment	6,500	4,500	2,775	4,500
	795_8300_006	Equipment-Rental	500	250	360	250
	<b>Total</b>		<b>7,500</b>	<b>5,000</b>	<b>3,389</b>	<b>5,000</b>
	<b>Total Expenses</b>		<b>189,499</b>	<b>190,004</b>	<b>206,856</b>	<b>243,132</b>
	<b>Change in</b>		<b>(98,199)</b>	<b>(75,004)</b>	<b>(44,014)</b>	<b>(123,132)</b>

## Electric Fund

The Electric system for the City serves approximately 7,300 customers and is made up of 135 miles of 7.2 KV distribution and 40 miles of 69 KV transmission loop inter-connecting seven sub-stations to three 69KV transmission lines linking to the Show-Me Transmission network. The city provides electric to most citizens within the city limits.

### Fiscal Year 2021-2022

#### Accomplishments:

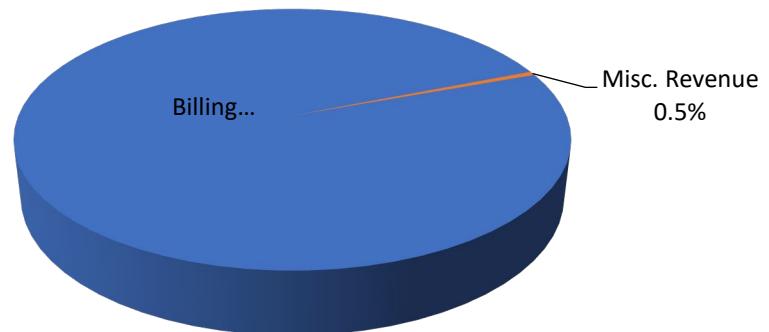
Completed electric infrastructure as well as extended existing underground utilities for multiple subdivision additions. Completed WWTP Phase II electric upgrades, new installation of underground electric service to the Public Safety building and provided service to multiple locations for license plate reader technology. Began construction on underground electric infrastructure for the new Lake Regional Hospital. Continued improving system reliability, reducing outages, and lowering maintenance costs by replacing glass hardware with new polymer hardware and by replacing existing overhead lines with an aerial cable system. Installed SCADA on downline reclosers with intent to move towards a computer operated smart grid.

#### Fiscal Year 2023 Goals:

- I. **Goal:** Implement enhancements to substation infrastructure per the system load study completed in 2019.  
**Strategy:** Develop a project to complete 1 mile of reconductor.

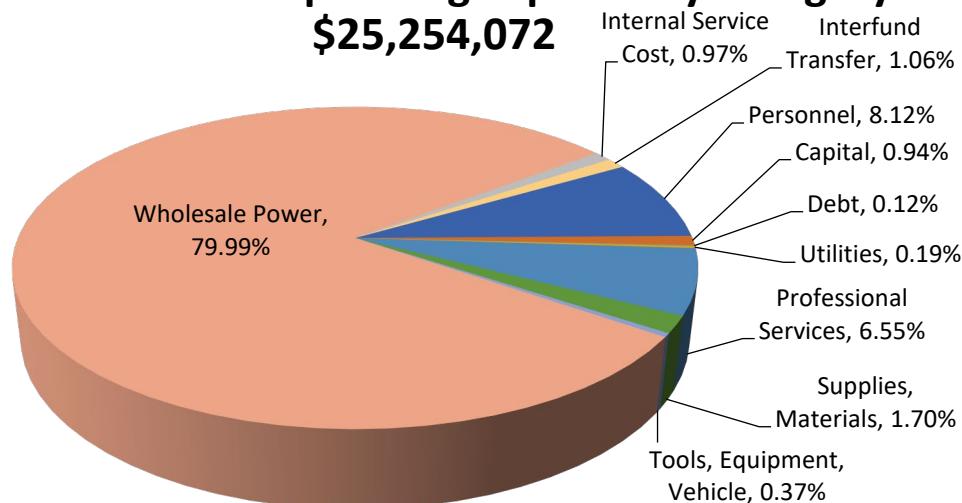
### Electric Operating Funds Available by Category

**\$24,836,150**



### Electric Operating Expense by Category

**\$25,254,072**



**Budgetary Factor:** Availability of funds, materials, and employees. Capital for engineering and material from reserves.

- II. **Goal:** Maintain adequate service and reliability standards within our substation distribution system.  
**Strategy:** Continue substation inspection program to reduce loss, prevent critical failures, and extend the life of our equipment  
**Budgetary Factor:** Availability of funds, materials, and employees. Capital for engineering and material from reserves

## Performance Measurements:

Calendar Year Performance	2019	2020	2021	2022	Estimated 2023
Underground Primary Installed (Miles)	N/A	N/A	N/A	1	2
Substation Transformers Tested	N/A	N/A	N/A	0	2
Number of Distribution Poles replaced	58	38	30	22	30
New Services Installed	75	94	100	55	75
Number of Service Work Orders	2464	2044	2100	1800	2100
Streetlight Installed or Repaired	270	196	175	160	120

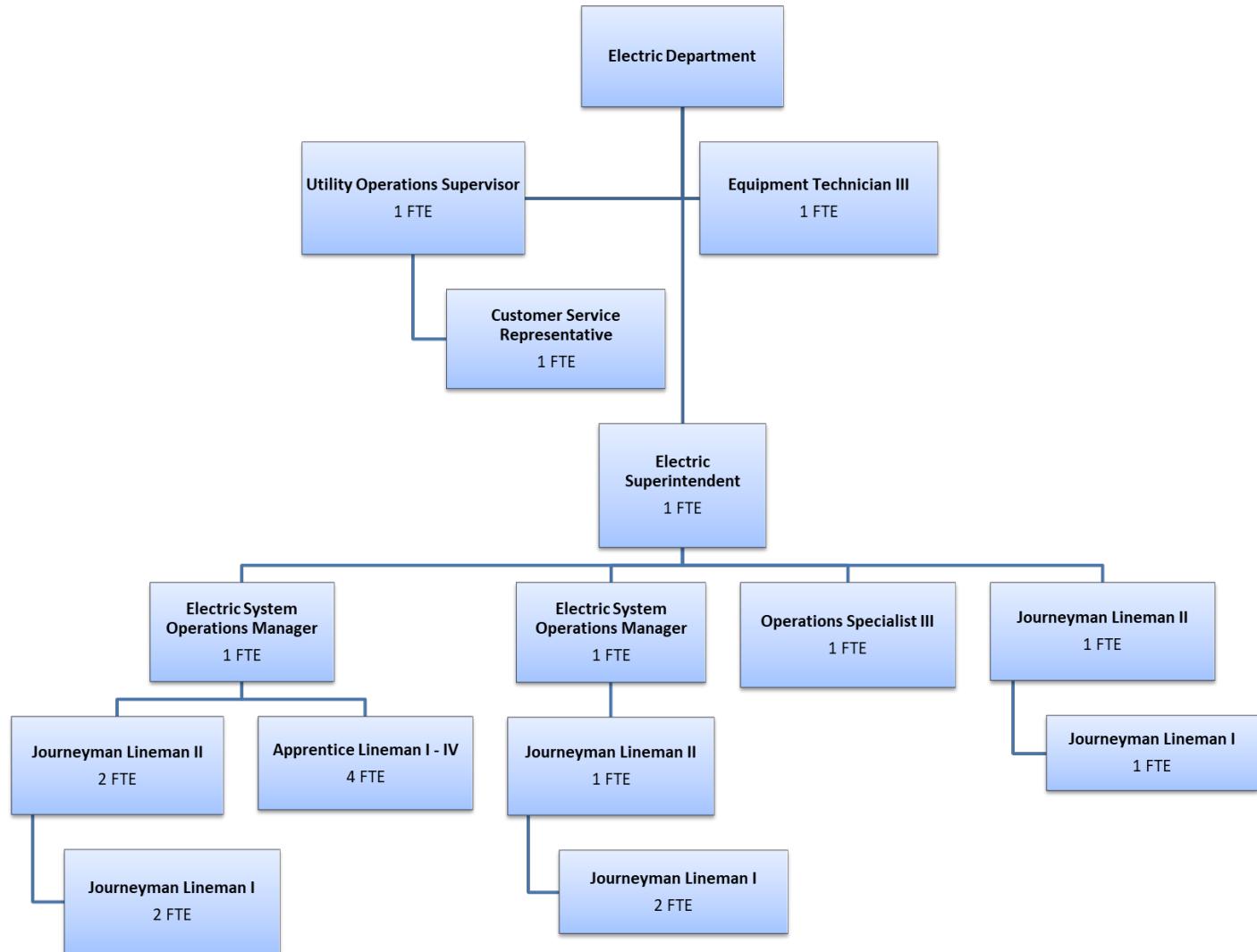
## Previous Years' Goals:

- I. Goal: Rate Study.  
Status: Ongoing. To be completed in FY22.
- II. Goal: Maintain adequate service and reliability standards within our substation distribution system.  
Status: Ongoing. Implemented substation inspection program.
- III. Goal: Increase system reliability.  
Status: Ongoing. Installed SCADA on downline reclosers.

## Electric Fund Revenue and Expense by Category

Electric Fund	2021 Actuals	2022 Budget	2022 Estimated	2023 Budget
<b>Revenues</b>				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$87,601	\$1,354,982	\$1,134,405	\$0
Service Charges	\$24,793,680	\$24,710,450	\$24,576,078	\$24,715,450
Rentals	\$0	\$0	\$1,500	\$0
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$209,650	\$612,374	\$670,717	\$604,664
Internal Service Revenue	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$25,090,931</b>	<b>\$26,677,806</b>	<b>\$26,382,700</b>	<b>\$25,320,114</b>
<b>Expenses</b>				
Personnel	\$1,690,856	\$1,963,812	\$1,822,312	\$2,049,648
Capital	\$936,394	\$590,673	\$485,196	\$1,226,461
Debt	\$2,501	\$30,440	\$30,436	\$30,436
Utilities	\$46,995	\$47,870	\$48,100	\$47,030
Professional Services	\$1,740,765	\$1,821,558	\$1,637,752	\$2,004,489
Supplies and Materials	\$21,603,643	\$21,401,285	\$20,832,723	\$20,631,825
Tools, Equipment, and Vehicles	\$77,549	\$108,550	\$90,173	\$107,250
Internal Service Expense	\$169,630	\$218,284	\$202,406	\$513,161
<b>Total Expenses</b>	<b>\$26,268,333</b>	<b>\$26,182,472</b>	<b>\$25,149,098</b>	<b>\$26,610,300</b>

## Electric Department Organizational Chart



80 - 200 - Electric Operating			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
804_2005_002	Grants-Capital Rev		0	1,354,982	1,134,405	0
<b>Total Grant</b>			<b>0</b>	<b>1,354,982</b>	<b>1,134,405</b>	<b>0</b>
<b>Total</b>			<b>0</b>	<b>1,354,982</b>	<b>1,134,405</b>	<b>0</b>
804_3000_004	Brush Drop-off/Scrap		0	0	2,932	0
804_3000_011	Turn On Fees		0	450	1,000	450
804_3000_012	Customer Billing		21,550,500	23,432,000	23,232,540	23,432,000
804_3000_013	Penalties		200,000	200,000	177,834	200,000
804_3000_015	Meter Base Installation		30,000	20,000	39,650	20,000
804_3000_018	Telephone Phone Agreement		10,000	10,000	10,065	10,000
804_3000_019	Cable Pole Agreement		18,000	18,000	18,054	18,000
804_3000_030	Service Availability		1,000,000	1,000,000	1,054,039	1,000,000
804_3000_031	Utility Administration Fee		20,000	30,000	39,965	35,000
<b>Total Service</b>			<b>22,828,500</b>	<b>24,710,450</b>	<b>24,576,079</b>	<b>24,715,450</b>
804_3005_001	Rentals-Building/Land		0	0	1,500	0
804_3010_004	Misc-Investment Income		100,000	80,000	107,308	95,000
804_3010_006	Misc-Miscellaneous		10,000	25,255	20,485	25,000
804_3010_008	Misc-Gain/Loss-Asset Disposal		0	10,104	36,528	0
804_3010_012	Misc-Purchasing Card Rebate		300	300	907	700
804_3010_014	Misc-Insurance Recoveries		0	0	21,526	0
<b>Total</b>			<b>110,300</b>	<b>115,659</b>	<b>186,753</b>	<b>120,700</b>
<b>Total Service</b>			<b>22,938,800</b>	<b>24,826,109</b>	<b>24,764,332</b>	<b>24,836,150</b>
<b>Total Revenues</b>			<b>22,938,800</b>	<b>26,181,091</b>	<b>25,898,737</b>	<b>24,836,150</b>
805_1000_001	Fulltime Salary		1,114,217	1,090,115	1,062,039	1,222,699
805_1000_002	Part Time Salary		0	0	28,403	46,062
805_1000_004	On Call		0	25,285	30,544	30,544
805_1000_005	Fulltime Overtime		64,452	57,923	32,774	66,241
805_1000_010	PREMIUM PAY		0	0	50	0
<b>Total Salaries -</b>			<b>1,178,669</b>	<b>1,173,323</b>	<b>1,154,010</b>	<b>1,365,545</b>
805_1005_001	Health Premium-Employee		31,584	47,376	28,577	33,360
805_1005_002TF	Health Premium-Family		257,347	228,259	223,034	251,443
805_1005_003	Dental Premium-Employee		900	1,500	3,588	900
805_1005_004TF	Dental Premium-Family		11,244	10,218	3,566	10,091
805_1010_001	Life Insurance		1,138	1,093	1,060	1,038
<b>Total Benefits -</b>			<b>302,213</b>	<b>288,446</b>	<b>259,825</b>	<b>296,832</b>

80 - 200 - Electric Operating		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Estimated Ending	Proposed
	805_1015_001	Lagers-General	151,430	145,486	150,865	170,110
	805_1015_004	Deferred Comp-Employer	8,775	8,255	16,502	26,390
	<b>Total Benefits -</b>		<b>160,205</b>	<b>153,741</b>	<b>167,367</b>	<b>196,500</b>
	805_1020_001	FICA-Employer	51,168	65,973	68,512	79,003
	805_1020_001IMP	FICA-Employer - Imported	0	0	44,105	0
	805_1020_002	Medicare-Employer	11,967	15,429	16,023	18,476
	805_1020_002IMP	Medicare-Employer - Imported	0	0	10,315	0
	805_1020_003	Unemployment Compensation	4,157	10,641	11,401	12,742
	805_1020_003IMP	Unemployment Compensation -	0	0	7,464	0
	805_1020_004	Workman's Compensation	25,058	25,247	26,732	25,623
	805_1020_004IMP	Workman's Compensation -	0	0	18,317	0
	<b>Total Payroll Taxes</b>		<b>92,350</b>	<b>117,290</b>	<b>122,669</b>	<b>135,845</b>
	805_1025_001	Employee-Uniforms	26,000	26,000	19,296	26,000
	805_1025_002	Employee-	13,500	16,000	6,229	16,000
	805_1025_003	Employee-Books	500	500	401	425
	805_1025_004	Employee-Travel/Hotel	4,000	2,500	3,443	2,500
	805_1025_005	Employee-Training	28,000	10,000	2,522	10,000
	<b>Total Employee -</b>		<b>72,000</b>	<b>55,000</b>	<b>31,891</b>	<b>54,925</b>
	<b>Total Personnel</b>		<b>1,805,437</b>	<b>1,787,801</b>	<b>1,735,761</b>	<b>2,049,648</b>
	805_2010_000	Capital Exp-Building and	0	16,500	0	28,125
	805_2015_000	Capital Exp-Furniture and	8,652	30,173	0	2,708
	805_2020_000	Capital Exp-Machinery and	748,000	150,000	160,036	205,500
	805_2020_001IMP	Capital Exp - Machinery and	0	0	10,036	0
	<b>Total Capital</b>		<b>756,652</b>	<b>196,673</b>	<b>160,036</b>	<b>236,333</b>
	805_3020_000	Debt-Lease Purchase	30,440	30,440	30,436	30,436
	805_3020_001	Contra- Debt Lease Purchase	0	0	0	0
	<b>Total Debt</b>		<b>30,440</b>	<b>30,440</b>	<b>30,436</b>	<b>30,436</b>
	<b>Total Grants -</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Grants</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	805_5000_001	Utilities-Electric	43,000	37,500	36,664	37,500
	805_5000_002	Utilities-Water	250	250	163	250
	805_5000_003	Utilities-Sewer	250	250	217	250
	805_5015_001	Utilities-Cell Phones	4,000	5,350	6,417	5,350

80 - 200 - Electric Operating			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
805_5020_002	Utilities-Internet Mobile		2,000	3,680	4,078	3,680
<b>Total Utilities</b>			<b>49,500</b>	<b>47,030</b>	<b>47,540</b>	<b>47,030</b>
805_6000_001	Prof Services-Legal		3,500	1,500	14,182	1,500
805_6000_002	Prof Services-Engineering		25,000	25,000	14,327	25,000
805_6000_003	Prof Services-Surveying		1,500	500	0	250
805_6000_007	Prof Services-Toxicology Testing		500	500	559	250
805_6000_008	Prof Services-MSHP Background		100	100	29	100
805_6000_009	Prof Services-Collection Agency		1,500	1,500	1,900	1,500
805_6000_011	Prof Services-Dues/License		10,000	10,000	7,229	10,000
805_6000_013	Prof Service-Studies		0	60,000	8,387	0
805_6000_014	Prof Service-Events and		0	0	167	0
805_6000_015	Prof Service-Service Contracts		90,000	90,000	112,251	170,000
805_6000_017	Prof Service-PILOT		1,127,500	1,171,600	1,161,627	1,171,600
805_6000_018	Prof Service-Damage Claims		1,060	1,060	0	0
805_6000_019	Prof Service-Credit Card Fee		75,000	92,500	118,689	120,000
<b>Total Professional</b>			<b>1,335,660</b>	<b>1,454,260</b>	<b>1,439,346</b>	<b>1,500,200</b>
805_6005_001	Insurance-Vehicle		23,500	29,008	30,345	31,559
805_6005_002	Insurance-Equipment		3,000	3,407	4,693	4,881
805_6005_003	Insurance-Building & Property		11,000	13,976	17,687	18,394
805_6005_007	Insurance-City Government		24,600	37,924	49,752	51,742
805_6005_023	Insurance-Drone Liability		0	1,479	1,720	1,789
<b>Total Insurance -</b>			<b>62,100</b>	<b>85,793</b>	<b>104,196</b>	<b>108,364</b>
805_6010_001	Advertising-Public Notices		1,500	1,500	884	1,500
805_6010_002	Advertising-Employee		600	600	150	600
805_6010_003	Advertising-Print		200	300	50	300
805_6010_006	Advertising-Radio		150	250	125	125
<b>Total Advertising -</b>			<b>2,450</b>	<b>2,650</b>	<b>1,209</b>	<b>2,525</b>
805_6020_001	Software-Purchase		4,000	15,250	9,526	9,750
805_6020_002	Software-Upgrade		10,000	200	0	0
805_6020_003	Software-Agreement		13,580	52,905	19,843	33,650
<b>Total Software -</b>			<b>27,580</b>	<b>68,355</b>	<b>29,370</b>	<b>43,400</b>
<b>Total Professional</b>			<b>1,427,790</b>	<b>1,611,058</b>	<b>1,574,121</b>	<b>1,654,489</b>
805_7000_001	Supplies-Operational		8,000	7,500	5,430	7,500
805_7000_002	Supplies-Computer Accessories		1,500	1,500	1,202	1,500
805_7000_003	Supplies-Desk Accessories-Small		1,500	500	42	500

80 - 200 - Electric Operating			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
805_7000_004	Supplies-Small Tools		7,000	5,000	4,428	5,000
805_7005_001	Supplies-Printing		60	60	265	300
805_7005_002	Supplies-Mailing		2,200	1,500	2,309	2,000
805_7005_003	Supplies-Postage		5,000	2,000	178	750
805_7005_004	Supplies-Paper		450	450	213	450
805_7005_005	Supplies-Forms		1,000	1,000	0	0
805_7005_006	Supplies-Promo-Education		20,000	20,000	1,388	20,000
805_7015_004	Supplies-Safety		25,000	20,000	7,467	15,000
805_7025_001	Wholesale Power-Demand		5,040,000	10,675,200	5,208,100	5,500,000
805_7025_002	Wholesale Power-Energy		12,834,000	9,117,300	14,040,503	13,500,000
805_7025_003	Wholesale Power-Transmission		1,250,000	1,150,000	1,218,005	1,200,000
<b>Total Supplies</b>			<b>19,195,710</b>	<b>21,002,010</b>	<b>20,489,529</b>	<b>20,253,000</b>
805_7500_000	Materials-General		0	26,975	0	0
805_7500_001	Materials-Asphalt		2,000	2,000	667	2,000
805_7500_002	Materials-Rock		2,500	2,000	2,665	2,000
805_7500_003	Materials-Concrete		1,500	1,500	1,645	1,500
805_7505_004	Materials-Pipe-Conduit		15,000	17,500	1,581	18,725
805_7505_005	Materials-Poles		5,000	25,000	2,937	26,750
805_7505_007	Materials-Pupi Arms		25,000	25,000	0	25,000
805_7505_008	Materials-Cutouts		10,000	10,000	8,005	10,700
805_7510_003	Materials-Fittings		5,000	5,000	2,804	5,000
805_7510_004	Materials-Hardware		35,000	35,000	35,726	37,450
805_7510_006	Materials-Wire		35,000	35,000	48,262	37,450
805_7510_010	Materials-Street Lights		15,000	15,000	10,700	16,050
805_7510_011	Materials-Wildlife Protection		20,000	10,000	3,766	5,000
805_7515_001	Materials-Transformers		100,000	100,000	132,611	107,000
805_7515_002	Materials-Substation		14,000	14,000	23,667	14,000
805_7520_001	Materials-Meters		25,000	25,000	14,360	26,750
805_7525_001	Materials-Infrastructure		30,000	30,000	45,285	32,100
805_7530_001	Materials-Scada		10,000	10,000	6,596	10,000
<b>Total Materials</b>			<b>350,000</b>	<b>388,975</b>	<b>341,278</b>	<b>377,475</b>
805_8000_001	Tools-Repair		500	500	30	500
805_8000_002	Tools- Maintenance		1,500	1,500	1,529	1,500
805_8000_003	Tools-Supplies		0	2,500	2,032	2,500
<b>Total Tools &amp;</b>			<b>2,000</b>	<b>4,500</b>	<b>3,591</b>	<b>4,500</b>
805_8300_001	Equipment-Repair		12,500	12,500	9,586	12,500
805_8300_002	Equipment-Maintenance		12,000	12,000	7,246	12,000

80 - 200 - Electric Operating			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
805_8300_003	Equipment-Supplies		5,000	5,000	3,508	5,000
805_8300_005	Equipment-Fuel		1,500	1,500	1,470	1,500
805_8300_006	Equipment-Rental		0	0	(13,298)	0
<b>Total Machinery &amp;</b>			<b>31,000</b>	<b>31,000</b>	<b>8,512</b>	<b>31,000</b>
805_8600_001	Vehicle-Repair		4,000	4,000	5,951	6,000
805_8600_002	Vehicle-Maintenance		15,000	15,000	14,229	15,000
805_8600_004	Vehicle-Equipment		5,000	5,000	7,530	2,500
805_8600_005	Vehicle-Fuel		20,000	25,000	32,340	33,500
<b>Total Vehicles</b>			<b>44,000</b>	<b>49,000</b>	<b>60,050</b>	<b>57,000</b>
805_9900_001	Contra Account-Other		0	0	(9,870)	0
805_9910_000	Internal Service-Personnel		0	0	141,947	0
80CommDev_In	Code Administration Allocation		61,517	69,126	18,751	62,252
80Garage_In	Garage Allocation In		52,844	40,003	12,003	54,551
80IT_In	IT Allocation In		38,277	38,386	12,083	40,583
80Facility_In	Facility Mgmt Allocation In		9,840	10,518	3,801	12,115
80Janitorial_In	Janitorial Allocation In		4,816	5,977	2,022	6,446
80Purchasing_In	Purchasing / Warehouse		66,008	54,275	21,669	70,215
<b>Total Internal</b>			<b>233,301</b>	<b>218,284</b>	<b>212,276</b>	<b>246,161</b>
805_9999_000	Interfund Transfer		0	0	0	267,000
<b>Total Interfund</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>267,000</b>
<b>Total Other</b>			<b>233,301</b>	<b>218,284</b>	<b>202,406</b>	<b>513,161</b>
<b>Total Expenses</b>			<b>23,925,830</b>	<b>25,366,771</b>	<b>24,653,260</b>	<b>25,254,072</b>
<b>Change in</b>			<b>(987,030)</b>	<b>814,320</b>	<b>1,245,477</b>	<b>(417,922)</b>

## Electric Maintenance

This fund manages the expenses of utility right-of-way maintenance throughout the 135 miles of 7.2 Kv distribution and 40 miles of 69 Kv transmission electric systems.

### Fiscal Year 2023 Goals:

- I. **Goal:** Increase reliability and decrease tree related outages by clearing three phase feeders.

**Strategy:** Contract with a tree service to conduct aggressive right of way clearing.

**Budgetary Factor:** Availability of funds.

- II. **Goal:** Continue to expand our herbicide application program.

**Strategy:** Continue to identify areas that were trimmed/cleared during previous years and develop a maintenance schedule.

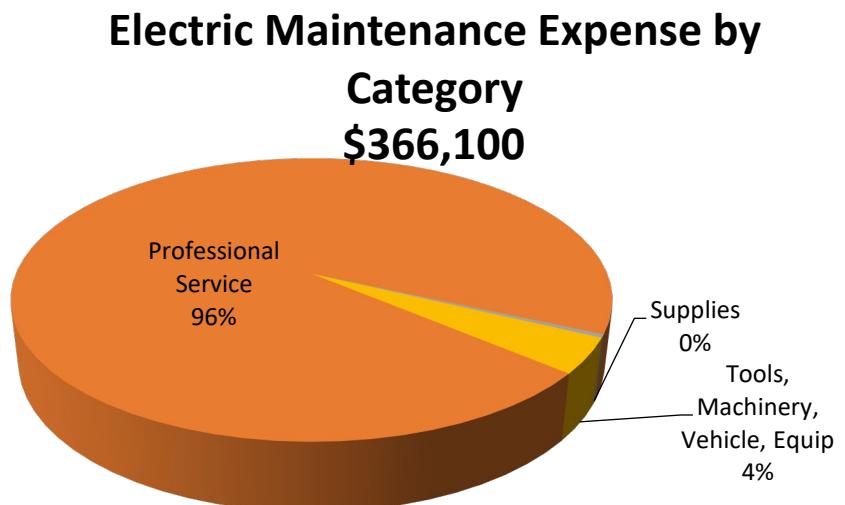
**Budgetary Factor:** Availability of funds, materials, and employees.

- III. **Goal:** Continue to identify areas where aerial cable systems would benefit our single-phase infrastructure.

**Strategy:** Create projects for areas identified and add to CIP.

**Budgetary Factor:** Availability of funds and materials.

### Performance Measurements:



Calendar Year Performance	2019	2020	Estimated 2021
Feet of Cleared Lines	22,265	11,198	15,631
Number of Trees Removed	84	516	250
Cubic Yards Chipped	455	69	100
Square Feet of Herbicide Application	0	0	1 Mile
Number of Tree Related Outages	29	17	

80 - 205 - Electric Maintenance		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
805_1000_001	Fulltime Salary		163,386	99,157	46,747	0
805_1000_002	Part Time Salary		0	0	0	0
805_1000_005	Fulltime Overtime		9,843	5,699	779	0
805_1000_006	Part Time Overtime		0	0	0	0
<b>Total Salaries -</b>			<b>173,229</b>	<b>104,856</b>	<b>47,526</b>	<b>0</b>
805_1005_001	Health Premium-Employee		15,792	15,792	2,021	0
805_1005_002TF	Health Premium-Family		23,526	11,763	11,994	0
805_1005_003	Dental Premium-Employee		600	600	277	0
805_1005_004TF	Dental Premium-Family		600	300	100	0
805_1010_001	Life Insurance		278	167	76	0
805_1010_001IMP	Life Insurance - Imported		0	0	58	0
<b>Total Benefits -</b>			<b>40,795</b>	<b>28,621</b>	<b>14,468</b>	<b>0</b>
805_1015_001	Lagers-General		22,693	14,051	5,211	0
805_1015_001IMP	Lagers-General - Imported		0	0	3,290	0
805_1015_004	Deferred Comp-Employer		1,300	650	1,442	0
805_1015_004IMP	Deferred Comp-Employer -		0	0	575	0
<b>Total Benefits -</b>			<b>23,993</b>	<b>14,701</b>	<b>6,653</b>	<b>0</b>
805_1020_001	FICA-Employer		7,692	6,117	2,716	0
805_1020_001IMP	FICA-Employer - Imported		0	0	1,892	0
805_1020_002	Medicare-Employer		1,799	1,431	635	0
805_1020_002IMP	Medicare-Employer - Imported		0	0	442	0
805_1020_003	Unemployment Compensation		1,097	987	465	0
805_1020_003IMP	Unemployment Compensation -		0	0	332	0
805_1020_004	Workman's Compensation		9,972	10,048	12,527	0
805_1020_004IMP	Workman's Compensation -		0	0	9,178	0
<b>Total Payroll</b>			<b>20,560</b>	<b>18,583</b>	<b>16,344</b>	<b>0</b>
805_1025_001	Employee-Uniforms		6,000	6,000	1,560	0
805_1025_002	Employee-		150	150	0	0
805_1025_003	Employee-Books		100	100	0	0
805_1025_005	Employee-Training		3,000	3,000	0	0
<b>Total Employee</b>			<b>9,250</b>	<b>9,250</b>	<b>1,560</b>	<b>0</b>
<b>Total Personnel</b>			<b>267,827</b>	<b>176,011</b>	<b>86,551</b>	<b>0</b>
805_5020_002	Utilities-Internet Mobile		0	840	560	0
<b>Total Utilities</b>			<b>0</b>	<b>840</b>	<b>560</b>	<b>0</b>

80 - 205 - Electric Maintenance			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	805_6000_007	Prof Services-Toxicology Testing	200	200	0	0
	805_6000_008	Prof Services-MSHP Background	100	100	0	0
	805_6000_011	Prof Services-Dues/License	200	200	0	0
	805_6000_015	Prof Service-Service Contracts	10,000	210,000	63,631	350,000
	<b>Total</b>		<b>10,500</b>	<b>210,500</b>	<b>63,631</b>	<b>350,000</b>
	<b>Total</b>		<b>10,500</b>	<b>210,500</b>	<b>63,631</b>	<b>350,000</b>
	805_7000_001	Supplies-Operational	0	50	231	0
	805_7000_002	Supplies-Computer Accessories	250	250	0	350
	805_7000_004	Supplies-Small Tools	5,000	5,000	845	0
	805_7010_004	Supplies-Chemicals	2,500	2,500	471	1,000
	805_7015_004	Supplies-Safety	2,500	2,500	370	0
	<b>Total Supplies</b>		<b>10,250</b>	<b>10,300</b>	<b>1,916</b>	<b>1,350</b>
	805_8000_001	Tools-Repair	500	500	15	500
	805_8000_002	Tools- Maintenance	500	500	113	500
	805_8000_003	Tools-Supplies	2,000	2,000	524	1,000
	<b>Total Tools &amp;</b>		<b>3,000</b>	<b>3,000</b>	<b>652</b>	<b>2,000</b>
	805_8300_001	Equipment-Repair	8,000	8,000	7,962	5,000
	805_8300_002	Equipment-Maintenance	2,000	2,000	332	2,000
	805_8300_005	Equipment-Fuel	1,200	1,800	2,210	0
	805_8300_006	Equipment-Rental	250	250	83	250
	<b>Total</b>		<b>11,450</b>	<b>12,050</b>	<b>10,587</b>	<b>7,250</b>
	805_8600_001	Vehicle-Repair	2,500	2,500	315	2,500
	805_8600_002	Vehicle-Maintenance	1,000	1,000	480	1,000
	805_8600_004	Vehicle-Equipment	1,000	1,000	98	1,000
	805_8600_005	Vehicle-Fuel	4,000	4,500	5,888	1,000
	<b>Total Vehicles</b>		<b>8,500</b>	<b>9,000</b>	<b>6,781</b>	<b>5,500</b>
	<b>Total Expenses</b>		<b>311,527</b>	<b>421,701</b>	<b>170,678</b>	<b>366,100</b>
	<b>Change in</b>		<b>(311,527)</b>	<b>(421,701)</b>	<b>(170,678)</b>	<b>(366,100)</b>

## Electric Reserve

Contributions to the fund shall be made from customer payments for each utility service and the reserve fund shall be established and maintained at no less than thirty (30) percent of the annual income of each utility and each fund shall not exceed fifty (50) percent of that utility's annual income; except that in the event of an emergency or a special need as determined by the mayor and city council, the council may by ordinance authorize the use of money from either fund for any reason deemed appropriate and necessary by the mayor and city council.

### Fiscal Year 2023 Goals:

- I. Goal: Maintain no less than 30% and no more than 50% of the electric utility's income  
Strategy: Continue to monitor fund and adjust funding levels/sources as needed.  
Budgetary Factor: None.

### Performance Measurements:

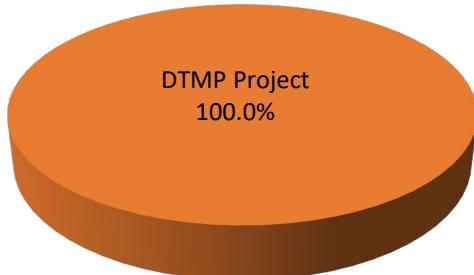
Routine monitoring of electric reserve fund amount.

### Previous Years' Goals:

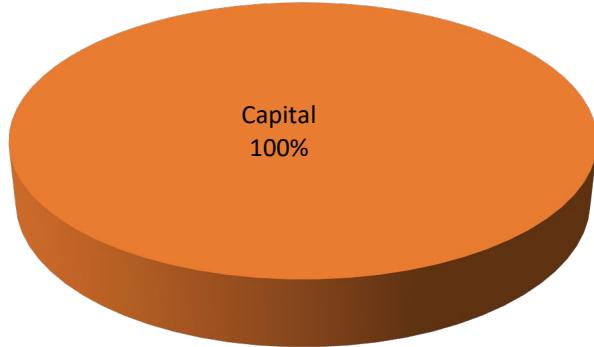
- I. Goal: Maintain no less than 30% and no more than 50% of the electric utility's income.  
Status: Fund is within the margin of 30-50 percent.

## Electric Reserve Debt Service Repayment

**\$483,964**



**Electric Reserve Expense by Category**  
**\$990,128**



80 - 215 - Electric Reserve		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Estimated Ending	Proposed
804_3010_000	Misc-General		496,715	496,715	483,964	483,964
	<b>Total</b>		<b>496,715</b>	<b>496,715</b>	<b>483,964</b>	<b>483,964</b>
	<b>Total Service</b>		<b>496,715</b>	<b>496,715</b>	<b>483,964</b>	<b>483,964</b>
	<b>Total Revenues</b>		<b>496,715</b>	<b>496,715</b>	<b>483,964</b>	<b>483,964</b>
805_2005_000	Capital Exp-Land and		900,000	20,000	95,123	160,000
805_2005_000IMP	Capital Exp-Land and		0	0	75,123	0
805_2005_001	Contra Asset-Land and		0	0	0	0
805_2010_000	Capital Exp-Building and		185,000	240,000	150,680	245,128
805_2010_001	Contra Asset-Building and		0	0	0	0
805_2020_000	Capital Exp-Machinery and		240,000	134,000	79,356	585,000
805_2020_001	Contra Asset-Machinery and		0	0	0	0
	<b>Total Capital</b>		<b>1,325,000</b>	<b>394,000</b>	<b>325,160</b>	<b>990,128</b>
805_9900_001	Contra Account-Other		0	0	0	0
	<b>Total Expenses</b>		<b>1,325,000</b>	<b>394,000</b>	<b>325,160</b>	<b>990,128</b>
	<b>Change in</b>		<b>(828,285)</b>	<b>102,715</b>	<b>158,803</b>	<b>(506,164)</b>

## Fiber Fund

The City operates a dark fiber network to sell telecommunication capacity to Internet Services Providers providing services within the City of Lebanon. The Fiber activity is maintained by the Electric Fund; therefore, the two funds are combined for the annual audited financials.

### Performance Measurements:

Monitor percent of system usage.

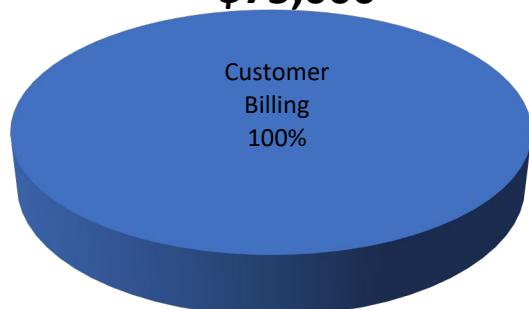
	2016	2017	Estimated 2018	Estimated 2019
Feet of fiber installed	5,000	5,000	6,800	5,000
New Customers	2	2	1	3
Percentage of Fiber Used	82%	82%	82%	85%

### Previous Years' Goals:

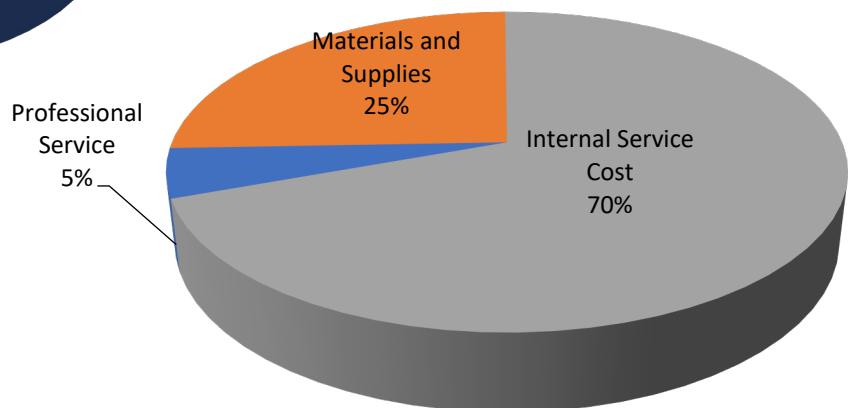
- I. Goal: Install fiber at the Wallace, Palmer, and Animal Control buildings.  
Status: On going.

### Fiber Funds Available by

**Category  
\$75,000**



**Fiber Expense by Category  
\$75,528**



## Fiber Fund Revenue and Expense by Category

Fiber Fund	2021 Actuals	2022 Budget	2022 Estimated	2023 Budget
<b>Revenues</b>				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Service Charges	\$59,462	\$75,000	\$63,806	\$75,000
Rentals	\$0	\$0	\$0	\$0
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Revenue	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$59,462</b>	<b>\$75,000</b>	<b>\$63,806</b>	<b>\$75,000</b>
<b>Expenses</b>				
Personnel	\$22,520	\$0	\$0	\$0
Capital	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Professional Services	\$19,223	\$21,331	\$2,002	\$3,750
Supplies and Materials	\$31,902	\$33,500	\$38,780	\$19,250
Tools, Equipment, and Vehicles	\$0	\$0	\$0	\$0
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$31,096	\$49,281	\$55,655	\$52,528
<b>Total Expenses</b>	<b>\$104,741</b>	<b>\$104,112</b>	<b>\$96,437</b>	<b>\$75,528</b>

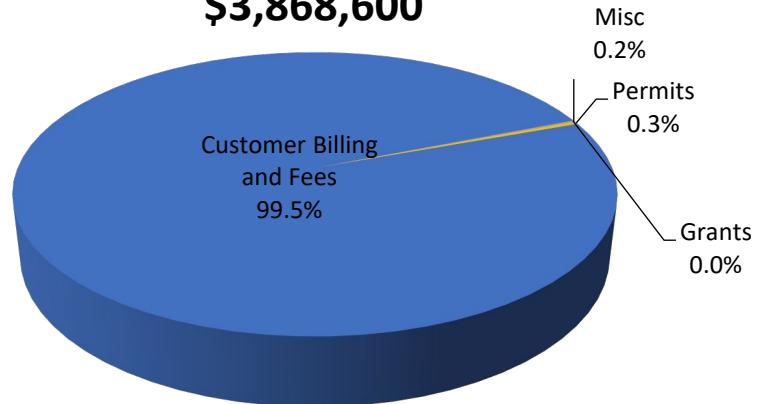
83 - 200 - Fiber Operating		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Estimated Ending	Proposed
	834_3000_012	Customer Billing	75,000	75,000	63,806	75,000
		<b>Total Service</b>	<b>75,000</b>	<b>75,000</b>	<b>63,806</b>	<b>75,000</b>
		<b>Total Service</b>	<b>75,000</b>	<b>75,000</b>	<b>63,806</b>	<b>75,000</b>
		<b>Total</b>	<b>75,000</b>	<b>75,000</b>	<b>63,806</b>	<b>75,000</b>
	835_2020_000	Capital Exp-Machinery and	0	0	0	0
		<b>Total Capital</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	835_6000_001	Prof Services-Legal	0	0	252	0
	835_6000_015	Prof Service-Service Contracts	17,581	17,581	0	0
	835_6000_017	Prof Service-PILOT	4,500	3,750	1,750	3,750
		<b>Total</b>	<b>22,081</b>	<b>21,331</b>	<b>2,002</b>	<b>3,750</b>
		<b>Total</b>	<b>22,081</b>	<b>21,331</b>	<b>2,002</b>	<b>3,750</b>
	835_7510_004	Materials-Hardware	5,000	5,000	2,397	5,000
	835_7510_006	Materials-Wire	28,500	28,500	36,383	14,250
		<b>Total</b>	<b>33,500</b>	<b>33,500</b>	<b>38,780</b>	<b>19,250</b>
	835_9910_000	Internal Service-Personnel	0	0	39,932	0
	83IT_In	IT Allocation In	44,643	44,770	14,092	47,332
	83Facility_In	Facility Mgmt Allocation In	4,221	4,512	1,630	5,196
		<b>Total Internal</b>	<b>48,864</b>	<b>49,281</b>	<b>55,655</b>	<b>52,528</b>
		<b>Total Other</b>	<b>48,864</b>	<b>49,281</b>	<b>55,655</b>	<b>52,528</b>
		<b>Total</b>	<b>104,445</b>	<b>104,112</b>	<b>96,437</b>	<b>75,528</b>
		<b>Change in</b>	<b>(29,445)</b>	<b>(29,112)</b>	<b>(32,632)</b>	<b>(528)</b>

## Wastewater Fund

This program was established to prevent the introduction of pollutants into the municipality Wastewater system which will interfere with the operation of the system or contaminate the resulting sludge; to prevent the introduction of pollutants into the municipal Wastewater system which will pass through the system, inadequately treated, into receiving waters or the atmosphere or otherwise be incompatible with the system; to improve the opportunity to recycle and reclaim Wastewater and sludge from the system; and to provide for equitable distribution of the cost of the municipal Wastewater system.

## Wastewater Funds Available by Category

**\$3,868,600**

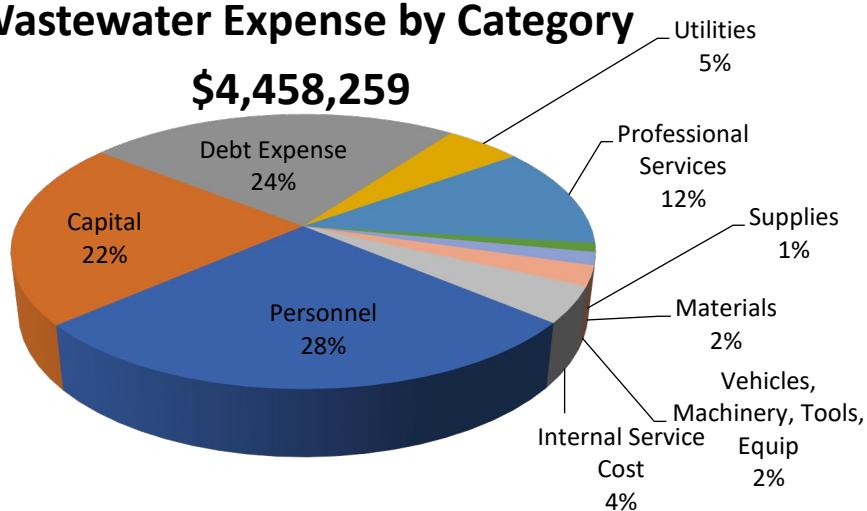


## Fiscal Year 2021-2022 Accomplishments:

Increased the capacity of the wastewater treatment plant from 2.6 million gallons a day to 3.5 million gallons a day with completion of the phase II improvements at the wastewater treatment plant. Cleaned out the 2 oxidation ditches at the wastewater treatment plant. Completed phase I of Goodwin hollow lift station improvements.

## Wastewater Expense by Category

**\$4,458,259**



## Fiscal Year 2023 Goals:

- I. **Goal:** Maintain compliance with the National Pollutant Discharge Elimination System (NPDES) permit for the wastewater treatment plant.  
**Strategy:** Purchase and replace specialized equipment used in daily operations. Provide employee training to ensure current regulations and processes stay in compliance.  
**Budgetary Factor:** Availability of funds
  
- II. **Goal:** Improve the reliability of wastewater utilities through inspections, maintenance, capital improvement projects, and performance standards.  
**Strategy:** Develop, inspect, and maintain the wastewater infrastructure on a five-year cycle.  
**Budgetary Factor:** Availability of staff time and resources.

## Performance Measurements:

	2018	2019	2020	2021	Estimated 2022
<b>Pipeline Video Inspections</b>	35,520	100,445	38,823	31,048	127,000
<b>Cleaning (linear feet)</b>	113,350	137,015	138,315	127,474	127,000
<b>Manhole Inspections</b>	453	431	312	331	400
<b>Deflection Testing (linear feet)</b>	1,743	0	1,529	331	2500
<b>Vacuum Testing Manholes</b>	7	3	9	1	6
<b>Pressure Testing Lines</b>	6	2	8	1	6
<b>Manhole Rehabilitation</b>	10	0	0	0	2
<b>Pipeline Rehabilitation (linear feet)</b>	2,000	8,278	14,040	0	10,000
<b>Smoke Testing (linear feet)</b>	37,295	78,561	119,098	115,580	127,000
<b>Service Calls (linear feet)</b>	4,936	12,258	7,620	3,350	4,000
<b>GIS Manhole Locations</b>	0	0	0	0	0

## Previous Years' Goals:

- I. Goal: Increase the capacity of the wastewater treatment plant from 2.6 million gallons a day to 3.5 million gallons a day.

Status: on going

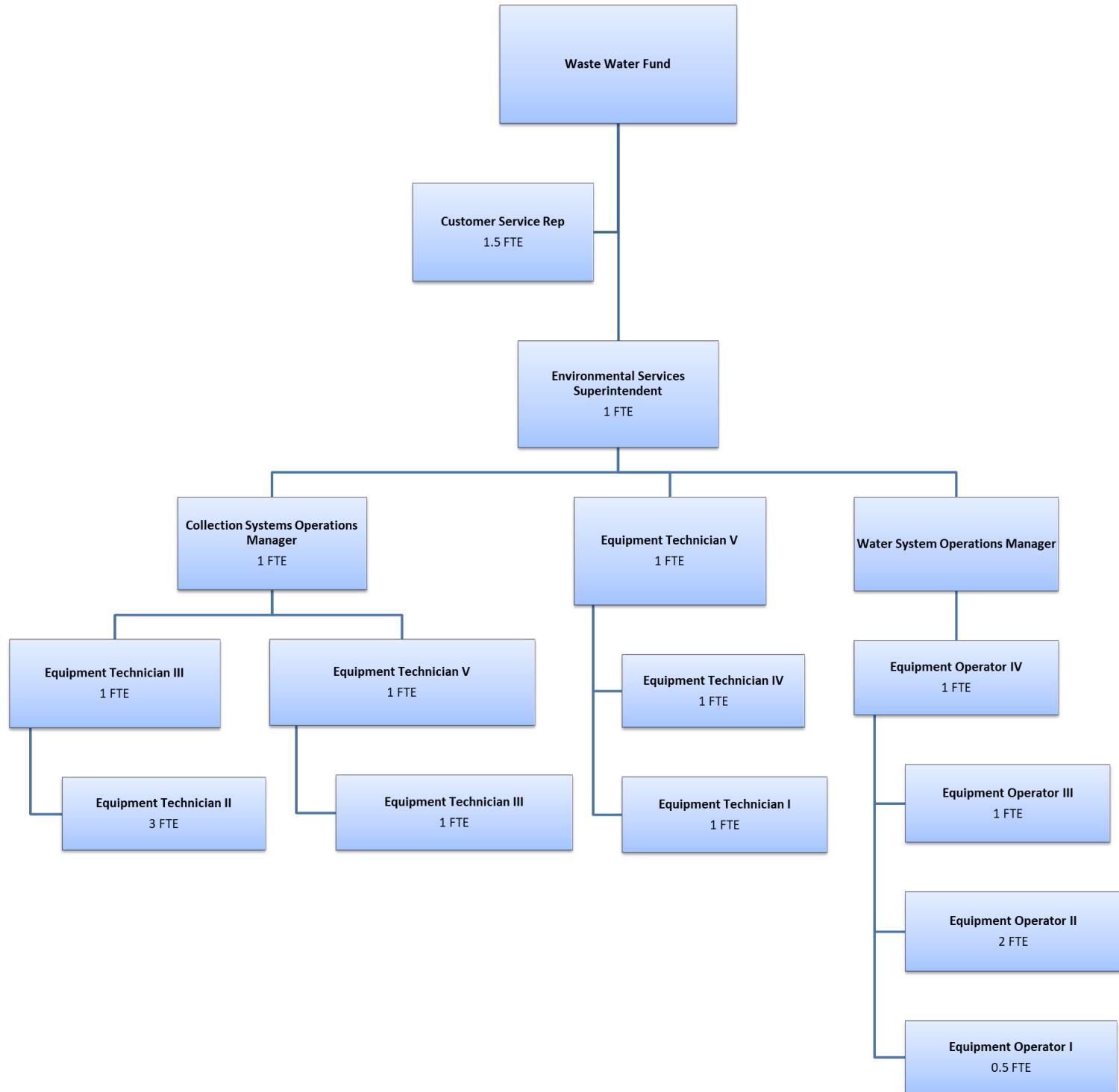
II. Goal: Maintain compliance with the National Pollutant Discharge Elimination System (NPDES) permit for the wastewater treatment plant.  
Status: on going

III. Goal: Improve the reliability of wastewater utilities through inspections, maintenance, capital improvement projects, and performance standards.  
Status: on going

#### Wastewater Fund Revenue and Expense by Category

Wastewater Fund	2021 Actuals	2022 Budget	2022 Estimated	2023 Budget
<b>Revenues</b>				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$21,246	\$21,246	\$7,797	\$0
Service Charges	\$3,892,184	\$3,850,000	\$3,845,362	\$3,850,000
Rentals	\$0	\$0	\$0	\$0
Licenses and Permits	\$16,650	\$11,000	\$18,000	\$11,000
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$73,250	\$7,500	\$2,547,057	\$7,600
Internal Service Revenue	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$4,003,330</b>	<b>\$3,889,746</b>	<b>\$6,418,216</b>	<b>\$3,868,600</b>
<b>Expenses</b>				
Personnel	\$857,120	\$1,126,980	\$1,008,714	\$1,225,293
Capital	\$368,511	\$1,171,067	\$3,365,407	\$981,245
Debt	\$108,007	\$1,088,452	\$1,043,547	\$1,090,362
Grants	\$0	\$0	\$0	\$0
Utilities	\$218,149	\$216,050	\$224,623	\$223,745
Professional Services	\$158,953	\$150,169	\$194,568	\$530,324
Supplies and Materials	\$73,730	\$111,350	\$84,476	\$113,800
Tools, Equipment, and Vehicles	\$72,263	\$89,250	\$145,490	\$103,775
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$148,030	\$173,903	\$177,011	\$189,715
<b>Total Expenses</b>	<b>\$2,004,763</b>	<b>\$4,127,221</b>	<b>\$6,243,836</b>	<b>\$4,458,259</b>

## Wastewater Organizational Chart



85 - 200 - WWTP and Operation			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	854_2005_002	Grants-Capital Rev	0	21,246	7,797	0
	854_3000_004	Brush Drop-off/Scrap	0	0	215	0
	854_3000_012	Customer Billing	3,760,000	3,800,000	3,792,569	3,800,000
	854_3000_013	Penalties	30,000	45,000	44,978	45,000
	854_3000_016	Facility Impact	7,500	5,000	7,600	5,000
	<b>Total Service</b>		<b>3,797,500</b>	<b>3,850,000</b>	<b>3,845,361</b>	<b>3,850,000</b>
	854_3010_001	Misc-Bond Proceeds	7,409,992	0	2,488,234	0
	854_3010_003	Misc-Interest Income	1,200	0	0	0
	854_3010_004	Misc-Investment Income	0	5,000	4,589	5,000
	854_3010_006	Misc-Miscellaneous	0	2,000	2,673	2,000
	854_3010_008	Misc-Gain/Loss-Asset Disposal	0	0	50,850	0
	854_3010_012	Misc-Purchasing Card Rebate	500	500	711	600
	<b>Total</b>		<b>7,411,692</b>	<b>7,500</b>	<b>2,547,057</b>	<b>7,600</b>
	<b>Total Service</b>		<b>11,209,192</b>	<b>3,857,500</b>	<b>6,392,418</b>	<b>3,857,600</b>
	854_4005_002	Permits-Sewer	5,000	11,000	18,000	11,000
	<b>Total Permit</b>		<b>5,000</b>	<b>11,000</b>	<b>18,000</b>	<b>11,000</b>
	<b>Total License &amp;</b>		<b>5,000</b>	<b>11,000</b>	<b>18,000</b>	<b>11,000</b>
	<b>Total Revenues</b>		<b>11,214,192</b>	<b>3,889,746</b>	<b>6,418,215</b>	<b>3,868,600</b>
	855_1000_001	Fulltime Salary	284,720	322,136	297,895	347,332
	855_1000_004	On Call	0	10,109	7,611	7,611
	855_1000_005	Fulltime Overtime	27,417	22,839	15,929	21,256
	855_1000_011	PREMIUM PAY	0	0	250	
	<b>Total Salaries -</b>		<b>312,137</b>	<b>378,058</b>	<b>343,797</b>	<b>404,624</b>
	855_1005_001	Health Premium-Employee	31,584	39,480	35,239	41,700
	855_1005_002TF	Health Premium-Family	45,144	45,144	32,183	48,154
	855_1005_003	Dental Premium-Employee	900	1,200	1,498	1,200
	855_1005_004TF	Dental Premium-Family	3,206	3,506	1,796	3,506
	<b>Total Benefits -</b>		<b>81,223</b>	<b>89,755</b>	<b>71,135</b>	<b>94,984</b>
	855_1015_001	Lagers-General	35,800	40,134	40,368	42,365
	855_1015_004	Deferred Comp-Employer	2,600	3,023	5,844	9,750
	<b>Total Benefits -</b>		<b>38,400</b>	<b>43,157</b>	<b>46,212</b>	<b>52,115</b>
	855_1020_001	FICA-Employer	12,895	21,861	20,409	23,850
	855_1020_002	Medicare-Employer	3,016	5,113	4,773	5,578

85 - 200 - WWTP and Operation			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	855_1020_003	Unemployment Compensation	1,548	3,526	3,378	3,847
	855_1020_004	Workman's Compensation	14,478	14,587	20,333	21,642
	<b>Total Payroll</b>		<b>31,937</b>	<b>45,086</b>	<b>48,893</b>	<b>54,916</b>
	855_1025_001	Employee-Uniforms	7,000	7,000	7,307	8,000
	855_1025_002	Employee-	500	500	372	500
	855_1025_004	Employee-Travel/Hotel	1,000	1,000	457	1,500
	855_1025_005	Employee-Training	2,500	2,500	2,329	3,000
	<b>Total Employee</b>		<b>11,000</b>	<b>11,000</b>	<b>10,464</b>	<b>13,000</b>
	<b>Total Personnel</b>		<b>474,697</b>	<b>567,056</b>	<b>520,500</b>	<b>619,639</b>
	855_2005_000	Capital Exp-Land and	464,000	745,000	782,550	353,871
	855_2010_000	Capital Exp-Building and	6,279,992	135,000	1,958,274	128,125
	855_2015_000	Capital Exp-Furniture and Fixtures	7,421	32,567	0	8,749
	855_2020_000	Capital Exp-Machinery and	1,498,000	258,500	624,583	450,500
	855_2025_000	Capital Exp-Vehicles	0	0	0	40,000
	<b>Total Capital</b>		<b>8,249,413</b>	<b>1,171,067</b>	<b>3,365,407</b>	<b>981,245</b>
	855_3005_000	Debt-COPS	868,138	947,998	903,093	949,908
	855_3020_000	Debt-Lease Purchase	154,274	140,454	140,454	140,454
	<b>Total Debt</b>		<b>1,022,412</b>	<b>1,088,452</b>	<b>1,043,547</b>	<b>1,090,362</b>
	855_5000_001	Utilities-Electric	200,000	200,000	204,976	200,000
	855_5000_002	Utilities-Water	0	0	97	25
	855_5010_001	Utilities-Landline and Fiber	10,000	9,000	11,259	13,250
	855_5015_001	Utilities-Cell Phones	750	750	573	750
	855_5020_002	Utilities-Internet Mobile	3,000	3,000	4,177	5,000
	855_5025_001	Utilities-Solid Waste	2,500	2,500	2,641	3,500
	<b>Total Utilities</b>		<b>216,250</b>	<b>215,250</b>	<b>223,722</b>	<b>222,525</b>
	855_6000_001	Prof Services-Legal	2,500	2,500	4,952	2,500
	855_6000_002	Prof Services-Engineering	5,000	2,500	417	352,500
	855_6000_003	Prof Services-Surveying	0	500	0	500
	855_6000_007	Prof Services-Toxicology Testing	250	250	245	250
	855_6000_008	Prof Services-MSHP Background	100	100	14	100
	855_6000_009	Prof Services-Collection Agency	750	750	1,900	750
	855_6000_011	Prof Services-Dues/License	4,000	4,000	1,527	2,500
	855_6000_013	Prof Service-Studies	2,500	0	0	0
	855_6000_014	Prof Service-Events and Functions	0	0	167	0
	855_6000_015	Prof Service-Service Contracts	120,000	50,000	62,354	65,000

85 - 200 - WWTP and Operation			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	855_6000_016	Prof Service-Taxes/Fees	10,000	10,000	9,582	10,000
	855_6000_018	Prof Service-Damage Claims	2,000	2,000	139	2,000
	855_6000_019	Prof Service-Credit Card Fee	9,000	10,000	12,526	10,000
	855_6000_020	Prof Service-Legal Settlement	0	0	74	0
	<b>Total</b>		<b>156,100</b>	<b>82,600</b>	<b>93,896</b>	<b>446,100</b>
	855_6005_001	Insurance-Vehicle	0	5,026	13,591	14,134
	855_6005_002	Insurance-Equipment	0	1,158	914	950
	855_6005_003	Insurance-Building & Property	0	8,960	12,959	13,478
	<b>Total Insurance</b>		<b>0</b>	<b>15,143</b>	<b>27,464</b>	<b>28,562</b>
	855_6010_001	Advertising-Public Notices	500	500	664	500
	855_6010_002	Advertising-Employee	100	100	0	100
	855_6010_003	Advertising-Print	100	250	83	250
	855_6010_006	Advertising-Radio	100	100	0	100
	<b>Total</b>		<b>800</b>	<b>950</b>	<b>747</b>	<b>950</b>
	855_6020_001	Software-Purchase	0	8,600	5,154	11,200
	855_6020_003	Software-Agreement	13,580	20,720	20,786	21,500
	<b>Total Software -</b>		<b>13,580</b>	<b>29,320</b>	<b>25,940</b>	<b>32,700</b>
	<b>Total</b>		<b>170,480</b>	<b>128,013</b>	<b>148,047</b>	<b>508,312</b>
	855_7000_001	Supplies-Operational	14,000	15,000	13,437	15,000
	855_7000_002	Supplies-Computer Accessories	0	1,500	2,571	1,500
	855_7000_003	Supplies-Desk Accessories-Small	1,000	2,000	493	2,000
	855_7005_001	Supplies-Printing	150	250	211	250
	855_7005_002	Supplies-Mailing	750	750	2,224	2,500
	855_7005_003	Supplies-Postage	750	250	576	600
	855_7005_004	Supplies-Paper	500	250	275	300
	855_7005_005	Supplies-Forms	500	250	50	50
	855_7010_001	Supplies-Janitorial	500	650	394	650
	855_7010_004	Supplies-Chemicals	13,000	16,500	10,363	15,000
	855_7015_003	Supplies-First Aid	100	100	0	100
	855_7015_004	Supplies-Safety	1,000	2,500	1,450	2,500
	<b>Total Supplies</b>		<b>32,250</b>	<b>40,000</b>	<b>32,044</b>	<b>40,450</b>
	855_7510_001	Materials-Paint	250	250	0	250
	855_7510_003	Materials-Fittings	1,000	1,000	166	1,000
	855_7510_004	Materials-Hardware	3,000	3,000	3,314	3,000
	855_7510_005	Materials-Fixtures	20,000	20,000	7,274	20,000

85 - 200 - WWTP and Operation			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	855_7510_006	Materials-Wire	250	250	391	250
	855_7525_001	Materials-Infrastructure	2,000	2,000	2,827	2,000
	855_7530_001	Materials-Scada	2,000	2,000	0	2,000
	<b>Total Materials</b>		<b>28,500</b>	<b>28,500</b>	<b>13,971</b>	<b>28,500</b>
	855_8000_003	Tools-Supplies	2,000	2,000	1,658	2,000
	<b>Total Tools &amp;</b>		<b>2,000</b>	<b>2,000</b>	<b>1,658</b>	<b>2,000</b>
	855_8300_001	Equipment-Repair	5,000	5,000	13,821	5,000
	855_8300_002	Equipment-Maintenance	2,000	2,000	3,647	3,000
	855_8300_005	Equipment-Fuel	500	750	8,784	8,000
	855_8300_006	Equipment-Rental	0	0	125	0
	<b>Total</b>		<b>7,500</b>	<b>7,750</b>	<b>26,377</b>	<b>16,000</b>
	855_8600_001	Vehicle-Repair	7,000	7,000	4,637	6,000
	855_8600_002	Vehicle-Maintenance	6,000	6,000	3,618	6,000
	855_8600_005	Vehicle-Fuel	8,000	8,000	16,223	16,525
	<b>Total Vehicles</b>		<b>21,000</b>	<b>21,000</b>	<b>24,478</b>	<b>28,525</b>
	855_9900_001	Contra Account-Other	0	0	(5)	0
	855_9910_000	Internal Service-Personnel	0	0	122,268	0
	85CommDev_In	Code Administration Allocation In	53,441	60,052	16,289	54,080
	85Garage_In	Garage Allocation In	32,766	24,804	7,443	33,825
	85IT_In	IT Allocation In	43,938	44,063	13,870	46,584
	85Facility_In	Facility Mgmt Allocation In	11,106	11,871	4,290	13,673
	85Janitorial_In	Janitorial Allocation In	4,816	5,977	2,022	6,446
	85Purchasing_In	Purchasing / Warehouse	33,004	27,138	10,834	35,107
	<b>Total Internal</b>		<b>179,071</b>	<b>173,903</b>	<b>177,016</b>	<b>189,715</b>
	<b>Total Other</b>		<b>179,071</b>	<b>173,903</b>	<b>177,011</b>	<b>189,715</b>
	<b>Total Expenses</b>		<b>10,403,572</b>	<b>3,442,992</b>	<b>5,576,762</b>	<b>3,727,273</b>
	<b>Change in</b>		<b>810,620</b>	<b>446,754</b>	<b>841,453</b>	<b>141,327</b>

## Wastewater Maintenance

This fund manages the expenses of the underground collection system maintenance which includes approximately 120 miles of sewer pipes ranging from 8 inch diameter to 36 inch diameter and approximately 2500 manholes.

**Fiscal Year 2021-2022 Accomplishments:** Replaced numerous pumps in various lift stations.

### Fiscal Year 2023 Goals:

- I. **Goal:** Maintain, identify and improve the efficiency of collecting inspection data for smoke testing.  
**Strategy:** To move the smoke testing inspection collection data management to a digital format utilizing mobile devices.  
**Budgetary Factor:** Availability of funds
  
- II. **Goal:** Reduce the number of wastewater backup service calls.  
**Strategy:** Be proactive in root eradication and cleaning known problem areas of the wastewater collection system.  
**Budgetary Factor:** Availability of staff and funds when the issue requires more than cleaning.

### Previous Years' Goals:

- I. Goal: Maintain, identify and improve the efficiency of collecting inspection data for smoke testing.  
Status: Ongoing
  
- II. Goal: Reduce the number of wastewater backup service calls.  
Status: Ongoing

85 - 205 - WW Maintenance		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Estimated Ending	Proposed
	855_1000_001	Fulltime Salary	64,553	108,087	104,339	153,468
	855_1000_002	Part Time Salary	0	0	0	25,644
	855_1000_004	On Call	0	1,199	1,049	1,049
	855_1000_005	Fulltime Overtime	6,625	9,132	5,718	11,839
	855_1000_006	Part Time Overtime	0	0	0	0
	<b>Total Salaries -</b>		<b>71,177</b>	<b>118,418</b>	<b>111,106</b>	<b>192,000</b>
	855_1005_001	Health Premium-Employee	0	0	7,057	16,680
	855_1005_002TF	Health Premium-Family	11,763	40,851	29,915	31,027
	855_1005_003	Dental Premium-Employee	0	0	658	600
	855_1005_004TF	Dental Premium-Family	300	1,326	342	1,026
	855_1010_001	Life Insurance	111	167	166	222
	<b>Total Benefits -</b>		<b>12,174</b>	<b>42,344</b>	<b>38,138</b>	<b>49,556</b>
	855_1015_001	Lagers-General	5,110	15,707	13,144	21,832
	855_1015_004IMP	Deferred Comp-Employer -	0	0	625	100
	<b>Total Benefits -</b>		<b>5,110</b>	<b>16,357</b>	<b>14,513</b>	<b>25,182</b>
	855_1020_001	FICA-Employer	3,273	6,304	6,337	11,286
	855_1020_002	Medicare-Employer	765	1,474	1,482	2,640
	855_1020_003	Unemployment Compensation	459	1,017	1,086	1,820
	855_1020_004	Workman's Compensation	3,952	3,982	4,386	4,279
	<b>Total Payroll</b>		<b>8,449</b>	<b>12,777</b>	<b>13,292</b>	<b>20,026</b>
	855_1025_001	Employee-Uniforms	1,775	4,000	5,505	4,000
	855_1025_002	Employee-	100	100	100	100
	855_1025_004	Employee-Travel/Hotel	150	150	0	500
	855_1025_005	Employee-Training	250	350	375	1,000
	<b>Total Employee</b>		<b>2,275</b>	<b>4,600</b>	<b>5,980</b>	<b>5,600</b>
	<b>Total Personnel</b>		<b>99,186</b>	<b>194,496</b>	<b>183,029</b>	<b>292,364</b>
	855_5015_001	Utilities-Cell Phones	0	0	420	420
	855_5020_002	Utilities-Internet Mobile	500	500	480	500
	<b>Total Utilities</b>		<b>500</b>	<b>500</b>	<b>900</b>	<b>920</b>
	855_6000_007	Prof Services-Toxicology Testing	150	150	70	150
	855_6000_008	Prof Services-MSHP Background	150	150	14	150
	<b>Total</b>		<b>300</b>	<b>300</b>	<b>84</b>	<b>300</b>
	855_6005_001	Insurance-Vehicle	1,338	1,808	1,649	1,715

85 - 205 - WW Maintenance		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Estimated Ending	Proposed
	855_6005_002	Insurance-Equipment	580	801	640	666
	<b>Total Insurance</b>		<b>1,918</b>	<b>2,610</b>	<b>2,289</b>	<b>2,381</b>
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total</b>		<b>2,218</b>	<b>2,910</b>	<b>2,374</b>	<b>2,681</b>
	855_7000_001	Supplies-Operational	100	100	62	100
	855_7000_002	Supplies-Computer Accessories	0	500	167	500
	855_7000_004	Supplies-Small Tools	0	0	50	0
	855_7015_004	Supplies-Safety	2,000	2,500	923	2,000
	<b>Total Supplies</b>		<b>2,100</b>	<b>3,100</b>	<b>1,201</b>	<b>2,600</b>
	855_7500_001	Materials-Asphalt	2,500	1,500	1,994	2,000
	855_7500_002	Materials-Rock	4,000	4,000	13,634	4,000
	855_7500_003	Materials-Concrete	2,000	1,000	5,106	2,000
	855_7500_004	Materials-Landscaping	2,000	2,000	608	2,000
	855_7505_002	Materials-Pipe-PVC	1,500	1,500	195	1,500
	855_7505_003	Materials-Pipe-Misc.	500	500	251	500
	855_7505_006	Materials-Precast	7,000	3,000	1,907	3,000
	855_7510_003	Materials-Fittings	4,500	4,500	4,340	4,500
	855_7525_001	Materials-Infrastructure	1,500	1,000	1,416	2,000
	<b>Total Materials</b>		<b>25,500</b>	<b>19,000</b>	<b>29,450</b>	<b>21,500</b>
	855_8000_003	Tools-Supplies	500	500	489	500
	<b>Total Tools &amp;</b>		<b>500</b>	<b>500</b>	<b>489</b>	<b>500</b>
	855_8300_001	Equipment-Repair	5,000	5,000	231	3,500
	855_8300_002	Equipment-Maintenance	5,000	5,000	568	3,500
	855_8300_005	Equipment-Fuel	5,000	6,500	7,083	7,500
	855_8300_006	Equipment-Rental	2,000	2,000	42,388	2,000
	<b>Total</b>		<b>17,000</b>	<b>18,500</b>	<b>50,269</b>	<b>16,500</b>
	855_8600_001	Vehicle-Repair	500	500	1,192	500
	855_8600_002	Vehicle-Maintenance	1,000	1,000	408	1,000
	855_8600_005	Vehicle-Fuel	5,500	9,000	6,914	7,500
	<b>Total Vehicles</b>		<b>7,000</b>	<b>10,500</b>	<b>8,514</b>	<b>9,000</b>
	855_9900_001	Contra Account-Other	0	0	0	0
	<b>Total Expenses</b>		<b>154,004</b>	<b>249,506</b>	<b>276,226</b>	<b>346,065</b>

85 - 205 - WW Maintenance		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Estimated Ending	Proposed
	Change in		(154,004)	(249,506)	(276,226)	(346,065)

## Inflow & Infiltration

This fund manages the expenses of the cleaning and inspections throughout the 120 miles of wastewater lines in the collection system which is broken down into 12 watershed basins. Inspections include manhole, smoke testing, flow metering, dye testing, GIS data collection, new construction performance testing pipeline video inspection and operation and maintenance of the 45 lift stations.

### FY 2021-2022 Accomplishments:

Replaced numerous pumps in various lift stations.

### Fiscal Year 2023 Goals:

- I. **Goal:** Maintain, identify and improve the efficiency of collecting inspection data for smoke testing.  
**Strategy:** To move the smoke testing inspection collection data management to a digital format utilizing mobile devices.  
**Budgetary Factor:** Availability of funds
  
- II. **Goal:** Reduce the number of wastewater backup service calls.  
**Strategy:** Be proactive in root eradication and cleaning known problem areas of the wastewater collection system.  
**Budgetary Factor:** Availability of funds when the issue requires more than cleaning.

### Previous Years' Goals:

- I. Goal: Maintain, identify and improve the efficiency of collecting inspection data for smoke testing.  
Status: Ongoing
  
- II. Goal: Reduce the number of wastewater backup service calls.  
Status: Ongoing

85 - 215 - Inflow & Infiltration			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account	Estimated			
		Name	Budget	Budget	Ending	Proposed
855_1000_001	Fulltime Salary		206,254	238,376	189,180	196,491
855_1000_002	Part Time Salary		0	0	11,803	0
855_1000_004	On Call		0	2,267	2,655	2,655
855_1000_005	Fulltime Overtime		6,802	5,586	1,873	4,722
855_1000_006	Part Time Overtime		0	0	0	0
Total Salaries -			213,056	246,229	205,513	203,869

85 - 215 - Inflow & Infiltration		FY2021	FY2022	FY2022	FY2023	
Fund	Account	Account	Estimated			
		Name	Budget	Budget	Ending	Proposed
	855_1005_001	Health Premium-Employee	23,688	23,688	19,257	16,680
	855_1005_002TF	Health Premium-Family	22,257	32,751	27,586	34,934
	855_1005_003	Dental Premium-Employee	600	900	1,239	600
	855_1005_004TF	Dental Premium-Family	1,326	900	225	900
	855_1010_001	Life Insurance	278	333	289	278
	<b>Total Benefits -</b>		<b>48,149</b>	<b>58,572</b>	<b>48,595</b>	<b>53,392</b>
	855_1015_001	Lagers-General	27,910	28,167	20,772	21,900
	855_1015_002	Lagers-Police	0	0	0	0
	855_1015_003	Lagers-Fire	0	0	0	0
	855_1015_004	Deferred Comp-Employer	1,950	1,950	3,138	5,850
	<b>Total Benefits -</b>		<b>29,860</b>	<b>30,117</b>	<b>23,910</b>	<b>27,750</b>
	855_1020_001	FICA-Employer	9,939	14,283	12,065	11,934
	855_1020_002	Medicare-Employer	2,324	3,340	2,822	2,791
	855_1020_003	Unemployment Compensation	1,035	2,304	2,025	1,925
	855_1020_004	Workman's Compensation	3,952	3,982	4,387	4,280
	<b>Total Payroll</b>		<b>17,251</b>	<b>23,910</b>	<b>21,298</b>	<b>20,930</b>
	855_1025_001	Employee-Uniforms	5,000	5,000	4,842	5,000
	855_1025_002	Employee-	500	100	86	100
	855_1025_004	Employee-Travel/Hotel	500	0	0	750
	855_1025_005	Employee-Training	1,500	1,500	940	1,500
	<b>Total Employee</b>		<b>7,500</b>	<b>6,600</b>	<b>5,868</b>	<b>7,350</b>
	<b>Total Personnel</b>		<b>315,816</b>	<b>365,428</b>	<b>305,184</b>	<b>313,291</b>
	855_5015_001	Utilities-Cell Phones	850	300	0	300
	855_5020_002	Utilities-Internet Mobile	500	0	0	0
	<b>Total Utilities</b>		<b>1,350</b>	<b>300</b>	<b>0</b>	<b>300</b>
	855_6000_007	Prof Services-Toxicology Testing	400	200	137	200
	855_6000_008	Prof Services-MSHP Background	100	100	45	100
	<b>Total</b>		<b>500</b>	<b>300</b>	<b>182</b>	<b>300</b>
	855_6005_001	Insurance-Vehicle	11,920	12,191	11,797	12,268
	855_6005_002	Insurance-Equipment	120	255	252	262
	<b>Total Insurance</b>		<b>12,040</b>	<b>12,446</b>	<b>12,049</b>	<b>12,530</b>
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

85 - 215 - Inflow & Infiltration		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Estimated Ending	Proposed
	<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
855_6020_002	Software-Upgrade	35,000	5,000	31,417	5,000	
855_6020_003	Software-Agreement	1,500	1,500	500	1,500	
	<b>Total Software -</b>		<b>36,500</b>	<b>6,500</b>	<b>31,917</b>	<b>6,500</b>
	<b>Total</b>		<b>49,040</b>	<b>19,246</b>	<b>44,147</b>	<b>19,330</b>
855_7000_001	Supplies-Operational	500	500	74	500	
855_7000_002	Supplies-Computer Accessories	500	500	167	500	
855_7005_003	Supplies-Postage	500	0	0	0	
855_7015_004	Supplies-Safety	2,000	2,500	1,077	2,500	
	<b>Total Supplies</b>		<b>3,500</b>	<b>3,500</b>	<b>1,318</b>	<b>3,500</b>
855_7510_001	Materials-Paint	500	500	0	500	
855_7510_003	Materials-Fittings	500	500	36	500	
855_7510_004	Materials-Hardware	6,000	6,000	1,360	6,000	
855_7510_005	Materials-Fixtures	7,500	7,500	4,185	7,500	
855_7510_006	Materials-Wire	750	750	0	750	
855_7525_001	Materials-Infrastructure	3,000	2,000	913	2,000	
	<b>Total Materials</b>		<b>18,250</b>	<b>17,250</b>	<b>6,493</b>	<b>17,250</b>
855_8000_003	Tools-Supplies	500	500	136	500	
	<b>Total Tools &amp;</b>		<b>500</b>	<b>500</b>	<b>136</b>	<b>500</b>
855_8300_001	Equipment-Repair	7,500	7,500	15,653	10,000	
855_8300_002	Equipment-Maintenance	4,000	4,000	287	4,000	
855_8300_006	Equipment-Rental	0	0	0	500	
	<b>Total</b>		<b>11,500</b>	<b>11,500</b>	<b>15,940</b>	<b>14,500</b>
855_8600_001	Vehicle-Repair	3,000	3,000	3,939	3,000	
855_8600_002	Vehicle-Maintenance	5,000	5,000	5,466	5,000	
855_8600_005	Vehicle-Fuel	9,000	9,000	8,224	8,250	
	<b>Total Vehicles</b>		<b>17,000</b>	<b>17,000</b>	<b>17,629</b>	<b>16,250</b>
855_9900_001	Contra Account-Other	0	0	0	0	
	<b>Total Expenses</b>		<b>416,956</b>	<b>434,723</b>	<b>390,847</b>	<b>384,921</b>
	<b>Change in</b>		<b>(416,956)</b>	<b>(434,723)</b>	<b>(390,847)</b>	<b>(384,921)</b>

## Water

The City water distribution system is made up of approximately 120 miles of distribution lines ranging from 6" to 12" in size, 1685

water valves and 1275 fire hydrants. The City operates 7 deep wells, 2 booster pump stations, and 5 elevated water towers. The city provides water to most customers within the city limits.

### Fiscal Year 2021-2022

**Accomplishments:** Replacement of two chlorine analyzers in the water wells. Replaced and repaired all the chlorine and fluoride scales in the wells. Completed a comprehensive water leak study

### Fiscal Year 2023 Goals:

- I. **Goal:** Improve customer satisfaction and increase system reliability

**Strategy:** Continue to implement the systematic hydrant flushing program in conjunction with inspection and exercising all water valves.

#### Budgetary Factor:

Availability of staff and funds

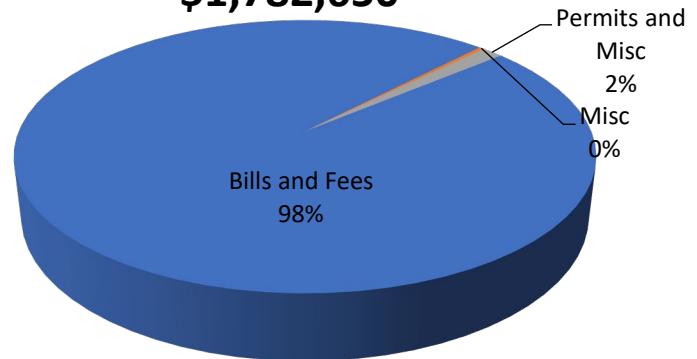
- II. **Goal:**

Implement a new rate structure based on the cost-of-service study

**Strategy:** Hire an outside consultant to review rates and make a recommendation. This review will coincide with existing and project financial data.

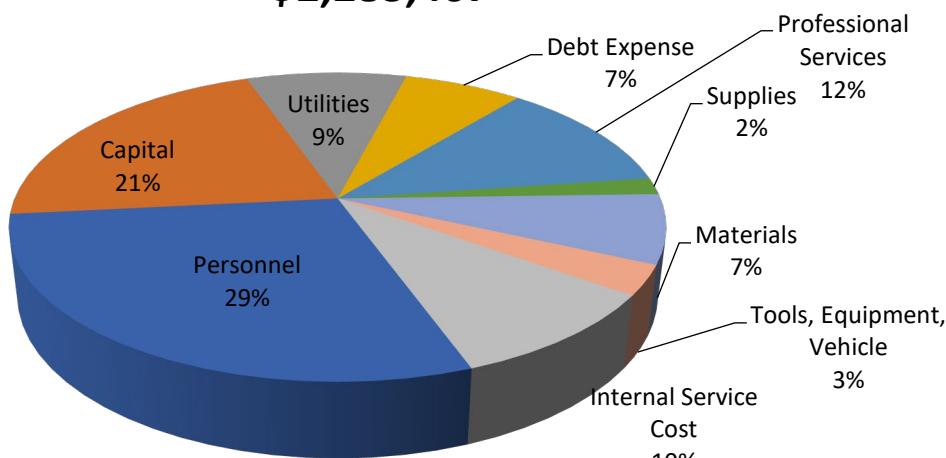
### Water Funds Available by Category

**\$1,782,650**



### Water Expense by Category

**\$2,283,467**



**Budgetary Factor:** Increase revenues to allow for more investment in our infrastructure. The financial stability of water is reliant on this fee structure.

## Performance Measurements:

Performance Measures	2018	2019	2020	2021	2022 Projected
Meter Change out	780	226	266	162	120
Meter Repairs	40	150	60	50	40
Valve Exercising	50	963	0	0	0
Monthly Hydrant Flushing	21	20	20	20	20
Hydrant Repairs	30	51	36	57	25
One Call Locates	1450	1768	2199	1655	1700
Water Leak Repairs	80	55	54	72	60
Complaint Calls	300	691	190	201	175
Hydrant Maintenance	0	775	370	14	25

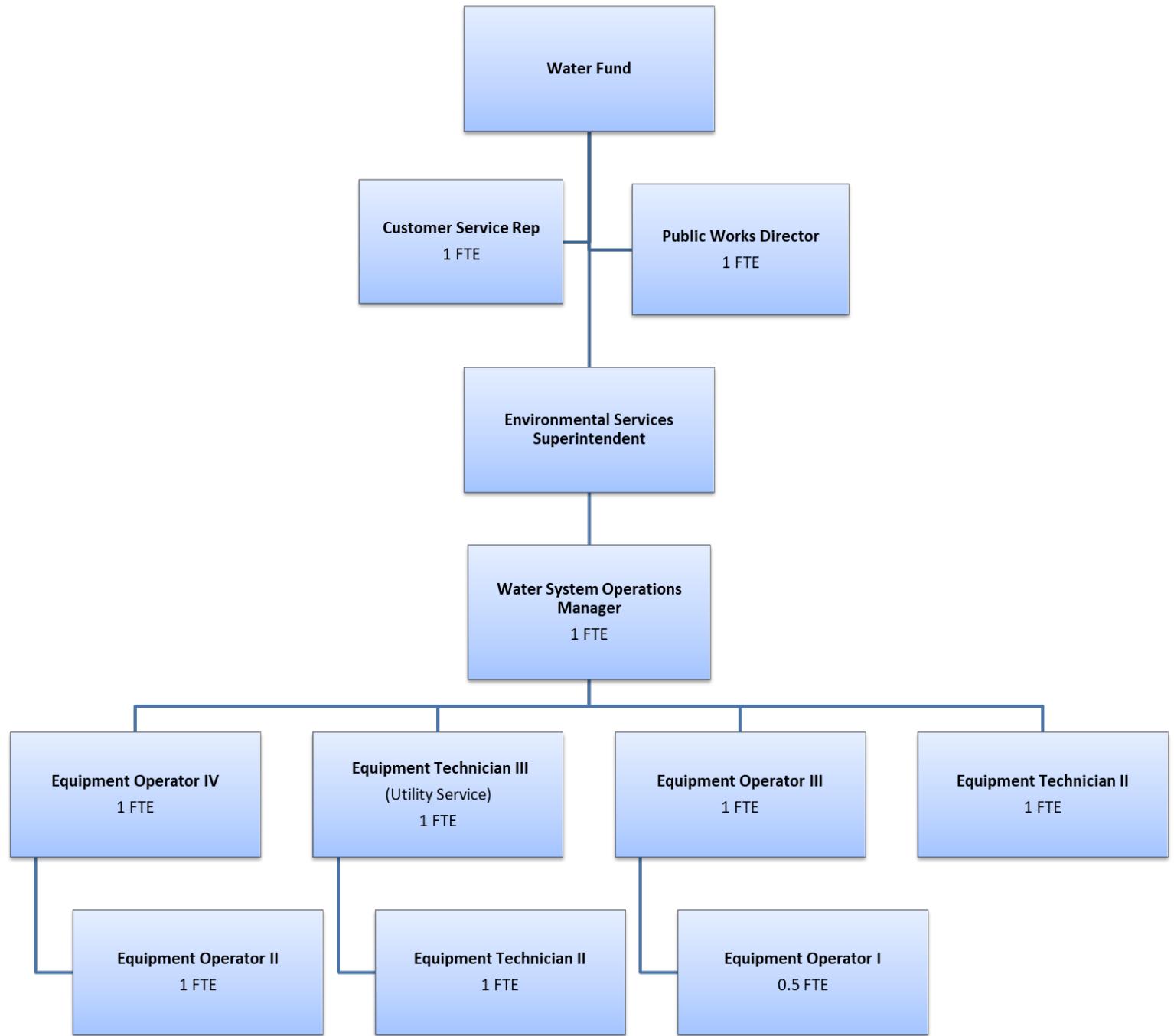
## Previous Years' Goals:

- I. Goal: Improve customer satisfaction and increase system reliability.  
Status: Ongoing
- II. Goal: Conduct a comprehensive water cost of service and rate design study.  
Status: Complete.

## Water Fund Revenue and Expense by Category

Water Fund	2021 Actuals	2022 Budget	2022 Estimated	2023 Budget
<b>Revenues</b>				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$2,374	\$0	\$0	\$0
Service Charges	\$1,740,457	\$1,752,000	\$1,736,303	\$1,752,000
Rentals	\$0	\$0	\$0	\$0
Licenses and Permits	\$30,400	\$25,000	\$28,550	\$25,000
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	-\$43,228	\$5,525	\$12,092	\$5,650
Internal Service Revenue	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$1,730,003</b>	<b>\$1,782,525</b>	<b>\$1,776,945</b>	<b>\$1,782,650</b>
<b>Expenses</b>				
Personnel	\$519,549	\$600,018	\$545,068	\$660,810
Capital	\$336,232	\$255,877	\$132,259	\$485,161
Debt	\$23,305	\$158,231	\$155,427	\$158,729
Grants	\$0	\$0	\$0	\$0
Utilities	\$217,537	\$205,700	\$215,005	\$214,950
Professional Services	\$316,294	\$297,583	\$256,508	\$268,954
Supplies and Materials	\$139,270	\$151,280	\$109,063	\$204,980
Tools, Equipment, and Vehicles	\$45,910	\$65,200	\$58,446	\$71,000
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$154,828	\$193,831	\$194,828	\$218,883
<b>Total Expenses</b>	<b>\$1,752,925</b>	<b>\$1,927,720</b>	<b>\$1,666,604</b>	<b>\$2,283,467</b>

## Water Organizational Chart



87 - 200 - Water Operation		Account	FY2021	FY2022	FY2022	FY2023
Fund	Account	Name	Budget	Budget	Estimated Ending	Proposed
	874_3000_012	Customer Billing	1,700,000	1,700,000	1,685,530	1,700,000
	874_3000_013	Penalties	20,000	20,000	18,819	20,000
	874_3000_016	Facility Impact	5,000	8,000	11,900	8,000
	874_3000_017	PWSD #3 Special Meter	0	0	83	0
	874_3000_021	Lease Agreement-Towers	24,000	24,000	19,972	24,000
	<b>Total Service</b>		<b>1,749,000</b>	<b>1,752,000</b>	<b>1,736,303</b>	<b>1,752,000</b>
	<b>Total Rental</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	874_3010_001	Misc-Bond Proceeds	527,000	0	0	0
	874_3010_003	Misc-Interest Income	2,500	0	0	0
	874_3010_004	Misc-Investment Income	0	3,750	4,217	3,750
	874_3010_006	Misc-Miscellaneous	0	1,500	2,158	1,500
	874_3010_008	Misc-Gain/Loss-Asset Disposal	0	0	1,688	0
	874_3010_012	Misc-Purchasing Card Rebate	150	275	686	400
	874_3010_014	Misc-Insurance Recoveries	0	0	1,243	0
	874_3010_015	Misc-Recoveries	0	0	2,100	0
	<b>Total</b>		<b>529,650</b>	<b>5,525</b>	<b>12,092</b>	<b>5,650</b>
	<b>Total Service</b>		<b>2,278,650</b>	<b>1,757,525</b>	<b>1,748,395</b>	<b>1,757,650</b>
	874_4005_003	Permits-Water	15,000	25,000	28,550	25,000
	<b>Total Permit</b>		<b>15,000</b>	<b>25,000</b>	<b>28,550</b>	<b>25,000</b>
	<b>Total License &amp;</b>		<b>15,000</b>	<b>25,000</b>	<b>28,550</b>	<b>25,000</b>
	<b>Total Revenues</b>		<b>2,293,650</b>	<b>1,782,525</b>	<b>1,776,945</b>	<b>1,782,650</b>
	875_1000_001	Fulltime Salary	257,370	195,835	211,545	214,884
	875_1000_004	On Call	0	5,931	1,516	1,516
	875_1000_005	Fulltime Overtime	10,983	2,000	3,460	2,762
	875_1000_006	Part Time Overtime	0	0	0	0
	875_1000_010	PREMIUM PAY	0	0	250	
	<b>Total Salaries -</b>		<b>268,353</b>	<b>203,766</b>	<b>216,770</b>	<b>219,161</b>
	875_1005_001	Health Premium-Employee	15,792	15,792	4,795	8,340
	875_1005_002TF	Health Premium-Family	67,401	55,638	64,568	77,827
	875_1005_003	Dental Premium-Employee	600	600	911	300
	875_1005_004TF	Dental Premium-Family	3,079	2,779	1,238	3,506
	875_1010_001	Life Insurance	333	230	256	230
	<b>Total Benefits -</b>		<b>87,206</b>	<b>75,040</b>	<b>71,768</b>	<b>90,203</b>

87 - 200 - Water Operation			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	875_1015_001	Lagers-General	30,064	20,418	26,608	22,290
	875_1015_004	Deferred Comp-Employer	3,250	2,048	3,292	4,810
	<b>Total Benefits -</b>		<b>33,314</b>	<b>22,465</b>	<b>29,900</b>	<b>27,100</b>
	875_1020_001	FICA-Employer	10,799	11,451	12,278	12,633
	875_1020_002	Medicare-Employer	2,526	2,678	2,871	2,954
	875_1020_003	Unemployment Compensation	1,179	1,847	2,107	2,038
	875_1020_004	Workman's Compensation	11,233	11,318	12,578	12,272
	<b>Total Payroll</b>		<b>25,737</b>	<b>27,294</b>	<b>29,835</b>	<b>29,897</b>
	875_1025_001	Employee-Uniforms	5,250	4,500	1,777	3,500
	875_1025_002	Employee-	500	500	208	500
	875_1025_004	Employee-Travel/Hotel	1,500	1,500	123	1,500
	875_1025_005	Employee-Training	3,000	3,000	633	3,000
	875_1025_007	Employee-Bonds	200	200	175	200
	<b>Total Employee</b>		<b>10,450</b>	<b>9,700</b>	<b>2,916</b>	<b>8,700</b>
	<b>Total Personnel</b>		<b>425,060</b>	<b>338,265</b>	<b>351,189</b>	<b>375,061</b>
	875_2005_000	Capital Exp-Land and	143,500	176,000	26,679	259,000
	875_2010_000	Capital Exp-Building and	527,000	0	0	128,125
	875_2015_000	Capital Exp-Furniture and Fixtures	7,152	31,877	1,050	8,536
	875_2020_000	Capital Exp-Machinery and	60,000	48,000	77,291	89,500
	875_2025_000	Capital Exp-Vehicles	0	0	27,239	0
	<b>Total Capital</b>		<b>737,652</b>	<b>255,877</b>	<b>132,259</b>	<b>485,161</b>
	875_3005_000	Debt-COPS	123,527	142,436	139,632	142,933
	875_3020_000	Debt-Lease Purchase	15,795	15,795	15,795	15,795
	875_3020_001	Contra- Debt Lease Purchase	0	0	(0)	0
	<b>Total Debt</b>		<b>139,322</b>	<b>158,231</b>	<b>155,427</b>	<b>158,729</b>
	875_5000_001	Utilities-Electric	200,000	200,000	210,314	210,000
	875_5015_001	Utilities-Cell Phones	1,400	2,350	2,350	2,350
	875_5020_002	Utilities-Internet Mobile	1,500	1,600	1,440	1,600
	<b>Total Utilities</b>		<b>202,900</b>	<b>203,950</b>	<b>214,105</b>	<b>213,950</b>
	875_6000_001	Prof Services-Legal	5,000	5,000	5,418	5,000
	875_6000_002	Prof Services-Engineering	10,000	0	62	0
	875_6000_007	Prof Services-Toxicology Testing	150	150	121	150
	875_6000_008	Prof Services-MSHP Background	150	150	0	150
	875_6000_009	Prof Services-Collection Agency	1,500	1,500	1,900	1,500

87 - 200 - Water Operation			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	875_6000_011	Prof Services-Dues/License	8,500	8,500	2,800	8,500
	875_6000_013	Prof Service-Studies	70,000	45,000	16,150	20,000
	875_6000_014	Prof Service-Events and Functions	0	0	167	0
	875_6000_015	Prof Service-Service Contracts	23,000	45,000	50,691	55,000
	875_6000_016	Prof Service-Taxes/Fees	40,000	20,000	24,438	20,000
	875_6000_017	Prof Service-PILOT	85,000	85,000	84,276	85,000
	875_6000_018	Prof Service-Damage Claims	2,500	500	650	500
	875_6000_019	Prof Service-Credit Card Fee	5,500	7,000	8,209	8,000
	<b>Total</b>		<b>251,300</b>	<b>217,800</b>	<b>194,883</b>	<b>203,800</b>
	875_6005_001	Insurance-Vehicle	0	2,568	1,884	1,959
	875_6005_002	Insurance-Equipment	0	0	398	413
	875_6005_003	Insurance-Building & Property	0	14,706	17,565	18,268
	875_6005_005	Insurance-Earthquake	0	0	4,358	4,532
	875_6005_007	Insurance-City Government	0	7,220	7,403	7,700
	<b>Total Insurance</b>		<b>0</b>	<b>24,493</b>	<b>31,607</b>	<b>32,872</b>
	875_6010_001	Advertising-Public Notices	600	600	397	600
	875_6010_002	Advertising-Employee	250	250	0	200
	875_6010_003	Advertising-Print	700	700	0	400
	875_6010_006	Advertising-Radio	150	250	250	300
	<b>Total</b>		<b>1,700</b>	<b>1,800</b>	<b>646</b>	<b>1,500</b>
	875_6020_001	Software-Purchase	5,160	10,160	5,154	5,200
	875_6020_002	Software-Upgrade	0	4,050	0	0
	875_6020_003	Software-Agreement	11,580	33,045	19,044	20,000
	<b>Total Software -</b>		<b>16,740</b>	<b>47,255</b>	<b>24,198</b>	<b>25,200</b>
	<b>Total</b>		<b>269,740</b>	<b>291,348</b>	<b>251,334</b>	<b>263,372</b>
	875_7000_001	Supplies-Operational	5,000	5,200	4,888	5,200
	875_7000_002	Supplies-Computer Accessories	500	1,500	5,068	1,500
	875_7000_003	Supplies-Desk Accessories-Small	1,500	1,000	706	1,000
	875_7000_004	Supplies-Small Tools	1,500	0	0	0
	875_7005_001	Supplies-Printing	3,500	500	781	500
	875_7005_002	Supplies-Mailing	2,000	750	2,609	3,000
	875_7005_003	Supplies-Postage	500	150	191	200
	875_7005_004	Supplies-Paper	500	880	987	880
	875_7005_005	Supplies-Forms	500	100	0	0
	875_7005_006	Supplies-Promo-Education	500	0	0	0
	875_7010_003	Supplies-Break Room	2,600	3,000	2,684	3,000

87 - 200 - Water Operation			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	875_7010_004	Supplies-Chemicals	12,000	16,000	17,450	18,000
	875_7015_004	Supplies-Safety	2,700	2,700	2,960	2,700
	<b>Total Supplies</b>		<b>33,300</b>	<b>31,780</b>	<b>38,324</b>	<b>35,980</b>
	875_7500_001	Materials-Asphalt	5,000	0	3,145	0
	875_7510_003	Materials-Fittings	0	0	0	1,000
	875_7510_004	Materials-Hardware	0	0	0	2,000
	875_7510_005	Materials-Fixtures	0	0	0	8,000
	875_7530_001	Materials-Scada	0	0	0	5,000
	<b>Total Materials</b>		<b>5,000</b>	<b>0</b>	<b>3,145</b>	<b>16,000</b>
	875_8000_003	Tools-Supplies	3,000	3,000	3,455	3,000
	<b>Total Tools &amp;</b>		<b>3,000</b>	<b>3,000</b>	<b>3,455</b>	<b>3,000</b>
	875_8300_001	Equipment-Repair	5,500	5,500	2,350	5,500
	875_8300_002	Equipment-Maintenance	3,200	3,200	3,623	3,500
	875_8300_006	Equipment-Rental	0	10,000	2,500	5,000
	<b>Total</b>		<b>8,700</b>	<b>18,700</b>	<b>8,473</b>	<b>14,000</b>
	875_8600_001	Vehicle-Repair	2,000	2,000	3,554	2,000
	875_8600_002	Vehicle-Maintenance	2,000	2,000	1,545	2,000
	875_8600_005	Vehicle-Fuel	7,500	7,500	10,746	12,500
	<b>Total Vehicles</b>		<b>11,500</b>	<b>11,500</b>	<b>15,845</b>	<b>16,500</b>
	875_9910_000	Internal Service-Personnel	0	0	133,006	0
	87CommDev_In	Code Administration Allocation In	53,441	60,052	16,289	54,080
	87Garage_In	Garage Allocation In	54,289	41,097	12,332	56,043
	87IT_In	IT Allocation In	37,638	37,745	11,881	39,906
	87Facility_In	Facility Mgmt Allocation In	6,135	6,558	2,370	7,553
	87Janitorial_In	Janitorial Allocation In	4,816	5,977	2,022	6,446
	87Purchasing_In	Purchasing / Warehouse	51,569	42,402	16,929	54,855
	<b>Total Internal</b>		<b>207,888</b>	<b>193,831</b>	<b>194,828</b>	<b>218,883</b>
	<b>Total Other</b>		<b>207,888</b>	<b>193,831</b>	<b>194,828</b>	<b>218,883</b>
	<b>Total Expenses</b>		<b>2,044,062</b>	<b>1,506,482</b>	<b>1,368,386</b>	<b>1,800,635</b>
	<b>Change in</b>		<b>249,588</b>	<b>276,043</b>	<b>408,560</b>	<b>(17,985)</b>

## Water Maintenance and Distribution System

This fund manages expenses for operations and maintenance of the underground water distribution system.

**Fiscal Year 2021-2022 Accomplishments:** The following water service line extensions were completed. Cypress, Jessie, South lawn, Amy. Repaired water leaks identified in the water leak study.

### Fiscal Year 2023 Goals:

I. **Goal:** Manage and decrease distribution system water loss.

**Strategy:** Isolate areas of the distribution to help identify areas of water loss

**Budgetary Factor:** Availability of staff time and resources.

II. **Goal:** Increase system reliability.

**Strategy:** Rehabilitate or replace main lines, valves and fire hydrants identified through flushing, valve exercising and master plan. Sustain and review infrastructures on a five-year cycle.

**Budgetary Factor:** Staff, availability of funds

### Previous Years' Goals:

I. Goal: Manage and decrease distribution system water loss.

Status: Ongoing

II. Goal. Increase system reliability.

Status: Ongoing

87 - 205 - Water Maint. & Distribution System			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account	Estimated			
		Name	Budget	Budget	Ending	Proposed
875	1000_001	Fulltime Salary	144,536	142,222	112,420	155,681
875	1000_002	Part Time Salary	0	15,194	0	16,443
875	1000_004	On Call	0	5,725	1,228	1,228
875	1000_005	Fulltime Overtime	13,494	4,322	3,280	5,564
875	1000_006	Part Time Overtime	0	437	0	473
Total Salaries -			158,030	167,899	116,929	179,389
875	1005_001	Health Premium-Employee	7,896	15,792	8,191	16,680
875	1005_002TF	Health Premium-Family	38,313	20,988	21,401	22,387
875	1005_003	Dental Premium-Employee	300	600	694	600
875	1005_004TF	Dental Premium-Family	1,753	1,026	621	1,026
875	1010_001	Life Insurance	222	222	175	222
Total Benefits -			48,484	38,629	31,081	40,916

87 - 205 - Water Maint. & Distribution System			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	875_1015_001	Lagers-General	20,702	19,637	15,356	21,446
	875_1015_001IMP	Lagers-General - Imported	0	0	8,842	0
	875_1015_004	Deferred Comp-Employer	1,950	1,950	3,111	7,800
	875_1015_004IMP	Deferred Comp-Employer -	0	0	850	0
	<b>Total Benefits -</b>		<b>22,652</b>	<b>21,587</b>	<b>18,466</b>	<b>29,246</b>
	875_1020_001	FICA-Employer	6,096	9,547	6,801	10,699
	875_1020_002	Medicare-Employer	1,426	2,233	1,591	2,502
	875_1020_003	Unemployment Compensation	898	1,540	1,147	1,726
	875_1020_004	Workman's Compensation	11,233	11,318	12,545	12,272
	<b>Total Payroll</b>		<b>19,653</b>	<b>24,638</b>	<b>22,084</b>	<b>27,199</b>
	875_1025_001	Employee-Uniforms	5,500	6,000	5,199	6,000
	875_1025_002	Employee-	250	250	120	250
	875_1025_004	Employee-Travel/Hotel	1,500	750	0	750
	875_1025_005	Employee-Training	2,500	2,000	0	2,000
	<b>Total Employee</b>		<b>9,750</b>	<b>9,000</b>	<b>5,319</b>	<b>9,000</b>
	<b>Total Personnel</b>		<b>258,569</b>	<b>261,752</b>	<b>193,879</b>	<b>285,749</b>
	875_5015_001	Utilities-Cell Phones	1,000	1,000	420	500
	875_5020_002	Utilities-Internet Mobile	500	750	480	500
	<b>Total Utilities</b>		<b>1,500</b>	<b>1,750</b>	<b>900</b>	<b>1,000</b>
	875_6000_007	Prof Services-Toxicology Testing	150	150	46	150
	875_6000_008	Prof Services-MSHP Background	100	100	0	100
	<b>Total</b>		<b>250</b>	<b>250</b>	<b>46</b>	<b>250</b>
	875_6005_001	Insurance-Vehicle	0	4,166	4,609	4,794
	875_6005_002	Insurance-Equipment	0	738	518	539
	<b>Total Insurance</b>		<b>0</b>	<b>4,905</b>	<b>5,128</b>	<b>5,333</b>
	875_6020_003	Software-Agreement	1,080	1,080	0	0
	<b>Total Software -</b>		<b>1,080</b>	<b>1,080</b>	<b>0</b>	<b>0</b>
	<b>Total</b>		<b>1,330</b>	<b>6,235</b>	<b>5,174</b>	<b>5,583</b>
	875_7000_001	Supplies-Operational	1,000	1,000	361	1,000
	875_7000_002	Supplies-Computer Accessories	500	500	180	500
	875_7000_004	Supplies-Small Tools	0	0	156	0
	875_7015_004	Supplies-Safety	2,000	2,500	1,429	2,500

87 - 205 - Water Maint. & Distribution System			FY2021	FY2022	FY2022	FY2023
Fund	Account	Account	Estimated			
		Name	Budget	Budget	Ending	Proposed
<b>Total Supplies</b>			<b>3,500</b>	<b>4,000</b>	<b>2,126</b>	<b>4,000</b>
875_7500_001	Materials-Asphalt		20,000	20,000	7,831	15,000
875_7500_002	Materials-Rock		7,000	7,000	6,079	8,000
875_7500_003	Materials-Concrete		5,000	5,000	1,781	5,000
875_7500_004	Materials-Landscaping		5,000	5,000	323	5,000
875_7505_002	Materials-Pipe-PVC		2,500	2,500	2,109	5,000
875_7505_003	Materials-Pipe-Misc.		1,500	1,000	1,292	1,000
875_7510_003	Materials-Fittings		20,000	20,000	12,300	25,000
875_7510_004	Materials-Hardware		10,000	7,500	7,018	7,500
875_7510_005	Materials-Fixtures		20,000	21,000	11,948	21,000
875_7520_001	Materials-Meters		20,000	20,000	10,560	50,000
875_7525_001	Materials-Infrastructure		10,000	5,000	4,051	5,000
875_7530_001	Materials-Scada		1,500	1,500	175	1,500
<b>Total Materials</b>			<b>122,500</b>	<b>115,500</b>	<b>65,467</b>	<b>149,000</b>
875_8000_003	Tools-Supplies		2,500	2,500	1,539	2,500
<b>Total Tools &amp;</b>			<b>2,500</b>	<b>2,500</b>	<b>1,539</b>	<b>2,500</b>
875_8300_001	Equipment-Repair		7,500	5,000	5,417	5,500
875_8300_002	Equipment-Maintenance		6,000	6,000	7,345	7,500
875_8300_005	Equipment-Fuel		3,500	3,500	4,512	5,500
875_8300_006	Equipment-Rental		2,500	2,000	745	1,500
<b>Total</b>			<b>19,500</b>	<b>16,500</b>	<b>18,019</b>	<b>20,000</b>
875_8600_001	Vehicle-Repair		5,000	3,000	1,083	2,500
875_8600_002	Vehicle-Maintenance		6,000	6,000	4,161	6,000
875_8600_005	Vehicle-Fuel		5,500	4,000	5,872	6,500
<b>Total Vehicles</b>			<b>16,500</b>	<b>13,000</b>	<b>11,115</b>	<b>15,000</b>
875_9900_001	Contra Account-Other		0	0	0	0
<b>Total Expenses</b>			<b>425,899</b>	<b>421,237</b>	<b>298,220</b>	<b>482,832</b>
<b>Change in</b>			<b>(425,899)</b>	<b>(421,237)</b>	<b>(298,220)</b>	<b>(482,832)</b>

# Appendix



## Fiscal Year 2023 Salary Schedule

Grade	Position	Rates	Level I (Entry) Min/Max		Level II (Junior) Min/Max		Level III (Mid) Min/Max		Level IV (Senior) Min/Max	
L00	Front Desk/Concession Attendant	Annual	\$ 23,192.00	\$ 24,583.52	\$ 24,604.32	\$ 26,080.58	\$ 26,101.38	\$ 27,406.45	\$ 27,427.25	\$ 37,026.79
	Lifeguard I	Biweekly	\$ 892.00	\$ 945.52	\$ 946.32	\$ 1,003.10	\$ 1,003.90	\$ 1,054.09	\$ 1,054.89	\$ 1,424.11
	Seasonal Maintenance Worker	Hourly	\$ 11.15	\$ 11.82	\$ 11.83	\$ 12.54	\$ 12.55	\$ 13.18	\$ 13.19	\$ 17.80
		Overtime	\$ 16.73	\$ 17.73	\$ 17.74	\$ 18.81	\$ 18.82	\$ 19.76	\$ 19.78	\$ 26.70
L01	Custodian	Annual	\$ 24,542.44	\$ 26,014.99	\$ 26,035.79	\$ 27,597.93	\$ 27,618.73	\$ 28,999.67	\$ 29,020.47	\$ 39,177.63
	Lifeguard II	Biweekly	\$ 943.94	\$ 1,000.58	\$ 1,001.38	\$ 1,061.46	\$ 1,062.26	\$ 1,115.37	\$ 1,116.17	\$ 1,506.83
		Hourly	\$ 11.80	\$ 12.51	\$ 12.52	\$ 13.27	\$ 13.28	\$ 13.94	\$ 13.95	\$ 18.84
		Overtime	\$ 17.70	\$ 18.76	\$ 18.78	\$ 19.90	\$ 19.92	\$ 20.91	\$ 20.93	\$ 28.25
L02	BAC Pool Manager	Annual	\$ 26,366.24	\$ 27,948.21	\$ 27,969.01	\$ 29,647.15	\$ 29,667.95	\$ 31,151.35	\$ 31,172.15	\$ 42,082.40
	Maintenance/Operations Worker I	Biweekly	\$ 1,014.09	\$ 1,074.93	\$ 1,075.73	\$ 1,140.28	\$ 1,141.08	\$ 1,198.13	\$ 1,198.93	\$ 1,618.55
		Hourly	\$ 12.68	\$ 13.44	\$ 13.45	\$ 14.25	\$ 14.26	\$ 14.98	\$ 14.99	\$ 20.23
		Overtime	\$ 19.01	\$ 20.15	\$ 20.17	\$ 21.38	\$ 21.40	\$ 22.46	\$ 22.48	\$ 30.35
L03	Maintenance/Operations Worker II	Annual	\$ 28,370.16	\$ 30,072.37	\$ 30,093.17	\$ 31,898.76	\$ 31,919.56	\$ 33,515.54	\$ 33,536.34	\$ 45,274.06
		Biweekly	\$ 1,091.16	\$ 1,156.63	\$ 1,157.43	\$ 1,226.88	\$ 1,227.68	\$ 1,289.06	\$ 1,289.86	\$ 1,741.31
		Hourly	\$ 13.64	\$ 14.46	\$ 14.47	\$ 15.34	\$ 15.35	\$ 16.11	\$ 16.12	\$ 21.77
		Overtime	\$ 20.46	\$ 21.69	\$ 21.70	\$ 23.00	\$ 23.02	\$ 24.17	\$ 24.18	\$ 32.65
L04	Animal Control Officer	Annual	\$ 30,464.15	\$ 32,292.00	\$ 32,312.80	\$ 34,251.56	\$ 34,272.36	\$ 35,985.98	\$ 36,006.78	\$ 48,609.16
	Dispatcher I	Biweekly	\$ 1,171.70	\$ 1,242.00	\$ 1,242.80	\$ 1,317.37	\$ 1,318.17	\$ 1,384.08	\$ 1,384.88	\$ 1,869.58
	Fire Candidate Trainee	Hourly	\$ 14.65	\$ 15.52	\$ 15.53	\$ 16.47	\$ 16.48	\$ 17.30	\$ 17.31	\$ 23.37
	Maintenance/Operations Worker III	Overtime	\$ 21.97	\$ 23.29	\$ 23.30	\$ 24.70	\$ 24.72	\$ 25.95	\$ 25.97	\$ 35.05
L05	Clerk I	Annual	\$ 32,760.78	\$ 34,726.43	\$ 34,747.23	\$ 36,832.06	\$ 36,852.86	\$ 38,695.50	\$ 38,716.30	\$ 52,267.01
	Concrete Finisher I	Biweekly	\$ 1,260.03	\$ 1,335.63	\$ 1,336.43	\$ 1,416.62	\$ 1,417.42	\$ 1,488.29	\$ 1,489.09	\$ 2,010.27
	Equipment Operator I	Hourly	\$ 15.75	\$ 16.70	\$ 16.71	\$ 17.71	\$ 17.72	\$ 18.60	\$ 18.61	\$ 25.13
	Equipment Technician I	Overtime	\$ 23.63	\$ 25.04	\$ 25.06	\$ 26.56	\$ 26.58	\$ 27.91	\$ 27.92	\$ 37.69
L06	Community Service Liaison	Annual	\$ 35,237.54	\$ 37,351.79	\$ 37,372.59	\$ 39,614.95	\$ 39,635.75	\$ 41,617.54	\$ 41,638.34	\$ 56,211.75
	Clerk II	Biweekly	\$ 1,355.29	\$ 1,436.61	\$ 1,437.41	\$ 1,523.65	\$ 1,524.45	\$ 1,600.67	\$ 1,601.47	\$ 2,161.99
	Concrete Finisher II	Hourly	\$ 16.94	\$ 17.96	\$ 17.97	\$ 19.05	\$ 19.06	\$ 20.01	\$ 20.02	\$ 27.02
	Customer Service Representative	Overtime	\$ 25.41	\$ 26.94	\$ 26.95	\$ 28.57	\$ 28.58	\$ 30.01	\$ 30.03	\$ 40.54
L07	Equipment Operator II									
	Equipment Technician II									
	Security Officer I									
L07	Clerk III	Annual	\$ 37,871.91	\$ 40,144.23	\$ 40,165.03	\$ 42,574.93	\$ 42,595.73	\$ 44,725.51	\$ 44,746.31	\$ 60,407.52
	Concrete Finisher III	Biweekly	\$ 1,456.61	\$ 1,544.01	\$ 1,544.81	\$ 1,637.50	\$ 1,638.30	\$ 1,720.21	\$ 1,721.01	\$ 2,323.37
	Equipment Operator III	Hourly	\$ 18.21	\$ 19.30	\$ 19.31	\$ 20.47	\$ 20.48	\$ 21.50	\$ 21.51	\$ 29.04
	Equipment Technician III	Overtime	\$ 27.31	\$ 28.95	\$ 28.97	\$ 30.70	\$ 30.72	\$ 32.25	\$ 32.27	\$ 43.56
L08	Human Resource Coordinator									
	Inspector I									
	Inventory Specialist									
	Maintenance/Operations Worker V									
L08	Police Officer I									
	Promotion Event Coordinator									
	System Analyst									
L08	Accounting Technician I	Annual	\$ 40,708.93	\$ 43,151.46	\$ 43,172.26	\$ 45,762.60	\$ 45,783.40	\$ 48,072.57	\$ 48,093.37	\$ 64,926.05
	Assistant Parks Director	Biweekly	\$ 1,565.73	\$ 1,659.67	\$ 1,660.47	\$ 1,760.10	\$ 1,760.90	\$ 1,848.94	\$ 1,849.74	\$ 2,497.16
	Clerk IV	Hourly	\$ 19.57	\$ 20.75	\$ 20.76	\$ 22.00	\$ 22.01	\$ 23.11	\$ 23.12	\$ 31.21
	Concrete Finisher IV	Overtime	\$ 29.36	\$ 31.12	\$ 31.13	\$ 33.00	\$ 33.02	\$ 34.67	\$ 34.68	\$ 46.82
L08	Equipment Operator IV									
	Equipment Technician IV									
	Inspector II									
	Police Officer II									
L08	System Administrator									
L09	Accounting Technician II	Annual	\$ 43,771.10	\$ 46,397.37	\$ 46,418.17	\$ 49,203.26	\$ 49,224.06	\$ 51,685.26	\$ 51,706.06	\$ 69,803.19
	Apprentice Lineman I	Biweekly	\$ 1,683.50	\$ 1,784.51	\$ 1,785.31	\$ 1,892.43	\$ 1,893.23	\$ 1,987.89	\$ 1,988.69	\$ 2,684.74
	Codes Administration Representative	Hourly	\$ 21.04	\$ 22.31	\$ 22.32	\$ 23.66	\$ 23.67	\$ 24.85	\$ 24.86	\$ 33.56
	Concrete Finisher V	Overtime	\$ 31.57	\$ 33.46	\$ 33.47	\$ 35.48	\$ 35.50	\$ 37.27	\$ 37.29	\$ 50.34
L09	Equipment Operator V									
	Equipment Technician V									
	Inspector III									
	Police Sergeant I									
L09	Purchasing Agent									

## Fiscal Year 2023 Salary Schedule

Grade	Position	Rates	Level I (Entry) Min/Max		Level II (Junior) Min/Max		Level III (Mid) Min/Max		Level IV (Senior) Min/Max	
L10	Accounting Technician III	Annual	\$ 47,035.92	\$ 49,858.08	\$ 49,878.88	\$ 52,871.61	\$ 52,892.41	\$ 55,537.03	\$ 55,557.83	\$ 75,003.07
	Airport Supervisor	Biweekly	\$ 1,809.07	\$ 1,917.62	\$ 1,918.42	\$ 2,033.52	\$ 2,034.32	\$ 2,136.04	\$ 2,136.84	\$ 2,884.73
	Apprentice Lineman II	Hourly	\$ 22.61	\$ 23.97	\$ 23.98	\$ 25.42	\$ 25.43	\$ 26.70	\$ 26.71	\$ 36.06
	Chief Communications Officer	Overtime	\$ 33.92	\$ 35.96	\$ 35.97	\$ 38.13	\$ 38.14	\$ 40.05	\$ 40.07	\$ 54.09
	Deputy City Clerk									
	Inspector III									
	Police Sergeant II									
	Public Information Officer									
	Utility Operations Supervisor									
L11	Accounting Technician IV	Annual	\$ 50,570.94	\$ 53,605.19	\$ 53,625.99	\$ 56,843.55	\$ 56,864.35	\$ 59,707.57	\$ 59,728.37	\$ 80,633.30
	Apprentice Lineman III	Biweekly	\$ 1,945.04	\$ 2,061.74	\$ 2,062.54	\$ 2,186.29	\$ 2,187.09	\$ 2,296.44	\$ 2,297.24	\$ 3,101.28
	Human Resource Manager	Hourly	\$ 24.31	\$ 25.77	\$ 25.78	\$ 27.33	\$ 27.34	\$ 28.71	\$ 28.72	\$ 38.77
	Network Manager	Overtime	\$ 36.47	\$ 38.66	\$ 38.67	\$ 40.99	\$ 41.01	\$ 43.06	\$ 43.07	\$ 58.15
	Police Lieutenant									
	Planning and Zoning Manager									
L12	Apprentice Lineman IV	Annual	\$ 54,353.62	\$ 57,614.84	\$ 57,635.64	\$ 61,093.78	\$ 61,114.58	\$ 64,170.31	\$ 64,191.11	\$ 86,658.00
	Operations Manager	Biweekly	\$ 2,090.52	\$ 2,215.96	\$ 2,216.76	\$ 2,349.76	\$ 2,350.56	\$ 2,468.09	\$ 2,468.89	\$ 3,333.00
		Hourly	\$ 26.13	\$ 27.70	\$ 27.71	\$ 29.37	\$ 29.38	\$ 30.85	\$ 30.86	\$ 41.66
		Overtime	\$ 39.20	\$ 41.55	\$ 41.56	\$ 44.06	\$ 44.07	\$ 46.28	\$ 46.29	\$ 62.49
L13	Journeyman Lineman I	Annual	\$ 58,451.54	\$ 61,958.63	\$ 61,979.43	\$ 65,698.19	\$ 65,718.99	\$ 69,004.94	\$ 69,025.74	\$ 93,184.75
	Tourism Director	Biweekly	\$ 2,248.14	\$ 2,383.02	\$ 2,383.82	\$ 2,526.85	\$ 2,527.65	\$ 2,654.04	\$ 2,654.84	\$ 3,584.03
		Hourly	\$ 28.10	\$ 29.79	\$ 29.80	\$ 31.59	\$ 31.60	\$ 33.18	\$ 33.19	\$ 44.80
		Overtime	\$ 42.15	\$ 44.68	\$ 44.70	\$ 47.38	\$ 47.39	\$ 49.76	\$ 49.78	\$ 67.20
L14	Code Administrator	Annual	\$ 62,819.64	\$ 66,588.82	\$ 66,609.62	\$ 70,606.20	\$ 70,627.00	\$ 74,158.35	\$ 74,179.15	\$ 100,141.85
	Deputy Fire Chief	Biweekly	\$ 2,416.14	\$ 2,561.11	\$ 2,561.91	\$ 2,715.62	\$ 2,716.42	\$ 2,852.24	\$ 2,853.04	\$ 3,851.61
	Environmental Services Superintendent	Hourly	\$ 30.20	\$ 32.01	\$ 32.02	\$ 33.95	\$ 33.96	\$ 35.65	\$ 35.66	\$ 48.15
	Journeyman Lineman II	Overtime	\$ 45.30	\$ 48.02	\$ 48.04	\$ 50.92	\$ 50.93	\$ 53.48	\$ 53.49	\$ 72.22
	Operations Specialist									
	Street Superintendent									
L15	City Clerk	Annual	\$ 67,525.48	\$ 71,577.01	\$ 71,597.81	\$ 75,893.68	\$ 75,914.48	\$ 79,710.21	\$ 79,731.01	\$ 107,636.86
	Electric Superintendent	Biweekly	\$ 2,597.13	\$ 2,752.96	\$ 2,753.76	\$ 2,918.99	\$ 2,919.79	\$ 3,065.78	\$ 3,066.58	\$ 4,139.88
	Human Resource Director	Hourly	\$ 32.46	\$ 34.41	\$ 34.42	\$ 36.49	\$ 36.50	\$ 38.32	\$ 38.33	\$ 51.75
	IT Director	Overtime	\$ 48.70	\$ 51.62	\$ 51.63	\$ 54.73	\$ 54.75	\$ 57.48	\$ 57.50	\$ 77.62
	Parks Director									
L16	Director of Finance	Annual	\$ 72,591.58	\$ 76,947.08	\$ 76,967.88	\$ 81,585.95	\$ 81,606.75	\$ 85,687.09	\$ 85,707.89	\$ 115,705.65
	Fire Chief	Biweekly	\$ 2,791.98	\$ 2,959.50	\$ 2,960.30	\$ 3,137.92	\$ 3,138.72	\$ 3,295.66	\$ 3,296.46	\$ 4,450.22
	Police Chief	Hourly	\$ 34.90	\$ 36.99	\$ 37.00	\$ 39.22	\$ 39.23	\$ 41.20	\$ 41.21	\$ 55.63
	Public Works Director	Overtime	\$ 52.35	\$ 55.49	\$ 55.51	\$ 58.84	\$ 58.85	\$ 61.79	\$ 61.81	\$ 83.44
L17		Annual	\$ 78,040.46	\$ 82,722.88	\$ 82,743.68	\$ 87,708.30	\$ 87,729.10	\$ 92,115.56	\$ 92,136.36	\$ 124,384.09
		Biweekly	\$ 3,001.56	\$ 3,181.65	\$ 3,182.45	\$ 3,373.40	\$ 3,374.20	\$ 3,542.91	\$ 3,543.71	\$ 4,784.00
		Hourly	\$ 37.52	\$ 39.77	\$ 39.78	\$ 42.17	\$ 42.18	\$ 44.29	\$ 44.30	\$ 59.80
		Overtime	\$ 56.28	\$ 59.66	\$ 59.67	\$ 63.25	\$ 63.27	\$ 66.43	\$ 66.44	\$ 89.70
L18		Annual	\$ 83,827.07	\$ 88,856.69	\$ 88,877.49	\$ 94,210.14	\$ 94,230.94	\$ 98,942.49	\$ 98,963.29	\$ 133,600.44
		Biweekly	\$ 3,224.12	\$ 3,417.57	\$ 3,418.37	\$ 3,623.47	\$ 3,624.27	\$ 3,805.48	\$ 3,806.28	\$ 5,138.48
		Hourly	\$ 40.30	\$ 42.72	\$ 42.73	\$ 45.29	\$ 45.30	\$ 47.57	\$ 47.58	\$ 64.23
		Overtime	\$ 60.45	\$ 64.08	\$ 64.09	\$ 67.94	\$ 67.96	\$ 71.35	\$ 71.37	\$ 96.35
L19		Annual	\$ 90,199.10	\$ 95,611.04	\$ 95,631.84	\$ 101,369.75	\$ 101,390.55	\$ 106,460.08	\$ 106,480.88	\$ 143,749.19
		Biweekly	\$ 3,469.20	\$ 3,677.35	\$ 3,678.15	\$ 3,898.84	\$ 3,899.64	\$ 4,094.62	\$ 4,095.42	\$ 5,528.81
		Hourly	\$ 43.36	\$ 45.97	\$ 45.98	\$ 48.74	\$ 48.75	\$ 51.18	\$ 51.19	\$ 69.11
		Overtime	\$ 65.05	\$ 68.95	\$ 68.97	\$ 73.10	\$ 73.12	\$ 76.77	\$ 76.79	\$ 103.67
L20		Annual	\$ 96,953.90	\$ 102,771.13	\$ 102,791.93	\$ 108,959.45	\$ 108,980.25	\$ 114,429.26	\$ 114,450.06	\$ 154,507.58
		Biweekly	\$ 3,729.00	\$ 3,952.74	\$ 3,953.54	\$ 4,190.75	\$ 4,191.55	\$ 4,401.13	\$ 4,401.93	\$ 5,942.60
		Hourly	\$ 46.61	\$ 49.41	\$ 49.42	\$ 52.38	\$ 52.39	\$ 55.01	\$ 55.02	\$ 74.28
		Overtime	\$ 69.92	\$ 74.11	\$ 74.13	\$ 78.58	\$ 78.59	\$ 82.52	\$ 82.54	\$ 111.42

## Fiscal Year 2023 Fire Salary Schedule

Grade	Position	Rates	Level I (Entry) Min/Max		Level II (Junior) Min/Max		Level III (Mid) Min/Max		Level IV (Senior) Min/Max	
F00	Fire Candidate I (FF 1 & 2 and MFR)	Annual	\$ 33,605.35	\$ 35,621.67	\$ 35,651.81	\$ 37,790.92	\$ 37,821.06	\$ 39,712.11	\$ 39,742.25	\$ 53,652.04
		Biweekly	\$ 1,292.51	\$ 1,370.06	\$ 1,371.22	\$ 1,453.50	\$ 1,454.66	\$ 1,527.39	\$ 1,528.55	\$ 2,063.54
		Hourly	\$ 11.15	\$ 11.82	\$ 11.83	\$ 12.54	\$ 12.55	\$ 13.18	\$ 13.19	\$ 17.80
		Overtime	\$ 16.72	\$ 17.73	\$ 17.74	\$ 18.81	\$ 18.82	\$ 19.76	\$ 19.78	\$ 26.70
F01	Fire Candidate II (EMT but no FF 1 or 2)	Annual	\$35,562.94	\$37,696.72	\$37,726.86	\$39,990.47	\$40,020.61	\$42,021.64	\$42,051.78	\$ 56,769.90
		Biweekly	\$ 1,367.81	\$ 1,449.87	\$ 1,451.03	\$ 1,538.09	\$ 1,539.25	\$ 1,616.22	\$ 1,617.38	\$ 2,183.46
		Hourly	\$ 11.80	\$ 12.51	\$ 12.52	\$ 13.27	\$ 13.28	\$ 13.94	\$ 13.95	\$ 18.84
		Overtime	\$ 17.70	\$ 18.76	\$ 18.78	\$ 19.90	\$ 19.92	\$ 20.91	\$ 20.93	\$ 28.25
F02	Firefighter/EMT	Annual	\$38,205.69	\$40,498.03	\$40,528.17	\$42,959.86	\$42,990.00	\$45,139.50	\$45,169.64	\$ 60,979.02
		Biweekly	\$ 1,469.45	\$ 1,557.62	\$ 1,558.78	\$ 1,652.30	\$ 1,653.46	\$ 1,736.13	\$ 1,737.29	\$ 2,345.35
		Hourly	\$ 12.68	\$ 13.44	\$ 13.45	\$ 14.25	\$ 14.26	\$ 14.98	\$ 14.99	\$ 20.23
		Overtime	\$ 19.01	\$ 20.15	\$ 20.17	\$ 21.38	\$ 21.40	\$ 22.46	\$ 22.48	\$ 30.35
F03	Firefighter/Paramedic	Annual	\$41,109.45	\$43,576.02	\$43,606.16	\$46,222.53	\$46,252.67	\$48,565.30	\$48,595.44	\$ 65,603.85
		Biweekly	\$ 1,581.13	\$ 1,676.00	\$ 1,677.16	\$ 1,777.79	\$ 1,778.95	\$ 1,867.90	\$ 1,869.06	\$ 2,523.22
		Hourly	\$ 13.64	\$ 14.46	\$ 14.47	\$ 15.34	\$ 15.35	\$ 16.11	\$ 16.12	\$ 21.77
		Overtime	\$ 20.46	\$ 21.69	\$ 21.70	\$ 23.00	\$ 23.02	\$ 24.17	\$ 24.18	\$ 32.65
F04	Fire Lieutenant/EMT	Annual	\$44,143.72	\$46,792.35	\$46,822.49	\$49,631.83	\$49,661.97	\$52,145.07	\$52,175.21	\$ 70,436.54
		Biweekly	\$ 1,697.84	\$ 1,799.71	\$ 1,800.86	\$ 1,908.92	\$ 1,910.08	\$ 2,005.58	\$ 2,006.74	\$ 2,709.10
		Hourly	\$ 14.65	\$ 15.52	\$ 15.53	\$ 16.47	\$ 16.48	\$ 17.30	\$ 17.31	\$ 23.37
		Overtime	\$ 21.97	\$ 23.29	\$ 23.30	\$ 24.70	\$ 24.72	\$ 25.95	\$ 25.97	\$ 35.05
F05	Fire Lieutenant/Paramedic	Annual	\$47,471.63	\$50,319.93	\$50,350.07	\$53,371.07	\$53,401.21	\$56,071.27	\$56,101.41	\$ 75,736.91
		Biweekly	\$ 1,825.83	\$ 1,935.38	\$ 1,936.54	\$ 2,052.73	\$ 2,053.89	\$ 2,156.59	\$ 2,157.75	\$ 2,912.96
		Hourly	\$ 15.75	\$ 16.70	\$ 16.71	\$ 17.71	\$ 17.72	\$ 18.60	\$ 18.61	\$ 25.13
		Overtime	\$ 23.63	\$ 25.04	\$ 25.06	\$ 26.56	\$ 26.58	\$ 27.91	\$ 27.92	\$ 37.69
F06	Fire Captain/EMT	Annual	\$51,060.55	\$54,124.18	\$54,154.32	\$57,403.58	\$60,447.72	\$63,470.11	\$63,500.25	\$ 85,725.34
		Biweekly	\$ 1,963.87	\$ 2,081.70	\$ 2,082.86	\$ 2,207.83	\$ 2,324.91	\$ 2,441.16	\$ 2,442.32	\$ 3,297.13
		Hourly	\$ 16.94	\$ 17.96	\$ 17.97	\$ 19.05	\$ 20.06	\$ 21.06	\$ 21.07	\$ 28.44
		Overtime	\$ 25.41	\$ 26.94	\$ 26.95	\$ 28.57	\$ 30.08	\$ 31.59	\$ 31.60	\$ 42.66
F07	Fire Captain/Paramedic	Annual	\$54,877.86	\$58,170.53	\$58,200.67	\$61,692.71	\$61,722.85	\$64,808.99	\$64,839.13	\$ 87,532.83
		Biweekly	\$ 2,110.69	\$ 2,237.33	\$ 2,238.49	\$ 2,372.80	\$ 2,373.96	\$ 2,492.65	\$ 2,493.81	\$ 3,366.65
		Hourly	\$ 18.21	\$ 19.30	\$ 19.31	\$ 20.47	\$ 20.48	\$ 21.50	\$ 21.51	\$ 29.04
		Overtime	\$ 27.31	\$ 28.95	\$ 28.97	\$ 30.70	\$ 30.72	\$ 32.25	\$ 32.27	\$ 43.56
F08		Annual	\$58,988.80	\$62,528.13	\$62,558.27	\$66,311.77	\$66,341.91	\$69,659.00	\$69,689.14	\$ 94,080.34
		Biweekly	\$ 2,268.80	\$ 2,404.93	\$ 2,406.09	\$ 2,550.45	\$ 2,551.61	\$ 2,679.19	\$ 2,680.35	\$ 3,618.47
		Hourly	\$ 19.57	\$ 20.75	\$ 20.76	\$ 22.00	\$ 22.01	\$ 23.11	\$ 23.12	\$ 31.21
		Overtime	\$ 29.36	\$ 31.12	\$ 31.13	\$ 33.00	\$ 33.02	\$ 34.67	\$ 34.68	\$ 46.82
F09		Annual	\$63,426.01	\$67,231.57	\$67,261.71	\$71,297.42	\$71,327.56	\$74,893.93	\$74,924.07	\$ 101,147.50
		Biweekly	\$ 2,439.46	\$ 2,585.83	\$ 2,586.99	\$ 2,742.21	\$ 2,743.37	\$ 2,880.54	\$ 2,881.70	\$ 3,890.29
		Hourly	\$ 21.04	\$ 22.31	\$ 22.32	\$ 23.66	\$ 23.67	\$ 24.85	\$ 24.86	\$ 33.56
		Overtime	\$ 31.57	\$ 33.46	\$ 33.47	\$ 35.48	\$ 35.50	\$ 37.27	\$ 37.29	\$ 50.34
F10		Annual	\$68,156.86	\$72,246.27	\$72,276.41	\$76,613.00	\$76,643.14	\$80,475.30	\$80,505.44	\$ 108,682.34
		Biweekly	\$ 2,621.42	\$ 2,778.70	\$ 2,779.86	\$ 2,946.65	\$ 2,947.81	\$ 3,095.20	\$ 3,096.36	\$ 4,180.09
		Hourly	\$ 22.61	\$ 23.97	\$ 23.98	\$ 25.42	\$ 25.43	\$ 26.70	\$ 26.71	\$ 36.06
		Overtime	\$ 33.92	\$ 35.96	\$ 35.97	\$ 38.13	\$ 38.14	\$ 40.05	\$ 40.07	\$ 54.09

Capital Improvement Program Summary FY2023-FY2028							
Capital Project ID	Project Name	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028
01-FDE-001-21	Confined Space Rescue Breathing System		18,000				
01-FDX-001-23	Replace Nozzles						20,000
<b>Total Fire Department</b>		<b>\$0</b>	<b>\$18,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$20,000</b>
22-PDA-001-18	WAVE Upgrade		5,000				
<b>Total Police Department</b>		<b>\$0</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
01-FIN-001-19	Replace Existing Computer Systems		5,000	2,500			
<b>Total Finance Department</b>		<b>\$0</b>	<b>\$5,000</b>	<b>\$2,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
03-FDE-001-23	Thermal Imaging Cameras	14,000					
03-FDE-001-25	Replacement of 2012 F-550 Brush Truck			85,000			
03-FDE-001-26	Replacement of 2006 Heavy Rescue				400,000		
03-FDE-001-28	100 Ft. Platform Ladder Truck						1,400,000
03-FDX-001-21	Furniture	6,000					
03-FDX-002-21	Public Safety Building Equipment/Furniture	352,962					
<b>Total Fire Public Safety</b>		<b>\$372,962</b>	<b>\$0</b>	<b>\$85,000</b>	<b>\$400,000</b>	<b>\$0</b>	<b>\$1,400,000</b>
01-PDA-001-19	Field Investigation Hardware and Software	9,000					
01-PDA-003-18	Replace Existing Computer Systems	16,000	16,000	16,000	16,000	16,000	16,000
03-PDA-001-23	Vest Replacement (Soft Body Armor)	5,000	5,000	5,000	5,000	5,000	5,000
03-PDA-002-23	Animal Control Slide In Box	15,000					
03-PDA-003-23	Pick Up Truck for the detective's unit	45,000					
03-PDA-004-23	Taser X2 Replacement	7,500	7,500	7,500	7,500	7,500	7,500
03-PDA-005-23	Wi-fi & radio for schools	100,000					
03-PDX-001-21	IP Camera Solution	16,000					
05-PDX-001-22	License Plate Readers	34,000					
22-PDA-003-15	Patrol Cars		264,000	204,000			
99-ITS-005-22	Printer	7,000					
<b>Total Police Public Safety</b>		<b>\$254,500</b>	<b>\$292,500</b>	<b>\$232,500</b>	<b>\$28,500</b>	<b>\$28,500</b>	<b>\$21,000</b>
08-STR-001-26	Tekary Street		39,403				
08-STR-001-27	Timberwood Lane		58,299				58,299
08-STR-001-28	Cedarcrest Drive Improvements	31,752					
08-STR-002-26	Stella Street		36,728				
08-STR-002-27	Berrywood Drive		32,007				
08-STR-002-28	Bland Avenue Improvements						77,279
08-STR-003-26	Danielle Drive		58,756				
08-STR-003-27	Cranberry Lane		25,606				
08-STR-003-28	Cambridge Court Improvements						4,579
08-STR-004-24	Jefferson Avenue Sidewalk Improvements			330,000			
08-STR-004-25	Jefferson Avenue Sidewalk Improvements					491,400	491,400
08-STR-004-26	Ryan Street		58,344				
08-STR-004-27	Raspberry Drive		30,684				
08-STR-004-28	Lenz Drive Improvements						11,543
08-STR-005-20	Half Ton 4X4 Pickup Trucks	35,000					
08-STR-005-25	Fourth Street			655,000			
08-STR-005-26	Eastmont Drive		29,287				

Capital Improvement Program Summary FY2023-FY2028							
Capital Project ID	Project Name	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028
08-STR-005-27	Allison Lane			59,442			
08-STR-005-28	Minkler Avenue Improvements						16,160
08-STR-006-23	Hospital Drive Asphalt Overlay		118,400				
08-STR-006-25	Street Sweeper		300,000				
08-STR-006-26	West Fremont Sidewalk			90,000			
08-STR-006-27	Foxwood Court			24,691			24,691
08-STR-006-28	Parkhurst Drive Improvements						10,611
08-STR-007-23	Albert Street Improvements	8,179					
08-STR-007-25	Skid Steer Loader				70,000		70,000
08-STR-007-26	Beck Lane Improvements	62,000					
08-STR-007-27	Timberwood Court		25,148				
08-STR-007-28	North Street Improvements						16,128
08-STR-008-23	Marvin Avenue Improvements	26,942					
08-STR-008-24	Indian Creek Drive	104,629					
08-STR-008-26	Bethel Road Improvements		43,200				
08-STR-008-27	Zachary Drive	32,464					32,464
08-STR-008-28	Morris Avenue Improvements						17,798
08-STR-009-23	Mizer Street Improvements	22,235					
08-STR-009-24	Winsor Drive	32,021					
08-STR-009-26	Rolling Hills Road Improvements			147,600			
08-STR-009-27	East Bland Sidewalk		40,000				
08-STR-009-28	Spiller Street Improvements						53,118
08-STR-010-23	Barlow Street Improvements	11,445					
08-STR-010-24	Laclede Street	17,695					
08-STR-010-27	Washington Avenue Improvements				213,000		
08-STR-010-28	Booten Avenue Improvements	11,367					
08-STR-011-23	Dickinson Street Improvements	20,290					
08-STR-011-24	Crestline Street	7,202					
08-STR-011-25	Frank Avenue	16,289					
08-STR-011-27	Harwood Avenue Improvements				106,000		
08-STR-011-28	Fairfax Drive Improvements	58,811					
08-STR-012-23	Willow Lane	45,953					
08-STR-012-24	Ivey Lane	86,699					
08-STR-012-27	Tuscumbia Street Improvements				65,000		
08-STR-012-28	Olson Street Improvements	8,910					
08-STR-013-23	Nelson Drive	20,747					
08-STR-013-24	Ivey Lane Sidewalk		55,000				
08-STR-013-25	Deadra Drive		116,792				
08-STR-013-28	Babb Drive Improvements	32,792					
08-STR-014-23	Holly Street	45,782					
08-STR-014-24	Elm Street Sidewalk		44,500				
08-STR-014-25	Beck Lane Sidewalk			60,500		60,500	
08-STR-014-28	Cresent Drive Improvements	119,570					

Capital Improvement Program Summary FY2023-FY2028							
Capital Project ID	Project Name	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028
08-STR-015-23	Nelson Court (North)	8,841					
08-STR-015-24	Morgan Road Sidewalk		15,400				
08-STR-015-25	East Fremont Improvements			250,000			
08-STR-015-28	Millcreek Road Improvements	36,086					
08-STR-016-22	Jefferson Avenue Sidewalk Improvements			310,000			
08-STR-016-23	Greenwood Drive	22,405					
08-STR-016-24	Slate Street Sidewalk		13,200				
08-STR-016-28	Millcreek Court Improvements	17,451					
08-STR-017-17	Single Axle Dump Truck			120,000			
08-STR-017-23	Pine Street	11,317					
08-STR-017-28	Twin Maples Street Improvements	18,981					
08-STR-018-23	Trent Street	12,403					
08-STR-018-28	Twin Oaks Street Improvements	15,615					
08-STR-019-23	Dwight Street	38,091					
08-STR-019-28	Tandem Axle Dumptruck			200,000			
08-STR-020-23	Dickens Drive	22,428					
08-STR-021-23	Thomas Drive	21,476					
08-STR-022-23	Cedar Drive	20,795					
08-STR-023-22	New Buffalo Road Sidewalk	96,500					
08-STR-023-23	Ronald Drive	13,089					
08-STR-024-22	ADA Sidewalk Ramp Replacements	10,000	10,000	10,000	10,000	10,000	10,000
08-STR-024-23	Benage Drive	31,729					
08-STR-025-22	Computer Systems	5,000	5,000	5,000	5,000	5,000	5,000
08-STR-025-23	Fourth and Jefferson Intersection Improvements	150,000					
08-STR-026-23	Pedestrian crosswalk at Washington and Commercial	50,000					
08-STR-027-23	Jefferson and Fremont Intersection Signalization	50,000	300,000				
08-STR-028-23	Kansas Street Improvements	160,000					
08-STR-029-23	Dump Truck Snow Plow	8,500					
08-STR-030-23	One Ton Pickup Truck Snow Plow	5,000					
08-STR-23-21	Computer Systems	5,000		5,000			
99-ITX-001-21	SCALE Nodes	793					
<b>Total Street Operation</b>		<b>\$1,690,274</b>	<b>\$1,455,754</b>	<b>\$1,069,633</b>	<b>\$1,073,100</b>	<b>\$960,400</b>	<b>\$1,099,070</b>
01-SWC-001-19	Stormwater: Mountrose Beacon Branch		750,000				
01-SWC-001-20	Stormwater: Washington and North Park Manor			50,000	50,000	50,000	
01-SWC-001-23	Stormwater: West Fremont Improvements		10,000				
01-SWC-001-24	Stormwater: Kansas	572,000			25,000	25,000	
01-SWC-001-26	Stormwater: Magnetic Addition			200,000	200,000		
01-SWC-001-27	Stormwater: Old Town					575,000	
01-SWC-002-19	Stormwater: Springfield and Jackson		35,000				
01-SWC-002-21	Stormwater: Springfield and Jackson		25,000				
01-SWC-002-22	Stormwater: Highway YY and Raef Road Improvements		10,000				
01-SWC-002-23	Stormwater: Evergreen Improvements			25,000			
01-SWC-002-26	Stormwater: Rolling Hills Road			75,000			

Capital Improvement Program Summary FY2023-FY2028							
Capital Project ID	Project Name	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028
01-SWC-002-27	Stormwater: Tuscmibia					20,000	
01-SWC-003-18	Stormwater: Waterman Drive and Windsor Drive				25,000		
01-SWC-003-22	Stormwater: Washington and Park Manor					100,000	
01-SWC-004-23	Stormwater: Bland Rd.		450,000				
01-SWC-005-23	Stormwater: Marvin, Mizer, Barlow Area	5,000					
01-SWC-006-19	Stormwater: Hydraulic Engineering Study		50,000			50,000	50,000
01-SWC-006-23	Stormwater: Windsor	5,000					
01-SWC-007-23	Stormwater: Dwight Area	5,000					
16-SWC-008-23	Stormwater: Highway 64 Improvements	40,000					
<b>Total Stormwater Operation</b>		<b>\$627,000</b>	<b>\$500,000</b>	<b>\$770,000</b>	<b>\$435,000</b>	<b>\$445,000</b>	<b>\$700,000</b>
01-CCC-001-21	New Tables for Exhibition Hall	30,000					
01-CCC-001-21	Exhibition Hall Chairs		12,000	12,000	12,000	12,000	12,000
01-CCC-001-23	Telescopic Bleachers	12,166	12,166				
01-FDE-001-21	Firefighting Helmets	1,500					
01-FDE-001-22	Battery Powered PPV Fans	6,000		6,000			6,000
01-FDE-001-23	Rescue ropes and hooks	5,000					
01-FDE-002-18	Mobile Tablets	8,000					15,000
01-FDE-005-17	Improvements to Fire Station 1 Roof	25,000					
01-FDE-012-17	Station 1 Improvements	98,000					
01-FDE-012-17	Station 2 Improvements	110,000					
01-PDA-002-19	911 Hardware	4,000	4,000	4,000	4,000	4,000	4,000
01-SWC-004-14	Assessment and Restoration of Detention Facilities	5,000					
22-CAO-001-23	Replace City Hall lobby glass	5,000					
22-CAO-002-23	City Hall Roof Inspection and minor repair	4,000		4,000		4,000	
22-CAO-003-23	Paint Stuco and Sealing Brick	6,500					6,500
22-CAO-004-23	LED Lights - City Hall	4,000	4,000				
22-CCC-001-22	Replacement of Gas Fired Pool Heater		30,000				
22-CCC-002-21	Replace Multi Purpose Flooring			100,000			
22-CCC-002-22	Upgrade of UV System of CCC Pool			15,000			
22-CCC-002-23	City Wide signs	100,000					
22-CCC-003-21	Renovations - CCC/Wallace/Mills	78,700					
22-CCC-003-22	Rebuild Paddock Water Filter for CCC Pool		40,000				
22-CCC-003-23	Civic Center signage for events	100,000					
22-CCC-004-21	HVAC - City Hall, CCC	100,000	30,000	5,000	5,000		
22-CCC-004-22	Forklift	40,000					
22-FDE-001-17	Bunker Gear			72,000	72,000	35,000	
22-FDE-002-17	Mobile Traffic Light Control		18,000	18,000	18,000	18,000	18,000
22-FDE-003-14	Staff Vehicle			45,000			
22-FMS-005-20	Elm Street Christmas Decorations	6,000	6,000	6,000	6,000	6,000	6,000
22-PDA-001-23	Police Department Car Port	130,000					
99-ITS-001-21	City-wide Cameras	22,000					
99-ITX-001-21	SCALE Nodes	10,310					
<b>Total General Capital</b>		<b>\$911,176</b>	<b>\$86,166</b>	<b>\$285,000</b>	<b>\$117,000</b>	<b>\$116,000</b>	<b>\$102,500</b>

Capital Improvement Program Summary FY2023-FY2028							
Capital Project ID	Project Name	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028
08-STR-001-23	Hughes Center Asphalt	70,342					
08-STR-002-23	Sidewalks for Beck/Ivey	500,000					
08-STR-003-23	Goldenwood/Hwy 5 intersection and sidewalks	150,000					
<b>Total Street Capital</b>		<b>\$720,342</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
73-APT-001-21	T-Hanger/OTC Replacement Building	125,000					
<b>Total Airport Capital</b>		<b>\$125,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
22-DBD-001-23	Arches over Commercial Street	100,000					
22-DBD-002-23	Urban Park Downtown	200,000					
<b>Total Downtown Business District Capital</b>		<b>\$300,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
34-ARPA-001-23	City Hall Drive Thru	80,000					
34-ARPA-002-22	SCADA	345,000					
34-ARPA-002-23	South Hwy. 5 and Fremont Intersection Improvements	100,000	300,000				
<b>Total ARPA</b>		<b>\$525,000</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
99-ITX-001-21	SCALE Nodes	317					
<b>Total Tourism Capital</b>		<b>\$317</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
45-DTM-001-23	DTMP Roof Project	\$35,000					
<b>Total Detroit Tool Metal Products</b>		<b>\$35,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
22-CDC-001-22	Replacement of Cannon Plotter/Scanner			12,500			
22-CDC-002-21	Replacement of Network System	3,000	3,000	3,000	3,000	3,000	3,000
50-CDC-001-22	Grandview Subdivision	253,000					
50-CDC-001-23	Replacement of Inspectors I-Pads	4,500			2,550	2,550	2,550
50-CDC-002-23	Replacement of Network System	3,000	3,000	3,000	3,000	3,000	3,000
50-CDC-003-22	Flatwoods subdivision	473,700	149,300				
50-CDC-003-23	Drone	3,500					
50-CDC-004-22	Lexington Square	543,278					
50-CDC-004-23	Legacy Trails	652,000	650,000				
99-ITX-001-21	SCALE Nodes	1,110					
<b>Total Codes Administration</b>		<b>\$1,937,088</b>	<b>\$805,300</b>	<b>\$18,500</b>	<b>\$8,550</b>	<b>\$8,550</b>	<b>\$8,550</b>
60-GFM-001-18	Garage Exhaust Fan (Phase 2)		10,000				
60-GFM-001-21	Enclose Existing Garage Space		6,000				
60-GFM-005-19	Heavy Truck Scan Tool	5,000					
60-GFX-001-21	Garage Roll-Up Doors	54,400			38,000	38,000	38,000
60-GFX-002-21	Rolling Air/Hydraulic Jacks	20,000					
60-GFX-003-21	New Compressor in New Enclosed Room			3,000			
60-GFX-004-21	Floor Drain System				10,000		
99-ITX-001-21	SCALE Nodes	317					
<b>Total Garage</b>		<b>\$79,717</b>	<b>\$16,000</b>	<b>\$3,000</b>	<b>\$48,000</b>	<b>\$38,000</b>	<b>\$38,000</b>
60-PRW-001-24	Warehouse Gates		10,000				
<b>Total Warehouse</b>		<b>\$0</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
01-ITS-001-20	Replace Existing Computer Systems			2,500			
22-ITS-005-16	Mobile Data Tablets			5,000			
99-ITS-002-21	Switches	8,385					
<b>Total Information Technology</b>		<b>\$8,385</b>	<b>\$5,000</b>	<b>\$2,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Capital Improvement Program Summary FY2023-FY2028							
Capital Project ID	Project Name	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028
01-FMS-001-23	Backhoe		98,000				
01-FMS-002-16	Half Ton Pickup		24,000				
01-FMS-002-19	60" Zero Turn Mower	12,500	12,500	12,500	12,500	12,500	12,500
60-FMS-001-23	16 ft Dove tail utility trailer with gate	3,500					
60-FMS-002-23	Brush Attachment for Skid Steer	7,200					
99-ITX-001-21	SCALE Nodes	476					
<b>Total Facilities Management</b>		<b>\$23,676</b>	<b>\$134,500</b>	<b>\$12,500</b>	<b>\$12,500</b>	<b>\$12,500</b>	<b>\$12,500</b>
73-APT-001-21	Airport Master Plan	151,500					
73-APT-001-23	Taxiway Rehabilitation		683,500	683,500	683,500	683,500	683,500
73-APT-001-24	Utility Vehicle		13,000				
73-APT-002-21	Aviation Fuel Truck		95,000				
73-APT-002-22	Rotary Cutters	12,800					
73-APT-002-23	Fuel Truck	230,000					
73-APT-003-23	Asphalt/concrete Repair	625,000	625,000				
<b>Total Airport General</b>		<b>\$1,019,300</b>	<b>\$1,416,500</b>	<b>\$683,500</b>	<b>\$683,500</b>	<b>\$683,500</b>	<b>\$683,500</b>
22-PKD-001-19	Skate Park Improvements	25,000		75,000			
79-PKX-001-24	Replace computer system			8,000			
79-PKX-001-25	Park Development			50,000		400,000	
79-PKX-001-26	Walking trail maintenance				10,000		
79-PKX-001-28	Atchley Park Concession Stand/ Restroom						300,000
79-PKX-002-22	Purchase of new mower	14,500	15,000	15,500	16,000	16,000	16,500
79-PKX-002-26	Purchase of truck with dump bed					65,000	
79-PKX-002-28	Winfrey Property- Memorial Garden and Pond						100,000
79-PKX-003-21	Sidewalks- Gasconade, Boswell, Wallace	50,000					
79-PKX-003-22	WT Vernon Park Improvements	15,000					
79-PKX-003-22	Purchase John Deere Tractor			70,000			
79-PKX-004-21	Atchley Park Ballfield Lights	425,000					
79-PKX-004-22	Purchase of new park utility vehicle	14,000				16,000	
79-PKX-004-23	Resurface Parking Lots	25,000	350,000				
79-PKX-004-24	Purchase of new vehicle	27,500		28,500	29,000		
79-PKX-005-23	Nelson Park- Shade Structure	50,000					
79-PKX-005-24	Shelter Replacements		40,000		45,000		
79-PKX-006-24	Additional sidewalks and lights	25,000		25,000	25,000	25,000	25,000
<b>Total Parks Operation and Administration</b>		<b>\$646,000</b>	<b>\$500,000</b>	<b>\$202,000</b>	<b>\$125,000</b>	<b>\$522,000</b>	<b>\$441,500</b>
79-BXX-001-21	Boswell Aquatic Center Improvements			375,000	375,000	15,000	15,000
<b>Total Boswell Aquatic Center</b>		<b>\$0</b>	<b>\$0</b>	<b>\$375,000</b>	<b>\$375,000</b>	<b>\$15,000</b>	<b>\$15,000</b>
80-ELF-001-23	Skid Steer with Forestry Processor			80,000			
80-ELF-003-17	Department Pickups		55,000	40,000		40,000	40,000
80-ELF-004-22	Transformers	200,000	150,000	150,000	150,000	150,000	150,000
80-ELF-015-21	Material Handler Bucket Truck		250,000				
80-ELF-016-21	80 Ft. Bucket Truck				350,000		
80-ELX-003-22	Small Bucket Truck			220,000			
<b>Total Electric Operating</b>		<b>\$200,000</b>	<b>\$455,000</b>	<b>\$490,000</b>	<b>\$500,000</b>	<b>\$190,000</b>	<b>\$190,000</b>

Capital Improvement Program Summary FY2023-FY2028							
Capital Project ID	Project Name	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028
80-ELF-002-20	Battery Backup for Substation Reclosers		50,000				
80-ELF-002-21	Line Reconductor/Extensions-Michigan/Monroe		450,000				
80-ELF-002-23	Primary System Improvements - Substation #1	160,000					
80-ELF-003-23	Substation Improvements	150,000					
80-ELF-004-22	Line Reconductor/Extensions - Substations 7 & 8						4,500,000
80-ELF-004-23	S & H Farm Supply	160,000					
80-ELF-006-21	Overhead Aerial Cable Project - Stanwood Drive and Belwood Road		30,000				
80-ELF-007-14	161 Substations and Transmission					5,000,000	10,000,000
80-ELF-008-14	Line Reconductor/Pole Changeouts		150,000				
80-ELF-008-21	Overhead Aerial Cable Project - Woodhill Drive	35,128					
80-ELF-009-21	Overhead Aerial Cable project - Krudwig Avenue, Walser and Donnalee Avenue	50,000					
80-ELF-010-21	Overhead Aerial Cable Project - Osage Street, Parkway and Highland Street		30,000				
80-ELF-011-21	Overhead Aerial Cable Project - Holly Street, Pine Street and Zachary Drive		30,000				
80-ELF-012-21	Overhead Aerial Cable Project - Polk Avenue, Taylor Street and 5th Street		30,000				
80-ELF-014-21	Substation Recloser Upgrades		300,000				
80-ELF-017-21	Update Substation Bays		350,000				
80-ELF-018-21	Insulator Upgrades	15,000		15,000	30,000		
80-ELX-001-21	Substation #3 Improvements	382,000					
80-ELX-002-21	Primary System Improvements - Substation #7				1,076,600		
80-ELX-004-21	Primary System Improvements - Substation #5					371,000	
80-ELX-005-21	Substation Improvements - Substation #2					153,000	
80-ELX-006-21	Primary System Improvements - Substation #2						623,700
80-ELX-007-21	Primary System Improvements - Substation #8			917,100			
80-ELX-008-21	Sectionalizing Improvements		100,000				
80-ELX-009-21	Substation #8 Improvements	38,000					
80-ELX-010-21	Substation #3 Improvements		800,000				
80-ELX-011-21	Primary System Improvements - Substation #6					201,000	
80-ELX-012-21	Primary System Improvements - Substation #1				558,300		
80-ELX-013-21	Substation Improvements - Substation #7						600,000
80-ELX-014-21	Substation Improvements - Substation #1					140,000	
80-ELX-015-21	Substation Improvements - Substation #5					100,000	
<b>Total Electric Reserve</b>		<b>\$990,128</b>	<b>\$1,670,000</b>	<b>\$1,582,100</b>	<b>\$1,664,900</b>	<b>\$5,965,000</b>	<b>\$15,723,700</b>
85-WWO-001-14	Collection Improvements- Goodwin HollowWatershed		750,000	750,000	750,000	750,000	750,000
85-WWO-001-16	Oxidation Ditch Rehabilitation (North andSouth)	75,000	75,000				
85-WWO-001-17	Wastewater Treatment Plant Existing/New Asphalt and Concrete	240,000					
85-WWO-001-19	Lift Station Improvements	60,000	30,000	10,000	10,000	10,000	10,000
85-WWO-001-21	Sewer Main: Mizer Street			30,000			
85-WWO-001-23	South Highway 5 Lift Station						300,000
85-WWO-001-24	Orion Camera (CCTV)		30,000				
85-WWO-002-19	Benchtop Spectrophotometer				7,000		
85-WWO-002-21	Sewer Main: Barlow Street			17,000			
85-WWO-002-24	Analitical Scale		5,000				
85-WWO-003-18	Replace Existing Wastewater ComputerSystems	5,000	7,500	7,500	7,500	7,500	7,500

Capital Improvement Program Summary FY2023-FY2028							
Capital Project ID	Project Name	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028
85-WWO-003-21	Sewer Main: Marvin Avenue			32,000			
85-WWO-003-22	Security & Access Control	50,000					
85-WWO-003-23	Beverly Sewer line Replacement	50,000					
85-WWO-003-24	BOD Refrigerator		6,000				
85-WWO-004-21	Sewer Main: Perry Street		40,000				
85-WWO-004-23	Glassware Washer	15,000					
85-WWO-004-24	Glassware Autoclave		10,000				
85-WWO-005-15	Building (WWTP) Improvements	50,000					
85-WWO-005-21	INDEX	6,000					
85-WWO-005-23	WWTP Submersible Pump	50,000	55,000				
85-WWO-006-20	Equipment and Material Trailer			15,000			
85-WWO-006-21	Mechanical Convection Oven		4,500				
85-WWO-006-23	UV System Parts	50,000					
85-WWO-007-15	Lift Station SCADA	20,000	20,000	20,000	20,000	20,000	20,000
85-WWO-007-16	Pickup Trucks	40,000					40,000
85-WWO-008-16	Portable Trash Pump	4,000					4,000
85-WWO-008-19	Portable Flow Meters			20,000			
85-WWO-008-21	Wastewater Equipment Repairs	110,000	115,000	125,000	125,000	125,000	125,000
85-WWO-009-19	Liftstation Critical Parts	25,000	25,000	25,000	25,000	25,000	25,000
85-WWX-001-21	Trunk Sewer Replacement from South 5 to Evergreen North Side of Manors			110,000			
85-WWX-002-21	Clarifiers #1,#2 and #3 Rehabilitation	90,000					
85-WWX-003-21	Samplers			9,000	9,000		
99-ITX-001-21	SCALE Nodes	1,428					
<b>Total WWTP and Operation</b>		<b>\$941,428</b>	<b>\$1,173,000</b>	<b>\$1,031,500</b>	<b>\$1,083,500</b>	<b>\$946,500</b>	<b>\$1,281,500</b>
87-WTR-001-16	East Fremont Water Line						\$160,000
87-WTR-001-17	Hwy 5 Rosenthal to Woodhill water tie line						\$200,000
87-WTR-001-18	Nathaniel to Steele tie line			\$65,000			
87-WTR-001-21	Water Tie Line: Twin Oaks & Tower	\$30,000					
87-WTR-001-23	Water Main: Frank			\$55,000			
87-WTR-001-24	Utah Tower Improvements		\$400,000				
87-WTR-001-26	Osage Water Line Replacement			\$75,000			
87-WTR-001-27	Backhoe (replacement)				\$120,000		
87-WTR-001-28	Install 6 inch PVC water Main across Elm St at Monroe.					\$50,000	
87-WTR-002-17	Park Manor Water Line Replacement					\$110,000	
87-WTR-002-18	New Well and Tower						\$3,000,000
87-WTR-002-21	Water Main: Mizer		\$33,000				
87-WTR-002-23	Water Main: Hunters Creek	\$50,000					
87-WTR-002-24	Indian Creek- Harris to Hunters Creek (replace services)		\$6,000				
87-WTR-002-24	Water Main: Benage		\$20,000				
87-WTR-002-25	Water Main: Gateway Road		\$90,000				
87-WTR-002-26	Donna Circle Water Replacement			\$80,000			
87-WTR-002-27	Connect water main from Raspberry to the east					\$35,000	
87-WTR-003-18	Pickup Trucks		\$40,000			\$40,000	

Capital Improvement Program Summary FY2023-FY2028							
Capital Project ID	Project Name	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028
87-WTR-003-21	Water Main: Barlow		\$34,000				
87-WTR-003-22	Maple Lane Water Line Improvements						\$215,000
87-WTR-003-23	Water Main: Manors and South Highway 5		\$43,000				
87-WTR-003-24	Winsor water main			\$55,000			
87-WTR-003-26	Evergreen Parkway From Southdale to Harley Davidson						\$320,000
87-WTR-003-27	Connect along Elm St between Owens Dr. and Jackson Ave						\$21,000
87-WTR-004-19	Water Wells: Chlorine Analyzer Replacements	\$20,000	\$20,000	\$20,000			
87-WTR-004-21	Water Main: Marvin		\$50,000				
87-WTR-004-25	Water Main: Sunrise Drive Tie Line			\$40,000			
87-WTR-004-26	Pine Street water main				\$22,000		
87-WTR-004-27	Connect water main at Glenridge and Elm St						\$20,000
87-WTR-005-16	Chlorine Leak Detectors		\$50,000				
87-WTR-005-21	Water Main: Albert		\$13,000				
87-WTR-005-25	Security Fence at all Well Sites			\$200,000			
87-WTR-005-26	Tekary ( replace water services)				\$15,000		
87-WTR-005-27	Connect water main from Harwood to the west between Harwood and Pearl						\$30,000
87-WTR-006-21	Water Main: Dickinson		\$34,000				
87-WTR-006-25	Well House Improvements	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
87-WTR-006-27	Connect water main from Woody Dr to the WWTP						\$52,000
87-WTR-007-16	Administrative Vehicle					\$25,000	
87-WTR-007-18	Replace Existing Water Computer Systems	\$5,000	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500
87-WTR-007-21	Water Services: New Buffalo Road	\$5,000	\$12,000				
87-WTR-007-27	Connect water main on 6th St from Adams Ave, to Washington						\$40,000
87-WTR-007-27	Connection at Jefferson and Elm St					\$65,000	
87-WTR-008-20	Water Well Critical Parts	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
87-WTR-008-27	Pierce and Jefferson water main replacement						\$50,000
87-WTR-008-27	Connection at Lynn St between Sunset Dr and Kuhn St						\$55,000
87-WTR-009-16	Security and access control		\$50,000				
87-WTR-009-21	Tapping Machine		\$40,000				
87-WTR-009-23	Willow water line replacement		\$70,000				
87-WTR-009-27	Zachary (replace water services)					\$10,000	
87-WTR-010-23	Greenwood Water line replacement		\$50,000				
87-WTR-011-15	Portable Trash Pump		\$4,000				\$4,000
87-WTR-011-23	Holly (replace water services)		\$11,000				
99-ITX-001-21	SCALE Nodes		\$1,269				
<b>Total Water Operation</b>		<b>\$449,269</b>	<b>\$934,500</b>	<b>\$457,500</b>	<b>\$269,500</b>	<b>\$552,500</b>	<b>\$4,224,500</b>
99-PWKS-001-23	LED lights for PWKS	7,300	7,300				
99-PWKS-003-23	Motor control box PWKS	5,000					
99-PWKS-004-23	Polish restroom floor PWK	7,500					
99-PWKS-005-23	PWK heaters	5,000	5,000	5,000	5,000		
99-PWKS-006-23	T-Hanger Storage Building for PWKS	105,000					
99-PWKS-007-23	HVAC units at PWKS	12,000	12,000	14,000			
<b>Total General City</b>		<b>\$141,800</b>	<b>\$24,300</b>	<b>\$19,000</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>

Capital Improvement Program Summary FY2023-FY2028							
Capital Project ID	Project Name	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028
<b>Total City of Lebanon</b>		<b>\$11,998,362</b>	<b>\$9,806,520</b>	<b>\$7,321,733</b>	<b>\$6,829,050</b>	<b>\$10,483,450</b>	<b>\$25,961,320</b>

## Glossary of Frequently Used Terms

### A

Accrual Basis of Accounting – The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at that time) and expenditures are recorded when goods and services are received (whether cash disbursements are made at that time or not).

Appropriation – A legal authorization granted by the City Council which permits the City to incur obligations and make expenditures of resources.

Assessed Valuation – The valuation set upon real estate and certain personal property by Assessor as a basis for levying property taxes.

### B

Bond – A written promise to pay a sum of money on a specific date(s) at a specific interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance.

Budget - An estimate of revenues and expenditures anticipated during a fiscal year and a summary of anticipate use of those revenues and expenditures.

Budget Calendar - The schedule of key dates which the City follows in the preparation of adopting the annual budget.

Budget Document – The compilation of the individual departmental spending plans for the various funds, along with supporting schedules, tables and graphs which, in total, comprises the annual revenue and expenditure plan.

Budgetary Control – The control or management of the organization in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and revenues.

### C

Capital Assets: An asset with a life anticipated life of greater than three years that is of major importance and/or cost.

Capital Budget: The City's systematic plan for addressing new construction, major maintenance greater than \$1,000 in a given fiscal year. Additional expenses can include the purchase and improvement of land and the acquisition of new buildings and facilities, or acquisition of longer lived, yet depreciable assets.

Capital Improvements Project: Is a project that may include the construction of new facilities, renovation of existing structures or facilities to extend useful life, and major repair of infrastructure such as streets or utility lines that is of a comprehensive and non-routine nature.

Capital Improvement Plan (CIP): A presentation of the City's long and short-term projected capital improvement needs. The planning document is used by staff and the governing body to guide the discussion of current and intermediate term capital requirements.

**Capital Leased Property**-Leased real or personal property, for which ownership of the asset substantially transfers to the lessee and therefore meets the criteria for capitalizing as an asset.

**Capitalized**-To record a cost as a long term asset. The amount recorded is the cost to acquire or construct the asset, plus all cost necessary to get the asset ready for its intended use.

**Cash Basis**- A basis of accounting in which transactions are recognized when cash is received or spent.

**City Council** – The Mayor and eight council members that collectively act as the legislative and policy making body of the City.

**C.O.P.** – Certificate of Participation. This is a type of lease purchase security funding for major capital projects. The city leases these capital projects for the life of the bonds with ownership passing to the City upon final payment. The funds to make the payments are subject to annual appropriations by the City. Normally, this type of lease purchase issue is for projects that are considered “necessary facilities” so the City is unlikely to walk away from the project.

## **D**

**Debt Service** – The annual payment of principal and interest on the City’s bond indebtedness.

**Department** – A management unit of closely associated City activities headed by a Director or Chief. Each department may have one or more divisions.

**Division** – A section or unit within the City having a specialized function or activity.

## **E**

**Encumbrances** – Obligations in the form of requisitions, purchase orders, and contracts which are chargeable to an appropriation and for which a part of the appropriation is reserved because the goods or services have not been received. When paid the encumbrance is eliminated, and an actual expense is recorded.

**Enterprise Fund**: A fund in which operations are expected to run operations in a manner similar to a private business enterprise. The costs of operating are expected to be financed on a continuing basis through user charges (rates) rather than through taxes.

**Expenditures/Expense** – Decreases in net financial resources that include current operating expenses which require the current or future use of net current assets, debt services, and capital outlays.

## **F**

**Fiscal Policy** – A government’s policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment. Fiscal policy provides an agreed upon set of principles for the planning and programming of governmental budgets and their funding.

**Fiscal Year** – A 12- month period to which the annual budget applies. The City of Lebanon has specified July 1 to June 30 as its fiscal year.

**Fixed Asset** – Assets of long-term nature that are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.

**Franchise Fee** – An ongoing fee charged to a franchisee (utility company) for operating and providing service within the City of Lebanon. The fee is based on a percentage of gross receipts, and utility companies often pass these fees along to their customers in the form of a gross receipts tax which is collected by the utility company and paid to the City on a monthly or quarterly basis.

**Full Time Equivalents (FTEs)** – Employee positions, which are authorized in the adopted budget, to be filled during the year. One FTE is equivalent to a 40-hour per week position.

**Fund** – An accounting device established to control receipt and disbursement of income from sources set aside to support specific activities or attain certain objectives. Each fund is treated as a distinct fiscal entity with a self-balancing set of accounts.

**Fund Balance** – The excess of a fund's current assets over its current liabilities. A negative fund balance is often referred to as a deficit.

## **G**

**General Fund** – A fund set up to account for the ordinary operations of a governmental unit that are financed from taxes and other general revenues. All transactions not accounted for in some other fund are accounted for in this fund.

**General Obligation Bond (GO)-Bonds** which are secured by the full faith and credit of the issuer. General Obligation Bonds issued by local units of government are secured by a pledge of the issuer's advalorem taxing power.

**Generally Accepted Accounting Principles (GAAP)** – conventions, rules, and procedures that define accepted accounting practice, including broad guidelines as well as detailed procedures.

**Grant** – A contribution by a governmental or other organization to support a particular function. Typically, these contributions are made to local governments from state or federal governments.

**Governmental funds** - Funds through which most governmental functions are financed.

## **I**

**Internal Service Fund** – Funds set up to account for goods and services provided by designated departments on a (cost reimbursement) fee basis to other governmental units.

**Infrastructure**: The facilities, systems and equipment, needed for the efficient continual operations of a city. Examples of these assets include roads, sidewalks, curbs and gutters, public parking lots, utility lines, traffic signal and street lighting.

## **L**

**LAGERS** – The Missouri Local Government Employees Retirement System, a State pension plan to which the City as a whole, participated for the benefit of its employees.

**Liquid Asset** – cash or easily convertible into cash. Some examples are money market shares, U.S. Treasury bills, and bank deposits.

## **M**

**Mission** – A broad statement of the goals, in terms of meeting public service needs, that a department or organization is formed to meet.

**Modified Accrual Accounting** – A basis of accounting in which expenditures are accrued but revenues are accounted for on a cash basis. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability when a purchase is authorized while revenues are not recorded until they are received.

## O

**Operating Annual Expenditures**: Items required for the operation of the City departments in the provision of City services. Small tools and equipment less than or equal to \$1,000, the purchase of lower value Capital Assets and minor maintenance to existing buildings and facilities.

**Operating Budget**: The financial plan adopted for a single fiscal year. The “proposed budget” designates the financial plan initially developed by departments and presented by the City Administrator to the Council for approval. The “adopted budget” is the plan as modified and finally approved by the Council. The adopted budget is authorized by ordinance and thus establishes the legal spending limits for the fiscal year.

**Organization Chart** – A flowchart or picture representation of the employee positions within a department and the hierarchy related to those positions.

## P

**Projected Revenues** – The amount of estimated revenues to be collected during the fiscal year.

## Q

**Quasi Funds** – Also known as special funds. Generally has a governing body in addition to the City Council.

## R

**Resources** – Total dollars available for appropriation including estimated revenues, transfers, and beginning fund balance.

**Revenues** – Amounts the City receives and/or earns as income including, but not limited, such items as taxes, user fees, licenses, permits, rents, grants, fines, and interest earnings.

## S

**Special Revenue Funds** – Funds set up to account for revenues from specific taxes or other earmarked sources that (by law) are designated to finance particular activities of government.

## T

**Transfers In/Out** – Amounts transferred from one fund to another to assist in financing the services for the recipient of the fund.