



CITY OF LEBANON ADOPTED BUDGET



FISCAL YEAR 2022



End of Watch - Dec. 28, 2020



*This Budget is Dedicated
to the Memory of:*

Officer Kendle Blackburn

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF LEBANON, LACLEDE COUNTY, MISSOURI, (HEREINAFTER REFERRED TO AS "CITY") ADOPTING THE FISCAL YEAR 2022 BUDGET FOR THE PERIOD BEGINNING JULY 1, 2021 AND ENDING JUNE 30, 2022.

- WHEREAS*, that the City Council held a Work Session regarding the Fiscal Year 2022 Proposed Budget on May 6, 2021; *and*
- WHEREAS* that during Said Work Sessions 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 2023-2027 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 2022 Budget Public Hearing on May 25, 2021; *and*
- WHEREAS*, that the Fiscal Year 2022 Budget and the Capital Improvement Plan 2023-2027 were submitted to the City Council, for approval, by Council Bill No. 6083 at the May 25, 2021 Council Meeting.

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 2022 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 2023-2027. 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 25th day of May 2021.

(Seal)

Attest:


City Clerk Laina Starnes


Mayor Jared Carr

1st Reading: May 25, 2021

2nd Reading: May 25, 2021

Contents

.....	8
Letter of Transmittal	8
Introduction	12
Principal Officials of the City	13
Our Organization	14
Community Profile	15
Vision, Mission, Values, and Goals.....	19
Major Fiscal Policies	27
Financial Policies	28
Debt.....	33
Budget Process	37
Budget Overview.....	40
All Funds	40
Fund Structure	48
Major Revenues	49
Personnel Schedule.....	57
Revenues & Expenditures by Fund – 3 years.....	63
Capital.....	64
Statement of Budgeted Revenues and Expenditures and Changes in Fund Balance	87
Departmental Summaries	89
General Fund.....	90
General Administration	92
Municipal Court	96
Fire Department.....	101
Police Department	109
Civic Center	116
Community Buildings.....	122
Mayor and Council.....	125
City Administration	128
City Clerk.....	131
Recycling.....	135
Storm Water	138
Finance Department	140

Human Resources	145
Public Safety Fund	148
Public Safety Fire Department	152
Public Safety Police Department.....	155
Street Fund	158
Capital Fund.....	167
Tourism Fund	171
Economic Development.....	177
Detroit Tool Metal Products	181
Copeland.....	182
Mercy	183
Code Administration Fund	184
Internal Service Fund	191
Garage	193
Purchasing and Warehouse	199
Information Technology.....	204
Facilities Management	208
Janitorial Services.....	214
Benefits.....	217
Airport Fund.....	221
Downtown Business District Fund	229
Parks Fund	234
Boswell Aquatic Center	244
Park Activities	246
Electric Fund	249
Electric Maintenance.....	258
Electric Reserve	262
Fiber Fund	264
Wastewater.....	267
Wastewater Maintenance	275
Inflow & Infiltration	278
Water.....	281
Water Maintenance and Distribution System.....	289
Appendix.....	292

Fiscal Year 2022 Salary Schedule	293
Fiscal Year 2022 Fire Salary Schedule.....	295
Capital Improvement Program 2022-2027	296
Glossary of Frequently Used Terms.....	305

City of Lebanon, Missouri

Annual Operating Budget

July 1, 2021 – June 30, 2022

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 1, 2020

Christopher P. Morrill

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, 2020. 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.



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 2022. 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 FY22 fund balances of twenty-six percent (26%) for the General Fund, twenty-five percent (25%) for the Street fund, and fifty-seven percent (57%) for the Capital Improvement fund.

Fiscal Year 2021 Accomplishments:

- ❖ **Downtown Business District-(DTBD)** Our downtown business district has enjoyed a renewed focus with 13 new businesses opening in FY21. Our DTBD hired an Executive Director who is funded via donations from downtown businesses with the city matching these funds.
- ❖ **Police Patrol Cars**-Council approved the lease purchase of six additional police vehicles and associated equipment as part of an effort to reduce maintenance costs on the existing fleet and associated equipment which is well past end of life. Budget allowing, staff plans to replace police vehicles every three years.
- ❖ **Storm Water Projects**- Compliments of a land donation as well as a partnership with Lebanon R-3 a long-term flooding issue is being addressed near north 5 and 64 highways.
- ❖ **Boswell Park**- A new amphitheater was constructed in Boswell Park, delivering on the promise made to voters as part of the capitol improvement tax renewal.
- ❖ **Residential Development**- Council approved the waiving of permit fees for another 25 properties which now totals 75 permits with waived fees. Additionally, Council approved a cost sharing approach for new development where the city funds half of all infrastructure costs. It appears this will have a positive impact on efforts to increase available housing for our community.
- ❖ **Public Safety Building**-As promised to our voters, construction has begun on a new public safety building located at the intersection of Beck and Ivey. Completion is expected in January of 2022.
- ❖ **Cowan Civic Center**- As promised to our voters, an indoor walking track and covered entrance were added to the Cowan Civic Center. Also, the roof was replaced, and foundation repairs were made.

- ❖ **Tourism-** A new tourism Director, Rebecca Rupard, was hired this fiscal year and brings a great deal of experience to this department.
- ❖ **Weather Event-** The City suffered from a weather event from February 6th, 2021 to February 18th 2021 where the temperature never rose about 32 degrees, with low temperatures reaching single digits eight consecutive days. This, along with other national issues, resulted in increased costs for wholesale electric of an estimated \$3 million above normal.
- ❖ **Public Safety Personnel-** With the support of Council we shifted our minimum qualifications for the position of firefighter. This will allow for the hiring of firefighter candidates who will become certified firefighters while employed by the city and before performing traditional firefighting duties. Staff plans on requesting this same approach for the position of Police Officer.
- ❖ **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-** As part of the \$7.07 million of improvements to our wastewater treatment our new filtering system is now online. This system can process 14 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 Montrose, Hoover, Raef, Beckett, Perry, Van Buren realignment, Herndon, Kent, Vance, and sidewalk improvements were completed on North Adams and South Adams.

Fiscal Year 2021 was not short on challenges for our community or your organization. Sound and thoughtful decisions made by you, our elected officials, as well unforeseen and unpredictable market changes related to COVID19 placed Lebanon in a strong position for a successful year. To date, sales tax revenue is up 10% compared to last year.

With the majority of our planned large capital projects either completed or underway this proposed budget focuses on streets and infrastructure. With \$500,000 of additional funds being shifted from our capital improvement fund to Streets and a proposed lease purchase for repaving Elm Street and Commercial, coupled with MoDot's plan to resurface Jefferson, our community should see substantial improvements to our streets. This strategy is directly related to our customers input which places streets as the most important area of focus.

This proposed budget contemplates further salary adjustments which are yet undefined pending negotiations with organized labor. Additionally, staff hopes to implement a compensation strategy for employees who achieve certain training certifications which directly benefit the organization.

The proposed budget increases staffing by 2 full time equivalents in Parks.

Fiscal Year 2021 Continued Priorities:

The City of Lebanon is on a path of moving the organization, based upon direct citizen engagement, focusing on areas of opportunity as defined by our residents. This budget includes continuing the use of citizen-satisfaction tools as well gaining insight from the business community.

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 4th 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 Capitol 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 their software have been addressed and should allow for a higher level of efficiency by our code enforcement officers.
- ❖ **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. 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, and Public Safety building aside, large projects slow with this proposed budget. Staff plans to present a new fire apparatus to replace our 75' ladder truck.

Fiscal Year 2022 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 completing the numerous projects underway and beginning in Fiscal Year 2021 will be a priority.

This proposed budget focuses on residential development and street improvements at its core.

Financial Highlights:

This budget has \$61,530,223 in appropriations; including \$10,723,710 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 \$52,364,334 in new revenues. Fiscal Year 2022 appropriations break down to four major classifications: governmental activity at \$19,583,396, enterprise activity at \$32,341,524, internal funds at \$6,235,287, and special funds at \$3,369,476.

The revenues presented in this budget are projected to remain essentially flat. The expenditures are \$2,769,931 over projected revenues. This is substantially due to the planned \$10,723,710 investment in capital improvements and equipment using carry-over from the prior year's fund balance.

The largest governmental fund, General Fund (Fund 01), makes up \$7,767,650 of the governmental activity. The City is anticipating spending \$4,497,857, or fifty-nine percent (58 %) of this fund on police and fire programs.

The largest enterprise fund, Electric (Fund 80), makes up \$26,182,472 of the enterprise activity. The City is anticipating purchasing power for a cost of \$20,942,500 or eighty (80%) percent of the Electric Operating Fund budget.

The overall budget will see a decrease in the City Fund balance of \$2,769,931. The City continues to be conservative with both its anticipated revenues and planned operational expenditures during Fiscal Year 2022.

Conclusion:

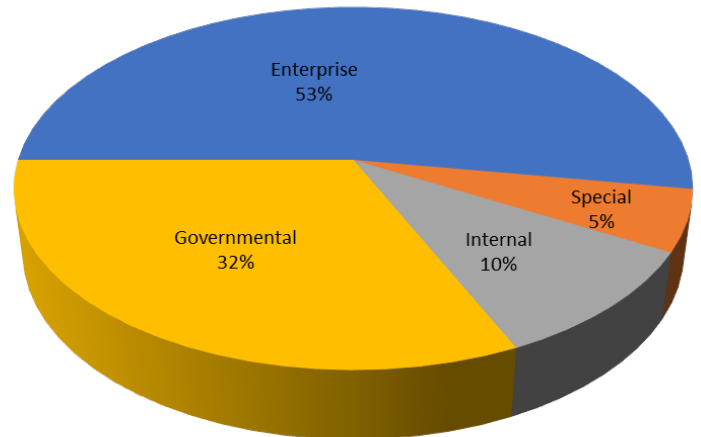
The hard work of our team, with your support and guidance, continues to move this organization forward for success. My heartfelt thanks to our team on how, as one team, they navigated 2020 and never faltered on delivering high quality services to our customers.

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

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
Josh Ray

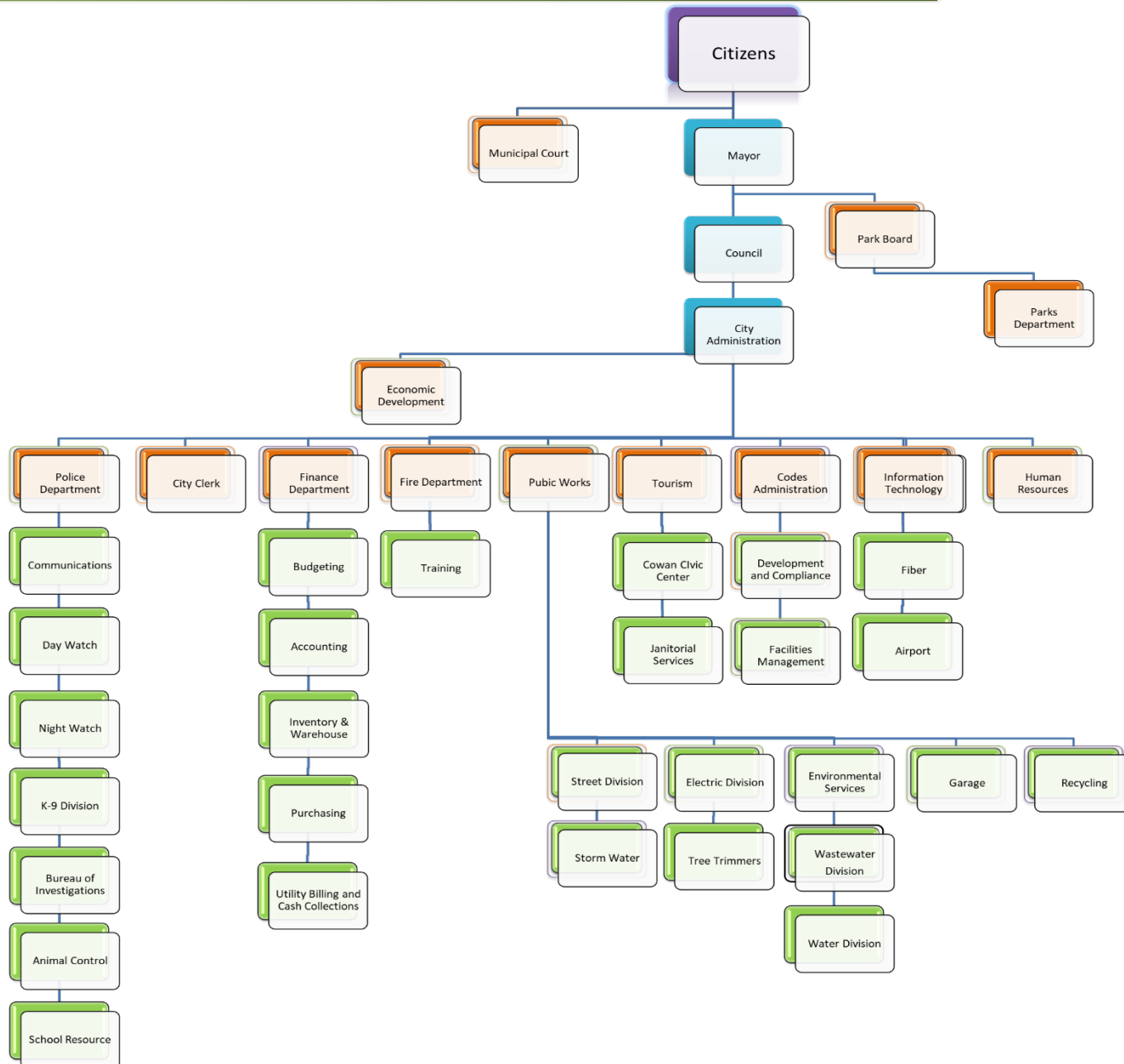
Ward 4

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

2020

Date of Incorporation	1877
Form of Government	City of the third class; governed by a Mayor/Council form of government
2019 Estimated Population	14,798
Estimated Housing	6,722
Land Area	14.63 square miles
Mile of Street	112
Police Protection	
# of Stations	1
# of Police Officers	33
Fire Protection	
# of Stations	3
# of Firefighters	24
Public Education	Classified as "Accredited" by Department of Elementary and Secondary Education, serves approximately 4,274 students in 3 elementary schools, a junior high school, a high school, an alternative education center, and a vocational school
Higher Education	3 colleges have a presence in Lebanon
Recreation and Culture	
Parks	10 parks cover over 137 acres
Number of Libraries	1
Median Household Income (2015-2019)	\$39,911

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



According to the 2017 ACS 5-year estimate, Lebanon's population is (95% urban, 5% rural). Of that population, approximately 52.2% are female and 47.8% are male.

Population

Year	Population
1900	2,125
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
2011	14,571
2012	14,526
2013	14,644
2014	14,597
2015	14,573
2016	14,581
2017	14,576
2018	14,731
2019	14,798

The racial makeup of the population is 92.9% Caucasian, 1.32% African American, 0.55% Asian, and 0.4% American Indian. Hispanic or Latino of any race is 3.45% 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.



Source: Missouri Census Data Center & US Census Bureau

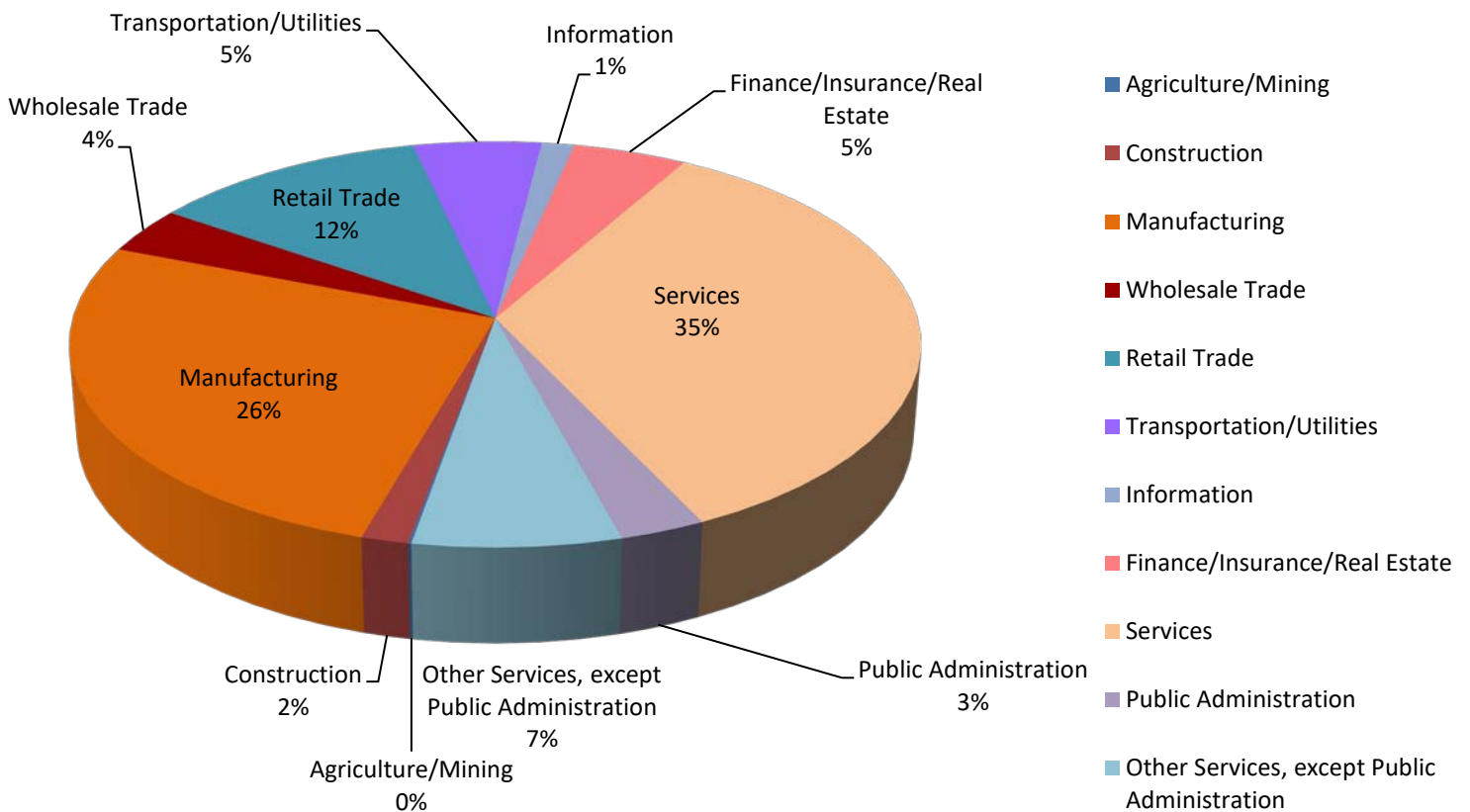
Commerce, Industry and Employment

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	879
3. Lebanon R-III School District	School	696
4. Independent Stave	Barrel Manufacturing	600
5. Mercy Hospital	Healthcare	470
6. The Durham Company	Electrical Component Manufacturing	405
7. Lowe Boats	Boat Manufacturing	366
8. G-3 Boats	Boat Manufacturing	323
9. Marine Electrical Products	Marine Electrical Components	255
10. Detroit Tool Metal Products	Metal Fabrication	247

Source: Lebanon Regional Economic Development Incorporated.

2019 Employed Population 16+ by Industry



Source: American Community Survey

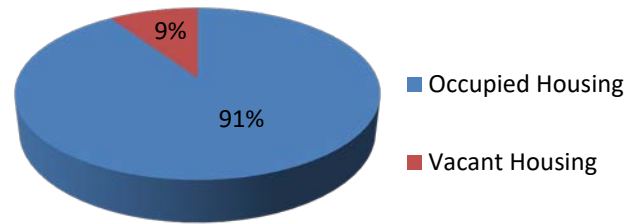
Housing

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
2019 Households	6,132
2019 Average Household Size	2.33

Source: American Community Survey

2019 Housing Occupancy



Source: American Community Survey

Education

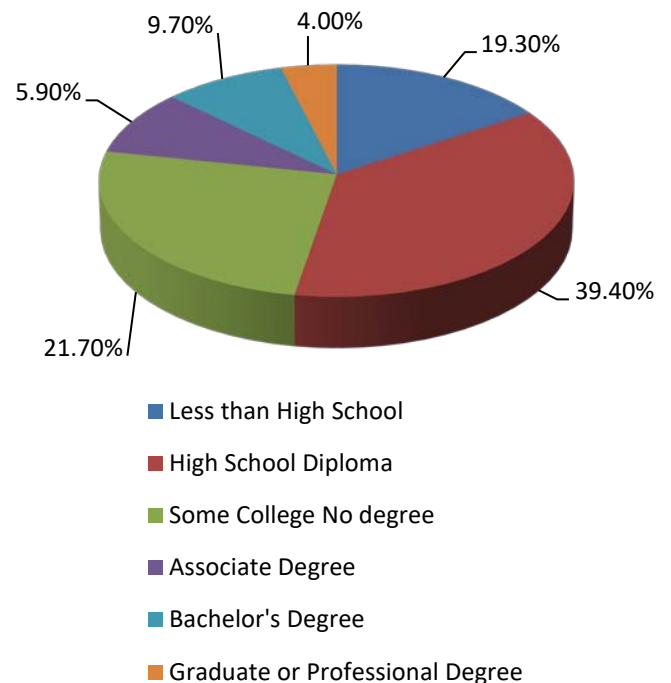
College/University in Lebanon:

- Drury University
- 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 2022

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, Codes 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 (Police, Fire, Code Administration)

- Provide better fire protection through fire prevention and community training and awareness, incorporate at least 2 media events.
- Improve crime prevention awareness through the implementation of 2 Crime Neighborhood Watch groups in crime driven areas. While also saturating the city with crime prevention tips and strategies by way of social media, billboards, speakers, the local newspaper, and public radio (Police)
- Perform Crime Prevention Through Environmental Design (CPTED) inspections of all city parks. (Police, Parks)
- 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 direct interaction with our citizenry by having each police officer perform six hours of community outreach each year. Examples of this service would be, reading a book to a classroom of children; assisting at a food distribution point; or visiting an organization for troubled teenagers. (Police)
- Select a minimum of six businesses and conduct live hands-on fire extinguisher training by partnering with businesses and performing CPTED inspections (Police and Fire)
- Install smoke detectors in a minimum of 225 residences in the community each year. Improve awareness and availability of CO detectors and home fire extinguishers. (Fire)
- Present a minimum of twelve public service announcements focusing on public safety (Police and Fire)
- Partner with the Sheriff's office to share training opportunities, identify career criminals, and exchange information through a combined crime bulletin (Police)
- Improve training with mutual aid departments. Conduct two training sessions with the Lebanon Rural Fire Protection District.

Departmental Objectives and Strategies #2

Reduce the impact of illegal drug use through treatment options, education, and enforcement (Police and Fire)

- 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. (Police and Fire)
- Participate in community forums and be represented at public meetings when they are held by organizations formed to educate citizens about the effects and impact of illegal drug use on our city. (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)
- Using data generated by our citizen survey identify a specific geographical area and identify areas of opportunity while engaging the residents in that area (Police)

Departmental Objectives and Strategies #3

Develop and implement a chronic nuisance, nuisance, and dangerous building inspection process (Police, Fire, CD)

- Identify and present best practices and ordinances for review and adoption to address code compliance needs with a focus on mobile homes and dangerous buildings (Codes Administration)
- Update and present for review and adoption an updated International Building Code (Codes Administration)
- Review rental property inspection program and recommend updates (Code Administration)
- Explore certificates of occupancy process and develop a business license component, including intermittent vendors, to include penalties for failure to comply (Codes Administration and CA)

Infrastructure and 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 and identify funding strategies to address traffic flow in Lebanon.

- Continue to monitor traffic counts and complete 20% of traffic studies on five-year cycle with the revision of Street Maintenance Master Plan (Streets)
- Identify and pursue grant and funding opportunities (All Departments)
- Study connector road from Beck lane to Fourth Street to create an internal West loop and present report to Council (Streets)
- 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 by sweeping 112 miles of streets per quarter (Streets)
- Implement phase 2 of standard street signage plan including a minimum of one sign at a corner of each intersection where both streets are clearly marked (Streets)
- Continue implementation of adopted annual street striping program (Streets)
- Continue community outreach to encourage adoption of eligible streets resulting in improved cleanliness. (Streets)

Departmental Objectives and Strategies #3

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

- Evaluate existing sidewalk network for ADA improvements and update Lebanon ADA Transition Plan (Streets)
- Implement Sidewalk Master Plan as adopted by City Council and continue sidewalk inspections as part of master plan. (Streets)
- Continue implementation of Street Maintenance Master Plan with increased improvements on residential streets. (Streets)

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 percent annually (Public Works)
- Review utility rates to assure adequate funding to maintain utility systems for reliable services. (Public Works)
- Update the capital improvement plan based upon utility infrastructure inspection data. (Public Works)
- Continue to implement infrastructure improvements identified in the water and electric master plans to improve service capacity and reliability. (Public Works)
- Report performance standards for utility outage times and frequencies to city council bi-annually, to include detail of most common failure points. (Public Works)
- Comply with Consent Decree by completing Phase II of Wastewater Treatment Plant Improvements. (Environmental)

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)
- Develop and implement a centralized utility dispatching plan which removes utility calls to 911 (Public Works)
- Review and deploy Computerized Maintenance Management System to improve customer response and asset management (Public Works)

Parks and 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 sport 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

- FY20 Additional lights at Boswell and expand walking trail and add lighting.
- FY21 Additional lights WT Vernon park
- Plan to install park designation signs at park main entrances. Winfrey Property, Boswell Park and new Nelson to be completed by FY21.
- Work with Lebanon IT and Police to perform CPTED inspections and make recommendations for a comprehensive park's safety strategy. (Parks, IT and Police)
- Including cameras (IT) Adding new or additional camera at Vernon (2 new), Harke (additional 1), Wallace (2), changing Atchley's cameras to IP's and Nelson will have new IP camera's.
- 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 and Communications)

Departmental Objectives and Strategies #2

To provide a well maintained and aesthetically pleasing park system.

- Develop a funding strategy that will allow our present parks to be maintained (Parks)
- Develop and implement a customer comment card for use at concession stands and Boswell pool (Parks)
- Add a part time employee assigned to cleaning bathrooms during high use times (Parks)
- Improve park shelter appearance and safety by adding lights and replacing metal trash cans (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 and Finance)
- Identify a location for new park land and a funding strategy (Parks and Finance)
- Use community input thru 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)

Departmental Objectives and Strategies #3

To continue to develop an adequately equipped park system for all visitors with an emphasis on the youth and 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 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 the student survey group developed by the Mayor (Parks) (Mayor and City Council) (School)
 - Sand volleyball courts (2 or 3) by summer of 2020 (Parks) (School)
 - Lighted skatepark by FY 21 (Parks) (School)
 - Develop plan and funding for BAC improvements if the future (Parks)

Internal Services

(Finance, HR, 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.

- Review all permitting processes, including customer input, to identify opportunities for improved services (multiple)
- Improve employee training provided by HR, focusing on high liability areas and leadership (HR, CA)
- Complete implementation of Financial Management Software to provide more efficient tools for the City for more informed financial decisions, including an accurate explanation of benefits (Finance and HR)
- Review cost allocations across all departments/funds to ensure expenses and activity reflect actual costs and are charged appropriately (Finance)
- Explore software options for boards, committees, commissions, and elected officials tracking (City Clerk)
- Continue recodification of City Code to update code, remove conflicts and ensure compliance with state law. (City Clerk)
- Develop and brand a business focused communication path to engage businesses (REDI, Communications, CA)

Departmental Objectives and Strategies #2

Develop a maintenance and financial plan for assets (Facilities and IT)

- Complete a maintenance cost schedule for large life cycle maintenance needs (Finance, Facilities)
- Explore the contracting of additional services including, but not limited to, snow removal at city facilities (Facilities, IT, Finance)
- Expand and incorporate IT services such as Wi-Fi and improved technology at the animal shelter and Winfrey House (IT and Facilities)

- Complete fiber optic cable master plan (IT)

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)
- Develop a pay strategy for employee certifications (All Departments)
- Develop and implement a recruitment plan to include a contract employment status strategy for difficult to fill positions (CA and HR)
- Complete 6 monthly front-line employee roundtables (CA)
- Complete 6 monthly supervisor level roundtables (CA and HR)
- Identify key positions within the organization and develop a succession plan strategy (CA and HR)

Economic Development and Tourism

(Tourism, IT, and 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 on-line ticketing system for CCC, marketing strategy, and promotional packets (Tourism and REDI)
- Install 3 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)
- 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 (Tourism)
- 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)
- Develop and implement a strategy for the attraction of military personnel, retired and active, to become Lebanon residents (Tourism, REDI, CA)
- Implement “splash page” for city owned wi-fi which is geographically focused (Tourism, DTBD, IT, Parks, CA)

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)
- Complete 2nd business survey, create goals, objectives, and strategies for Council guidance (CA)

- Continue the objectives as set forth in annual agreements with Lebanon Regional Economic Development, Inc. (CA and REDI)
- Develop and present to Council a “build to suit” strategy for targeted and desirable industry (REDI and CA)
- Strengthen partnerships with our education partners and employers and define a workforce development plan (REDI and CA)

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 the installation of a self-service fueling station for regular fuel (Airport)
- Continue to promote community-wide events at the airport to allow citizens and potential users to see its campus (Tourism, REDI, Facilities)
- Complete a 10-year master plan which includes airport growth (Airport)
- Design and construct a hanger to comply with MoDot grant requirements, including exploring classroom space (Airport)
- Market available pad space for the construction of privately owned hangers (Airport)
- Incentivize usage of the airport to entice businesses to come to the City of Lebanon to review potential business sites (Airport, Communications, REDI)

Additional City-Wide Efforts

- Hold a community meeting with property owners who hold property which borders, or nearly borders, Lebanon city limits to discuss voluntary annexation (CA)
- Develop and implement a master plan for walking trails and sidewalks to improve connectivity, including connecting existing walking paths and the creation of a Rt. 66 walking path with historic markers (All)
- Produce measurable results from innovative efforts and partnerships to promote housing, jobs, and investment in the City of Lebanon.
- Design, bid, and present to Council a funding strategy for a Public Safety Building (CA, Finance, Fire, Police)
- Complete two post per month focusing on street work, codes administration, Park improvements, and facilities (Communications)

Major Fiscal Policies



Financial Policies

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

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, 2020 is:

Computation of Legal Debt Capacity

2019 Assessed Valuation	\$ 221,255,309
Constitutional Debt Limit (20% of assessed valuation)	\$ 44,251,061
Amount of debt applicable to debt limitation	\$ -
REMAINING LEGAL DEBT CAPACITY	\$ 44,251,061

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:

<u>Fiscal Year Ending *</u>	<u>Total Outstanding Debt</u>
June 30, 2020	-0-
June 30, 2019	-0-
June 30, 2018	-0-
June 30, 2017	-0-
June 30, 2016	-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: 2021-2022 Requirements

	Primary Funding Source	Principal Outstanding July 1, 2021	Principal and Interest Payment 2021-2022
<u>Certificates of Participation</u>			
Goodwin Hollow Project Series 2020-A	Wastewater Revenue	395,000	52,196
Goodwin Hollow Project Series 2020-B	Wastewater Revenue	125,000	13,859
Goodwin Hollow Project Series 2021	Wastewater Revenue	255,000	32,873
WWTP Phase II Improvements Series 2020-A	Wastewater Revenue	3,330,000	232,814
WWTP Phase II Improvements Series 2020-B	Wastewater Revenue	1,050,000	72,419
WWTP Phase II Improvements Series 2021	Wastewater Revenue	2,060,000	143,602
Spiller Water Tower Renovation Series 2020-A	Water Revenue	155,000	19,786
Spiller Water Tower Renovation Series 2020-B	Water Revenue	50,000	6,544
Spiller Water Tower Renovation Series 2021	Water Revenue	100,000	13,087
Bowling Water Tower Paint Series 2020-A	Water Revenue	85,000	7,624
Bowling Water Tower Paint Series 2020-B	Water Revenue	30,000	926
Bowling Water Tower Paint Series 2021	Water Revenue	50,000	6,544
Glencastle Water Tower Renovation Series 2020-A	Water Revenue	135,000	19,168
Glencastle Water Tower Renovation Series 2020-B	Water Revenue	50,000	6,544
Glencastle Water Tower Renovation Series 2021	Water Revenue	90,000	12,778
Cowan Civic Center Series 2020-A	Capital Improvement Tax	1,620,000	235,017
Cowan Civic Center Series 2020-B	Capital Improvement Tax	510,000	70,746
Refunding Series 2010 COPS - 2020A	Wastewater/Water Revenue	1,150,000	340,506
Refunding Series 2010 COPS - 2020B	Wastewater/Water Revenue	360,000	106,115
Public Safety Building - Series 2021	Capital Improvement Tax	3,025,000	179,642
TOTAL CERTIFICATES OF PARTICIPATION		\$ 14,625,000	\$ 1,572,790
<u>Capital Leases</u>			
2018 Mini Digger	Electric Revenue	58,323	30,436
Compact Track Loader	Water Revenue	19,895	10,382
Dump Truck	Street Revenue	60,135	31,381
Mini Excavator	Water Revenue	10,373	5,413
Police Vehicles (6) with equipment - 2020	Public Safety Sales Tax	185,234	92,617
Fire Truck	Public Safety Sales Tax	329,817	69,082
BioSolids Application Truck	Wastewater Revenue	145,124	25,760
Excavator	Wastewater Revenue	148,878	26,426
Combination Cleaning Truck	Wastewater Revenue	354,087	62,852
Dump Truck	Wastewater Revenue	143,187	25,416
Dump Truck	Street Revenue	143,187	25,416
Police Vehicles (6) with equipment - 2021	Public Safety Sales Tax	293,316	99,485
TOTAL CAPITAL LEASES		\$ 663,776	\$ 354,349

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.

The City is considering the issuance of capital leasing for several pieces of equipment and Elm Street improvements.

Budget Process

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 Statutes 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.

Department Heads, Finance Department,
City Administrator

CIP
(December)

Department
Budget
Requests
(December-
February)

Department Head,
Division Leaders

Budget Process

Elected Officials, Citizens

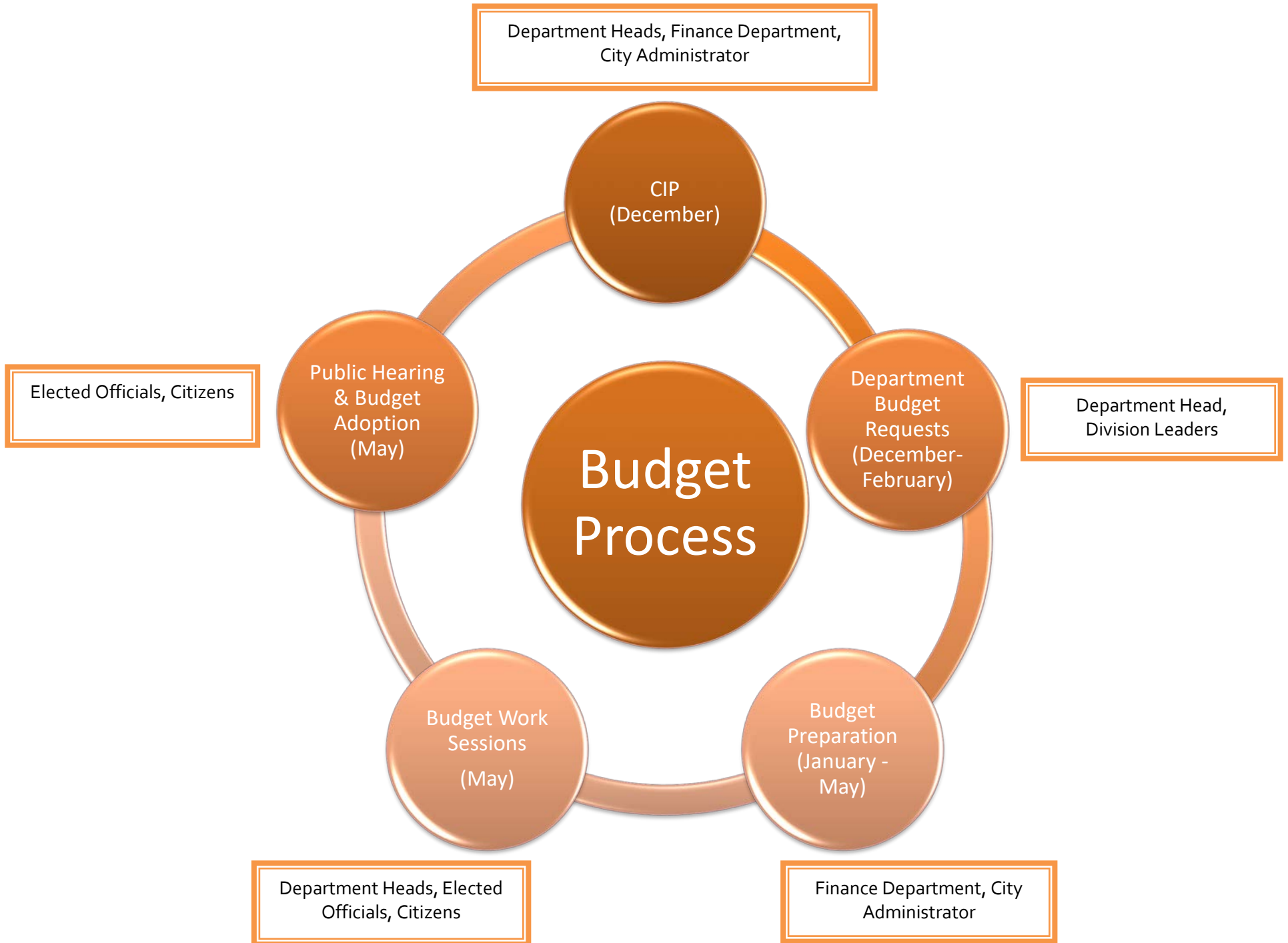
Public Hearing
& Budget
Adoption
(May)

Budget Work
Sessions
(May)

Department Heads, Elected
Officials, Citizens

Budget
Preparation
(January -
May)

Finance Department, City
Administrator



Action Steps:	Responsibility:	Date:
CIP information due from departments	All Departments	March 12 2021
Distribute Instructions for Department Sheets (Ph 1)	Director of Finance	February 24 2021
Begin Revenue Projections, Debt Service & Salary Projection	Director of Finance	February 24 2021
CIP information Review	City Administrator & Director of Finance	March 2021
Line items, Org Charts, Department Sheets, Staff Plans due back to Finance	All Departments	March 12 2021
HR Review of Org Charts/Personnel FTE	Human Resources Director	April 2021
Compile budget and review items with departments	Director of Finance	March 15 - April 7 2021
Review Estimated Revenue & Projected Expenses	City Administrator & Director of Finance	March 15 - April 7 2021
Proposed Budget Draft to City Administrator	Director of Finance	April 30 2021
Proposed Budget to Mayor and City Council	City Administrator & Director of Finance	May 6 2021
Council Review of Budget	Mayor & City Council	May 2021
Set Public Hearing 10 days in advance of final Hearing	City Administration	May-21
Submit Budget Ordinance for Public Hearing and First and Second Reading	City Administrator & Director of Finance	May 24 2021
Adopted Budget published to website and printed copies to Council	Finance Department	May 31 2021

All Funds



Budget Overview

This summary provides an overview of the City's entire Fiscal Year 2021 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 Buildings, Administration, Finance, Recycling, and Storm

<i>Carryover for Appropriation</i>	<i>\$20,767,226</i>
<i>New Revenue</i>	<i>\$52,364,334</i>
<i>Internal Service Cost</i>	<i>\$1,610,514</i>
<i>Total Funds Available</i>	<i>\$74,742,074</i>
<i>Interfund Transfer In</i>	<i>\$4,785,444</i>
<i>Appropriations</i>	<i>\$59,919,710</i>
<i>Internal Service Cost</i>	<i>\$1,610,513</i>
<i>Total Appropriations</i>	<i>\$61,530,223</i>
<i>Estimated Ending Fund Balance</i>	<i>\$17,997,295</i>

Water. These departments/divisions provide general services to the community. As a result, the fund balance for the General Fund is projected to remain flat at twenty-six percent (26%). The starting balance is projected to be \$2,766,017 and to end at an estimated amount of \$1,816,067. This fund balance reflects slightly stronger revenues.

This is the second proposed budget since voters approved a tax dedicated to public safety. We project the starting balance at \$1,318,227 and an ending balance estimated at \$912,363 or 52%. This fund balance includes \$450,000 to equip our new public safety building.

City crews continue to work on projects funded by the Street Fund. An asphalt overlay of 6.9 miles of streets, or 22.3 lane miles, including: Elm Street, Jessie, Farmers, Magnolia, Hilsdale, Cypress, Southlawn, Amy, Commercial, East Bland, Maple Lane, Lincoln, Bennett, Madison, and Seventh Street. This is an increase of from 3.7 miles last fiscal year. The projected fund balance is twenty-five (25%). The starting balance should start at an estimated \$1,583,468 and end at approximately \$577,910. This fund reflects a lease purchase of \$550,000 for repaving Elm Street and Commercial Street. The result is \$2 million dollars invested in street improvements this fiscal year.

The Capital Fund will again invest in our community. \$250,000 invested in updates to fire station 1 and fire station 2. We propose \$60,000 for radios which will enable our public work crews to communicate with each other as well as public safety personnel in times of emergency. The capitol fund will also transfer the second of two transfers for a total of \$500,000 to streets. The starting balance is estimated to be \$710,734 with an ending estimated balance of \$1,006,474. This fund is positioned to address any additional costs associated with our Public Safety Building and expected new residential development.

The Special Funds are used to account for special activities and programs. The largest of these funds is the Park Fund and is managed by the Parks Board appointed by the Mayor with the consent of the City Council. A new skatepark will be presented to Council this fiscal year at an expected cost of \$125,000. The starting balance will be \$541,070 and is projected to be \$320,926 by the end of Fiscal Year 2022.

Parks remains an unsustainable fund where additional revenue or cost reduction measures face the organization in an anticipated three years.

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 should be \$79,467 and the ending balance is projected to be \$45,242.

The Downtown Business District will see a decrease to its fund balance, ending at \$45,716 or 90%. This fund balance includes monies raised by the Downtown Business District Board and are being matched with economic development dollars.

Our airport continues to be an important asset for our community and businesses. This budget includes funds for an airport master plan which we provide a vision for our facility. New T-hangers are also included in this budget to comply with a previously awarded taxiway grant. These T hangers will also provide space for a future meeting room with all utilities "stubbed" out in anticipation of future completion.

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	\$247,546	\$247,546	\$30,085	\$16,961	\$144,269	\$135,753	\$48,675	\$375,743
08 Street	\$56,715	\$56,715	\$56,829	\$20,353	\$54,157	\$38,037	\$5,977	\$175,353
40 Tourism	\$0	\$0	\$13	\$1,696	\$7,224	\$391	\$0	\$9,324
45 Econ Dev	\$0	\$0	\$710	\$1,696	\$26,727	\$7,547	\$0	\$36,680
73 Airport	\$0	\$0	\$0	\$1,696	\$0	\$17,118	\$0	\$18,814
75 Downtown Business	\$0	\$0	\$0	\$0	\$0	\$20,094	\$0	\$20,094
79 Parks	\$2,936	\$2,936	\$1,823	\$3,392	\$25,898	\$896	\$0	\$32,009
80 Electric	\$69,126	\$69,126	\$40,003	\$54,275	\$38,386	\$10,518	\$5,977	\$149,159
83 Fiber	\$0	\$0	\$0	\$0	\$44,770	\$4,512	\$0	\$49,282
85 Wastewater	\$60,052	\$60,052	\$24,804	\$27,138	\$44,063	\$11,871	\$5,977	\$113,853
87 Water	\$60,052	\$60,052	\$41,097	\$42,402	\$37,745	\$6,558	\$5,977	\$133,779
Direct Cost	\$1,093,938	\$1,093,938	\$165	\$0	\$3,500	\$0	\$0	\$3,665
Total	\$1,590,365	\$1,590,365	\$195,529	\$169,609	\$426,739	\$253,295	\$72,583	\$1,117,755

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. The balance in this Fund is expected to end at \$0. The Benefit Fund will see a slight decrease in its fund balance from \$1,652,035 to \$1,641,719. It is important to remember we are expecting an increase in worker compensation and health insurance expenses. Once these costs are known staff intends to rely upon this fund to address increases this fiscal year. Going forward, future increases may force additional funding conversations.

Enterprise Funds are used to manage the city utilities. The Electric Fund is the largest of these funds. The Operating Fund will start the year with \$3,376,664 and will end the year around \$3,769,283. The reserve will start with a balance of \$4,895,366 and end with a balance of \$4,998,081. The total capital investment planned from this Fund for this fiscal year is \$538,530 of which \$340,000 is being expensed from the reserve fund. In comparison to a budgeted amount of \$2,081,000 in FY21, this is a significant decrease while the fund addresses significantly increased wholesale electric costs associated with the February of 2021 extreme cold.

Fiber Fund manages our fiber utility and will see a decrease in its fund balance by \$29,112, with no additional projects anticipated until completion of the fiber master plan.

The Wastewater Fund will start the year with a balance around \$1,719,512 and end with a balance of \$1,482,037, or thirty eight percent (38%) fund balance. This budget reflects \$1,172,924 investments to our wastewater system.

The Water Fund will start the year with a balance around \$718,323 and end with a balance of \$573,129. This budget reflects a \$257,734 investment to our water system. This fund continues to be strained and will need to identify additional revenues, or a decrease in expenses, in the future.

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 \$10,723,710 are separated from the budget, the City sees an operational surplus of \$7,953,779 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

01 General Fund		08 Street Fund	
Carryover for Appropriations-Operating	\$2,448,904	Carryover for Appropriations	\$1,583,468
Carryover for Appropriations-Reserve	\$317,112	New Revenues	\$2,860,300
New Revenues	\$6,817,700	Total Available for Appropriations	\$4,743,768
Total Available for Appropriations	\$9,583,717	500 Street	\$4,165,858
100 General	\$1,115,168	Total Street Fund Appropriations	\$4,165,858
105 Municipal Court	\$244,783	Estimated Ending Balance	\$577,910
110 Fire Department	\$1,569,230	22 Capital Fund	
115 Police Department	\$2,928,627	Carryover for Appropriations	\$711,033
120 Police Officer Training	\$0	New Revenues	\$4,790,000
130 Civic Center	\$538,431	Total Available for Appropriations	\$5,501,033
135 Community Buildings/NEC	\$38,688	600 Capital	\$886,359
140 Mayor & Council	\$84,721	605 General	\$3,458,200
145 City Administration	\$383,124	610 Street	\$60,000
150 City Clerk Office	\$194,458	Total Capital Fund Appropriations	\$4,494,559
155 Recycling	\$63,915	Estimated Ending Balance	\$1,006,474
165 Storm Water	\$17,750		
170 Finance Office	\$362,692		
175 HR	\$226,063		
Total General Fund Appropriations	\$7,767,650		
Estimated Ending Balance	\$1,816,067		
03 Public Safety Fund			
Carryover for Appropriations	\$1,318,227		
New Revenues	\$2,750,005		
Total Available for Appropriations	\$4,068,232		
03-510 Fire Department	\$2,041,863		
03-515 Police Department	\$1,114,006		
Total Street Fund Appropriations	\$3,155,869		
Estimated Ending Balance	\$912,363		

Percent of Fund Balance

General – 26%
Public Safety – 52%
Street -25%
Capital– 57%

Budget Summary Special and Internal Activity

Percent of Fund Balance

Tourism – 27%
Economic Development -67%
Airport – 0%
Downtown Business – 90%
Parks – 40%

73 Airport Fund	
<i>Carryover for Appropriations</i>	\$0
<i>New Revenues</i>	\$297,770
<i>Interfund Transfer In</i>	\$332,867
<i>Total Available for Appropriations</i>	\$630,637
100 Airport General	\$630,637
<i>Total Airport Fund Appropriations</i>	\$630,637
<i>Estimated Ending Balance</i>	\$0

40 Tourism Fund		75 Downtown Business District Fund	
<i>Carryover for Appropriations</i>	\$79,467	<i>Carryover for Appropriations</i>	\$57,189
<i>New Revenues</i>	\$165,100	<i>New Revenues</i>	\$50,635
<i>Interfund Transfer In</i>	\$85,190	<i>Interfund Transfer in</i>	\$15,000
<i>Total Available for Appropriations</i>	\$329,757	<i>Total Available for Appropriations</i>	\$122,824
500 Tourism	\$284,515	500 DTBD General	\$77,108
<i>Total Tourism Fund Appropriations</i>	\$284,515	<i>Total DTBD Fund Appropriations</i>	\$77,108
<i>Estimated Ending Balance</i>	\$45,242	<i>Estimated Ending Balance</i>	\$45,716
45 Economic Development Fund		79 Parks Fund	
<i>Carryover for Appropriations</i>	\$985,429	<i>Carryover for Appropriations-Operating</i>	\$274,275
<i>New Revenues</i>	\$1,136,568	<i>Carryover for Appropriations-Reserve</i>	\$266,795
<i>Total Available for Appropriations</i>	\$2,121,997	<i>New Revenues</i>	\$799,975
700 Economic General	\$810,805	<i>Total Available for Appropriations</i>	\$1,341,045
715 Detroit Tool Metal Products	\$523,791	500 Parks Operation and Administration	\$705,385
730 Copeland	\$21,501	515 Boswell Aquatic Center	\$124,730
750 Mercy	\$1,000	520 Parks Activities	\$190,004
<i>Total Economic Development Fund Appropriations</i>	\$1,357,097	<i>Total Parks Fund Appropriations</i>	\$1,020,119
<i>Estimated Ending Balance</i>	\$764,900	<i>Estimated Ending Balance</i>	\$320,926

Budget Summary Special and Internal Activity

Percent of Fund Balance

Codes Administration – 0%
Service -0%
Benefits– 46%

50 Codes Administration		60 Service Fund	
<i>Carryover for Appropriations</i>	\$290,867	<i>Internal Service Cost Revenue</i>	\$1,114,087
<i>New Revenues</i>	\$503,870	<i>New Revenue</i>	\$3,665
<i>Interfund Transfer In</i>	\$299,201	<i>Total Available for Appropriations</i>	\$1,117,752
<i>Internal Service Cost Revenue</i>	\$496,427	305 Garage	\$195,528
<i>Total Available for Appropriations</i>	\$1,590,365	310 Purchasing & Warehouse	\$169,610
305 Codes Administration	\$1,590,365	315 Information Technology	\$426,738
310 Planning & Design	\$0	320 Facilities Management	\$253,294
<i>Total Codes Administration Appropriations</i>	\$1,590,365	325 Janitorial Services	\$72,581
<i>Estimated Ending Balance</i>	\$0	<i>Total Internal Service Fund Appropriations</i>	\$1,117,751
		<i>Estimated Ending Balance</i>	\$0
		70 Benefits Fund	
		<i>Carryover for Appropriations</i>	\$1,652,035
		<i>New Revenues</i>	\$3,516,855
		<i>Total Available for Appropriations</i>	\$5,168,890
		400 Benefits	\$3,527,171
		<i>Total Benefits Fund Appropriations</i>	\$3,527,171
		<i>Estimated Ending Balance</i>	\$1,641,719

Budget Summary Enterprise Activity

80 Electric Fund		85 Wastewater Fund	
Carryover for Appropriations-Operating	\$3,376,664	Carryover for Appropriations-Operating	\$1,242,985
Carryover for Appropriations-Reserve	\$4,895,366	Carryover for Appropriations-Reserve	\$476,527
New Revenues-Operating	\$26,181,091	New Revenues	\$3,889,746
Interfund Transfer In-Reserve	\$496,715	Total Available for Appropriations	\$5,609,258
Total Available for Appropriations	\$34,949,836	200 WWTP and Operation	\$3,442,992
200 Electric Operating	\$25,366,771	205 WW Maintenance	\$249,506
205 Electric Maintenance	\$421,701	215 Inflow & Infiltration	\$434,723
215 Electric Reserve	\$394,000	Total Wastewater Fund Appropriations	\$4,127,221
Total Electric Fund Appropriations	\$26,182,472	Estimated Ending Balance	\$1,482,037
Estimated Ending Balance-Operating	\$3,769,283	87 Water Fund	
Estimated Ending Balance-Reserve	\$4,998,081	Carryover for Appropriations-Operating	\$401,116
83 Fiber Fund		Carryover for Appropriations-Reserve	\$317,207
Carryover for Appropriations	\$72,559	New Revenues	\$1,782,525
New Revenues	\$75,000	Total Available for Appropriations	\$2,500,848
Total Available for Appropriations	\$147,559	200 Water Operation	\$1,506,482
200 Fiber Operating	\$104,112	205 Water Maint. & Distribution System	\$421,237
Total Fiber Fund Appropriations	\$104,112	Total Water Fund Appropriations	\$1,927,719
Estimated Ending Balance	\$43,447	Estimated Ending Balance	\$573,129

Percent of Fund Balance

Electric – 36%
 Fiber - 58%
 Wastewater – 38%
 Water – 32%

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 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:

- ✓ 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
- ✓ Parks (79) has a property tax imposed on all real and personal property within the corporate limits of the City. This tax is used to manage and maintain a park system, consisting of ten parks and one outdoor pool.



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.

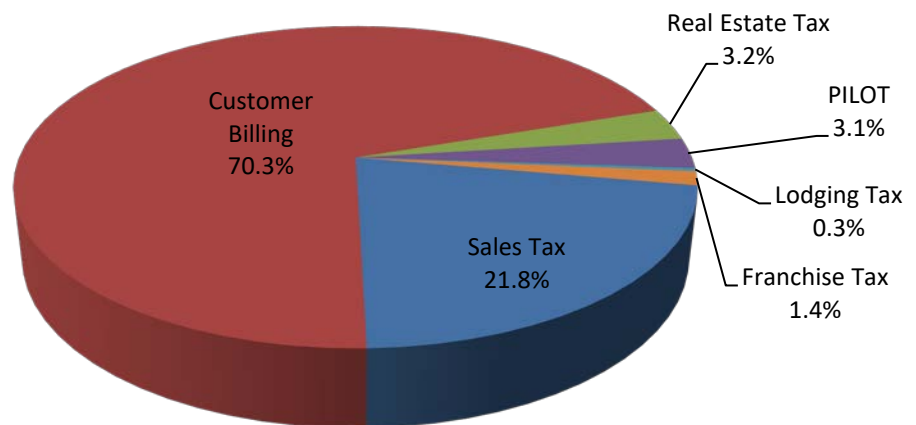
Description

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.

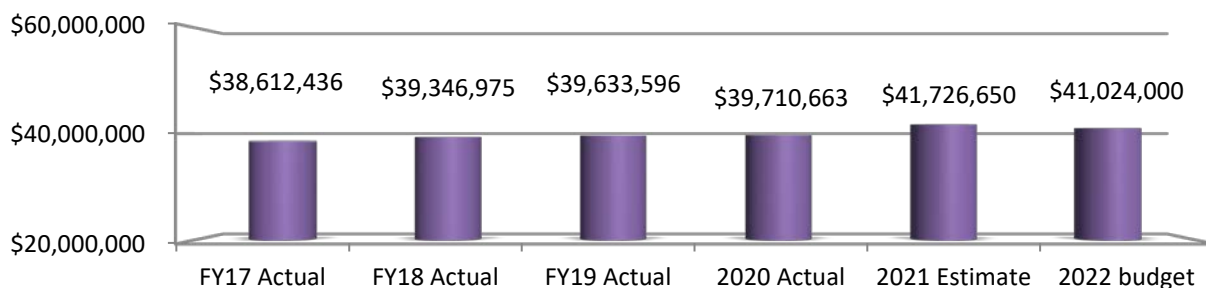
Financial Trend

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

FY 2022 Major Revenue



Major Revenues



Sales Tax 1%

Revenue General Ledger Account:

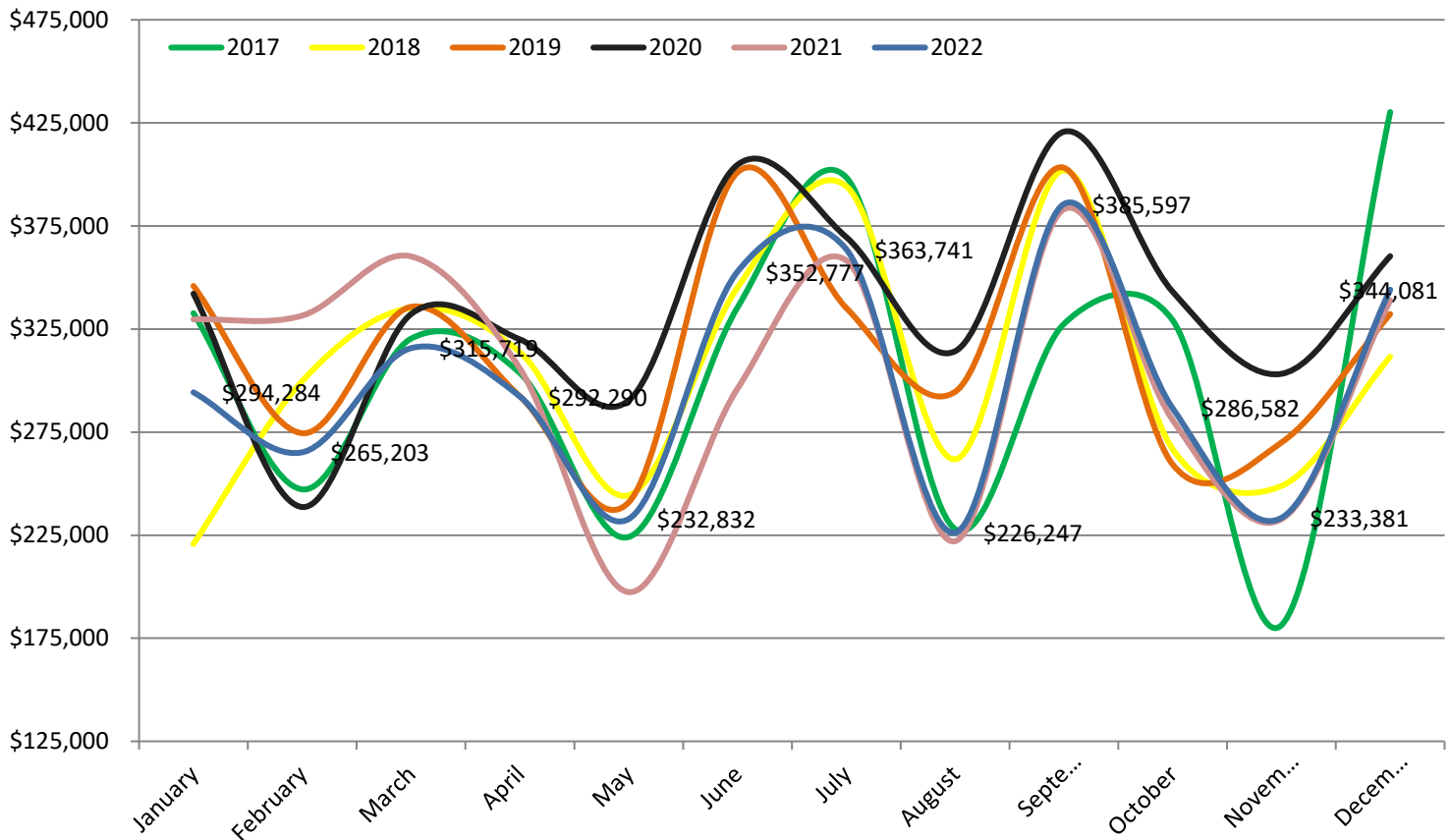
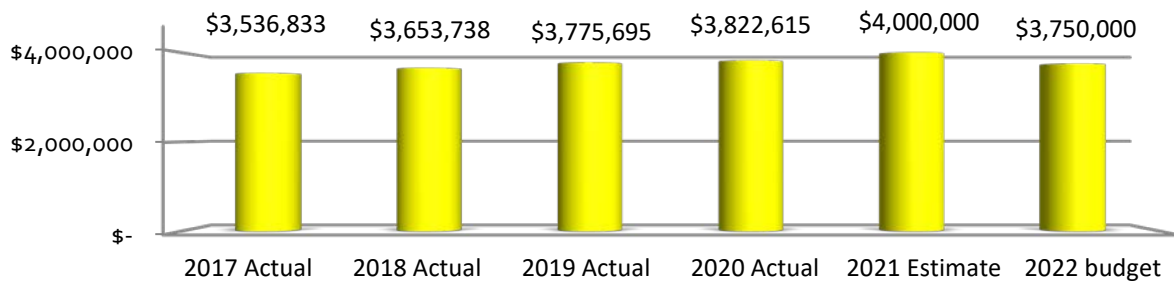
General Fund

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 FY2018 fiscal year is based on current receipts and historical trending.

Sales Tax 1% Revenue History



Customer Billing

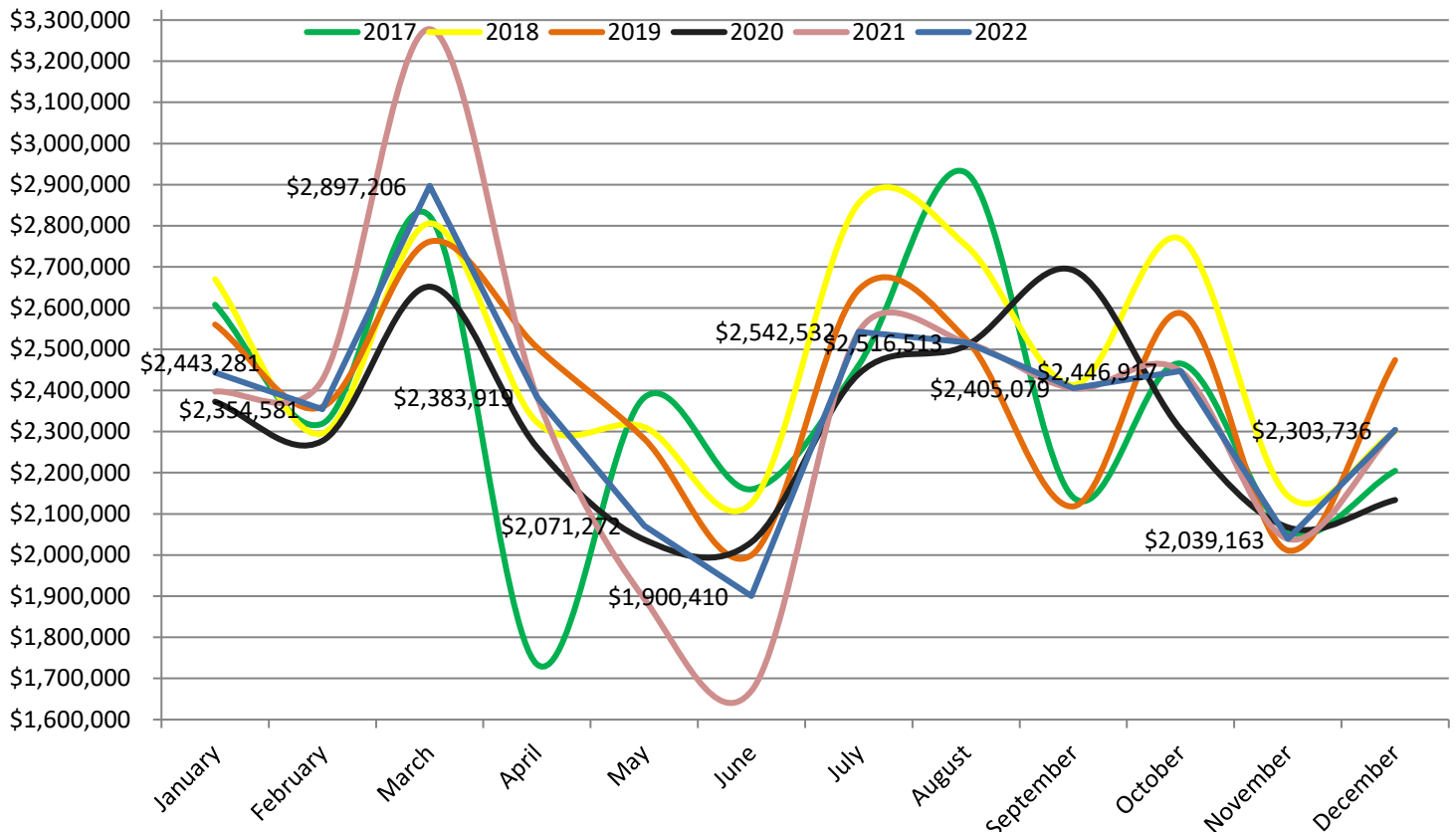
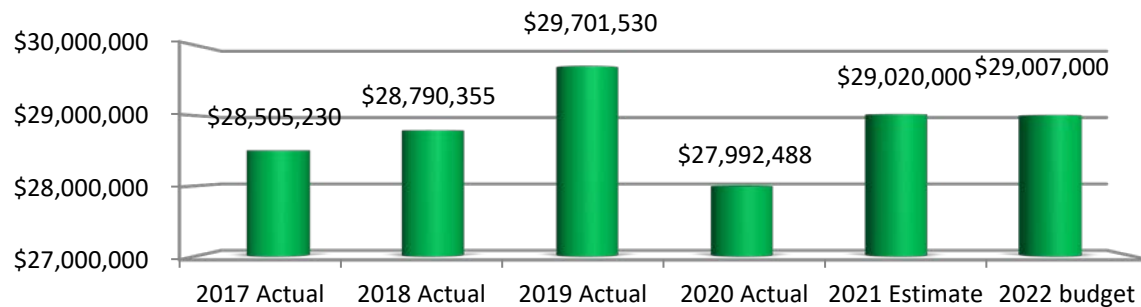
Revenue General Ledger Accounts:

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

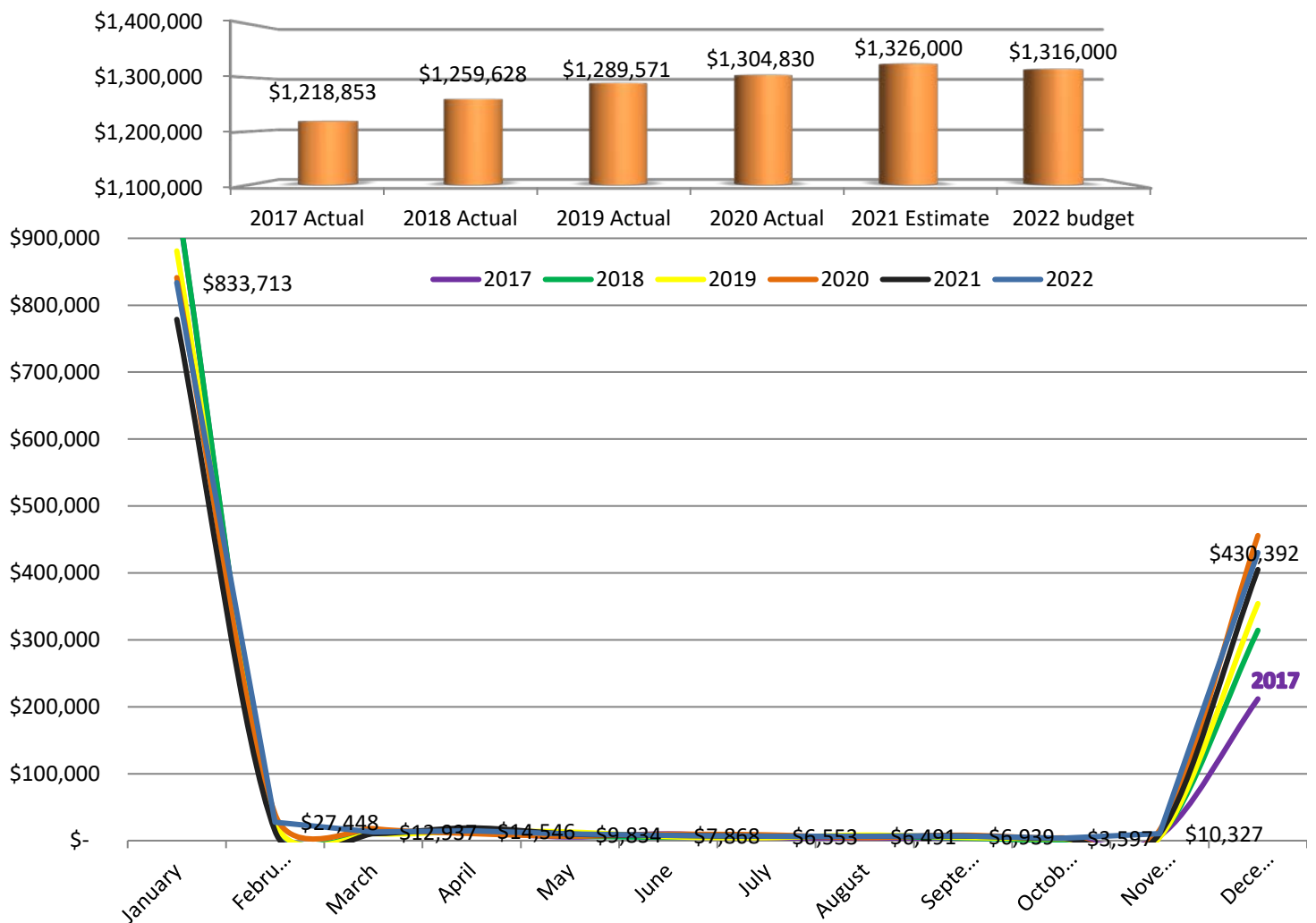
Real estate taxes levied according to the taxation districts are received from the city collector and recorded in the proper fund.

The General Fund Ad Valorem levy for the next year is \$0.2607 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 the next year is \$0.7402 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 is \$0.2607 per one hundred dollars assessed valuation of all taxable, tangible property within the city limits of the city.

Real Estate Tax Revenue History



Sales Tax .5%

Revenue General Ledger Accounts:

Public Safety Fund	03-4-500-1000.002
Street Fund	08-4-500-1000.002
Capital Fund	22-4-600-1000.002

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

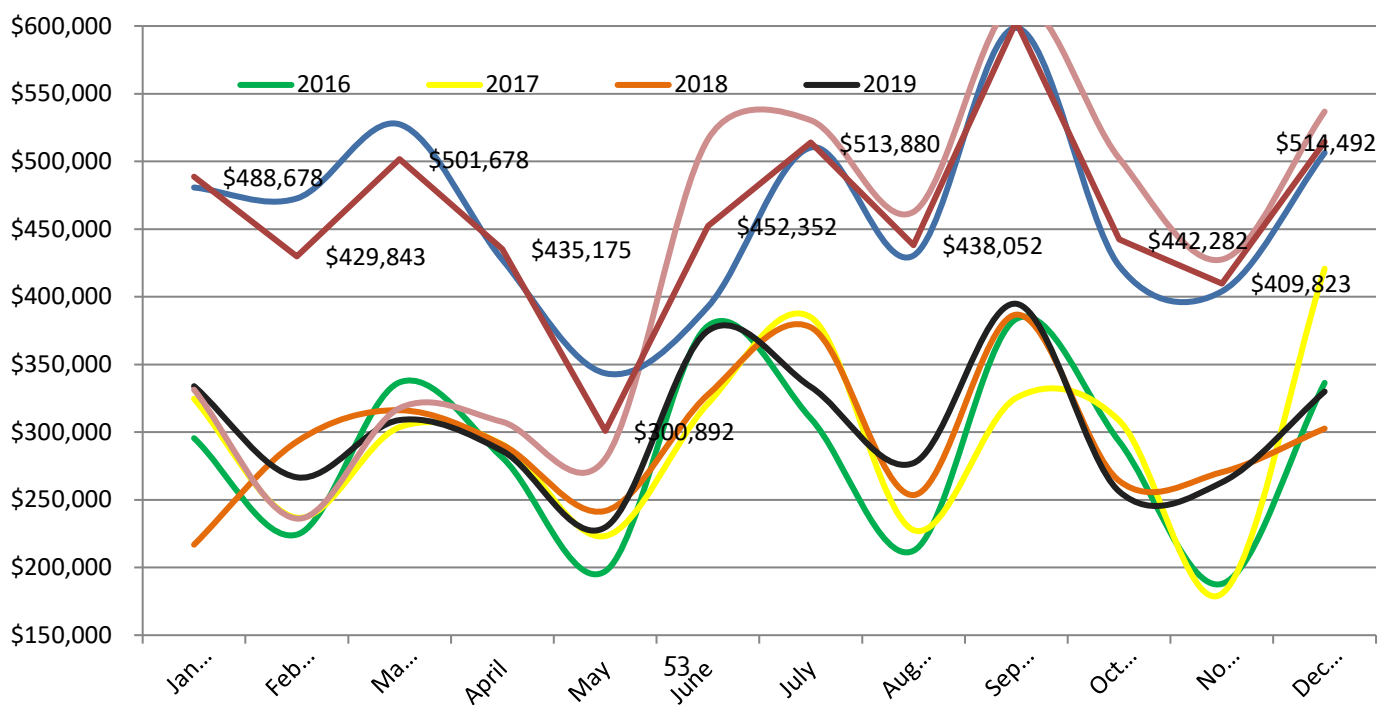
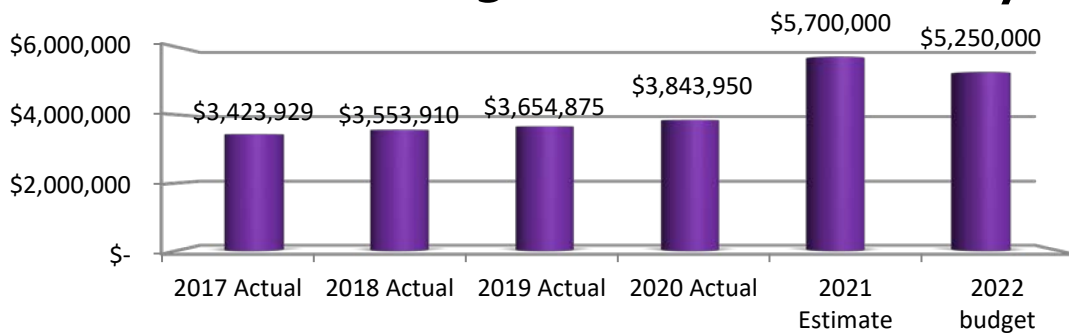
The voters of Lebanon elected to impose a local, one half of one percent, sales tax for the purpose of funding Public Safety beginning April 1, 2020. This tax has no expiration.

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.

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

Sales Tax .5% Revenue History



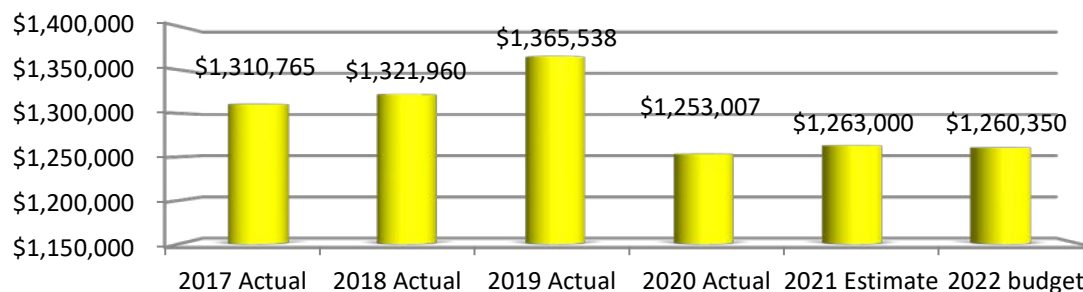
PILOT

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 and again in FY2020.

PILOT Revenue History



Lodging

Revenue General Ledger Account:

Tourism

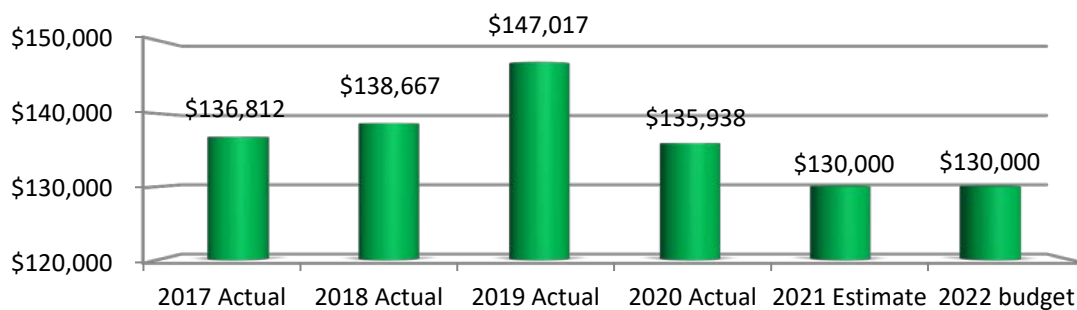
40-4-500-1000.006

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



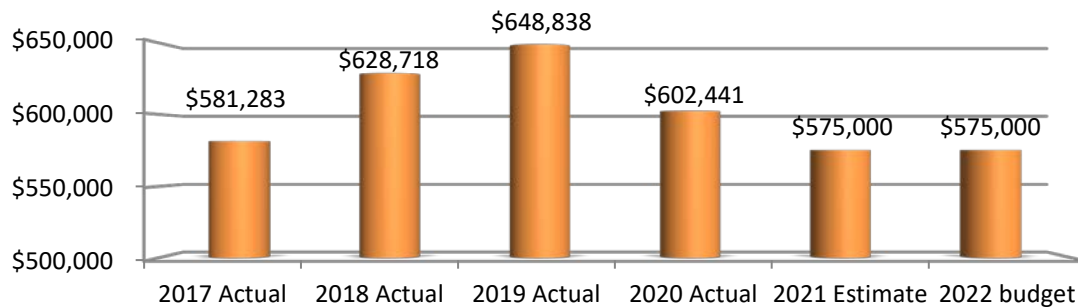
Franchise

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 2020 Budget	FY 2021 Budget	FY 2022 Proposed
Municipal Court				
Clerk I (Court Clerk)	L05	1	1	1
Clerk III (Court Clerk)	L07	1	1	1
Security Officer I (Courtroom Security Officer)	L06	1	1	1
Total Municipal Court		3	3	3
Fire				
Captain	F06 - F07	3	3	3
Deputy Chief	L14	1	1	1
Fire Chief	L16	1	1	1
Firefighter	F02 - F03	12	12	12
Inspector III (Fire Inspector)	L10	1	1	1
Lieutenant	F04 - F05	3	3	3
Total Fire		21	21	21
Police				
Animal Control Officer	L04	2.5	2.5	2.5
Chief Communications Officer	L10	1	1	1
Clerk I (Evidence/Records Clerk)	L05	1	1	1
Clerk IV (Police Analyst)	L08	1	1	1
Dispatcher I - II	L04	7	7	7
Lieutenant	L11	2	2	2
Police Chief	L16	1	1	1
Police Officer I - II	L07 - L08	22	22	20
Police Sergeant I - II	L09 - L10	5	5	5
Total Police		42.5	42.5	40.5
Civic Center				
Custodian	L01	1	1	0.5
Maintenance/Operations Worker I	L02	1	1	1
Maintenance/Operations Worker III	L04	1	1	1
Maintenance/Operations Worker V	L07	1	1	1
Office Support Assistant	L05	0	0	1
Promotion Event Coordinator	L07	1	1	1
Total Civic Center		5	5	5.5

	Salary Grade	FY 2020 Budget	FY 2021 Budget	FY 2022 Proposed
Administration				
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
Total Administration		3.5	3.5	3.5
City Clerk				
City Clerk	L15	1	1	1
Deputy City Clerk	L10	1	1	1
Total City Clerk		2	2	2
Recycling				
Maintenance/Operations Worker I	L02	0.5	0.5	0.5
Total Recycling		0.5	0.5	0.5
Finance				
Accounting Technician II	L09	1	1	1
Accounting Technician I	L08	1	1	1
Accounting Technician III	L10	1	1	1
Director of Finance	L16	1	1	1
Office Support Assistant	L05	1	1	1
Total Finance		5	5	5
Human Resources				
Human Resource Coordinator	L07	1	1	1
Human Resource Director	L15	1	1	1
Human Resource Manager	L11	1	1	1
Total Human Resources		3	3	3
Total General Fund		85.5	85.5	84
Public Safety				
Clerk I	L05	0	1	1
Fire Lieutenant	F04 - F05	0	3	3
Firefighter	F02 - F03	0	3	3
Police Deputy Chief	L14	0	1	0
Police Lieutenant	L11	0	0	1
Police Officer I - II	L07 - L08	0	2	4

	Salary Grade	FY 2020 Budget	FY 2021 Budget	FY 2022 Proposed
System Analyst	L7	0	0	1
Total Public Safety		0	10	13
Street Division				
Clerk IV (Public Works Analyst)	Lo8	1	1	1
Concrete Finisher IV	Lo8	0	2	2
Concrete Finisher V	Lo9	0	1	1
Equipment Operator I	Lo5	2.5	3.5	1
Equipment Operator II	Lo6	3	2	2
Equipment Operator III	Lo7	6	5	5
Equipment Operator IV	Lo8	1	0	0
Equipment Operator V	Lo9	2	1	1
Equipment Technician I	Lo5	0	0	2
Operations Manager (Street Maintenance)	L12	1	1	1
Operations Manager (Street Projects)	L12	1	1	1
Street Superintendent	L14	1	1	1
Total Street Division		18.5	18.5	18
Tourism				
Office Support Assistant	Lo5	0.5	1	0
Tourism Director	L13	1	1	1
Total Tourism		1.5	2	1
Codes Administration				
Code Administrator	L14	1	1	1
Codes Administration Representative	Lo9	1	1	1
Equipment Technician III (Draft Technician)	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
Total Codes Administration		8	8	8
Garage				
Equipment Technician II	Lo6	1	1	0
Equipment Technician IV	Lo8	1	1	1
Equipment Technician V	Lo9	1	1	1
Total Garage		3	3	2

	Salary Grade	FY 2020 Budget	FY 2021 Budget	FY 2022 Proposed
<i>Purchasing & Warehouse</i>				
Inventory Specialist	L07	2	2	2
Maintenance/Operations Worker I	L02	0	0	0
Purchasing Agent	L09	1	1	1
<i>Total Purchasing & Warehouse</i>		3	3	3
<i>Information Technology</i>				
Help Desk Administrator	L06	1	1	0
IT Director	L15	1	1	1
Network Manager	L11	1	1	1
System Administrator	L08	1	1	1
System Analyst	L07	0	0	1
<i>Total Information Technology</i>		4	4	4
<i>Facilities Management</i>				
Maintenance/Operations Worker I	L02	0	1	1
Maintenance/Operations Worker III	L04	1	0	0
Maintenance/Operations Worker V	L07	1	1	1
Operations Manager	L12	1	1	1
Seasonal Maintenance Worker	L00	1	1	1
<i>Total Facilities Management</i>		4	4	4
<i>Janitorial Services</i>				
Custodian	L01	2.5	2.5	2.5
<i>Total Janitorial Services</i>		2.5	2.5	2.5
<i>Total Service Fund</i>		16.5	16.5	15.5
<i>Airport</i>				
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
<i>Total Airport</i>		2.5	2.5	2.5
<i>Parks</i>				
Assistant Park Director	L08	1	1	1
Front Desk/Concession Attendant	L00	7	5	7.5
Lifeguard I	L00	6	6	6.5
Lifeguard II	L01	1.5	1.5	1

	Salary Grade	FY 2020 Budget	FY 2021 Budget	FY 2022 Proposed
Maintenance/Operations Worker I	L02	3.5	1	1
Maintenance/Operations Worker II	L03	1	1	1
Maintenance/Operations Worker III	L07	0	1	1
Parks Director	L15	1	1	1
Pool Manager	L02	0.5	0.5	0.5
Seasonal Maintenance Worker	L00	1.5	3.5	3
Total Parks		23	21.5	23.5
Electric				
Apprentice Lineman I	L09	5	2	2
Apprentice Lineman III	L11	0	4	4
Customer Service Representative	L06	1	1	1
Electric Superintendent	L15	1	1	1
Equipment Operator I - II	L05 - L06	3	4	5
Equipment Operator III	L07	2	2	2
Equipment Technician III	L07	1	1	1
Journeyman Lineman I	L13	4	3	3
Journeyman Lineman II	L14	4	4	4
Operations Manager	L12	2	2	2
Operations Specialist	L14	1	1	1
Utility Operations Supervisor	L10	1	1	1
Total Electric		25	26	27
Wastewater				
Customer Service Representative	L06	1	1	1.5
Environmental Services Superintendent	L14	1	1	1
Equipment Operator I	L05	1.5	0.5	0.5
Equipment Operator II	L06	3	1	2
Equipment Operator III	L07	1	1	1
Equipment Operator IV	L08	0	0	1
Equipment Technician I	L05	0	1	1
Equipment Technician II	L06	1	2	3
Equipment Technician III	L07	2	3	2
Equipment Technician IV	L08	2	1	1
Equipment Technician V	L09	2	2	2
Maintenance/Operations Worker II	L03	1.5	1.5	0
Operations Manager	L12	1	1	1
Total Wastewater		17	16	17

	Salary Grade	FY 2020 Budget	FY 2021 Budget	FY 2022 Proposed
Water				
Customer Service Representative	Lo6	1	1	1
Equipment Operator I	Lo5	0.5	0.5	0.5
Equipment Operator II	Lo6	1	1	1
Equipment Operator III	Lo7	1	1	1
Equipment Operator IV	Lo8	2	2	1
Equipment Technician II	Lo6	1	2	2
Equipment Technician III	Lo7	1	1	1
Equipment Technician IV	Lo8	1	0	0
Operations Manager	L12	1	1	1
Public Works Director	L16	1	1	1
Total Water		10.5	10.5	9.5
All City		208	217	219

Personnel Changes

The City has an overall staffing increase of 2 FTE's. Below is the explanation by department:

Overall, the net change to the Police Department between General Fund and Public Safety Fund is a net 0 as part of a gradual shift to lessen the burden on General Fund.

The Public Safety Fund did see an increase by moving a Systems Analyst personnel from IT. This position has been dedicated to support Police Information Technology functions.

Civic Center saw a net increase of 0.5 FTE while Tourism will see a decrease of 0.5 FTE. These two are related and a result of moving the Office Support Assistant to the Civic Center as the duties of this personnel have change to cover Civic Center activities.

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

Garage saw a decrease of 1 FTE as a result of re-evalutaion of operations.

Parks will see an overall increase of 2 FTEs in direct relation to their concession and pool activities.

Electric will see an overall increase of 1 FTE from adding two internships.

Wastewater will see an increase of 1 FTE while Water will see a decrease of 1 FTE as a result of evaluating operations needs between the two departments.

Revenues & Expenditures by Fund – 3 years

The Revenue and Expenditures from the last three years illustrate the stability of our community. The revenue in FY 2022 is estimated to be lower than FY 2021 due to bond proceeds received during the fiscal year 21. Overall sales tax revenue shows an overall increase that is related to a decline in projection from FY21 due to the unknown impacts of COVID-19. While the City has not seen a downturn due to it's impact on the economy, the City remains conservative 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 a planned COLA. Debt has increased due to completion of several improvement projects throughout the City as well as a new Public Safety Building. One notable category is supplies and materials, this is where our wholesale power is expensed.

City of Lebanon	2020 Actuals	2021 Budget	2021 Estimated	2022 Proposed
Revenues				
Taxes	\$9,169,107	\$10,154,500	\$11,211,285	\$10,501,285
Franchise Fees	\$602,441	\$565,000	\$575,000	\$575,000
PILOTs	\$1,253,007	\$1,166,275	\$1,263,000	\$1,260,350
Intergovernmental	\$1,148,686	\$2,766,000	\$2,436,820	\$2,063,228
Service Charges	\$29,890,292	\$29,053,080	\$30,974,766	\$31,245,385
Rentals	\$1,410,917	\$1,399,191	\$1,428,172	\$1,419,872
Licenses and Permits	\$64,327	\$50,000	\$66,000	\$66,000
Fines	\$122,380	\$112,500	\$62,200	\$98,200
Benefit Revenue	\$3,540,891	\$3,885,105	\$3,901,588	\$3,516,470
Other	\$851,157	\$9,348,197	\$12,769,506	\$5,371,730
Internal Service Revenue	\$1,921,344	\$2,216,816	\$2,123,165	\$2,642,772
Total Revenues	\$49,974,549	\$60,716,664	\$66,811,502	\$58,760,292
Expenses				
Personnel	\$11,245,511	\$12,845,082	\$11,652,414	\$13,309,976
Capital	\$6,524,227	\$17,373,254	\$20,300,532	\$10,893,825
Debt	\$453,030	\$2,239,150	\$2,054,235	\$2,761,651
Grant Capital	\$502,691	\$1,000	\$14,070	\$32,934
Utilities	\$796,958	\$890,337	\$879,826	\$894,635
Professional Services	\$3,341,278	\$3,663,577	\$4,291,507	\$4,162,839
Supplies and Materials	\$21,715,528	\$20,606,151	\$22,135,638	\$22,502,251
Tools, Equipment, and Vehicles	\$692,227	\$707,605	\$745,873	\$803,174
Benefit Expense	\$3,454,574	\$3,597,098	\$3,529,288	\$3,526,171
Other	\$245,705	\$265,000	\$0	\$0
Internal Service Expense	\$1,483,401	\$1,953,149	\$2,054,533	\$2,642,771
Total Expenses	\$50,455,130	\$64,141,403	\$67,657,916	\$61,530,227

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 FY22 budget includes \$10,723,710 worth of capital Expenses

FY 2022 Capital Schedule

Project Number	Project Information		FY 22 Budget
01 - General Fund			
01-CCC-001-19	01 - 130 - Civic Center	Replace Computer Systems/Wireless	\$4,000
	Improvement Type	Machinery & Equipment	
	Description	Replacement of existing desktops and laptops with Win 7	
	Justification	Current computers have reached end of life. Normal life due to technology is 4-5 years. CCC computers will be 8 years old and were upgraded in 2014 to Win 7. The City is migrating to Win 10, and most systems will have a harder time computing as applications evolve. The new 64-bit Win 10 systems will run quicker and process data across the network in a more efficient manner. The wireless nodes will be 5 years old as well and will need to be upgraded and expanded	
01 - General Fund - Total			\$4,000
03 - Public Safety			
03-FDE-001-22	03 - 510 - Fire Public Safety	75 ft Ladder truck	\$1,000,000
	Improvement Type	Vehicles	
	Description	Purchase	
	Justification	Replacing the 2008 ladder truck	
03-FDX-002-21	03 - 510 - Fire Public Safety	Public Safety Building Equipment/Frniture	\$450,000
	Improvement Type	Furniture & Office Equipment	
	Description	Equip the new Public Safety Building	
	Justification	New equipment and furniture for the new fire station 3	
01-FDE-003-017	03 - 510 - Fire Public Safety	Radio Communication	\$25,000
	Improvement Type	Machinery & Equipment	
	Description	Purchase	
	Justification	Fire Department provides all personnel a individual portable radio. This purchase will provide new personnel with such radio.	
99-PDX-007-22	03 - 515 - Police Public Safety	DSX Access	\$7,500
	Improvement Type	Machinery & Equipment	
	Description	Replace access server which is end-of-life, end-of-service.	
	Justification	Access server must be upgraded as it is maintained on Win 7 machine.	
99-ITS-005-22	03 - 515 - Police Public Safety	Printer	\$7,000
	Improvement Type	Machinery & Equipment	
	Description	Printer Dispatch	
	Justification	Older printer is at eol, eos	
01-PDA-001-19	03 - 515 - Police Public Safety	Field Investigation Hardware and Software	\$9,000
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase of Point Cloud Module for FARO software used in CAD and CADZone	
	Justification	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 consists of hardware nodes for crash recreation and FY21 for crime zone recreation.	

Project Number	Project Information		FY 22 Budget
01-PDA-003-18	03 - 515 - Police Public Safety	Replace Existing Computer Systems	\$16,000
	Improvement Type	Furniture & Office Equipment	
	Description	Replacement of desktops or laptops with Win 7 32-bit OS with Win 10 or greater	
	Justification	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 Omnigo (application manager). Without Omnigo 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.	
03-PDA-006-22	03 - 515 - Police Public Safety	Access Server Federal Protection	\$8,200
	Improvement Type	Machinery & Equipment	
	Description	Replace access server for building access	
	Justification	The server is past end of life and end of service	
03-PDX-001-21	03 - 515 - Police Public Safety	IP Camera Solution	\$24,000
	Improvement Type	Machinery & Equipment	
	Description	IP cameras through locations within city	
	Justification	Cameras will be instrumental in solving crimes and apprehending suspects	
03-PDX-001-22	03 - 515 - Police Public Safety	Computer Voice Stress Analyzer (CVSA)	\$6,000
	Improvement Type	Machinery & Equipment	
	Description	Purchase a CVSA III to replace a ten year old model	
	Justification	Update is needed to enhance detective's capabilities	
03-PDX-002-22	03 - 515 - Police Public Safety	Animal Control Truck	\$45,000
	Improvement Type	Vehicles	
	Description	Replacement of the Animal Control Truck	
	Justification	The current vehicle is 9 years old and is experiencing mechanical issues.	
03-PDX-003-22	03 - 515 - Police Public Safety	Radar Speed Trailer	\$10,000
	Improvement Type	Machinery & Equipment	
	Description	Purchase a Radar Speed Trailer to improve safety on city roads.	
	Justification	The speed trailer will promote safety on city roadways	
04-PDX-001-22	03 - 515 - Police Public Safety	Animal Control Network Hardware	\$10,000
	Improvement Type	Machinery & Equipment	
	Description	Network System and Verkada	
	Justification	When AC becomes a node on the network they will need a network system and associated peripherals	
05-PDX-001-22	03 - 515 - Police Public Safety	License Plate Readers	\$66,000
	Improvement Type	Machinery & Equipment	
	Description	LPR equipment in strategic locations	
	Justification	Continue to build LPR network within city to enhance safety and security for officers and citizens	
03 Public Safety - Total			\$1,683,700
08 - Streets			
08-STR-001-20	08 - 500 - Street Operation	Madison Avenue Overlay	\$10,059
	Improvement Type	Land & Land Improvements	
	Description	Asphalt overlay of 176' of Madison Avenue from Bennett Street to Seventh Street.	
	Justification	The majority of the pavement on Madison Avenue is in very 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.	
08-STR-001-22	08 - 500 - Street Operation	Elm Street Asphalt Overlay	\$800,000
	Improvement Type	Land & Land Improvements	
	Description	Asphalt overlay of 14,956 linear feet of Elm Street from Ivey Lane to Seminole, finance over 8 years	
	Justification	The majority of the pavement on Elm Street is in very good condition on the Pavement Condition Index. An asphalt overlay will be needed to protect the paved surface on Elm Street. Finance over 8 years, cost shown does not include finance charges.	

Project Number	Project Information		FY 22 Budget
08-STR-006-24	08 - 500 - Street Operation	Lincoln Avenue	\$76,954
	Improvement Type	Land & Land Improvements	
	Description	Asphalt pavement overlay of 1500' of Lincoln Avenue from Millcreek Road to South Street	
	Justification	The pavement on Lincoln Avenue 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	
08-STR-012-25	08 - 500 - Street Operation	Commercial Street Improvements	\$250,000
	Improvement Type	Land & Land Improvements	
	Description	Replacement of 1,383' of asphalt pavement on Commercial Street between Jefferson and Jackson.	
	Justification	The pavement on Commercial Street is in good to fair condition on the Pavement Condition Index. This approach to rehabilitation will reduce pavement distresses and increase the useful life of the roadway.	
08-STR-017-21	08 - 500 - Street Operation	East Bland Road Asphalt Overlay	\$144,666
	Improvement Type	Land & Land Improvements	
	Description	Asphalt overlay of 3,894 linear feet of East Bland Road from King James to Tower Road	
	Justification	The pavement on East Bland Road 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.	
08-STR-017-22	08 - 500 - Street Operation	Beck Lane Extension	\$122,500
	Improvement Type	Land & Land Improvements	
	Description	Extension of Beck Lane 370' and improvements to the intersection of Beck Lane and Ivey Lane	
	Justification	Extension of Beck Lane is needed for the construction of the new Public Safety Facility as well as improvements to the intersection of Beck Lane and Ivey Lane	
08-STR-018-22	08 - 500 - Street Operation	Jessie Street	\$88,683
	Improvement Type	Land & Land Improvements	
	Description	Asphalt overlay of 2,586' of Jessie Street from Jefferson Avenue to Amy Drive	
	Justification	The pavement on Jessie Street 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-019-22	08 - 500 - Street Operation	Farmers Lane	\$44,071
	Improvement Type	Land & Land Improvements	
	Description	Asphalt overlay of 1,285' of Farmers Lane from King James to Amy Drive	
	Justification	The pavement on Farmers Lane 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.	
08-STR-020-22	08 - 500 - Street Operation	Magnolia Drive	\$29,972
	Improvement Type	Land & Land Improvements	
	Description	Asphalt overlay of 874' of Magnolia Drive from Southlawn to Jessie.	
	Justification	The pavement on Magnolia 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.	

Project Number	Project Information		FY 22 Budget
08-STR-021-20	08 - 500 - Street Operation	New Street Improvements	\$65,000
	Improvement Type	Land & Land Improvements	
	Description	Approved by City Council August 12, 2019	
	Justification	reconstruction of 450' of asphalt & storm drainage	
08-STR-021-22	08 - 500 - Street Operation	Hilsdale Street	\$49,537
	Improvement Type	Land & Land Improvements	
	Description	Asphalt overlay of 1,333' of Hilsdale Street from Planeview to end of street.	
	Justification	The pavement on Hilsdale Street 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-022-22	08 - 500 - Street Operation	Cypress Drive	\$51,234
	Improvement Type	Land & Land Improvements	
	Description	Asphalt overlay of 1494' of Cypress Drive from Mountrose to Jessie.	
	Justification	The pavement on Cypress 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.	
08-STR-023-22	08 - 500 - Street Operation	New Buffalo Road Sidewalk	\$55,000
	Improvement Type	Land & Land Improvements	
	Description	Construction of sidewalk along one side of New Buffalo Road, 2,700', from Taylor to Apartments on New Buffalo Road.	
	Justification	An ADA compliant sidewalk along New Buffalo Road is needed to meet pedestrian traffic and safety issues.	
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.	
08-STR-025-22A	08 - 500 - Street Operation	Southlawn Avenue	\$39,948
	Improvement Type	Land & Land Improvements	
	Description	Asphalt overlay of 1165' of Southlawn Avenue from King James to Cypress.	
	Justification	The pavement on Southlawn Avenue 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.	
08-STR-025-23	08 - 500 - Street Operation	Maple Lane	\$116,700
	Improvement Type	Land & Land Improvements	
	Description	Asphalt overlay of 3,403' of Maple Lane from Madison to end of street.	
	Justification	The pavement on Maple Lane is in 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.	

Project Number	Project Information		FY 22 Budget
08-STR-026-22	08 - 500 - Street Operation	Wireless Headphone System for Street Maintenance	\$7,000
	Improvement Type	Machinery & Equipment	
	Description	Purchase of 4 sets of wireless headphones for street maintenance for communication and hearing protection.	
	Justification	Wireless headphones are needed for hearing protection and communication on projects,	
08-STR-026-22A	08 - 500 - Street Operation	Amy Drive	\$39,091
	Improvement Type	Land & Land Improvements	
	Description	Asphalt overlay of 1140' of Amy Drive from East Bland to Jessie.	
	Justification	The pavement on Amy Drive 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-026-23	08 - 500 - Street Operation	Bennett Avenue	\$26,929
	Improvement Type	Land & Land Improvements	
	Description	Asphalt overlay of 589' of Bennett Avenue from Madison to Jefferson.	
	Justification	The pavement on Bennett Avenue is in good to 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.	
08-STR-027-23	08 - 500 - Street Operation	Seventh Street	\$23,034
	Improvement Type	Land & Land Improvements	
	Description	Asphalt overlay of 403' of Seventh Street from Madison to Jefferson.	
	Justification	The pavement on Seventh Street is in very 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.	
08 Streets - Total			\$2,055,378
22 - Capital			
22-CAO-001-22	22 - 605 - General	Conference Room Projector	\$5,600
	Improvement Type	Machinery & Equipment	
	Description	City Hall conference room projector	
	Justification	Replace current projector which is at its end of life	
01-FDE-001-21	22 - 605 - General	Firefighting Helmets	\$2,100
	Improvement Type	Machinery & Equipment	
	Description	Purchase	
	Justification	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.	
01-FDE-002-18	22 - 605 - General	Mobile Tablets	\$15,000
	Improvement Type	Machinery & Equipment	
	Description	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	
	Justification	Fire Stations 1 and 2	
01-FDE-012-17	22 - 605 - General	Station 1 Improvements	\$125,000
	Improvement Type	Building & Building Improvements	
	Description	Concrete, paint exterior, gutters, trim, fascia, personal closets, bay floor, appliances, alerting sys, heaters, tables/chairs	
	Justification	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-012-17A	22 - 605 - General	Station 2 Improvements	\$125,000

Project Number	Project Information		FY 22 Budget
	Improvement Type	Building & Building Improvements	
	Description	interior remodel, paint, gutters, trim, fascia, personal, closets, appliances, ,update alerting sys, electric heaters, tables and chairs, concrete	
	Justification	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.	
99-FDE-001-16	22 - 605 - General	Fire Station #3	\$3,040,000
	Improvement Type	Building & Building Improvements	
	Description	Construction and staffing of a third fire station in the Beck and Ivey Lane area	
	Justification	A third fire station will improve response times to the southwest district of the City where current response times are nearly two to three minutes longer than the other two response districts. Additional on-duty firefighters will improve effectiveness during emergency incidents and could reduce the number of off-duty callbacks. This will allow a portion of the labor costs to be absorbed by the existing budget. The additional on-duty personnel and improved coverage should assist in lowering our ISO rating from a 4 to a 3. Call volume in the southwest district continues to increase. This portion of the City has more open area for development in both commercial and residential lots. This project could take a phased in approach. Phase One, would include land purchase and architectural design of the facility. The current target area for Station 3 is Beck Lane and Ivey Lane. Pricing for land in this area was determined from conversations with local realtors. Sufficient land should be purchased to locate a training facility at the same location. Costs are projected at \$70,000 for 3 acres of land. Phase Two is construction. Cost estimates have been determined from a local contractor and the City of West Plains who just constructed a similar fire station. Construction cost is based on 9000 square feet at \$135.00 per square foot. An additional \$15,000 from the General Fund is allocated for furniture, appliances, and other needs of the station	
22-CCC-001-22	22 - 605 - General	Replacement of Gas Fired Pool Heater	\$30,000
	Improvement Type	Machinery & Equipment	
	Description	Replacement of gas fired pool heater for indoor pool	
	Justification	Existing pool heater will be eight years old in 2022. Normal life expectancy is 7 years. Replacement is necessary to maintain water temperature and energy conservation	
22-CCC-002-22	22 - 605 - General	Upgrade of UV System of CCC Pool	\$15,000
	Improvement Type	Machinery & Equipment	
	Description	Replacement of UV system for indoor pool.	
	Justification	Existing UV system will be eight years old in 2022. UV systems are fairly new to the pool industry, so life expectancy is uncertain. Replacement is necessary to maintain chemical balance and water quality of pool.	
22-CCC-003-22	22 - 605 - General	Rebuild Paddock Water Filter for CCC Pool	\$40,000
	Improvement Type	Machinery & Equipment	
	Description	Replacement of filter system for indoor pool.	
	Justification	Filtration system will need to be rebuilt in 2022 when it will be 8 years old. The current high quality system could last longer than expected but anything can happen. The system has been problem free since installation and it is recommended to rebuild rather than replace this system.	
22-CCC-004-22	22 - 605 - General	Forklift	\$40,000
	Improvement Type	Machinery & Equipment	
	Description	Replacement of 1999 Forklift	
	Justification	Replace existing 1999 forklift which has reached its end of life	

Project Number	Project Information		FY 22 Budget
22-FDE-001-17	22 - 605 - General	Bunker Gear	\$14,000
	Improvement Type	Machinery & Equipment	
	Description	Purchase of new bunker pants, coats, and boots	
	Justification	The Fire Department has established a bunker gear program which provides each firefighter two set of gear. This allows personnel to wash and repair a set of gear as needed and have a second set to wear. The process also provides a rotation in which no gear is ever 10 years old or older. NFPA recommends replacing gear every 10 years. Quality well maintained bunker gear maintains a high level of firefighter safety	
22-FMS-005-20	22 - 605 - General	Elm Street Christmas Decorations	\$6,500
	Improvement Type	Land & Land Improvements	
	Description	Acquisition of Christmas decorations along Elm Street/Route 66	
	Justification	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.	
01-SWC-004-14	22 - 605 - General	Assessment and Restoration of Detention Facilities	\$5,000
	Improvement Type	Land & Land Improvements	
	Description	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	
	Justification	Many detention facilities have been in operation several years without evaluations or maintenance that can be improved to storm water control.	
99-ITS-001-21	22 - 605 - General	City-wide Cameras	\$22,000
	Improvement Type	Machinery & Equipment	
	Description	Verkada VOIP	
	Justification	Continues safety and security throughout city facilities and parks	
80-ELF-005-22	22 - 610 - Street	Radio	\$60,000
	Improvement Type	Machinery & Equipment	
	Description	Update current radio system.	
	Justification	Updating current truck radios will allow for better communication between City departments and crews during emergency events and switching procedures.	
22 - Capital - Total			\$3,545,200
45-Economic Development			
45-XXX-001-22	45 - 715 - Detroit Tool Metal Products	DTMP Roof Project	\$35,000
	Improvement Type	Building & Building Improvements	
	Description	Repair roof on DTMP Building	
	Justification	The roof on the building the City owns that Detroit Tool Metal Products currently occupies is failing and is in need of repair	
45-Economic Development- Total			\$35,000
50 - Code Administration			
22-CDC-002-21	50 - 305 - Codes Administration	Replacement of Network System	\$3,000
	Improvement Type	Machinery & Equipment	
	Description	Replace Aging Desktop Computers	
	Justification	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-001-22	50 - 305 - Codes Administration	Grandview Subdivision	\$159,149
	Improvement Type	Infrastructure	
	Description	Subdivision	
	Justification	New Housing Development	
50-CDC-002-22	50 - 305 - Codes Administration	Jones Subdivision	\$38,564
	Improvement Type	Infrastructure	
	Description	Subdivision	

Project Number	Project Information		FY 22 Budget
	Justification	New Housing Development	
50-CDC-003-22	50 - 305 - Codes Administration	Flatwoods subdivision	\$438,510
	Improvement Type	Infrastructure	
	Description	Subdivision	
	Justification	New Housing Development	
50-CDC-004-22	50 - 305 - Codes Administration	Lexington Square	\$284,900
	Improvement Type	Infrastructure	
	Description	1,000 LF New Street	
	Justification	New Housing Development	
50 - Code Administration- Total			\$924,123
60 - Internal Services			
60-GFM-001-18	60 - 305 - Garage	Garage Exhaust Fan (Phase 2)	\$10,000
	Improvement Type	Building & Building Improvements	
	Description	Exhaust fan for service area	
	Justification	Fumes from welding, cutting, vehicles, and equipment cause an unhealthy work environment.	
60-GFM-001-21	60 - 305 - Garage	Enclose Existing Garage Space	\$6,000
	Improvement Type	Machinery & Equipment	
	Description	Enclose existing Garage office	
	Justification	Currently it is difficult to hold phone conversations with vendors and manufacturer representatives while running vehicles/equipment and shop work is performed close by. Enclosing the office space will help keep all paperwork dust/debris free and better organized. This will provide for a cleaner, quieter work space in which to conduct Garage business	
22-ITS-005-16	60 - 315 - Information Technology	Mobile Data Tablets	\$5,000
	Improvement Type	Machinery & Equipment	
	Description	Purchase of tablet devices for use by staff	
	Justification	The current Mobile Data Terminals or laptops throughout the field divisions are approximately 5-7 years old. Some were DoD systems and state surplus systems. These computers are out of warranty and are subject to rough conditions and harsh environments. These computers will need to be replaced as soon as possible. Tablets are available and have been field tested based on the department or division; therefore, the migration will begin towards those versus Toughbooks or laptops. The tablets will provide a mobile networked environment to process data through our Local Area Network (LAN) and connect to our vast application suites, such as ITI, Incode, FH, FARO, and ESRI. In FY18, Parks (79), Facilities (63), Fleet/Garage (60-305), Finance (01-170), and Fire Department (01-110) will have the tablet capabilities. In FY19, Civic (01-130), Human Resource (01-145), Information Technology (60-315), Electric (80), Environmental/Waste Water (85-200), and Environmental/Water (87- 200) will be the final departments or divisions to receive tablets. Throughout the FY22 and so forth, the request will be for replacements from tablets purchased in FY16 and beyond	
60 - Internal Services - Total			\$21,000
73 - Airport			
73-APT-001-21	73 - 100 - Airport General	Airport Master Plan	\$150,000
	Improvement Type	Land & Land Improvements	
	Description	Airport Master Plan development	
	Justification	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-001-24	73 - 100 - Airport General	Replace Existing Computer Systems/Printer	\$900
	Improvement Type	Furniture & Office Equipment	
	Description	Replacement of desktops or laptops that are on Win 7, 32-bit.	

Project Number	Project Information		FY 22 Budget
	Justification	Current systems will have reached the end of life as they were purchased in 2016 and 2017. The 2016 systems were upgrade options and not suitable for Win10. As the airport continues to use applications and software suites, the systems must meet the demand. Modifications were made in FY17, which will keep current systems applicable until FY20.	
73-APT-003-21	73 - 100 - Airport General	Ramp and Parking Lot Repair	\$25,000
	Improvement Type	Land & Land Improvements	
	Description	The removal and repair of failing sections of the Parking lot and aircraft ramp	
	Justification	Both the public parking lot and aircraft ramp adjacent to the city t-hangars have undergone patch work and crack seal coats. Additional heaving and cracking have proven the continuous deterioration of the surfaces. Repairs are needed to ensure the safety of airport users and prevent damage to their vehicles and aircraft.	
73 - Airport - Total			\$175,900
79 - Parks			
79-PKX-001-22	79 - 500 - Parks Operation and Adr	Irrigation System Field 3 at Atchley Park	\$25,000
	Improvement Type	Land & Land Improvements	
	Description	Install irrigation for Atchley Park field 3	
	Justification	This would complete all 4 fields at Atchley Park now having irrigation and keeping fields in the best condition to host tournaments	
79-PKX-002-22	79 - 500 - Parks Operation and Adr	Purchase of new mower	\$10,000
	Improvement Type	Machinery & Equipment	
	Description	60 inch zero turn mower	
	Justification	Equipment purchase for park board's equipment replacement schedule	
22-PKD-001-19	79 - 500 - Parks Operation and Adr	Skate Park Improvements	\$125,000
	Improvement Type	Land & Land Improvements	
	Description	Upgrades to existing skate park, purchasing of new equipment and expanding of concrete surfacing	
	Justification	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-003-22	79 - 500 - Parks Operation and Adr	WT Vernon Park Improvements	\$5,000
	Improvement Type	Building & Building Improvements	
	Description	Updates to restrooms and playground equipment	
	Justification	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-004-24	79 - 500 - Parks Operation and Adr	Purchase of new vehicle	\$25,000
	Improvement Type	Vehicles	
	Description	Replacement of current vehicles	
	Justification	Replacement of vehicles based on the equipment replacement schedule	
79 - Parks - Total			\$190,000
80 - Electric			
80-ELF-001-20	80 - 200 - Electric Operating	Replace Existing Computer Systems	\$6,500
	Improvement Type	Furniture & Office Equipment	
	Description	Replacement of desktops or laptops	
	Justification	Current systems will have reached their end of life based on usage and capitalization policy. As the Electric Division continues to operate in the field and develop and or use software suites, more computing power will be needed. The current systems were purchased in 2016 and 2017	
80-ELF-004-22	80 - 200 - Electric Operating	Transformers	\$150,000
	Improvement Type	Machinery & Equipment	
	Description	Purchase of various sizes of transformers	
	Justification	Replenish transformer inventory to prepare for future projects	
80-ELF-005-22A	80 - 215 - Electric Reserve	Radio	\$74,000
	Improvement Type	Machinery & Equipment	
	Description	Update current radio system.	

Project Number	Project Information		FY 22 Budget
	Justification	Updating current truck radios will allow for better communication between City departments and crews during emergency events and switching procedures.	
22-FMS-002-20	80 - 200 - Electric Operating	Replace HVAC Units as Public Works	\$16,500
	Improvement Type	Building & Building Improvements	
	Description	Replacement of HVAC units at Public Works	
	Justification	Public Works was built in 2005. The rooftop units as well as the units that take care of the bathrooms, break room, and electrical department offices will be 15 years old in 2020. Most units were undersized because of value engineering and are working at maximum capacity during high heat or very cold conditions. In 2020, Federal government has stated that they will phase out R22 refrigerant, making all our units obsolete. Hopefully by 2020 natural gas will be installed at PW building and similar sized units can be installed thanks to energy efficiency improvements. The rooftop units will be replaced in 2021 and 2022 along with one ground unit in each of those years.	
80-ELF-006-22	80 - 215 - Electric Reserve	Allen Building	\$20,000
	Improvement Type	Land & Land Improvements	
	Description	Install underground utilities and transformer for the Allen building project.	
	Justification	To provide affordable housing, reliable electric service, and promote growth within the community.	
80-ELF-008-21	80 - 215 - Electric Reserve	Overhead Aerial Cable Project - Woodhill Drive	\$70,000
	Improvement Type	Building & Building Improvements	
	Description	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.	
	Justification	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	80 - 215 - Electric Reserve	Overhead Aerial Cable project - Krudwig Avenue, Walser and D	\$50,000
	Improvement Type	Building & Building Improvements	
	Description	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.	
	Justification	Many of these lines are costly to maintain due to yard fences and vegetative growth. Replacement will add reliability while lowering maintenance costs.	
80 - Electric - Total			\$387,000
85 - Waste Water			
80-ELF-005-22	85 - 200 - WWTP and Operation	Radio	\$38,000
	Improvement Type	Machinery & Equipment	
	Description	Update current radio system.	
	Justification	Updating current truck radios will allow for better communication between City departments and crews during emergency events and switching procedures.	
85-WWO-001-14	85 - 200 - WWTP and Operation	Collection Improvements- Goodwin Hollow Watershed	\$500,000
	Improvement Type	Land & Land Improvements	
	Description	Sanitary Sewer Evaluation Study (SSES) of Goodwin Hollow watershed and rehabilitation/improvements identified within report (MULTIYEAR FUNDING). Improvements anticipated include lining of pipes and manholes, creation of new design standards, and other best management practices. Note: Formerly 85-ENV-001-14	
	Justification	This project will reduce the number and duration of sanitary sewer overflows in this watershed by repairing/replacing collection system pipes and manholes that have numerous defects that allow rainwater to exceed the capacity of the lines	

Project Number	Project Information		FY 22 Budget
85-WWO-001-19	85 - 200 - WWTP and Operation	Lift Station Improvements	\$60,000
	Improvement Type	Land & Land Improvements	
	Description	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	
	Justification	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-002-22	85 - 200 - WWTP and Operation	Sewer Main: Stave Mill Easement	\$30,000
	Improvement Type	Land & Land Improvements	
	Description	Dig up and replace 4 manholes and 805 linear feet of 8-inch diameter Clay Tile pipe and 400 linear feet of 10-inch diameter clay with 8-inch and 10-inch diameter PVC. Note: Formerly 85-ENV-002-22	
	Justification	Existing sewer mains that have countless defects identified during routine collection system inspections considered failed infrastructure. These lines allow inflow and infiltration into the collection system during rain events contributing to wet-weather peak flows and sanitary sewer overflows.	
85-WWO-003-18	85 - 200 - WWTP and Operation	Replace Existing Wastewater Computer Systems	\$5,000
	Improvement Type	Furniture & Office Equipment	
	Description	Replacement of desktops, laptops, or tablets Win 7, 32 bit with Win 10 or greater. Note: Formerly 85-ENV-003-18	
	Justification	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-004-22	85 - 200 - WWTP and Operation	Emerald Gate Liftstation Replacement (Install Gravity Main)	\$20,000
	Improvement Type	Land & Land Improvements	
	Description	Replacing with a gravity sewer 1700 ft to replace liftstation	
	Justification	lift station is reaching the end of lift	
85-WWO-005-21	85 - 200 - WWTP and Operation	IDEX	\$5,500
	Improvement Type	Machinery & Equipment	
	Description	Replacement of EPA compliant E. coli testing equipment. Note: Formerly 85-ENV005-21	
	Justification	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-005-22	85 - 200 - WWTP and Operation	North 5 Sewer Extension	\$35,000
	Improvement Type	Land & Land Improvements	
	Description	extend city sewer line for four properties	
	Justification	currently no sewer is available for these properties	
85-WWO-006-22	85 - 200 - WWTP and Operation	Lake Regional Sewer Extension	\$100,000
	Improvement Type	Land & Land Improvements	
	Description	New hospital being built	
	Justification	new hospital	
85-WWO-007-21	85 - 200 - WWTP and Operation	WWTP Perimeter Fence	\$100,000
	Improvement Type	Building & Building Improvements	
	Description	Install 2,500 feet of 6 foot chain link fence around the WWTP	

Project Number		Project Information	FY 22 Budget
	Justification	This will keep us in compliance with Department of Natural Resources regulations by securing the facility and limiting access	
85-WWO-008-21	85 - 200 - WWTP and Operation	Wastewater Equipment Repairs	\$100,000
	Improvement Type	Machinery & Equipment	
	Description	Replacement/Rebuild of Wastewater Pumps, Motors, and Equipment	
	Justification	Maintain equipment to insure reliability and to help reduce wastewater backups/overflows	
85-WWO-008-21A	85 - 200 - WWTP and Operation	WWTP Phase II SCADA Programming & Install	\$35,000
	Improvement Type	Building & Building Improvements	
	Description	extensive system of water production & distribution	
	Justification	upgrades & maintenance to current SCADA system	
85-WWO-009-19	85 - 200 - WWTP and Operation	Liftstation Critical Parts	\$25,000
	Improvement Type	Machinery & Equipment	
	Description	Critical parts to keep the 43 liftstations operational	
	Justification	Purchasing Critical parts and having them on hand will help eliminate a wastewater backup and/or overflow	
85-WWX-002-21	85 - 200 - WWTP and Operation	Clarifiers #1,#2 and #3 Rehabilitation	\$90,000
	Improvement Type	Machinery & Equipment	
	Description	Sandblast and repaint 3 54 foot diameter clarifiers with epoxy paint	
	Justification	The existing paint is flaking off and causing buildup of algae which affects the quality of treatment	
85 - Wastewater - Total			\$1,143,500
87 - Water			
80-ELF-005-22B	87 - 200 - Water Operation	Radio	\$28,000
	Improvement Type	Machinery & Equipment	
	Description	Update current radio system.	
	Justification	Updating current truck radios will allow for better communication between City departments and crews during emergency events and switching procedures.	
87-WTR-001-21	87 - 200 - Water Operation	Water Tie Line: Twin Oaks & Tower	\$16,000
	Improvement Type	Land & Land Improvements	
	Description	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	
	Justification	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-001-22	87 - 200 - Water Operation	Water Main: Owens	\$22,000
	Improvement Type	Land & Land Improvements	
	Description	Install 650 linear feet of 6-inch PVC water line along Owens Drive between Springfield and Elm Street. Note: Formerly 87-ENV-001-22	
	Justification	This will create a loop feed improving the water distribution system in this area of the distribution system. This is being done in conjunction with the street improvements	
87-WTR-003-22	87 - 200 - Water Operation	Maple Lane Water Line Improvements	\$120,000
	Improvement Type	Land & Land Improvements	
	Description	extend 12" water line	
	Justification	improve fire flow and water flow	
87-WTR-004-19	87 - 200 - Water Operation	Water Wells: Chlorine Analyzer Replacements	\$10,000
	Improvement Type	Machinery & Equipment	
	Description	Replacement of the existing chlorine analyzers in the seven wells. Note: Formerly 87-ENV-004-19	
	Justification	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-004-22	87 - 200 - Water Operation	Cypress- Jessie to Southlawn Water Services	\$3,500
	Improvement Type	Land & Land Improvements	
	Description	replacing the services before street paves road	
	Justification	replacing 2 tandem long side services	

Project Number	Project Information		FY 22 Budget
87-WTR-005-22	87 - 200 - Water Operation	Jessie- Hwy 5 to Amy Water Services	\$8,500
	Improvement Type	Land & Land Improvements	
	Description	replacing the services before street paves road in subdivision	
	Justification	2 tandem and 7 single long side services	
87-WTR-007-18	87 - 200 - Water Operation	Replace Existing Water Computer Systems	\$5,000
	Improvement Type	Furniture & Office Equipment	
	Description	Replacement of desktops, laptops, or tablets with Win 7 32-bit to Win 10. Note: Formerly 87-ENV-005-18	
	Justification	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-007-21	87 - 200 - Water Operation	Water Services: New Buffalo Road	\$6,000
	Improvement Type	Land & Land Improvements	
	Description	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	
	Justification	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-008-20	87 - 200 - Water Operation	Water Well Critical Parts	\$10,000
	Improvement Type	Machinery & Equipment	
	Description	Keep in stock critical parts for the operation and maintenance of the water wells and towers.	
	Justification	To keep the wells and towers in good operating condition	
87 - Water - Total			\$229,000
Multiple Departments / Funds			
99-ITS-002022	80 - 200 - Electric Operating	SCALE Nodes	\$2,538
	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	
99-ITS-002-21	01 - 105 - Municipal Court	Switches	\$110
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase switches for expansion	
	Justification	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	
99-ITS-002-21A	01 - 140 - Mayor & Council	Switches	\$56
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase switches for expansion	
	Justification	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	
99-ITS-002-21B	01 - 145 - City Administration	Switches	\$166
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase switches for expansion	

Project Number	Project Information		FY 22 Budget
	Justification	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	
99-ITS-002-21C	01 - 145 - City Administration	Switches	\$110
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase switches for expansion	
	Justification	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	
99-ITS-002-21D	01 - 150 - City Clerk Office	Switches	\$110
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase switches for expansion	
	Justification	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	
99-ITS-002-21E	01 - 170 - Finance Department	Switches	\$166
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase switches for expansion	
	Justification	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	
99-ITS-002-21F	40 - 500 - Tourism	Switches	\$110
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase switches for expansion	
	Justification	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	
99-ITS-002-21G	50 - 305 - Codes Administration	Switches	\$386
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase switches for expansion	
	Justification	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	
99-ITS-002-21H	01 - 130 - Civic Center	Switches	\$166
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase switches for expansion	
	Justification	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	
99-ITS-002-21I	60 - 305 - Garage	Switches	\$110
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase switches for expansion	
	Justification	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	
99-ITS-002-21J	60 - 315 - Information Technology	Switches	\$276
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase switches for expansion	

Project Number		Project Information	FY 22 Budget
	Justification	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	
99-ITS-002-21K	60 - 320 - Facilities Management	Switches	\$166
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase switches for expansion	
	Justification	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	
99-ITS-002-21L	79 - 500 - Parks Operation and Adr	Switches	\$166
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase switches for expansion	
	Justification	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	
99-ITS-002-21M	73 - 100 - Airport General	Switches	\$110
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase switches for expansion	
	Justification	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	
99-ITS-002-21N	80 - 200 - Electric Operating	Switches	\$442
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase switches for expansion	
	Justification	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	
99-ITS-002-21O	03 - 510 - Fire Public Safety	Switches	\$552
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase switches for expansion	
	Justification	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	
99-ITS-002-21P	03 - 515 - Police Public Safety	Switches	\$3,584
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase switches for expansion	
	Justification	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	
99-ITS-002-21Q	08 - 500 - Street Operation	Switches	\$276
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase switches for expansion	
	Justification	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	
99-ITS-002-21R	85 - 200 - WWTP and Operation	Switches	\$496
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase switches for expansion	

Project Number		Project Information	FY 22 Budget
	Justification	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	
99-ITS-002-21S	87 - 200 - Water Operation	Switches	\$442
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase switches for expansion	
	Justification	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	
99-ITS-002-22	01 - 105 - Municipal Court	SCALE Nodes	\$634
	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	
99-ITS-002-22A	01 - 110 - Fire Department	SCALE Nodes	\$3,172
	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	
99-ITS-002-22B	01 - 130 - Civic Center	SCALE Nodes	\$952
	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	
99-ITS-002-22C	01 - 140 - Mayor & Council	SCALE Nodes	\$318
	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	
99-ITS-002-22D	01 - 145 - City Administration	SCALE Nodes	\$952
	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	
99-ITS-002-22E	01 - 145 - City Administration	SCALE Nodes	\$634
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase additional SCALE nodes	

Project Number		Project Information	FY 22 Budget
	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	
99-ITS-002-22F	01 - 150 - City Clerk Office	SCALE Nodes	\$634
	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	
99-ITS-002-22G	01 - 170 - Finance Department	SCALE Nodes	\$952
	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	
99-ITS-002-22H	03 - 515 - Police Public Safety	SCALE Nodes	\$20,620
	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	
99-ITS-002-22I	08 - 500 - Street Operation	SCALE Nodes	\$1,586
	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	
99-ITS-002-22J	40 - 500 - Tourism	SCALE Nodes	\$634
	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	
99-ITS-002-22K	40 - 500 - Tourism	SCALE Nodes	\$634
	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	
99-ITS-002-22L	50 - 305 - Codes Administration	SCALE Nodes	\$2,220
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase additional SCALE nodes	

Project Number		Project Information	FY 22 Budget
	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	
99-ITS-002-22M	60 - 305 - Garage	SCALE Nodes	\$634
	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	
99-ITS-002-22N	01 - 175 - HR	Domain Rebuild	\$3,204
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase new virtual and change .local	
	Justification	Need to migrate from .local to .org and provide more robust online atmosphere	
99-ITS-002-22O	50 - 305 - Codes Administration	Domain Rebuild	\$1,068
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase new virtual and change .local	
	Justification	Need to migrate from .local to .org and provide more robust online atmosphere	
99-ITS-002-22P	60 - 310 - Warehouse	Domain Rebuild	\$1,068
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase new virtual and change .local	
	Justification	Need to migrate from .local to .org and provide more robust online atmosphere	
99-ITS-002-22Q	01 - 105 - Municipal Court	Domain Rebuild	\$4,272
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase new virtual and change .local	
	Justification	Need to migrate from .local to .org and provide more robust online atmosphere	
99-ITS-002-22R	01 - 140 - Mayor & Council	Domain Rebuild	\$9,612
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase new virtual and change .local	
	Justification	Need to migrate from .local to .org and provide more robust online atmosphere	
99-ITS-002-22S	01 - 145 - City Administration	Domain Rebuild	\$2,136
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase new virtual and change .local	
	Justification	Need to migrate from .local to .org and provide more robust online atmosphere	
99-ITS-002-22T	01 - 150 - City Clerk Office	Domain Rebuild	\$3,204
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase new virtual and change .local	
	Justification	Need to migrate from .local to .org and provide more robust online atmosphere	
99-ITS-002-22U	01 - 170 - Finance Department	Domain Rebuild	\$4,272
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase new virtual and change .local	
	Justification	Need to migrate from .local to .org and provide more robust online atmosphere	
99-ITS-002-22V	01 - 130 - Civic Center	Domain Rebuild	\$6,408
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase new virtual and change .local	
	Justification	Need to migrate from .local to .org and provide more robust online atmosphere	
99-ITS-002-22W	60 - 305 - Garage	Domain Rebuild	\$3,204
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase new virtual and change .local	
	Justification	Need to migrate from .local to .org and provide more robust online atmosphere	
99-ITS-002-22X	60 - 315 - Information Technology	Domain Rebuild	\$8,544

Project Number		Project Information	FY 22 Budget
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase new virtual and change .local	
	Justification	Need to migrate from .local to .org and provide more robust online atmosphere	
99-ITS-002-22Y	60 - 320 - Facilities Management	Domain Rebuild	\$2,136
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase new virtual and change .local	
	Justification	Need to migrate from .local to .org and provide more robust online atmosphere	
99-ITS-002-22Y	73 - 100 - Airport General	Domain Rebuild	\$4,272
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase new virtual and change .local	
	Justification	Need to migrate from .local to .org and provide more robust online atmosphere	
99-ITS-002-22AA	79 - 500 - Parks Operation and Adm	Domain Rebuild	\$3,204
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase new virtual and change .local	
	Justification	Need to migrate from .local to .org and provide more robust online atmosphere	
99-ITS-002-22AB	50 - 305 - Codes Administration	Domain Rebuild	\$5,340
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase new virtual and change .local	
	Justification	Need to migrate from .local to .org and provide more robust online atmosphere	
99-ITS-002-22AC	03 - 510 - Fire Public Safety	Domain Rebuild	\$32,039
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase new virtual and change .local	
	Justification	Need to migrate from .local to .org and provide more robust online atmosphere	
99-ITS-002-22AD	80 - 200 - Electric Operating	Domain Rebuild	\$18,155
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase new virtual and change .local	
	Justification	Need to migrate from .local to .org and provide more robust online atmosphere	
99-ITS-002-22AE	03 - 515 - Police Public Safety	Domain Rebuild	\$50,194
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase new virtual and change .local	
	Justification	Need to migrate from .local to .org and provide more robust online atmosphere	
99-ITS-002-22AF	87 - 200 - Water Operation	Domain Rebuild	\$21,359
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase new virtual and change .local	
	Justification	Need to migrate from .local to .org and provide more robust online atmosphere	
99-ITS-002-22AG	85 - 200 - WWTP and Operation	Domain Rebuild	\$21,359
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase new virtual and change .local	
	Justification	Need to migrate from .local to .org and provide more robust online atmosphere	
99-ITS-002-22AH	08 - 500 - Street Operation	Domain Rebuild	\$12,815
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase new virtual and change .local	
	Justification	Need to migrate from .local to .org and provide more robust online atmosphere	
99-ITS-002-22AI	60 - 320 - Facilities Management	SCALE Nodes	\$952
	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	
99-ITS-002-22AJ	73 - 100 - Airport General	SCALE Nodes	\$634
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase additional SCALE nodes	

Project Number	Project Information		FY 22 Budget
	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	
99-ITS-002-22AK	79 - 500 - Parks Operation and Ad	SCALE Nodes	\$952
	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	
99-ITS-002-22AL	85 - 200 - WWTP and Operation	SCALE Nodes	\$2,856
	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	
99-ITS-002-22AM	87 - 200 - Water Operation	SCALE Nodes	\$2,538
	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	
99-ITS-005-22A	83 - 200 - Fiber Operating	GIS Build	\$1,857
	Improvement Type	Software - Purchase	
	Description	Puch GIS to Pro Version from Acrmap	
	Justification	Arcmap is end of life end of service.	
99-ITS-005-22B	50 - 315 - Mapping & GIS	GIS Build	\$1,858
	Improvement Type	Software - Purchase	
	Description	Puch GIS to Pro Version from Acrmap	
	Justification	Arcmap is end of life end of service.	
99-ITS-005-22C	03 - 515 - Police Public Safety	GIS Build	\$1,857
	Improvement Type	Software - Purchase	
	Description	Puch GIS to Pro Version from Acrmap	
	Justification	Arcmap is end of life end of service.	
99-ITS-005-22D	80 - 200 - Electric Operating	GIS Build	\$1,857
	Improvement Type	Software - Purchase	
	Description	Puch GIS to Pro Version from Acrmap	
	Justification	Arcmap is end of life end of service.	
99-ITS-005-22E	87 - 200 - Water Operation	GIS Build	\$1,857
	Improvement Type	Software - Purchase	
	Description	Puch GIS to Pro Version from Acrmap	
	Justification	Arcmap is end of life end of service.	
99-ITS-005-22F	85 - 200 - WWTP and Operation	GIS Build	\$1,857
	Improvement Type	Software - Purchase	
	Description	Puch GIS to Pro Version from Acrmap	
	Justification	Arcmap is end of life end of service.	
99-ITS-005-22G	08 - 500 - Street Operation	GIS Build	\$1,857
	Improvement Type	Software - Purchase	
	Description	Puch GIS to Pro Version from Acrmap	
	Justification	Arcmap is end of life end of service.	
99-ITX-001-21	01 - 105 - Municipal Court	SCALE Nodes	\$634
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase additional SCALE nodes	

Project Number		Project Information	FY 22 Budget
	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	
99-ITX-001-21A	01 - 140 - Mayor & Council	SCALE Nodes	\$318
	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	
99-ITX-001-21B	01 - 145 - City Administration	SCALE Nodes	\$952
	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	
99-ITX-001-21C	40 - 500 - Tourism	SCALE Nodes	\$634
	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	
99-ITX-001-21D	01 - 145 - City Administration	SCALE Nodes	\$634
	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	
99-ITX-001-21E	01 - 150 - City Clerk Office	SCALE Nodes	\$634
	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	
99-ITX-001-21F	01 - 170 - Finance Department	SCALE Nodes	\$952
	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	
99-ITX-001-21G	50 - 305 - Codes Administration	SCALE Nodes	\$2,220
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase additional SCALE nodes	

Project Number		Project Information	FY 22 Budget
	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	
99-ITX-001-21H	01 - 130 - Civic Center	SCALE Nodes	\$952
	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	
99-ITX-001-21I	60 - 305 - Garage	SCALE Nodes	\$634
	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	
99-ITX-001-21J	60 - 315 - Information Technology	SCALE Nodes	\$1,586
	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	
99-ITX-001-21K	60 - 320 - Facilities Management	SCALE Nodes	\$952
	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	
99-ITX-001-21L	79 - 500 - Parks Operation and Adm	SCALE Nodes	\$952
	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	
99-ITX-001-21M	73 - 100 - Airport General	SCALE Nodes	\$634
	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	
99-ITX-001-21N	80 - 200 - Electric Operating	SCALE Nodes	\$2,538
	Improvement Type	Furniture & Office Equipment	
	Description	Purchase additional SCALE nodes	

Project Number		Project Information	FY 22 Budget
	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	
99-ITX-001-21O	03 - 510 - Fire Public Safety	SCALE Nodes	\$3,172
	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	
99-ITX-001-21P	03 - 515 - Police Public Safety	SCALE Nodes	\$20,620
	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	
99-ITX-001-21Q	08 - 500 - Street Operation	SCALE Nodes	\$1,586
	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	
99-ITX-001-21R	85 - 200 - WWTP and Operation	SCALE Nodes	\$2,856
	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	
99-ITX-001-21S	87 - 200 - Water Operation	SCALE Nodes	\$2,538
	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	
Multiple Departments / Funds			\$329,909
Total City			\$10,723,710

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	\$2,766,016	\$6,817,700	\$7,767,650	\$1,816,066	-34.34%	(\$949,950)
Public Safety	\$1,318,227	\$2,750,005	\$3,155,869	\$912,363	-30.79%	(\$405,864)
Street	\$1,583,468	\$3,160,300	\$4,165,858	\$577,910	-63.50%	(\$1,005,558)
Capital	\$711,032	\$4,790,000	\$4,494,559	\$1,006,473	41.55%	\$295,441
Tourism	\$79,467	\$250,290	\$284,515	\$45,242	-43.07%	(\$34,225)
Economic Development	\$985,429	\$1,136,568	\$1,357,097	\$764,900	-22.38%	(\$220,529)
Codes Administration	\$290,867	\$1,299,498	\$1,590,365	\$0	-100.00%	(\$290,867)
Service	\$0	\$1,117,752	\$1,117,751	\$1	0.00%	\$1
Benefits	\$1,652,035	\$3,516,855	\$3,527,171	\$1,641,719	-0.62%	(\$10,316)
Airport	\$0	\$630,637	\$630,637	\$0	0.00%	\$0
Downtown Business District	\$57,189	\$65,635	\$77,108	\$45,716	-20.06%	(\$11,473)
Parks	\$541,070	\$799,975	\$1,020,119	\$320,926	-40.69%	(\$220,144)
Electric	\$8,272,030	\$26,677,806	\$26,182,472	\$8,767,364	5.99%	\$495,334
Fiber	\$72,559	\$75,000	\$104,112	\$43,447	-40.12%	(\$29,112)
Wastewater	\$1,719,512	\$3,889,746	\$4,127,221	\$1,482,037	-13.81%	(\$237,475)
Water	\$718,323	\$1,782,525	\$1,927,719	\$573,129	-20.21%	(\$145,194)
GRAND TOTAL	\$20,767,224	\$58,760,292	\$61,530,223	\$17,997,293	-13.34%	(\$2,769,931)

Explanation of Changes in Fund Balance Greater than 10%:

The **General Fund** is scheduled to decrease by 34.34% due to a slight reduction in normal revenues related to COVID-19, increase in personnel costs and increased costs in the service funds.

The **Public Safety Fund** is scheduled to decrease by 30.79%. This is due to planned investment in Capital and an increase in personnel costs related to increased services.

The **Street Fund** is scheduled to decrease by 63.50% due to planned increase in Streets improvement related to the results of our Citizen survey.

The **Capital Fund**, scheduled to increase by 41.55%. Although Capital investment is high, the planned increase is related to unforeseen costs associated with the construction of the new Public Safety building.

The **Tourism Fund** is scheduled to decrease by 43.07% due increased advertising and professional services.

The **Economic Development Fund** is scheduled to decrease by 22.38% as a result of planned subdivision development. This fund helps offset Codes Administration where subdivision costs are

expended.

The **Codes Administration Fund** is scheduled to decrease due to planned investment in new subdivisions. This fund is an internal service fund and should net 0. Prior fund balance was provided for by Economic Development in an attempt to offset housing growth.

The **Downtown Business District Fund** is scheduled to decrease by 20.06% due to investment in projects to include clean-up efforts and partial funding of a contract employee.

The **Parks Fund** is scheduled to decrease by 40.69% due to planned spending of the Park Master Plan projects and an increase in personnel costs.

The **Fiber Fund** is scheduled to decrease by 40.12% as a result of investment in projects for expanding our fiber network.

The **Wastewater Fund** is scheduled to decrease by 13.88% due to increased personnel costs and planned capital improvements to our wastewater treatment plant.

The **Water Fund** is scheduled to decrease 20.21% due to an investment of capital improvements and purchases.

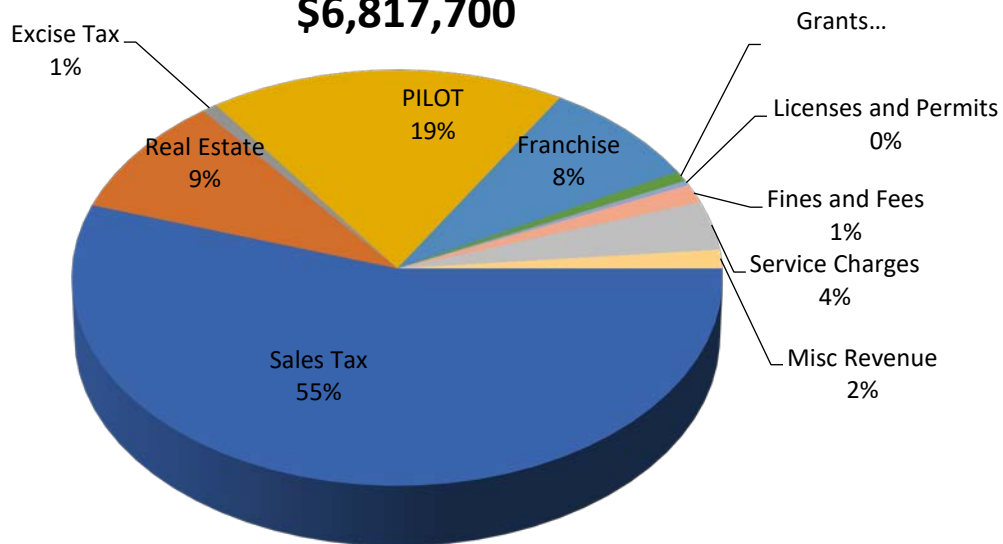
Departmental Summaries



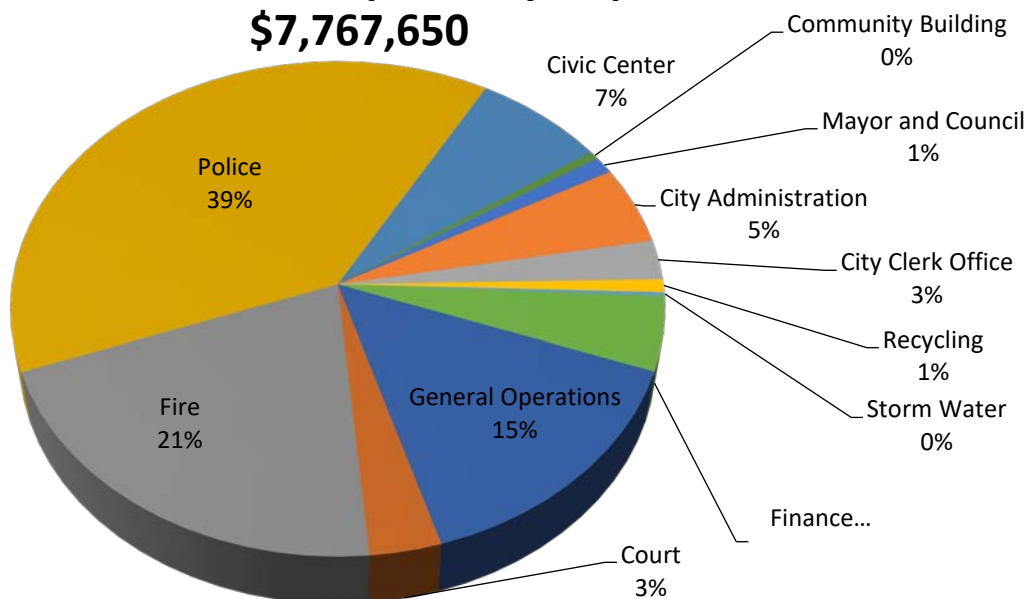
General Fund

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 \$6,817,700



General Fund Expense by Department \$7,767,650



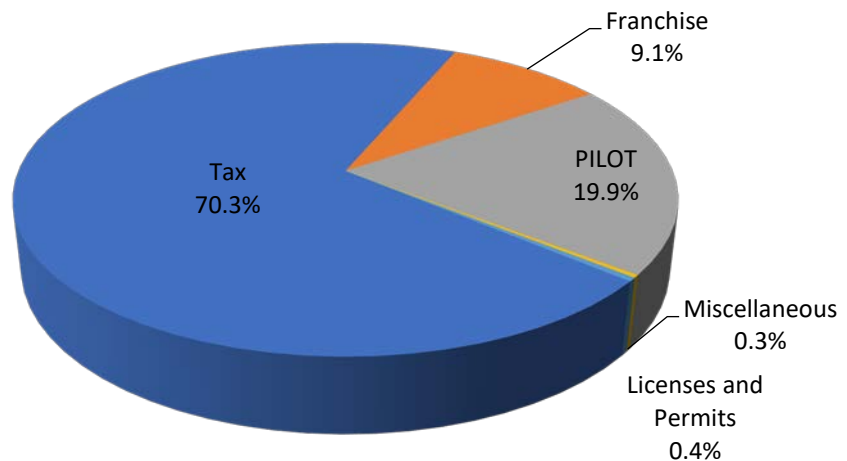
General Fund Revenue and Expenses by Category

General Fund	2020 Actuals	2021 Budget	2021 Estimated	2022 Proposed
Revenues				
Taxes	\$4,522,449	\$4,263,000	\$4,705,000	\$4,445,000
Franchise Fees	\$602,441	\$565,000	\$575,000	\$575,000
PILOTs	\$1,253,007	\$1,166,275	\$1,263,000	\$1,260,350
Intergovernmental	\$21,211	\$31,000	\$42,300	\$54,000
Service Charges	\$5,846	\$1,900	\$2,400	\$1,900
Rentals	\$195,947	\$257,550	\$264,800	\$259,000
Licenses and Permits	\$16,188	\$25,000	\$25,000	\$25,000
Fines	\$122,380	\$112,500	\$62,200	\$98,200
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$144,869	\$102,000	\$351,370	\$99,250
Internal Service Revenue	\$0	\$0	\$0	\$0
Total Revenues	\$6,884,338	\$6,524,225	\$7,291,070	\$6,817,700
Expenses				
Personnel	\$4,835,716	\$5,394,706	\$5,019,983	\$5,511,013
Capital	\$148,070	\$43,476	\$247,006	\$51,316
Grants	\$19,837	\$1,000	\$14,070	\$32,934
Utilities	\$274,465	\$305,320	\$293,800	\$302,100
Professional Services	\$800,404	\$788,795	\$879,658	\$850,082
Supplies and Materials	\$130,653	\$123,241	\$135,310	\$136,976
Tools, Equipment, and Vehicles	\$216,297	\$219,300	\$247,704	\$259,940
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$531,723	\$598,512	\$543,547	\$623,290
Total Expenses	\$6,957,165	\$7,474,350	\$7,381,078	\$7,767,651

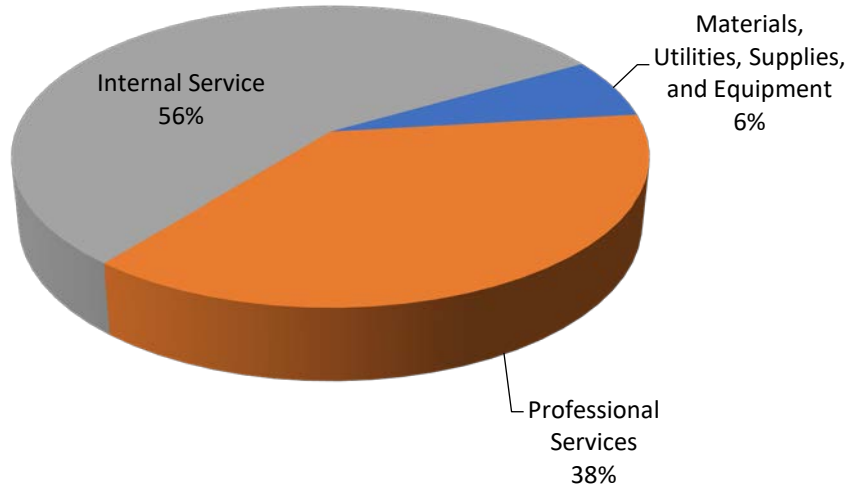
General Administration

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 \$6,321,350



General Expenses by Category \$1,115,169



01 - 100 - General			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
014	1000_001	Tax-Sales 1%	3,600,000	3,580,000	3,750,000	3,750,000
014	1000_003	Tax-Real Estate	615,000	625,000	640,000	640,000
014	1000_004	Tax-Cigarette	59,000	58,000	55,000	55,000
014	1005_001	Franchise-Telephone	20,000	20,000	50,000	50,000
014	1005_002	Franchise-Natural Gas	215,000	215,000	215,000	215,000
014	1005_003	Franchise-Cable Television	80,000	60,000	40,000	40,000
014	1005_004	Franchise-Cellular	180,000	165,000	165,000	165,000
014	1005_005	Franchise-Laclede Electric	110,000	105,000	105,000	105,000
014	1010_001	PILOT-Electric	1,197,250	1,077,525	1,171,600	1,171,600
014	1010_002	PILOT-Water	95,000	85,000	85,000	85,000
014	1010_003	PILOT-Fiber	4,500	3,750	3,750	3,750
014	3010_002	Misc-Donations	0	15,000	0	0
014	3010_003	Misc-Interest Income	8,000	0	12,000	12,000
014	3010_006	Misc-Miscellaneous	2,500	2,500	3,000	3,000
014	3010_012	Misc-Purchasing Card Rebate	1,000	1,000	1,000	1,000
014	4000_001	Licenses-Beverage	25,000	25,000	25,000	25,000
	Total Fines		0	0	0	0
	Total Revenues		6,212,250	6,037,775	6,321,350	6,321,350
015	1025_002	Employee-	45	45	45	45
	Total Employee		45	45	45	45
	Total		45	45	45	45
015	2015_000	Capital Exp-Furniture and Fixtures	2,000	0	12,494	0
015	2020_000	Capital Exp-Machinery and	0	0	0	0
	Total Capital		2,000	0	12,494	0
015	4020_001	A.C.T. Transitional Housing	0	0	1,720	0
	Total Other		0	0	1,720	0
	Total Grants		0	0	1,720	0
015	5000_001	Utilities-Electric	49,000	52,000	51,000	51,000
015	5000_002	Utilities-Water	200	150	150	150
015	5000_003	Utilities-Sewer	200	175	175	175
015	5005_002	Utilities-Natural Gas	850	1,200	4,000	2,500
015	5010_001	Utilities-Landline and Fiber	9,000	10,000	9,200	9,200
	Total Utilities		59,250	63,525	64,525	63,025
015	6000_001	Prof Services-Legal	60,000	57,000	60,000	60,000

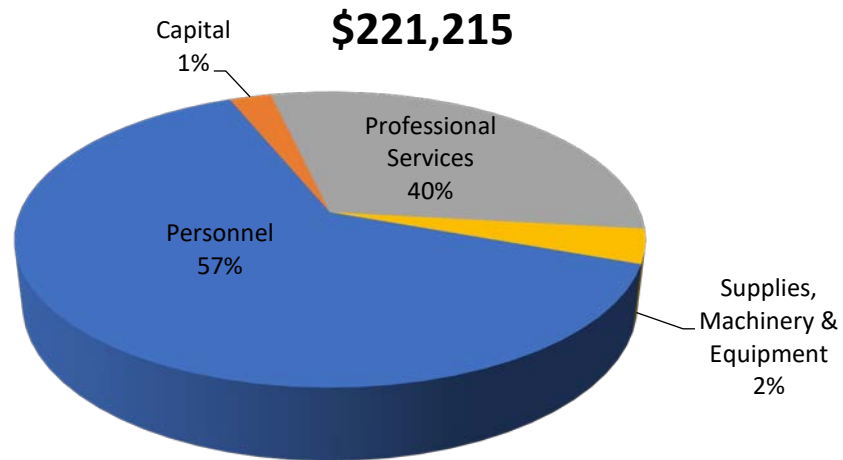
01 - 100 - General			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
015	6000_002	Prof Services-Engineering	5,000	0	0	0
015	6000_006	Prof Services-Auditing	31,500	32,000	31,500	31,500
015	6000_011	Prof Services-Dues/License	7,000	7,000	7,000	7,000
015	6000_014	Prof Service-Events and Functions	40,000	25,000	10,000	22,500
015	6000_015	Prof Service-Service Contracts	77,790	107,950	75,000	90,000
015	6000_018	Prof Service-Damage Claims	1,000	500	500	500
015	6000_019	Prof Service-Credit Card Fee	50	50	50	50
	Total		222,340	229,500	184,050	211,550
015	6005_001	Insurance-Vehicle	505	1,000	1,034	1,075
015	6005_002	Insurance-Equipment	0	500	351	365
015	6005_003	Insurance-Building & Property	7,755	7,850	8,037	8,359
015	6005_004	Insurance-Boiler & Machinery	31,900	31,900	32,839	34,153
015	6005_006	Insurance-Terrorism	560	450	449	467
015	6005_007	Insurance-City Government	67,165	67,000	69,323	72,096
015	6005_009	Insurance-Directors and Officers	2,570	2,750	2,807	2,919
015	6005_010	Insurance-Umbrella	41,275	44,000	44,862	46,657
015	6005_017	Insurance-Employee Benefits	315	315	327	340
015	6005_018	Insurance-Employee Practices	5,530	5,400	5,498	5,718
015	6005_020	Insurance-Cyber Liability	13,670	13,750	14,234	14,804
	Total Insurance		171,245	174,915	179,761	186,953
015	6010_001	Advertising-Public Notices	0	550	1,000	1,000
015	6010_003	Advertising-Print	550	50	50	2,530
015	6010_004	Advertising-Internet	0	50	50	50
015	6010_006	Advertising-Radio	0	0	165	200
	Total		550	650	1,265	3,780
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
	Total		0	0	0	0
015	6020_001	Software-Purchase	17,750	17,750	17,750	17,750
015	6020_003	Software-Agreement	2,000	0	100	100
	Total Software		19,750	17,750	17,850	17,850
	Total		413,885	422,815	382,926	420,133
015	7000_001	Supplies-Operational	2,500	2,100	3,000	3,000
015	7005_003	Supplies-Postage	250	250	1,000	300

01 - 100 - General			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
015_7005_006	Supplies-Promo-Education		500	0		400
015_7010_001	Supplies-Janitorial		0	300	400	400
015_7010_003	Supplies-Break Room		4,250	300	300	300
015_7010_004	Supplies-Chemicals		0	0	100	150
015_7015_004	Supplies-Safety		0	0	600	600
Total Supplies			7,500	2,950	5,400	5,150
015_7500_004	Materials-Landscaping		500	550	550	550
015_7510_001	Materials-Paint		0	0	426	426
015_7510_004	Materials-Hardware		0	0	50	0
015_7510_005	Materials-Fixtures		500	250	400	400
015_7525_001	Materials-Infrastructure		500	350	350	350
Total Materials			1,500	1,150	1,776	1,726
015_8300_001	Equipment-Repair		1,500	1,400	2,500	1,500
015_8300_002	Equipment-Maintenance		500	700	300	300
Total			2,000	2,100	2,800	1,800
Total Vehicles			0	0	0	0
015_9910_000	Internal Service-Personnel		643,601	0	0	0
01CommDev_In	Code Administration Allocation In		0	374,087	369,360	420,361
01Engineering_In	Code Administration Revenue		0	(146,035)	(172,815)	(172,815)
01Garage_In	Garage Allocation In		0	39,743	38,776	30,085
01IT_In	IT Allocation In		0	143,860	118,621	144,269
01Facility_In	Facility Mgmt Allocation In		0	127,008	123,626	135,753
01Janitorial_In	Janitorial Allocation In		0	39,221	44,738	48,675
01Purchasing_In	Purchasing / Warehouse Allocation		0	20,627	21,242	16,961
01Purchasing_Out	Purchasing / Warehouse Allocation		0	0	0	0
Total Internal			643,601	598,511	543,548	623,290
015_9999_000	Interfund Transfer		0	0	0	0
Total Interfund			0	0	0	0
Total Other			643,601	598,511	543,548	623,290
Total Expenses			1,129,781	1,091,096	1,015,234	1,115,168
Change in			5,082,469	4,946,679	5,306,116	5,206,182

Municipal Court

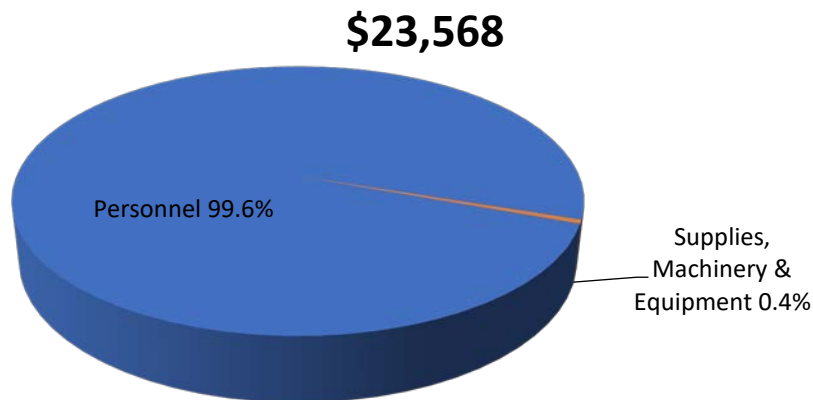
The Court is the judicial branch of City government. The municipal court has original jurisdiction to hear and determine all cases involving alleged violations of the Code of Ordinances and other ordinances of the city. The municipal court is subject to the general administrative authority of the presiding 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

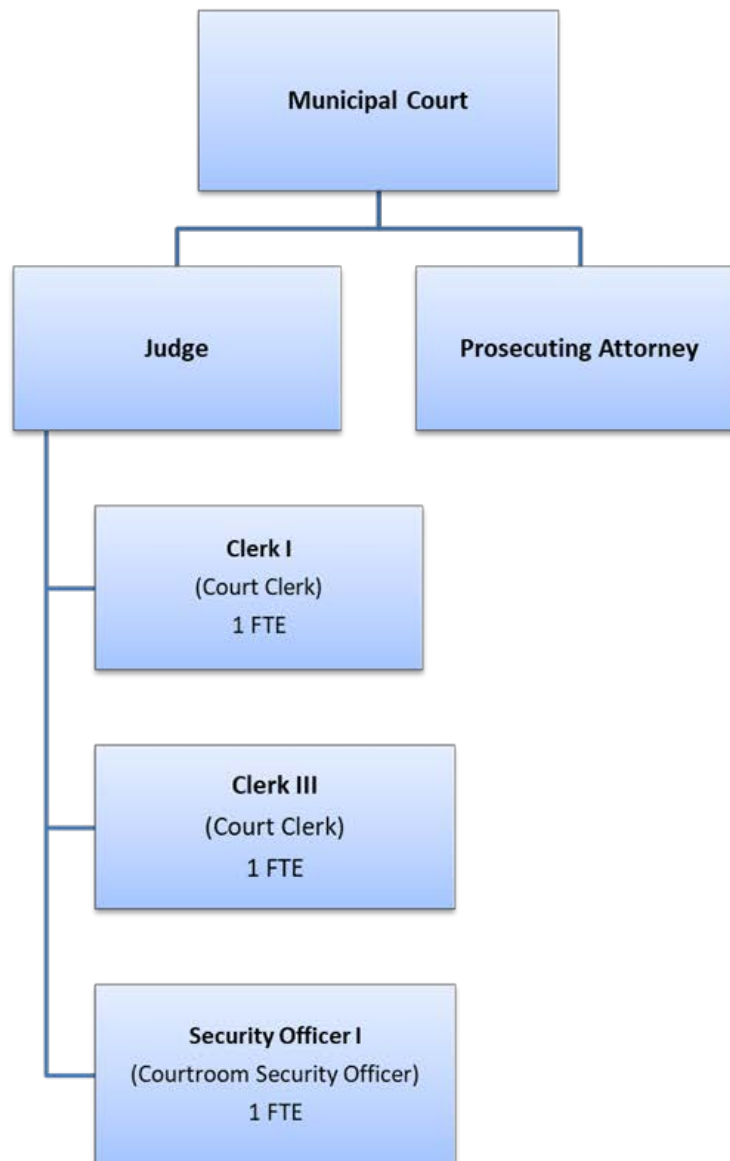


A separate budget is allocated for the Prosecuting Attorney.

Prosecuting Attorney Expense by Category



Municipal Court Organizational Chart



01 - 105 - Municipal Court			FY2020	FY2021	FY2022	FY2022
Fund	Account		Budget	Budget	Estimated	
	Account	Name			Ending	Proposed
014	5000_001	Fines-Court Fines and Costs	105,000	90,000	80,000	80,000
014	5000_002	Fines-Court Ordered Payments	26,000	19,000	15,000	15,000
	Total Fines		131,000	109,000	95,000	95,000
	Total Revenues		131,000	109,000	95,000	95,000
015	1000_001	Fulltime Salary	62,489	93,392	67,472	69,496
015	1000_002	Part Time Salary	39,901	13,700	40,869	40,808
	Total Salaries -		102,390	107,091	108,341	110,304
015	1005_001	Health Premium-Employee	0	7,896	7,896	7,896
015	1005_002	Health Premium-Family	7,900	0	0	0
015	1005_003	Dental Premium-Employee	0	300	300	300
015	1005_004	Dental Premium-Family	325	0	0	0
015	1010_001	Life Insurance	130	278	111	111
	Total Benefits -		8,355	8,474	8,307	8,307
015	1015_001	Lagers-General	8,190	8,839	8,839	9,312
015	1015_004	Deferred Comp-Employer	1,300	1,300	1,300	1,300
	Total Benefits -		9,490	10,139	10,139	10,612
015	1020_001	FICA-Employer	6,350	5,301	6,668	6,790
015	1020_001IMP	FICA-Employer - Imported	6,350	0	0	0
015	1020_002	Medicare-Employer	1,485	1,240	1,559	1,588
015	1020_002IMP	Medicare-Employer - Imported	1,485	0	0	0
015	1020_003	Unemployment Compensation	1,025	575	1,068	1,095
015	1020_003IMP	Unemployment Compensation -	1,025	0	0	0
	Total Payroll		8,860	7,115	9,295	9,473
015	1025_001	Employee-Uniforms	100	0	0	0
015	1025_002	Employee-	450	450	450	450
015	1025_004	Employee-Travel/Hotel	650	0	0	0
015	1025_005	Employee-Training	900	800	800	800
	Total Employee		2,100	1,250	1,250	1,250
	Total Personnel		131,195	134,070	137,332	139,947
015	2015_000	Capital Exp-Furniture and Fixtures	0	538	1,490	5,650
015	2020_000	Capital Exp-Machinery and	1,204	0	0	0
	Total Capital		1,204	538	1,490	5,650

01 - 105 - Municipal Court			FY2020	FY2021	FY2022	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated	
					Ending	Proposed
	015_6000_005	Prof Services-Temporary	500	25	25	25
	015_6000_007	Prof Services-Toxicology Testing	50	25	25	25
	015_6000_008	Prof Services-MSHP Background	25	25	25	25
	015_6000_011	Prof Services-Dues/License	250	50	50	50
	015_6000_015	Prof Service-Service Contracts	75,000	64,000	60,000	60,000
	Total		75,825	64,125	60,125	60,125
	015_6005_002	Insurance-Equipment	20	20	18	18
	Total Insurance		20	20	18	18
	015_6020_001	Software-Purchase	0	0	833	1,200
	015_6020_003	Software-Agreement	990	4,000	4,000	6,000
	Total Software -		990	4,000	4,833	7,200
	Total		76,835	68,145	64,976	67,343
	015_7000_001	Supplies-Operational	1,500	2,500	2,500	2,500
	015_7000_002	Supplies-Computer Accessories	0	250	250	500
	015_7000_003	Supplies-Desk Accessories-Small	500	0	0	0
	015_7005_001	Supplies-Printing	250	50	50	50
	015_7005_002	Supplies-Mailing	250	50	50	50
	015_7005_003	Supplies-Postage	50	50	50	50
	015_7005_004	Supplies-Paper	150	125	125	125
	Total Supplies		2,700	3,025	3,025	3,275
	015_8300_002	Equipment-Maintenance	1,500	500	5,000	5,000
	Total		1,500	500	5,000	5,000
	015_8600_005	Vehicle-Fuel	50	50	0	0
	Total Vehicles		50	50	0	0
	Total Expenses		213,484	206,328	211,823	221,215
	Change in		(82,484)	(97,328)	(116,823)	(126,215)

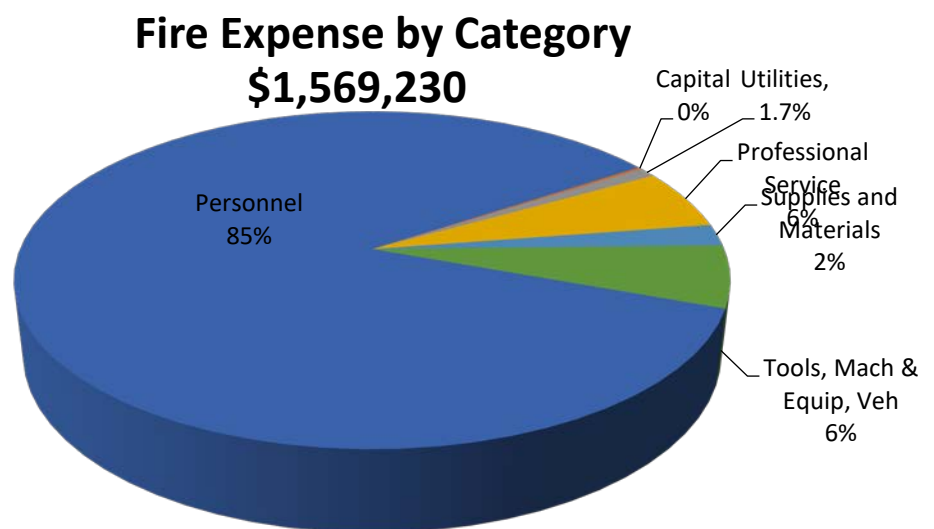
01 - 106 – Prosecuting Attorney			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5_1000_001	Fulltime Salary	0	21,600	0	0
01	5_1000_001	Fulltime Salary	0	21,600	0	0
01	5_1000_002	Part Time Salary	21,600	0	22,641	21,600
	Total Salaries - General		21,600	21,600	22,641	21,600
01	5_1010_001	Life Insurance	0	56	0	0
01	5_1010_001	Life Insurance	0	56	0	0
	Total Benefits - Insurance		0	56	0	0
01	5_1020_001	FICA-Employer	1,340	1,339	1,404	1,339
01	5_1020_002	Medicare-Employer	315	313	328	313
01	5_1020_003	Unemployment Compensation	220	115	226	216
01	5_1020_004	Workman's Compensation	0	0	0	0
	Total Payroll Taxes - General		1,875	1,767	1,958	1,868
	Total Personnel Costs		23,475	23,423	24,599	23,468
01	5_7005_001	Supplies-Printing	50	25	25	25
01	5_7005_002	Supplies-Mailing	50	25	25	25
01	5_7005_003	Supplies-Postage	25	25	25	25
01	5_7005_004	Supplies-Paper	50	25	25	25
	Total Supplies		175	100	100	100
	Total Expenses		23,650	23,523	24,699	23,568
	Change in Department Balance		(23,650)	(23,523)	(24,699)	(23,568)

Fire Department

The City of Lebanon Fire Department is a dedicated team committed to providing the highest level of public safety to the community, visitors, and our 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 department budget supports training, equipment, supplies, and personnel that are needed to provide these services. The Fire Department is committed to providing professional fire services that meet the expectations of the community.

FY 2020-2021 Accomplishments:

During FY21 the Lebanon Fire Department completed a number of smaller projects including SCBA mask fit testing of all personnel, flow testing of all breathing apparatus, and expanding our online training to include fire service courses through Career Cert.



The Department also replaced our aging hydraulic rescue tools with new tools which incorporate new technology. The new tools are battery powered which all but eliminates setup time and can be used under water.

Fiscal Year 2022 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.
Strategy: Re-establish activities including the installation of smoke and CO detectors in homes throughout the community. In FY22 introduce the addition of home gas detectors. Remind the community that escape ladders and small home fire extinguishers are also available. Strategies include door-to-door canvassing of neighborhoods, utilization of social and traditional media releases, monthly utility billing

messages, and public relation events during which participants can request installation of smoke detectors.

Budgetary Factor: For FY22 the budgetary impact should be minimal to zero. As a result of the suspension of the program due to COVID-19 in 2020, there are sufficient funds available in the account managed by the Lebanon Area Foundation to finance this program in FY22.

II. **Goal:** Improve operational relationships with Laclede County fire departments.

Strategy: Schedule and conduct a minimum of three hands-on-training sessions with county fire departments, focusing on fire suppression and technical rescue.

Budgetary Factor: The impact on the FY22 Budget is anticipated to be an additional \$2500 added to the training line item. The additional funds are sufficient to meet the needs of this training such as the replacement consumable supplies like foam solution or purchase materials such as wood for use during hands-on drills.

Performance Measurements:

Average Response Times	2016	2017	2018	2019	2020
North District	5:35	4:53	5:03	5:35	5:26
South District	5:52	5:47	5:51	6:18	6:29
Southwest District	8:13	7:30	7:28	8:10	8:40
Over-All Within City	5:59	5:28	5:33	6:05	6:04

6 Minute 59 Second Response Time Percentage Within City of Lebanon				
2016	2017	2018	2019	2020
68.00%	76.50%	76.30%	70.10%	71.40%

Actual 90% Response Time (+) Within City of Lebanon				
2016	2017	2018	2019	2020
91.50%	91.10%	91.00%	93.30%	90.50%
9:59	8:59	8:59	9:59	8:59

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

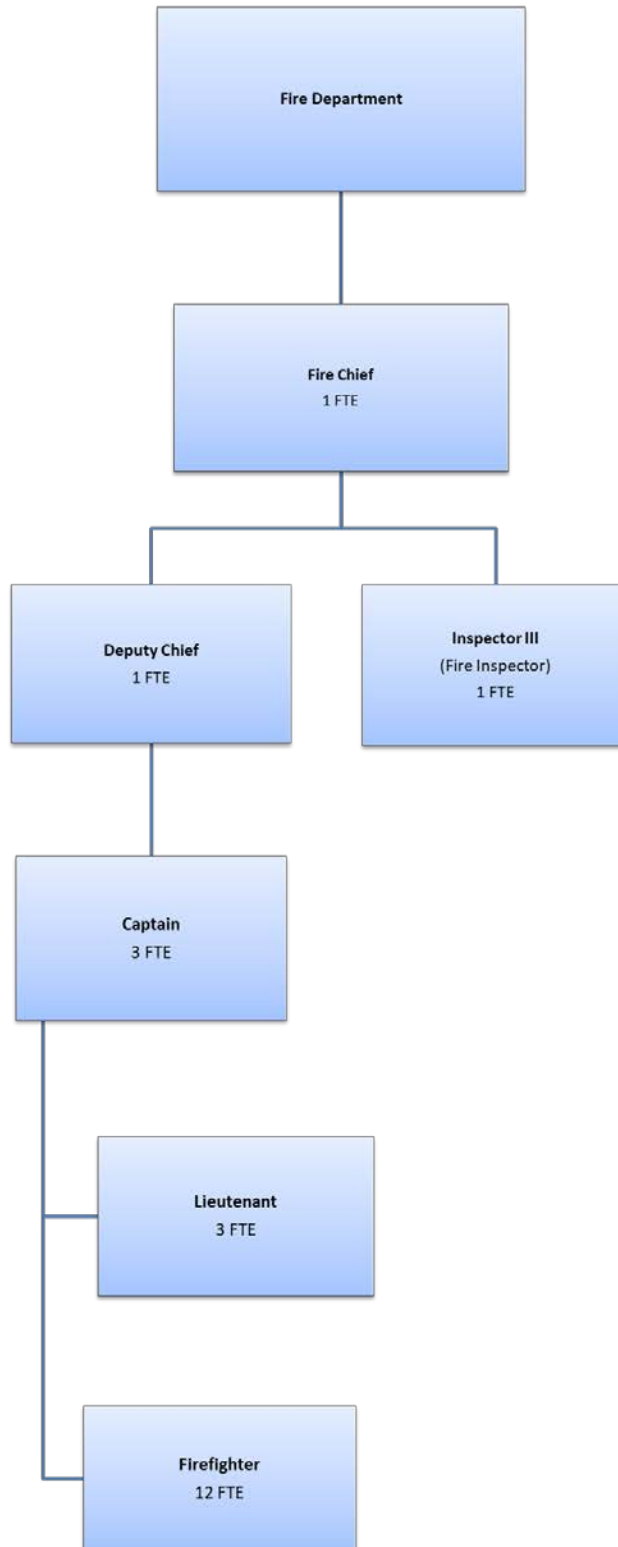
Call Volumes	2016		2017		2018		2019		2020	
Incident Type	#	%	#	%	#	%	#	%	#	%
Fires	117	5.54	137	6.29	176	7.70	153	7.03%	117	5.74%
Over Pressure/Explosion	4	0.18	0	0	1	0.04	1	0.05%	2	0.10%
Rescue, MVA, EMS	1526	72.32	1500	68.96	1539	67.38	1442	66.24%	1263	61.97%
Hazardous Conditions	47	2.22	70	3.21	46	2.01	41	1.88%	49	2.40%
Service Calls	116	5.49	127	5.83	136	5.95	139	6.38%	191	9.37%
Good Intent	149	7.06	174	8	226	9.89	271	12.45%	290	14.23%
False Alarms	149	7.06	165	7.58	159	6.96	119	5.47%	123	6.04%
Weather Related	2	0.04	2	0.09	1	0.04	11	0.51%	3	0.15%
Total	2110		2175		2284		2177		2038	

Previous Years' Goals:

- I. Goal: Reduce Fire Fighter exposure to cancer causing products of combustion.
Status: The department was successful in purchasing bunker gear and hoods specifically designed to reduce the amounts of toxic materials a Firefighter is exposed to. The Department continues to pursue operational procedures and cancer screenings in the future.

- III. Goal: Continue to improve life safety directly related to residential structure fires within the City.
Status: Due to COVID-19 Pandemic the Department suspended our smoke detector program for over a year, as a result we did not meet our stated goal. It is our hopes to aggressively pursue this program in the next fiscal year.

Fire Department Organizational Chart



01 - 110 - Fire Department			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
014	3010_002	Misc-Donations	0	0	17,000	0
014	3010_006	Misc-Miscellaneous	0	0	20	0
	Total		0	0	17,020	0
	Total Service		0	0	17,020	0
	Total Revenues		0	0	17,020	0
015	1000_001	Fulltime Salary	766,328	829,566	743,708	861,064
015	1000_001IMPFT	Salary - Imported	766,328	0	0	0
015	1000_005	Fulltime Overtime	0	105,103	92,144	95,670
015	1000_008	Fire Call Back Pay	90,063	0	0	0
	Total Salaries -		856,391	934,669	835,852	956,734
015	1005_001	Health Premium-Employee	0	15,792	31,584	31,584
015	1005_002	Health Premium-Family	234,690	199,179	155,449	185,517
015	1005_003	Dental Premium-Employee	0	300	1,200	1,200
015	1005_004	Dental Premium-Family	6,100	7,359	1,100	5,779
015	1010_001	Life Insurance	1,260	1,166	1,049	1,166
015	1010_001IMPL	Life Insurance - Imported	1,260	0	0	0
	Total Benefits -		242,050	223,796	190,382	225,246
015	1015_003	Lagers-Fire	35,970	28,040	25,058	15,308
015	1015_003IMPL	Lagers-Fire - Imported	35,970	0	0	0
015	1015_004	Deferred Comp-Employer	12,350	7,800	8,326	8,450
015	1015_004IMP	Deferred Comp-Employer -	12,350	0	0	0
	Total Benefits -		48,320	35,840	33,384	23,758
015	1020_001	FICA-Employer	53,100	38,105	48,216	55,002
015	1020_002	Medicare-Employer	12,420	8,912	11,276	12,863
015	1020_003	Unemployment Compensation	8,565	4,475	7,202	8,871
015	1020_004	Workman's Compensation	37,706	47,446	47,446	47,804
	Total Payroll		111,791	98,937	114,140	124,541
015	1025_001	Employee-Uniforms	8,500	7,250	9,000	0
015	1025_002	Employee-	600	600	2,000	3,500
015	1025_003	Employee-Books	200	500	500	500
015	1025_004	Employee-Travel/Hotel	1,500	0	500	0
015	1025_005	Employee-Training	10,000	0	6,500	0
015	1025_006	Employee-Recognition	1,750	1,750	1,500	2,000
015	1025_008	Employee-Hazmat Physicals	14,700	15,000	10,000	0

01 - 110 - Fire Department			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	Total Employee		37,250	25,100	30,000	6,000
	Total Personnel		1,295,802	1,318,342	1,203,758	1,336,279
015_2010_000	Capital Exp-Building and		0	0	195,132	0
015_2015_000	Capital Exp-Furniture and Fixtures		0	2,690	3,172	3,172
015_2020_000	Capital Exp-Machinery and		13,521	0	7,000	0
	Total Capital		13,521	2,690	205,304	3,172
015_5000_001	Utilities-Electric		7,200	8,900	8,900	8,900
015_5000_002	Utilities-Water		150	180	180	180
015_5000_003	Utilities-Sewer		240	250	250	250
015_5010_001	Utilities-Landline and Fiber		700	700	700	700
015_5015_001	Utilities-Cell Phones		800	800	800	800
015_5020_002	Utilities-Internet Mobile		2,000	2,000	2,000	2,000
015_5025_001	Utilities-Solid Waste		725	700	1,000	1,500
	Total Utilities		11,815	13,530	13,830	14,330
015_6000_001	Prof Services-Legal		10,000	10,000	5,000	5,000
015_6000_007	Prof Services-Toxicology Testing		500	500	2,000	500
015_6000_008	Prof Services-MSHP Background		100	100	100	100
015_6000_011	Prof Services-Dues/License		1,000	750	100	750
015_6000_015	Prof Service-Service Contracts		8,200	5,500	11,000	12,000
015_6000_018	Prof Service-Damage Claims		500	500	500	500
015_6000_019	Prof Service-Credit Card Fee		30	30	0	0
	Total		20,330	17,380	18,700	18,850
015_6005_001	Insurance-Vehicle		28,280	26,000	25,152	26,158
015_6005_002	Insurance-Equipment		2,425	1,800	2,698	2,833
015_6005_003	Insurance-Building & Property		1,010	3,650	3,278	3,409
	Total Insurance		31,715	31,450	31,128	32,400
015_6010_001	Advertising-Public Notices		0	0	750	0
015_6010_002	Advertising-Employee		0	100	100	100
015_6010_003	Advertising-Print		0	100	100	100
015_6010_006	Advertising-Radio		0	624	624	624
	Total		0	824	1,574	824
	Total		0	0	0	0
015_6020_001	Software-Purchase		2,500	7,300	7,300	25,000

01 - 110 - Fire Department			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
015	6020_002	Software-Upgrade	0	0	6,000	0
015	6020_003	Software-Agreement	11,129	7,000	9,900	13,000
	Total Software -		13,629	14,300	23,200	38,000
	Total		65,674	63,954	74,602	90,074
015	7000_001	Supplies-Operational	3,400	3,500	3,000	4,500
015	7000_002	Supplies-Computer Accessories	750	500	500	1,000
015	7000_003	Supplies-Desk Accessories-Small	500	248	619	3,000
015	7000_005	Supplies-Small Accessories	0	248	100	250
015	7005_001	Supplies-Printing	100	100	200	300
015	7005_002	Supplies-Mailing	100	100	25	25
015	7005_003	Supplies-Postage	100	100	150	100
015	7005_004	Supplies-Paper	100	100	100	100
015	7005_005	Supplies-Forms	100	100	0	25
015	7005_006	Supplies-Promo-Education	3,000	1,000	6,500	500
015	7010_001	Supplies-Janitorial	2,000	2,000	2,000	1,850
015	7010_002	Supplies-Cleaning and Sanitation	250	400	400	575
015	7010_003	Supplies-Break Room	1,200	1,200	1,200	1,200
015	7015_001	Supplies-Medical	3,500	6,000	8,500	8,500
015	7015_002	Supplies-Hazmat	5,000	2,500	6,170	5,000
015	7015_004	Supplies-Safety	4,250	500	935	500
	Total Supplies		24,350	18,596	30,399	27,425
015	7510_004	Materials-Hardware	1,500	1,000	1,000	1,500
015	7510_005	Materials-Fixtures	500	1,000	1,000	1,500
015	7510_006	Materials-Wire	0	0	0	100
015	7525_001	Materials-Infrastructure	5,500	1,250	1,000	1,750
	Total Materials		7,500	3,250	3,000	4,850
015	8000_001	Tools-Repair	100	100	100	100
015	8000_002	Tools- Maintenance	100	100	250	250
015	8000_003	Tools-Supplies	500	2,250	2,250	1,000
	Total Tools &		700	2,450	2,600	1,350
015	8300_001	Equipment-Repair	5,000	4,500	6,000	6,000
015	8300_002	Equipment-Maintenance	5,000	5,600	5,600	5,000
015	8300_003	Equipment-Supplies	1,000	750	750	750
015	8300_004	Equipment-Equipment	6,200	6,200	5,000	2,000
	Total		17,200	17,050	17,350	13,750

01 - 110 - Fire Department			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated	
					Ending	Proposed
015	8600_001	Vehicle-Repair	40,000	52,000	45,000	50,000
015	8600_002	Vehicle-Maintenance	4,500	4,500	7,500	8,000
015	8600_003	Vehicle-Supplies	750	750	500	750
015	8600_004	Vehicle-Equipment	100	250	250	250
015	8600_005	Vehicle-Fuel	20,000	19,000	17,000	19,000
	Total Vehicles		65,350	76,500	70,250	78,000
	Total Expenses		1,501,912	1,516,362	1,621,093	1,569,230
	Change in		(1,501,912)	(1,516,362)	(1,604,073)	(1,569,230)

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 2020-2021 Accomplishments:

The department continued to focus on crime reduction and public service by investing in its personnel and equipment.

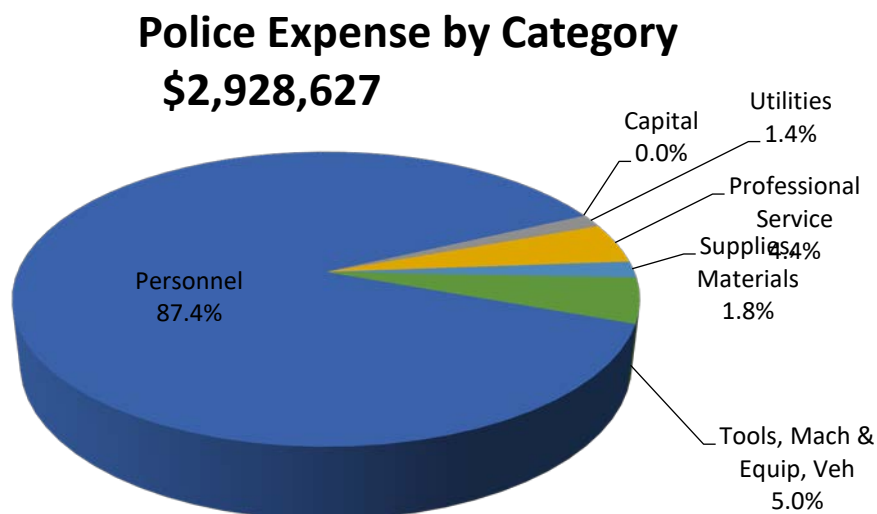
The department's membership with the Missouri State University Public Safety Training Center afforded opportunities to receive excellent training in law enforcement related subjects to include, De-escalation and Crisis Management, Ethics and Professionalism, and Response to Incidents Involving Juveniles.

The installation of ten Watchguard In Car Camera systems was completed to replace outdated equipment. These Watchguard systems will seamlessly integrate with our new Watchguard body cameras to provide officers with the most modern video capturing capabilities.

The Animal Control facility and grounds were improved with the installation of new fixtures, interior surface repairs and paint, changes to exterior fencing, and the purchase of a storage shed. These upgrades were needed to ensure proper care of all animals, improve customer service, and provide a good working environment for our Animal Control Officers.

Fiscal Year 2022 Goals:

- I. **Goal:** Improve crime awareness and prevention by assisting citizens with establishing two Crime Neighborhood Watch Groups.
Strategy: Reestablish an existing Crime Neighborhood Watch Group that is currently inactive, and canvass problem areas to educate citizens about the benefits of establishing a Crime Neighborhood Watch Group.



Budgetary Factor: No impact.

- II. **Goal:** Develop and enhance partnerships with other agencies and residents to improve community safety, services, and reduce costs.

Strategy: Utilize a team approach with other city and state departments to improve a wide range of issues that are affecting a specific section of our city. Among other things, the Police Department will increase its interaction with citizens, provide crime and safety tips, increase traffic enforcement, and assist other entities as they strive to make differences in their areas of responsibility.

Budgetary Factor: Minor impact on overtime funding for intermittent special projects.

Performance Measures

	2014	2015	2016	2017	2018	2019	2020
Total Arrests	4470	4640	4735	4917	4791	4662	4479
Total Reports	3292	3297	3302	3456	3685	3689	3299
Total Calls for Service (CAD)	24796	23807	21875	24464	25032	37603	38730

Previous Years' Goals

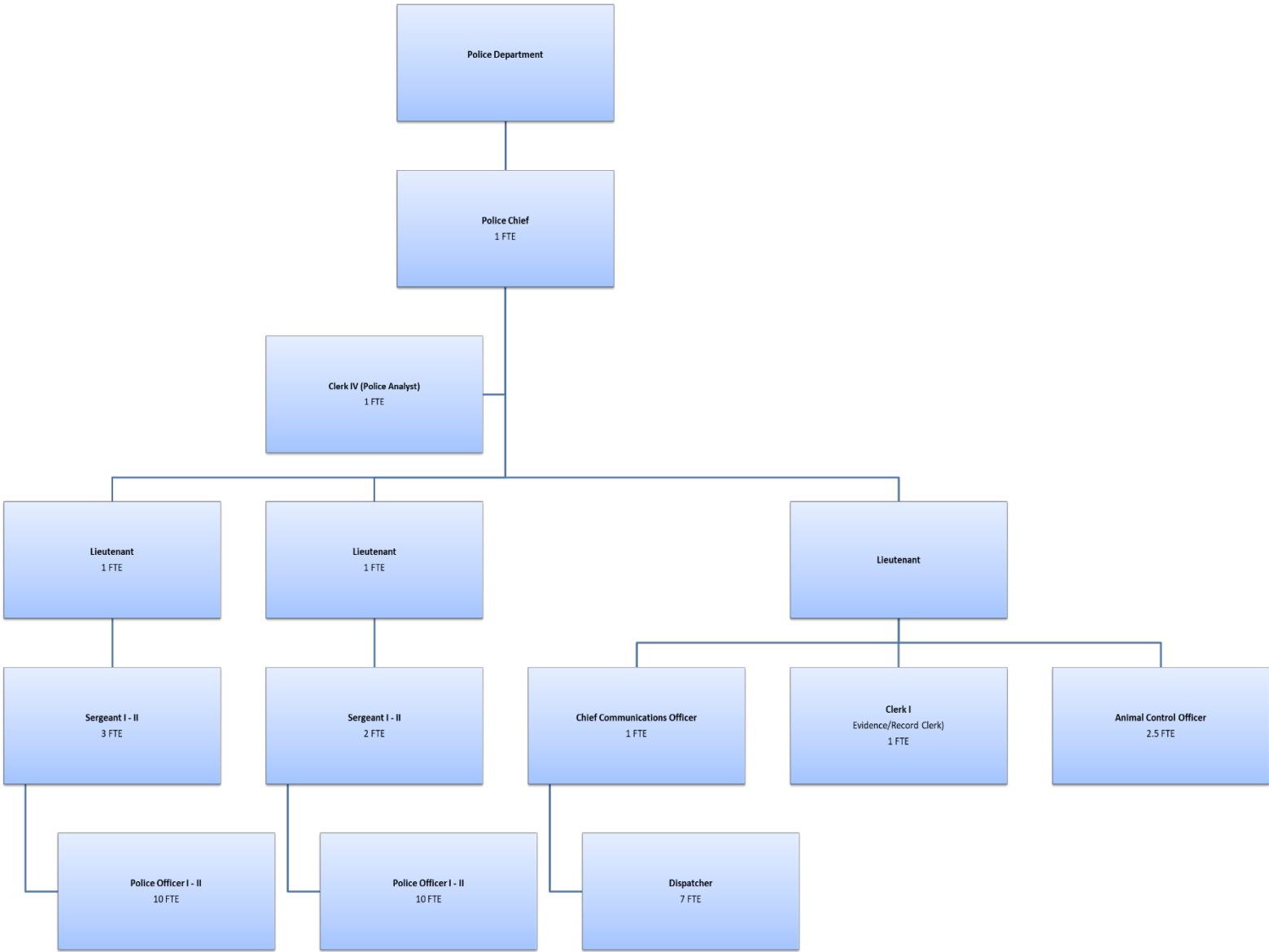
- I. **Goal:** Develop and enhance partnerships with other agencies and residents to improve community safety, services, and reduce costs.

Status: This is an ongoing effort that was slowed due restrictions during the pandemic. This goal will receive increased emphasis in FY22.

- II. **Goal:** Reduce the impact of illegal drug use through treatment options, education, and enforcement.

Status: This is an ongoing effort. We are establishing and strengthening our relationships with outside agencies to gain additional resources for people affected by substance abuse and other mental health issues.

Police Department Organizational Chart



01 - 115 - Police Department			FY2020	FY2021	FY2021	FY2022
Fund	Account		Budget	Estimated		
	Account	Name		Budget	Ending	Proposed
014	2005_001	Grants-Operative Rev	10,000	7,000	18,300	30,000
	Total Grant		10,000	7,000	18,300	30,000
	Total		10,000	7,000	18,300	30,000
014	3000_001	Impound Fees	200	500	1,000	500
014	3000_002	Animal Removal	800	400	400	400
	Total Service		1,000	900	1,400	900
014	3010_002	Misc-Donations	0	0	5,500	3,000
014	3010_006	Misc-Miscellaneous	1,500	1,250	1,250	1,250
014	3010_009	Misc-Agreements	74,000	74,000	74,000	74,000
	Total		75,500	75,250	80,750	78,250
	Total Service		76,500	76,150	82,150	79,150
014	5000_005	Fines-Recoupment Fees	1,500	1,500	1,500	1,500
	Total Fines		1,500	1,500	1,500	1,500
	Total Revenues		88,000	84,650	101,950	110,650
015	1000_001	Fulltime Salary	1,553,156	1,718,955	1,533,020	1,652,670
015	1000_001IMP	FT Salary - Imported	1,553,156	0	0	0
015	1000_002	Part Time Salary	19,119	20,075	20,075	20,677
015	1000_002IMP	Part Time Salary - Imported	19,119	0	0	0
015	1000_005	Fulltime Overtime	38,612	45,712	40,288	41,087
015	1000_005IMP	Fulltime Overtime -	38,612	0	0	0
015	1000_007	On Call Overtime	0	0	0	10,400
	Total Salaries -		1,610,887	1,784,742	1,593,383	1,724,834
015	1005_001	Health Premium-Employee	0	150,024	167,132	173,712
015	1005_002	Health Premium-Family	410,405	230,023	172,496	167,554
015	1005_003	Dental Premium-Employee	0	5,700	6,175	6,300
015	1005_004	Dental Premium-Family	13,410	9,238	1,800	7,485
015	1010_001	Life Insurance	2,650	2,387	2,085	2,220
015	1010_001IMP	Life Insurance - Imported	0	0	0	0
	Total Benefits -		426,465	397,373	349,688	357,271
015	1015_001	Lagers-General	45,545	52,296	47,826	50,953
015	1015_002	Lagers-Police	213,380	184,337	161,292	179,854
015	1015_004	Deferred Comp-Employer	19,500	14,300	13,732	14,300
	Total Benefits -		278,425	250,933	222,850	245,107

01 - 115 - Police Department			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
015_1020_001	FICA-Employer		99,880	83,012	94,082	101,565
015_1020_001IMP	FICA-Employer - Imported		0	0	0	0
015_1020_002	Medicare-Employer		23,360	19,414	22,003	23,753
015_1020_002IMP	Medicare-Employer -		0	0	0	0
015_1020_003	Unemployment		16,110	9,383	14,192	16,381
015_1020_003IMP	Unemployment		0	0	0	0
015_1020_004	Workman's Compensation		38,520	54,895	54,895	55,310
015_1020_004	Workman's Compensation		0	0	0	0
015_1020_004IMP	Workman's Compensation -			0	0	0
Total Payroll Taxes			177,870	166,704	185,172	197,009
015_1025_001	Employee-Uniforms		18,000	20,000	20,000	25,000
015_1025_002	Employee-		3,000	5,500	5,500	8,800
015_1025_004	Employee-Travel/Hotel		5,000	0	0	0
015_1025_005	Employee-Training		20,000	0	0	0
015_1025_006	Employee-Recognition		1,500	2,500	2,500	2,500
Total Employee -			47,500	28,000	28,000	36,300
Total Personnel			2,541,147	2,627,752	2,379,093	2,560,522
015_2015_000	Capital Exp-Furniture and		0	27,483	10,310	0
015_2020_000	Capital Exp-Machinery and		48,134	0	0	0
015_2020_001IMP	Capital Exp - Machinery and		48,134	0	0	0
Total Capital			48,134	27,483	10,310	0
015_4005_001	Grants-Capital Equipment		1,000	1,000	0	0
Total Grants -			1,000	1,000	0	0
015_4030_001	Forfeiture-Operational		7,739	0	0	0
Total Other Grants			7,739	0	0	0
Total Grants			8,739	1,000	0	0
015_5000_001	Utilities-Electric		4,500	4,500	5,500	5,500
015_5000_002	Utilities-Water		250	250	250	250
015_5000_003	Utilities-Sewer		250	250	250	250
015_5005_001	Utilities-Propane		4,500	4,500	4,500	4,500
015_5010_001	Utilities-Landline and Fiber		350	350	350	350
015_5015_001	Utilities-Cell Phones		3,500	3,500	3,500	3,500
015_5020_001	Utilities-Internet		750	750	750	750
015_5020_002	Utilities-Internet Mobile		14,500	27,000	27,000	27,000

01 - 115 - Police Department			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account	Budget	Budget	Estimated	Proposed
		Name			Ending	
015	5025_001	Utilities-Solid Waste	250	250	250	250
	Total Utilities		28,850	41,350	42,350	42,350
015	6000_001	Prof Services-Legal	20,000	10,000	10,000	10,000
015	6000_007	Prof Services-Toxicology	1,500	1,500	1,500	1,500
015	6000_008	Prof Services-MSHP	150	150	150	150
015	6000_010	Prof Services-Animal	1,000	1,000	1,000	1,000
015	6000_011	Prof Services-Dues/License	3,200	3,200	3,200	3,200
015	6000_015	Prof Service-Service	3,500	17,500	17,500	17,500
015	6000_019	Prof Service-Credit Card Fee	25	25	25	25
	Total Professional		29,375	33,375	33,375	33,375
015	6005_001	Insurance-Vehicle	25,690	19,000	26,662	27,729
015	6005_002	Insurance-Equipment	155	1,500	0	0
015	6005_003	Insurance-Building &	210	350	394	410
015	6005_012	Insurance-Crime Insurance	1,465	1,465	1,334	1,388
015	6005_013	Insurance-Law Enforcement	29,490	30,287	31,500	32,760
015	6005_015	Insurance-Notary Public	30	50	52	54
015	6005_023	Insurance-Drone Liability	1,310	1,310	1,345	1,399
	Total Insurance -		58,350	53,962	61,287	63,739
015	6010_001	Advertising-Public Notices	0	0	92	92
015	6010_002	Advertising-Employee	500	500	500	500
015	6010_003	Advertising-Print	500	500	500	500
015	6010_006	Advertising-Radio	0	624	750	750
	Total Advertising -		1,000	1,624	1,842	1,842
015	6015_002	Agreements - Service	10,250	10,250	10,000	12,250
	Total Agreements		10,250	10,250	10,000	12,250
015	6020_001	Software-Purchase	0	0	17,000	17,000
015	6020_003	Software-Agreement	63,850	0	72,000	0
	Total Software -		63,850	0	89,000	17,000
	Total Professional		162,825	99,211	195,504	128,205
015	7000_001	Supplies-Operational	7,500	10,000	10,000	10,000
015	7000_002	Supplies-Computer	1,000	4,000	4,000	5,000
015	7000_003	Supplies-Desk Accessories-	4,000	4,000	4,000	4,000
015	7005_001	Supplies-Printing	6,000	8,500	8,500	8,500
015	7005_002	Supplies-Mailing	750	500	1,000	500

01 - 115 - Police Department			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account	Budget	Budget	Estimated	
		Name			Ending	Proposed
015_7005_003		Supplies-Postage	850	500	500	500
015_7005_004		Supplies-Paper	1,000	1,000	1,000	1,000
015_7005_005		Supplies-Forms	1,000	2,000	2,000	2,000
015_7005_006		Supplies-Promo-Education	4,000	4,000	4,000	4,000
015_7010_002		Supplies-Cleaning and	750	750	750	750
015_7010_003		Supplies-Break Room	1,800	1,800	1,800	1,800
015_7015_004		Supplies-Safety	10,200	6,000	6,000	8,000
015_7020_001		Supplies-Animal Control	2,500	3,500	3,500	4,500
015_7020_002		Supplies-K-9	2,500	1,000	0	0
Total Supplies			43,850	47,550	47,050	50,550
015_7525_001		Materials-Infrastructure	2,000	2,000	2,000	2,000
Total Materials			2,000	2,000	2,000	2,000
015_8000_002		Tools- Maintenance	1,000	1,000	1,000	1,000
Total Tools &			1,000	1,000	1,000	1,000
015_8300_002		Equipment-Maintenance	6,500	6,500	8,500	6,500
015_8300_004		Equipment-Equipment	0	0	5,689	35,000
Total Machinery &			6,500	6,500	14,189	41,500
015_8600_001		Vehicle-Repair	20,000	20,000	20,000	20,000
015_8600_002		Vehicle-Maintenance	11,000	11,000	11,000	11,000
015_8600_003		Vehicle-Supplies	8,000	8,000	8,000	8,000
015_8600_004		Vehicle-Equipment	13,500	13,500	12,000	13,500
015_8600_005		Vehicle-Fuel	50,000	50,000	50,000	50,000
Total Vehicles			102,500	102,500	101,000	102,500
Total Expenses			2,945,545	2,956,346	2,792,496	2,928,627
Change in			(2,857,545)	(2,871,696)	(2,690,546)	(2,817,977)

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 2020-2021 Accomplishments:

Completed renovation of the Cowan Civic Center to include a new walking trail, upgrade lighting, new roof and various other upgrades.

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.

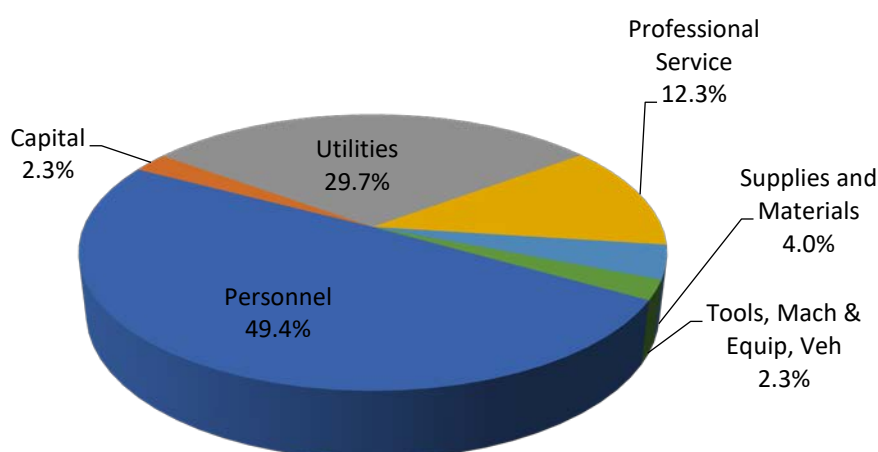
Budgetary Factor: None.

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

Strategy: Create verbiage in agreements to implement damage deposits and advise customers of same.

Budgetary Factor: None.

Civic Center Expense by Category \$538,431



Performance Measurements:

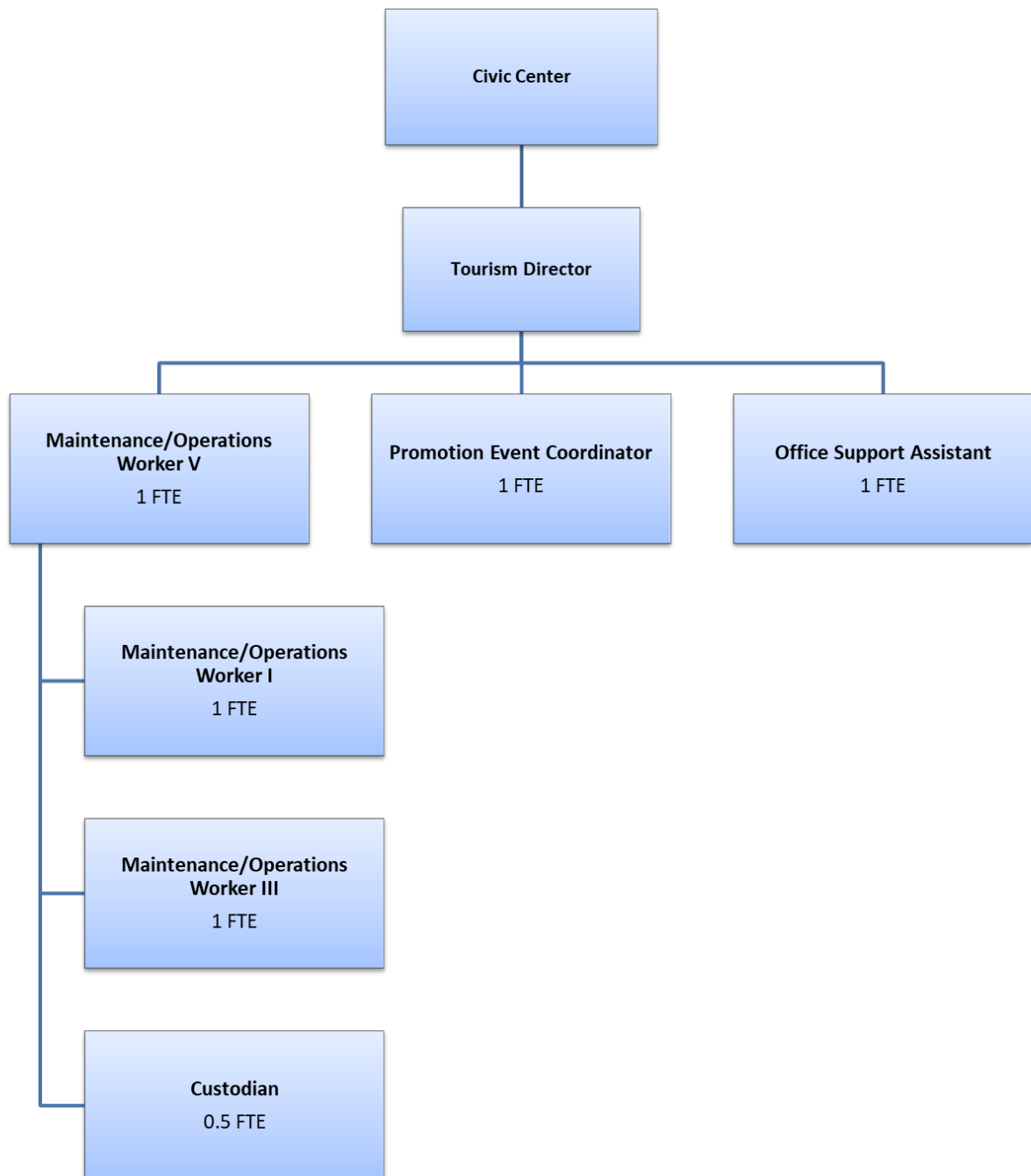
	2017	2018	2019	Estimated 2020
Number of Events	260	265	126	220
Free Events	70	22	10	10
CCC Revenue	\$200,000	\$200,000	\$221,795	270,000

Previous Years' Goals:

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

- IV. Goal. Update the facility aesthetically and structurally in a timely manner with minimal effect on events.
Status: Completed.

Civic Center Organizational Chart



01 - 130 - Civic Center			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated	
					Ending	Proposed
014	3005_001	Rentals-Building/Land	90,000	90,000	90,000	90,000
014	3005_002	Rentals-Contract Concessions	2,500	5,100	5,100	5,100
014	3005_003	Rentals-Exhibition Hall	80,000	92,000	110,000	100,000
014	3005_004	Rentals-Meeting Room	10,000	15,250	4,000	10,000
014	3005_005	Rentals-Theatre	17,000	16,800	17,500	17,500
014	3005_006	Rentals-Gymnasium	500	3,200	3,200	1,200
	Total Rental		200,000	222,350	229,800	223,800
014	3010_002	Misc-Donations	0	0	200	0
014	3010_006	Misc-Miscellaneous	1,000	8,250	2,500	5,000
	Total		1,000	8,250	2,700	5,000
	Total Service		201,000	230,600	232,500	228,800
	Total Revenues		201,000	230,600	232,500	228,800
015	1000_001	Fulltime Salary	119,369	132,481	129,597	159,326
015	1000_001IMPFT Salary - Imported		119,369	0	0	0
015	1000_002	Part Time Salary	27,282	23,731	23,731	16,233
015	1000_002IMPPart Time Salary - Imported		27,282	0	0	0
015	1000_004	On Call	1,216	0	1,600	0
015	1000_005	Fulltime Overtime	0	0	50	0
015	1000_005IMPFulltime Overtime - Imported		0	0	50	0
015	1000_006	Part Time Overtime	0	0	0	0
	Total Salaries -		147,867	156,213	154,978	175,559
015	1005_001	Health Premium-Employee	0	36,831	28,294	23,688
015	1005_002	Health Premium-Family	48,519	0	2,500	20,988
015	1005_003	Dental Premium-Employee	0	1,350	1,075	900
015	1005_004	Dental Premium-Family	1,500	0	225	600
015	1010_001	Life Insurance	255	319	235	278
015	1010_001IMPLife Insurance - Imported		255	0	0	0
	Total Benefits -		50,274	38,500	32,329	46,454
015	1015_001	Lagers-General	15,800	16,877	16,849	21,350
015	1015_004	Deferred Comp-Employer	1,950	1,300	1,457	1,950
	Total Benefits -		17,750	18,177	18,306	23,300
015	1020_001	FICA-Employer	9,170	5,930	9,192	10,328
015	1020_002	Medicare-Employer	0	1,387	2,150	2,415
015	1020_003	Unemployment Compensation	1,480	859	1,477	1,666

01 - 130 - Civic Center			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated	
					Ending	Proposed
015	1020_004	Workman's Compensation	3,276	5,111	5,111	5,149
	Total Payroll		13,926	13,287	17,930	19,559
015	1025_001	Employee-Uniforms	400	0	235	250
015	1025_002	Employee-	100	0	0	0
015	1025_005	Employee-Training	100	0	913	1,000
	Total Employee		600	0	1,148	1,250
	Total Personnel		230,417	226,177	224,692	266,122
015	2015_000	Capital Exp-Furniture and Fixtures	0	807	1,759	8,478
015	2020_000	Capital Exp-Machinery and	1,806	4,000	4,000	4,000
	Total Capital		1,806	4,807	5,759	12,478
015	5000_001	Utilities-Electric	105,000	105,000	90,000	100,000
015	5000_002	Utilities-Water	1,600	1,600	1,600	1,600
015	5000_003	Utilities-Sewer	2,200	2,100	2,100	2,100
015	5005_002	Utilities-Natural Gas	45,000	52,000	52,000	52,000
015	5010_001	Utilities-Landline and Fiber	2,000	2,000	2,000	2,000
015	5015_001	Utilities-Cell Phones	1,000	630	630	630
015	5025_001	Utilities-Solid Waste	1,600	1,600	1,600	1,600
	Total Utilities		158,400	164,930	149,930	159,930
015	6000_001	Prof Services-Legal	100	0	500	0
015	6000_007	Prof Services-Toxicology Testing	100	100	135	0
015	6000_008	Prof Services-MSHP Background	30	0	0	0
015	6000_011	Prof Services-Dues/License	1,200	800	1,200	800
015	6000_014	Prof Service-Events and Functions	1,200	1,500	650	650
015	6000_015	Prof Service-Service Contracts	13,000	19,000	19,000	23,000
015	6000_019	Prof Service-Credit Card Fee	120	120	120	120
	Total		15,750	21,520	21,605	24,570
015	6005_001	Insurance-Vehicle	1,295	600	971	1,010
015	6005_002	Insurance-Equipment	1,205	1,650	1,552	1,614
015	6005_003	Insurance-Building & Property	14,825	32,000	32,026	33,307
	Total Insurance		17,325	34,250	34,549	35,931
015	6010_003	Advertising-Print	120	0	0	0
015	6010_006	Advertising-Radio	120	0	0	0
	Total		240	0	0	0

01 - 130 - Civic Center			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
015	6020_001	Software-Purchase	0	3,200	3,200	3,200
015	6020_003	Software-Agreement	4,050	2,500	2,500	2,500
	Total Software -		4,050	5,700	5,700	5,700
	Total		37,365	61,470	61,854	66,201
015	7000_001	Supplies-Operational	1,000	1,800	2,200	1,800
015	7000_002	Supplies-Computer Accessories	0	250	250	250
015	7000_003	Supplies-Desk Accessories-Small	500	700	700	700
015	7000_004	Supplies-Small Tools	300	300	300	300
015	7005_002	Supplies-Mailing	0	45	75	75
015	7005_003	Supplies-Postage	150	150	150	150
015	7005_004	Supplies-Paper	600	750	1,500	750
015	7010_001	Supplies-Janitorial	1,000	750	750	750
015	7010_002	Supplies-Cleaning and Sanitation	6,500	6,500	6,500	6,500
015	7010_004	Supplies-Chemicals	6,500	5,200	5,200	5,200
015	7015_003	Supplies-First Aid	50	50	50	50
015	7015_004	Supplies-Safety	50	50	500	50
	Total Supplies		16,650	16,545	18,175	16,575
015	7500_002	Materials-Rock	500	500	500	500
015	7500_003	Materials-Concrete	500	500	500	500
015	7500_004	Materials-Landscaping	500	800	800	800
015	7505_002	Materials-Pipe-PVC	100	100	100	100
015	7510_001	Materials-Paint	300	200	1,200	200
015	7510_006	Materials-Wire	100	0	10	0
015	7510_007	Materials-Lumber	100	100	100	100
015	7525_001	Materials-Infrastructure	4,500	2,500	2,700	2,500
	Total Materials		6,600	4,700	5,910	4,700
015	8000_002	Tools- Maintenance	100	100	100	100
	Total Tools &		100	100	100	100
015	8300_001	Equipment-Repair	5,000	3,500	26,000	3,500
015	8300_002	Equipment-Maintenance	3,000	3,000	3,000	3,000
015	8300_003	Equipment-Supplies	500	0	0	3,500
015	8300_005	Equipment-Fuel	400	650	650	650
015	8300_006	Equipment-Rental	200	0	775	775
	Total		9,100	7,150	30,425	11,425
015	8600_001	Vehicle-Repair	250	100	350	100

01 - 130 - Civic Center			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
015	8600_002	Vehicle-Maintenance	300	300	300	300
015	8600_005	Vehicle-Fuel	1,700	500	500	500
	Total Vehicles		2,250	900	1,150	900
	Total Expenses		462,688	486,779	497,994	538,431
	Change in		(261,688)	(256,179)	(265,494)	(309,631)

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 2022

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.

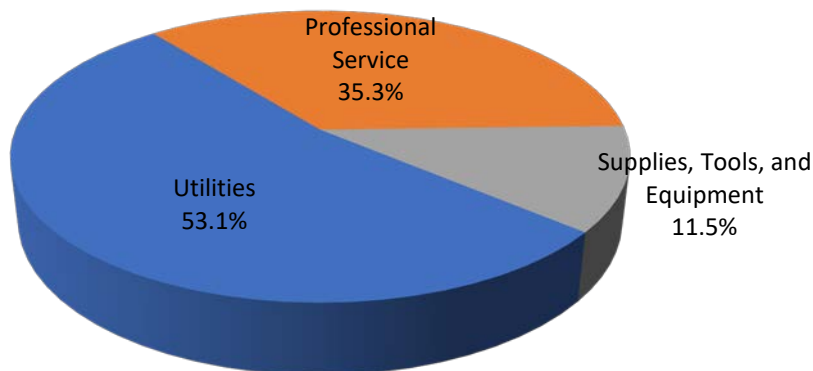
IV. **Goal:** Maintain aesthetic improvements to Mills & Wallace buildings.

Strategy: Inspect properties often for needed maintenance and improvements.

Budgetary Factor: None.

Community Buildings Expense by Category

\$38,688



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			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
014	3005_001	Rentals-Building/Land	30,000	5,029	35,000	35,000
014	3005_002	Rentals-Contract Concessions	0	5,029	0	200
014	3005_003	Rentals-Exhibition Hall	0	5,029	0	0
014	3005_004	Rentals-Meeting Room	0	5,029	0	0
014	3005_005	Rentals-Theatre	0	5,029	0	0
014	3005_006	Rentals-Gymnasium	0	5,029	0	0
014	3005_007	Rentals-Parties	0	5,029	0	0
	Total Rental		30,000	35,200	35,000	35,200
	Total Service		30,000	35,200	35,000	35,200
	Total Revenues		30,000	35,200	35,000	35,200
015	2010_000	Capital Exp-Building and	4,000	0	0	0
015	2010_000IMP	Capital Exp-Building and	4,000	0	0	0
	Total Capital		4,000	0	0	0
015	5000_001	Utilities-Electric	14,000	17,500	17,500	17,500
015	5000_002	Utilities-Water	1,400	300	300	300
015	5000_003	Utilities-Sewer	250	150	150	150
015	5005_002	Utilities-Natural Gas	1,000	1,300	1,300	1,300
015	5020_002	Utilities-Internet Mobile	250	0	0	0
015	5025_001	Utilities-Solid Waste	1,400	1,300	2,000	1,300
	Total Utilities		18,300	20,550	21,250	20,550
015	6000_015	Prof Service-Service Contracts	2,000	7,000	8,900	8,500
015	6000_019	Prof Service-Credit Card Fee	300	100	100	100
	Total		2,300	7,100	9,000	8,600
015	6005_003	Insurance-Building & Property	3,590	3,950	4,878	5,073
	Total Insurance		3,590	3,950	4,878	5,073
	Total		5,890	11,050	13,878	13,673
015	7000_001	Supplies-Operational	1,000	150	500	150
015	7000_002	Supplies-Computer Accessories	0	0	0	250
015	7010_001	Supplies-Janitorial	700	700	200	500
015	7010_002	Supplies-Cleaning and Sanitation	2,800	1,300	1,000	1,200

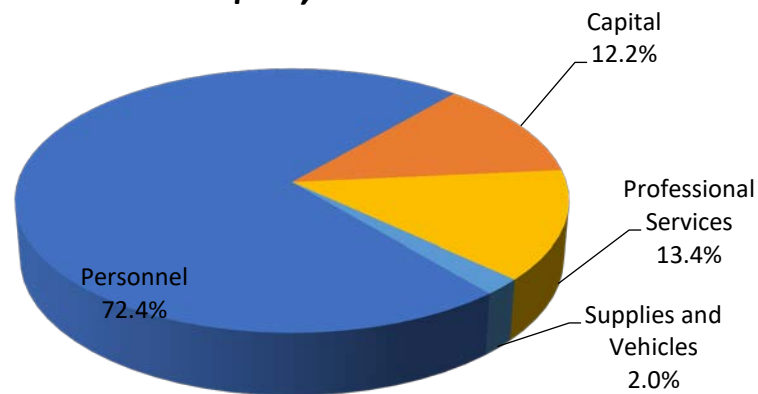
01 - 135 - Community Buildings/NEC			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	Total Supplies		4,500	2,150	1,700	2,100
	015_7500_004	Materials-Landscaping	100	250	250	250
	015_7510_001	Materials-Paint	250	250	250	250
	015_7510_005	Materials-Fixtures	200	300	350	300
	015_7525_001	Materials-Infrastructure	1,000	500	500	500
	Total Materials		1,550	1,300	1,350	1,300
	015_8000_003	Tools-Supplies	100	250	250	250
	Total Tools &		100	250	250	250
	015_8300_001	Equipment-Repair	600	350	350	350
	015_8300_002	Equipment-Maintenance	300	350	350	350
	015_8300_006	Equipment-Rental	0	0	115	115
	Total		900	700	815	815
	Total Expenses		35,240	36,000	39,243	38,688
	Change in		(5,240)	(800)	(4,243)	(3,488)

Mayor and Council

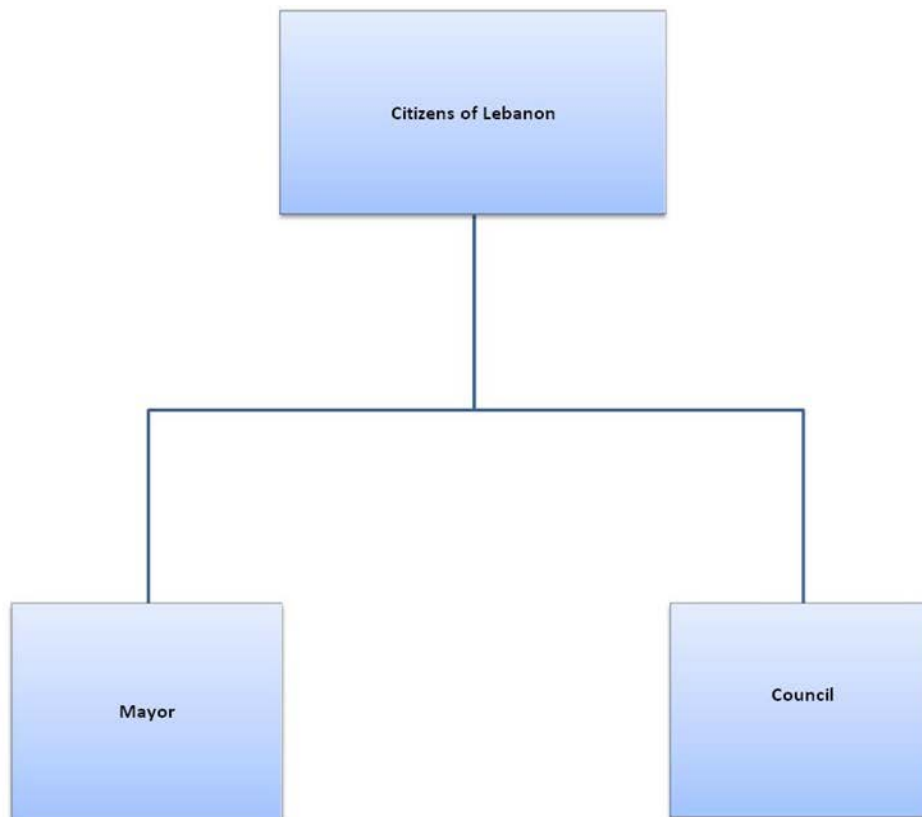
The Mayor and eight Councilmember's are elected at large with the Mayor serving a term of four and Council two years. The duties of and responsibilities of the Mayor and Council are outlined in City Ordinances.

Mayor Expense by Category

\$84,721



Mayor and Council Organizational Chart



01 - 140 - Mayor & Council			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
015	1000_001	Fulltime Salary	0		0	0
015	1000_002	Part Time Salary	24,000	38,400	42,446	48,000
	Total		24,000	38,400	42,446	48,000
015	1010_001	Life Insurance	0	500	0	0
	Total		0	500	0	0
015	1020_001	FICA-Employer	1,490	2,381	2,632	2,632
015	1020_002	Medicare-Employer	350	557	615	615
015	1020_003	Unemployment Compensation	240	384	424	424
015	1020_004	Workman's Compensation	0	0	0	0
	Total Payroll		2,080	3,322	3,672	3,671
015	1025_001	Employee-Uniforms	100	100	0	100
015	1025_002	Employee-	250	250	0	250
015	1025_004	Employee-Travel/Hotel	3,500	3,500	1,000	3,500
015	1025_005	Employee-Training	7,500	5,000	1,500	5,000
015	1025_007	Employee-Bonds	385	375	375	375
	Total		11,735	9,225	2,875	9,225
	Total		37,815	51,446	48,992	60,896
015	2015_000	Capital Exp-Furniture and Fixtures	0	269	586	10,304
015	2020_000	Capital Exp-Machinery and	602	0	0	0
	Total Capital		602	269	586	10,304
015	6000_014	Prof Service-Events and Functions	5,000	6,000	26,000	6,000
	Total		5,000	6,000	26,000	6,000
	Total		0	0	0	0
015	6010_006	Advertising-Radio	200	100	100	100
	Total		200	100	100	100
015	6020_001	Software-Purchase	0	0	2,000	2,000
015	6020_003	Software-Agreement	2,700	3,240	2,500	3,240
	Total		2,700	3,240	4,500	5,240
	Total		7,900	9,340	30,600	11,340
015	7000_001	Supplies-Operational	250	0	400	400
015	7000_002	Supplies-Computer Accessories	0	250	250	250

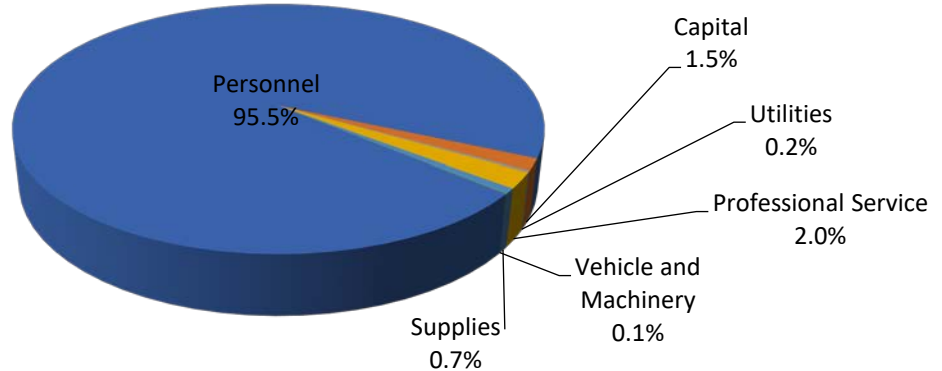
01 - 140 - Mayor & Council			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account	Budget	Budget	Estimated	Proposed
		Name			Ending	
	015_7005_001	Supplies-Printing	0	500	250	500
	015_7005_006	Supplies-Promo-Education	1,000	500	500	500
	Total		1,250	1,250	1,400	1,650
	015_8600_001	Vehicle-Repair	150	0	0	0
	015_8600_005	Vehicle-Fuel	50	50	50	50
	Total		200	50	50	50
	Total		47,767	62,355	81,628	84,240
	Change in		(47,767)	(62,355)	(81,628)	(84,240)

City Administration

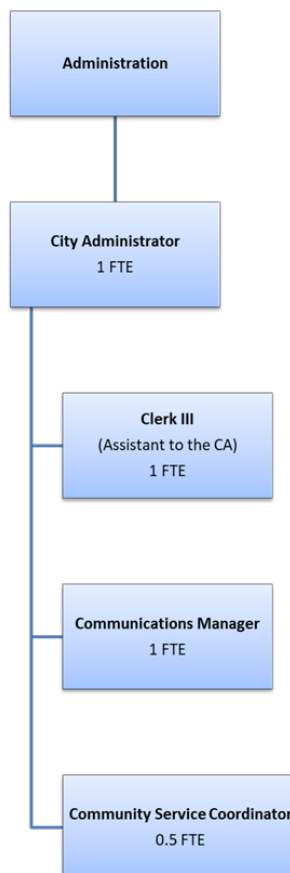
The City Administrator, appointed by the City Council, is responsible for the day-to-day oversight and management of all City departments. This position is responsible for implementing the City Council goals and objectives, ensuring the coordination of municipal programs and services, and providing recommendations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

City Administration Expense by Category

\$383,124



City Administration Organizational Chart



01 - 145 - City Administration			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	015_1000_001	Fulltime Salary	192,887	207,199	207,199	228,865
	015_1000_002	Part Time Salary	13,898	25,028	25,028	25,779
	015_1000_005	Fulltime Overtime	501	0	0	0
	015_1000_009	Employee - Allowance	4,800	0	4,800	4,800
	Total		212,086	232,227	237,027	259,444
	015_1005_002	Health Premium-Family	41,631	40,851	40,851	40,851
	015_1005_004	Dental Premium-Family	1,900	1,753	1,753	1,753
	015_1010_001	Life Insurance	190	222	167	167
	Total		43,721	42,826	42,770	42,770
	015_1015_001	Lagers-General	25,334	27,143	27,143	30,668
	015_1015_004	Deferred Comp-Employer	1,950	1,950	1,950	1,950
	Total		27,284	29,093	29,093	32,618
	015_1020_001	FICA-Employer	13,150	10,314	13,434	14,824
	015_1020_002	Medicare-Employer	3,080	2,412	3,142	3,467
	015_1020_003	Unemployment Compensation	2,125	435	1,633	2,391
	015_1020_004	Workman's Compensation	483	648	648	653
	Total Payroll		18,838	13,809	18,857	21,335
	015_1025_001	Employee-Uniforms	200	200	100	200
	015_1025_002	Employee-	2,000	2,500	2,950	2,950
	015_1025_003	Employee-Books	250	250	100	100
	015_1025_004	Employee-Travel/Hotel	4,000	2,500	1,500	1,500
	015_1025_005	Employee-Training	5,000	3,500	3,500	3,500
	015_1025_006	Employee-Recognition	1,500	1,500	1,500	1,500
	015_1025_007	Employee-Bonds	175	75	75	75
	Total		13,125	10,525	9,725	9,825
	Total		315,054	328,480	337,473	365,993
	015_2015_000	Capital Exp-Furniture and Fixtures	0	1,345	2,931	5,584
	015_2020_000	Capital Exp-Machinery and	1,204	0	200	0
	Total Capital		1,204	1,345	3,131	5,584
	015_5015_001	Utilities-Cell Phones	480	950	950	950
	Total		480	950	950	950
	015_6000_007	Prof Services-Toxicology Testing	150	150	150	150
	015_6000_008	Prof Services-MSHP Background	100	100	100	100

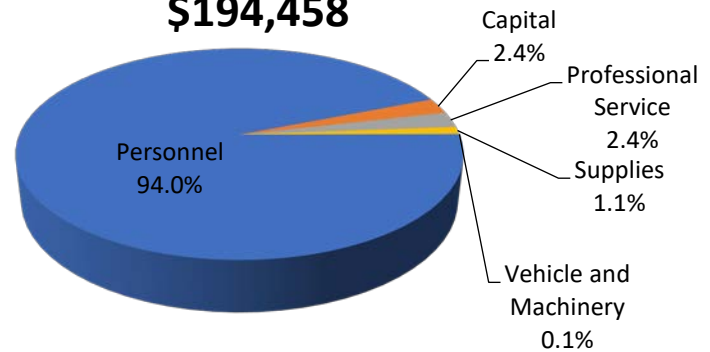
01 - 145 - City Administration			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	015_6000_014	Prof Service-Events and Functions	1,750	1,000	1,000	1,000
	Total		2,000	1,250	1,250	1,250
	015_6010_002	Advertising-Employee Recruitment	300	150	0	0
	015_6010_004	Advertising-Internet	5,100	1,500	1,500	1,500
	Total		5,400	1,650	1,500	1,500
	015_6020_001	Software-Purchase	2,000	0	1,825	1,472
	015_6020_003	Software-Agreement	1,995	3,600	5,000	3,600
	Total		3,995	3,600	6,825	5,072
	Total		11,395	6,500	9,575	7,822
	015_7000_001	Supplies-Operational	850	1,250	1,250	1,250
	015_7000_002	Supplies-Computer Accessories	700	750	750	500
	015_7000_004	Supplies-Small Tools	0	500	150	150
	015_7005_001	Supplies-Printing	100	150	150	150
	015_7005_002	Supplies-Mailing	300	200	225	150
	015_7005_003	Supplies-Postage	50	75	75	75
	015_7005_004	Supplies-Paper	100	100	100	100
	015_7005_006	Supplies-Promo-Education	150	150	150	150
	015_7015_004	Supplies-Safety	250	0	0	0
	Total		2,500	3,175	2,850	2,525
	015_8300_001	Equipment-Repair	250	0	0	0
	Total		250	0	0	0
	015_8600_001	Vehicle-Repair	250	0	0	0
	015_8600_002	Vehicle-Maintenance	250	0	0	0
	015_8600_005	Vehicle-Fuel	350	250	250	250
	Total		850	250	250	250
Total			331,733	340,699	354,229	383,124
Change in			(331,733)	(340,699)	(354,229)	(383,124)

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 serves at the pleasure of the Mayor and City Council and 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

\$194,458



FY 2020-2021 Accomplishments:

As a result of the COVID-19 pandemic, the City Clerk's Office was faced with and overcame many challenges throughout the year. Working from home for many weeks while trying to stay connected with our team, learning how to adhere to the requirements of the Sunshine Law while holding virtual Council meetings, and continuing our professional development in the virtual world are some of those challenges. The accomplishment was overcoming these challenges.

Deputy Clerk Lindsey Slavens took on all the duties/responsibilities of the City Clerk and maintained continuity of operations while Assistant City Administrator/ City Clerk Laina Starnes was out on extended COVID leave.

Fiscal Year 2022 Goals:

- I. **Goal:** Explore software options for boards, committees, commissions, and elected officials tracking.
Strategy: Identify and purchase a software that can assist with storing member information and tracking term lengths.
Budgetary Factor: The cost of the product will affect the budget, but the efficiency created will offset its impact.
- II. **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. The first installment of \$6,280 was paid in FY2021.

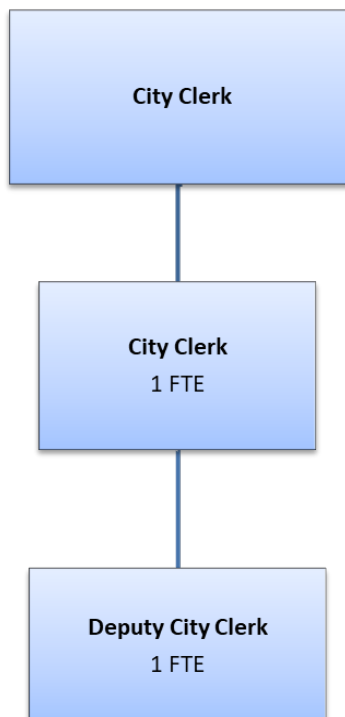
Performance Measurements:

Calendar Year Performance Measures					
Metrics	2016	2017	2018	2019	2020
Number of Ordinances Passed by City Council	133	140	180	176	201
Number of Resolutions Passed by City Council	4	12	7	9	14
Number of Liquor Licenses Issued	64	58	60	69	64
Number of Itinerant Vendor Licenses Issued	38	25	29	36	40
Number of Downtown Business District Licenses Issued	94	99	94	106	95
Records Request	**	**	**	**	804
** Data Not Available					

Previous Years' Goals:

- I. Goal: Fine tune retention program to include “annual” disposition of records and departmental training.
Status: Project is ongoing.
- II. Goal: Explore software options for board, committees, commissions, and elected officials tracking.
Status: This project is ongoing and is included in this year’s goals as well.

City Clerk Organizational Chart



01 - 150 - City Clerk Office			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
015	1000_001	Fulltime Salary	107,324	109,388	110,727	114,049
	Total Salaries -		107,324	109,388	110,727	114,049
015	1005_002	Health Premium-Family	19,659	29,088	29,088	29,088
015	1005_004	Dental Premium-Family	800	1,026	1,026	1,026
015	1010_001	Life Insurance	130	111	111	111
015	1010_001IMPL	Life Insurance - Imported	130	0	0	0
	Total Benefits -		20,589	30,225	30,225	30,225
015	1015_001	Lagers-General	14,059	14,330	14,505	15,283
015	1015_001IMPL	Lagers-General - Imported	14,059	0	0	0
015	1015_004	Deferred Comp-Employer	1,300	1,300	1,300	1,300
015	1015_004IMP	Deferred Comp-Employer -	1,300	0	0	0
	Total Benefits -		15,359	15,630	15,805	16,583
015	1020_001	FICA-Employer	6,655	4,979	6,187	6,393
015	1020_002	Medicare-Employer	1,560	1,164	1,447	1,495
015	1020_003	Unemployment Compensation	1,075	345	779	1,031
015	1020_004	Workman's Compensation	322	394	844	847
	Total Payroll		9,612	6,882	9,257	9,767
015	1025_002	Employee-	700	700	600	1,150
015	1025_004	Employee-Travel/Hotel	4,000	4,000	1,500	4,000
015	1025_005	Employee-Training	3,500	3,500	2,000	3,500
015	1025_006	Employee-Recognition	200	200	0	200
015	1025_007	Employee-Bonds	100	400	400	400
	Total Employee		8,500	8,800	4,500	9,250
	Total Personnel		161,384	170,925	170,515	179,873
015	2015_000	Capital Exp-Furniture and Fixtures	0	3,038	3,672	4,582
015	2020_000	Capital Exp-Machinery and	2,239	0	0	0
	Total Capital		2,239	3,038	3,672	4,582
015	6000_007	Prof Services-Toxicology Testing	100	100	0	100
015	6000_008	Prof Services-MSHP Background	50	50	0	50
	Total		150	150	0	150
015	6005_015	Insurance-Notary Public	100	100	0	0
	Total Insurance		100	100	0	0

01 - 150 - City Clerk Office			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
015	6010_001	Advertising-Public Notices	200	200	200	200
015	6010_002	Advertising-Employee	200	200	0	200
	Total		400	400	200	400
015	6020_001	Software-Purchase	0	0	2,128	2,128
015	6020_003	Software-Agreement	7,280	5,000	5,000	5,000
	Total Software -		7,280	5,000	7,128	7,128
	Total		7,930	5,650	7,328	7,678
015	7000_001	Supplies-Operational	750	650	650	650
015	7000_002	Supplies-Computer Accessories	300	250	250	500
015	7000_003	Supplies-Desk Accessories-Small	400	250	250	250
015	7005_001	Supplies-Printing	100	175	175	175
015	7005_002	Supplies-Mailing	300	200	200	200
015	7005_003	Supplies-Postage	200	150	150	150
015	7005_004	Supplies-Paper	200	150	150	150
	Total Supplies		2,250	1,825	1,825	2,075
015	8600_001	Vehicle-Repair	500	0	0	0
015	8600_002	Vehicle-Maintenance	500	0	0	0
015	8600_005	Vehicle-Fuel	500	250	250	250
	Total Vehicles		1,500	250	250	250
	Total Expenses		175,303	181,688	183,590	194,458
	Change in		(175,303)	(181,688)	(183,590)	(194,458)

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 2020-2021

Accomplishments:

Continued partnership with Eyeseen Recycling to recycle ink/toner cartridges as well as Laclede Industries as an additional collection point for our residents. The COVID-19 pandemic resulted in the cancellation of all events.

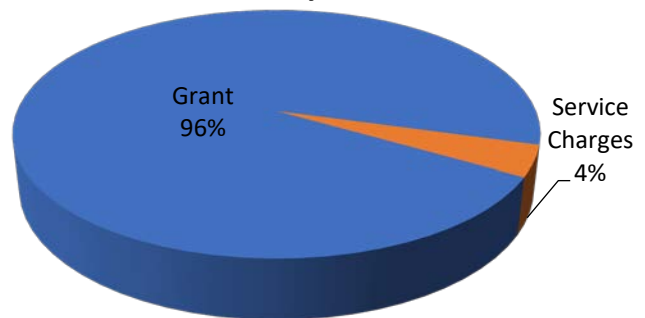
Fiscal Year 2022 Goals:

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

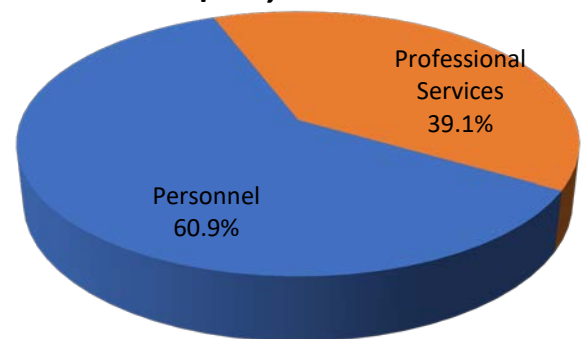
Strategy: Lebanon intends to increase awareness and participation by;

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 and other customer appreciation events pertaining to recycling and energy conservation. This will be accomplished by developing 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 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.
 - LOCAL VISUAL - purchase and place pole banners, park benches/planters, and

Recycling Revenue by Category \$25,000



Recycling Expense by Category \$63,915



message boards to be strategically placed within the City of Lebanon.

- 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 \$82,236.33 for 2021-22 (April'21 to April'22). MoDNR's solid waste management program has offered to cover \$40,150.73 via grant funding, with an expected match of \$42,085.60 from Lebanon.

Performance Measurements:

Data From	MEASURES	2015	2016	2017	2018	2019	2020
Lebanon's Recycling Facility	# of visits	345	288	545	291	235	122
	HHW received (tonnage)	23.73	7.11	13.99	3.8334	6.49	2
	# of yard debris loads dropped off	3300	3296	4207	2906	3037	2555
	Tire Redamation (# of 40 ft trailers)	3	X	X	X	0	0
	Electronic Waste (raw tonnage)	X	X	4.321	2.98	4	0
	Non-HHW (paper, plastic, etc.) # of 30 ft trailers	1	1	2	2	2	2
	Heavy Metals Collection (# of 30 yd dumpsters)	X	X	4	6	3	1
Satellite Event(s)	# of visitors	408	*	*	*	*	*
	HHW Material received (tonnage)	10.5	*	*	*	*	*
	Electronic Waste (raw tonnage)	8	*	*	*	*	*
	Recyclable Metals (white goods)	6	*	*	*	*	*
	Non-HHW (paper, plastic, etc.) # of 30 ft trailers	2	*	*	*	*	*

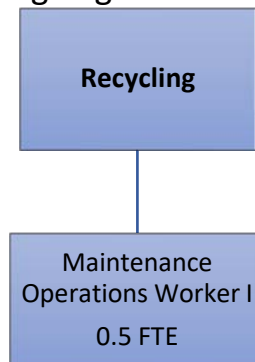
* denotes no participation efforts

X denotes no data available

Previous Years' Goals:

- 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.

Recycling Organizational Chart



01 - 155 - Recycling			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
014	2005_001	Grants-Operative Rev	25,774	24,000	24,000	24,000
	Total Grant		25,774	24,000	24,000	24,000
	Total		25,774	24,000	24,000	24,000
014	3000_004	Brush Drop-off/Scrap	2,000	1,000	1,000	1,000
	Total Service		2,000	1,000	1,000	1,000
	Total Service		2,000	1,000	1,000	1,000
Total Revenues			27,774	25,000	25,000	25,000
015	1000_002	Part Time Salary	11,517	16,849	16,849	17,355
	Total Salaries -		11,517	16,849	16,849	17,355
015	1020_001	FICA-Employer	715	0	1,045	1,076
015	1020_002	Medicare-Employer	170	0	244	252
015	1020_003	Unemployment Compensation	120	0	168	174
015	1020_004	Workman's Compensation	0	0	0	0
Total Payroll Taxes			1,005	0	1,457	1,501
Total Personnel			12,522	16,849	18,307	18,856
015	4010_001	Grants-Operational-Personnel	28,443	0	12,350	32,934
	Total Grants -		28,443	0	12,350	32,934
	Total Grants		28,443	0	12,350	32,934
Total Utilities			0	0	0	0
015	6000_007	Prof Services-Toxicology Testing	100	100	100	100
015	6000_008	Prof Services-MSHP Background	25	25	25	25
015	6000_015	Prof Service-Service Contracts	5,535	12,000	24,000	12,000
015	6000_019	Prof Service-Credit Card Fee	40	40	40	0
Total Professional			5,700	12,165	24,165	12,125
Total Professional			5,700	12,165	24,165	12,125
Total Machinery &			0	0	0	0
Total Expenses			46,665	29,014	54,822	63,915
Change in			(18,891)	(4,014)	(29,822)	(38,915)

Storm Water

This program is responsible for managing the storm water conveyance and detention maintenance and improvements.

FY 2020-2021 Accomplishments:

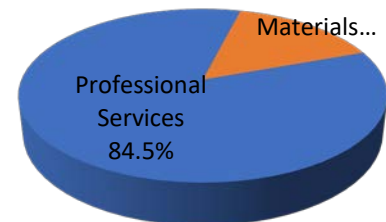
Completed engineering study and design for regional detention improvements located upstream of Hwy 64 and Bennett. Two detention facilities are constructed to address stormwater topping Hwy 64 affecting traffic during heavy rainstorm events.

Fiscal Year 2022 Goals:

- VI. **Goal:** Find funding source to properly fund capital improvement needs and operational maintenance.
Strategy: Present Parks and Stormwater Sales Tax on ballot for citizens consideration.
Budgetary Factor: Cost of placing on ballot.

Storm Water Expense by Category

\$17,750



Performance Measurements:

Detention Facility Maintenance	2019	2020 Projected	2020 Estimated	2021 Projected
Inspection	10	10	10	10
Cleaning	5	2	2	1

Previous Years' Goals:

- I. Goal: Improve Stormwater conveyance and retention.
Status: On going.
- II. Goal: Continue maintaining current capacity in existing detention facilities.
Status: On going.

01 - 165 - Storm Water			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
015	2005_000	Capital Exp-Land and	0	0	0	0
	Total		0	0	0	0
015	6000_003	Prof Services-Surveying	15,000	15,000	5,000	5,000
015	6000_015	Prof Service-Service Contracts	5,000	5,000	0	10,000
	Total		20,000	20,000	5,000	15,000
	Total		20,000	20,000	5,000	15,000
015	7500_002	Materials-Rock	1,500	1,000	500	500
015	7500_003	Materials-Concrete	2,000	1,000	500	500
015	7500_004	Materials-Landscaping	500	500	250	250
015	7500_005	Materials-Vacant1	1,000	0	0	0
015	7500_006	Materials-Vacant2	1,000	0	0	0
015	7505_003	Materials-Pipe-Misc.	0	1,500	1,000	1,000
015	7505_006	Materials-Precast	0	1,000	500	500
	Total		6,000	5,000	2,750	2,750
	Total		26,000	25,000	7,750	17,750
	Change in		(26,000)	(25,000)	(7,750)	(17,750)

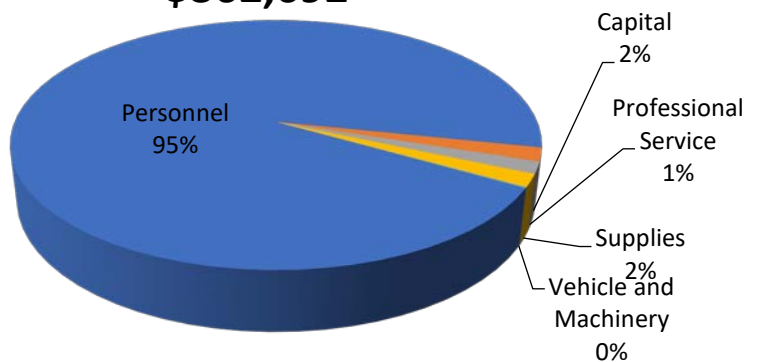
Finance Department

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.

Finance Office Expense by Category \$362,692



Fiscal Year 2020-2021 Accomplishments:

The City began the process of implementing a new P-Card and e-payables. Once fully deployed, the City will not only see additional revenues, but much needed efficiencies will be gained in our AP department. Additionally, we identified a need within the organization to partner with Amazon business. This not only put additional controls in place throughout the organization, but it allows for savings the City had not realized before. The City successfully began a new partnership with a local bank, which has also allowed the City to realize increased revenues. We were able to add a part-time position to improve efficiencies not only for customer service, but processes throughout the department.

Fiscal Year 2022 Goals:

- I. **Goal:** Develop written financial policies/accounting procedures manual
Strategy: Review existing procedures/policies and put into written format all policies and practices
Budgetary Factor: Non budgeted. No additional funding required.

- 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.
- III. **Strategy:** Develop an annual budget that continues to meet the standards established by the GFOA for the budget award program

Budgetary Factor: Non budgeted. No additional funding required.

- IV. **Goal:** Partner with City Departments to achieve the efficient use of City resources
Strategy: Create a maintenance cost schedule for life cycle maintenance needs.
Budgetary Factor: Available staff times and resources.
- V. **Goal:** Provide superior customer service to the City of Lebanon's internal and external customers through the use of technology, facilities, resource management, and applied financial best practices.
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.

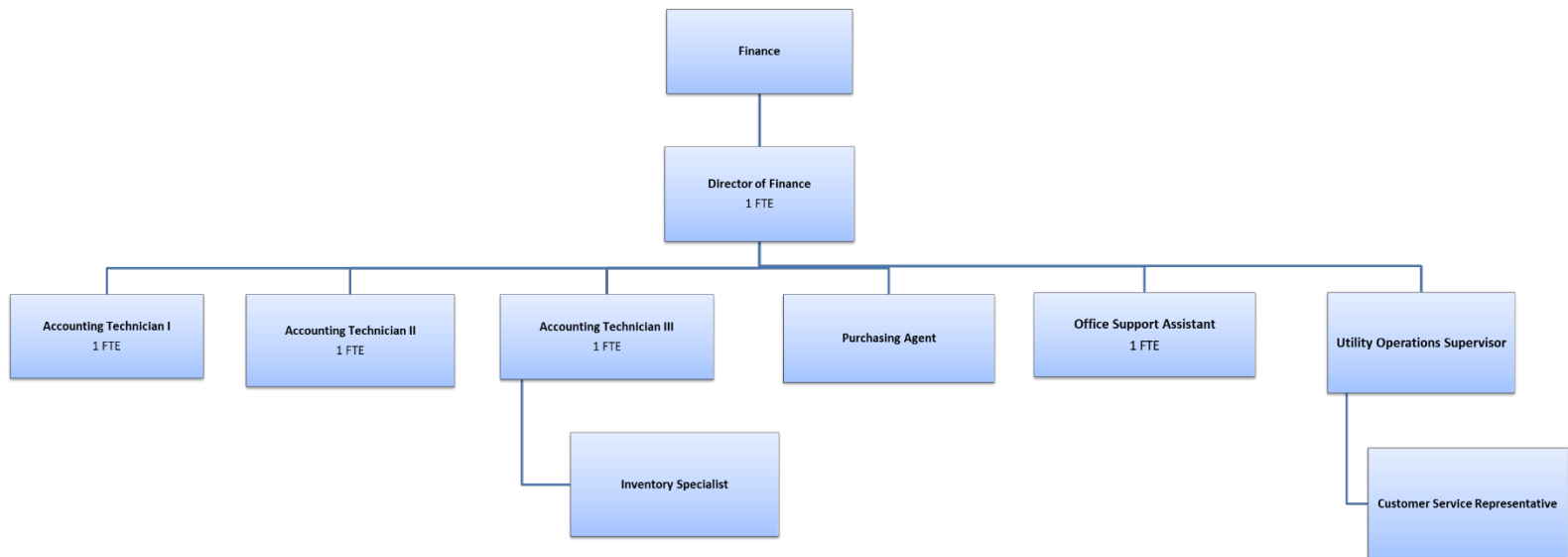
Performance Measurements:

Fiscal Year Performance Measures						
Metrics	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019
Number of Initial Purchase Orders Issued	287	383	372	357	412	359
Number of Accounts Payable Checks Issued	3687	3713	3959	3838	3636	3065
Number of Payroll issued	4753	4887	4932	5099	4868	5013
Number of Accounts Receivable Invoices Issued	639	643	666	1545	2928	2869
Amount of Payroll	5,998,091	5,963,727	6,171,320	6,721,585	6,721,871	7,012,233
Collection Rate	97.02%	98.70%	98.47%	99.55%	99.32%	96.07%
Number of Accounting Funds	17	17	17	17	17	17
Calendar Year Performance Measures						
Metrics	2014	2015	2016	2017	2018	2019
Average Return on Investments	0.38%	0.36%	0.55%	0.55%	0.81%	0.88%
Debt Ratings (Standard & Poors)	A-	A-	A-	A-	A-	A-
Debt Issues Outstanding	2	2	2	2	1	1
City of Lebanon Sales Tax Rate	2%	2%	2%	2%	2%	2%
Property Tax Rate (per \$100 Assessed Valuation)	\$0.5138	\$0.5204	\$0.5214	\$0.5214	\$0.5214	\$0.5216

Previous Years' Goals:

- I. 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 FY2021, continue to deploy the long term forecasting tool
- II. Goal: Maintain an unmodified opinion on the annual audit.
Status: Complete
- III. Goal: Develop written financial policies/accounting procedures manual
Status: In progress
- IV. Goal: Provide superior customer service to the City of Lebanon's internal and external customers through the use of technology, facilities, resource management, and applied financial best practices.
Status: on-going; this year Finance fully implemented accounting for encumbrances on purchases approved by Council. This helps us better track and understand our funds.
- V. Goal: Partner with City Departments to achieve the efficient use of City resources
Status: On-going

Finance Department Organizational Chart



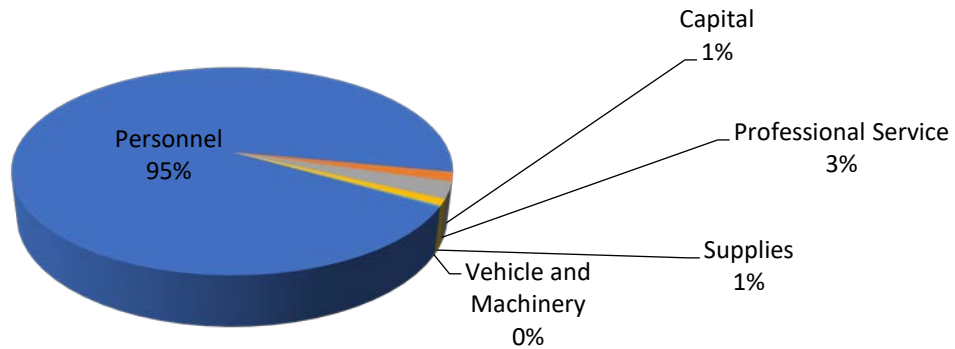
01 - 170 - Finance Department			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
015	1000_001	Fulltime Salary	228,341	221,958	213,704	230,064
	Total		228,341	221,958	213,704	230,064
015	1005_001	Health Premium-Employee	0	15,792	15,134	15,792
015	1005_002	Health Premium-Family	33,117	17,325	28,108	29,088
015	1005_003	Dental Premium-Employee	0	600	850	900
015	1005_004	Dental Premium-Family	1,350	726	726	726
015	1010_001	Life Insurance	315	278	262	278
	Total		34,782	34,721	45,080	46,784
015	1015_001	Lagers-General	29,915	29,077	27,855	30,829
015	1015_004	Deferred Comp-Employer	2,600	3,250	3,068	3,250
	Total		32,515	32,327	30,922	34,079
015	1020_001	FICA-Employer	14,160	11,708	12,528	13,488
015	1020_002	Medicare-Employer	3,315	2,738	2,930	3,155
015	1020_003	Unemployment Compensation	2,285	911	1,637	2,176
015	1020_004	Workman's Compensation	805	985	985	992
	Total Payroll		20,565	16,342	18,079	19,811
015	1025_001	Employee-Uniforms	500	500	500	500
015	1025_002	Employee-	950	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
	Total		13,675	13,640	10,390	13,640
	Total		329,878	318,988	318,176	344,377
015	2015_000	Capital Exp-Furniture and Fixtures	0	3,307	4,259	6,342
015	2020_000	Capital Exp-Machinery and	14,323	0	0	0
	Total Capital		14,323	3,307	4,259	6,342
015	5015_001	Utilities-Cell Phones	485	485	485	485
	Total		485	485	485	485
015	6000_007	Prof Services-Toxicology Testing	100	100	75	100
015	6000_008	Prof Services-MSHP Background	50	50	25	50
015	6000_014	Prof Service-Events and Functions	150	150	0	0
015	6000_015	Prof Service-Service Contracts	0	1,300	500	500

01 - 170 - Finance Department			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
015	6000_016	Prof Service-Taxes/Fees	425	350	350	350
	Total		725	1,950	950	1,000
015	6010_002	Advertising-Employee Recruitment	100	100	100	100
015	6010_003	Advertising-Print	100	100	100	100
	Total		200	200	200	200
015	6020_001	Software-Purchase	0	0	2,500	2,038
015	6020_002	Software-Upgrade	2,500	0	0	0
015	6020_003	Software-Agreement	5,900	1,800	5,000	1,800
	Total		8,400	1,800	7,500	3,838
	Total		9,325	3,950	8,650	5,038
015	7000_001	Supplies-Operational	1,500	1,500	1,500	1,500
015	7000_002	Supplies-Computer Accessories	1,800	1,000	1,000	1,000
015	7005_001	Supplies-Printing	1,500	1,500	1,500	1,500
015	7005_002	Supplies-Mailing	600	750	500	750
015	7005_003	Supplies-Postage	100	150	350	150
015	7005_004	Supplies-Paper	100	100	100	100
015	7005_005	Supplies-Forms	750	1,000	1,000	1,000
	Total		6,350	6,000	5,950	6,000
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	150	250
	Total		450	450	150	450
	Total		360,812	333,179	337,669	362,692
	Change in		(360,812)	(333,179)	(337,669)	(362,692)

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.

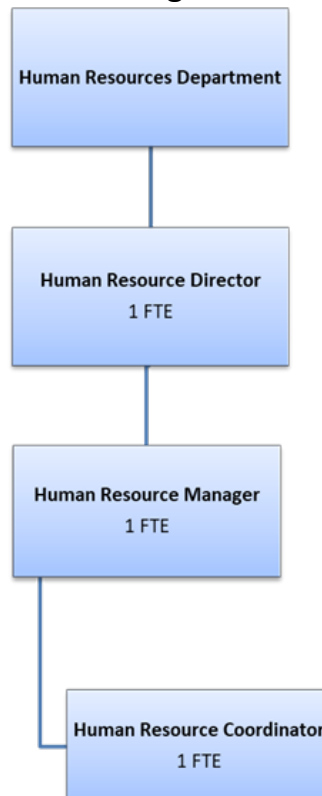
Human Resource Expense by Category



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

Human Resources Organizational Chart



01 - 175 - HR			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	015_1000_001	Fulltime Salary	140,686	123,716	116,586	146,457
	015_1000_005	Fulltime Overtime	486	0	0	0
	Total		141,172	123,716	116,586	146,457
	015_1005_001	Health Premium-Employee	0	7,896	7,896	7,896
	015_1005_002	Health Premium-Family	25,221	5,881	2,941	11,763
	015_1005_003	Dental Premium-Employee	0	600	600	600
	015_1005_004	Dental Premium-Family	730	150	75	300
	015_1010_001	Life Insurance	190	139	125	167
	Total		26,141	14,666	11,637	20,725
	015_1015_001	Lagers-General	18,494	16,207	15,273	19,625
	015_1015_004	Deferred Comp-Employer	1,950	975	813	1,300
	Total		20,444	17,182	16,085	20,925
	015_1020_001	FICA-Employer	8,755	6,816	7,108	8,746
	015_1020_002	Medicare-Employer	2,050	1,594	1,662	2,045
	015_1020_003	Unemployment Compensation	1,415	340	789	1,411
	015_1020_004	Workman's Compensation	483	591	591	595
	Total Payroll		12,703	9,341	10,150	12,797
	015_1025_001	Employee-Uniforms	150	150	0	150
	015_1025_002	Employee-	500	500	300	500
	015_1025_003	Employee-Books	100	100	0	100
	015_1025_004	Employee-Travel/Hotel	2,000	2,000	0	2,000
	015_1025_005	Employee-Training	4,500	4,500	1,000	4,500
	015_1025_006	Employee-Recognition	6,000	6,000	5,900	6,000
	Total		13,250	13,250	7,200	13,250
	Total		213,710	178,155	161,657	214,154
	015_2015_000	Capital Exp-Furniture and Fixtures	5,000	0	0	3,204
	015_2020_000	Capital Exp-Machinery and	1,806	0	0	0
	Total Capital		6,806	0	0	3,204
	015_5020_002	Utilities-Internet Mobile	0	0	480	480
	015_6000_001	Prof Services-Legal	0	0	0	500
	015_6000_007	Prof Services-Toxicology Testing	150	150	50	150
	015_6000_008	Prof Services-MSHP Background	50	50	0	50
	015_6000_015	Prof Service-Service Contracts	0	550	550	550
	Total		200	750	600	1,250

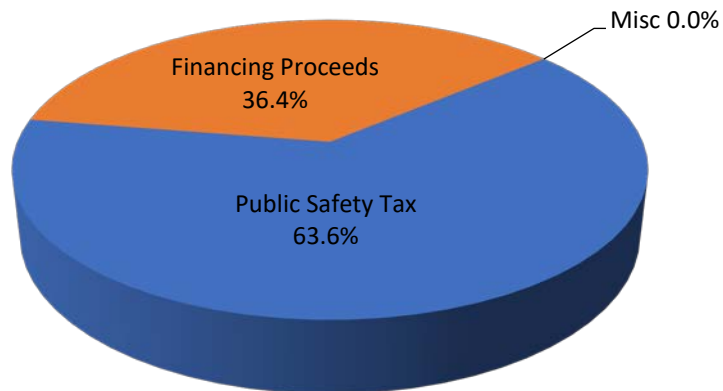
01 - 175 - HR			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	015_6020_001	Software-Purchase	1,500	1,500	0	1,500
	015_6020_003	Software-Agreement	2,295	2,295	0	2,700
	Total		3,795	3,795	0	4,200
	Total		3,995	4,545	600	5,450
	015_7000_001	Supplies-Operational	350	800	500	800
	015_7000_002	Supplies-Computer Accessories	300	200	0	200
	015_7005_001	Supplies-Printing	100	1,000	0	500
	015_7005_002	Supplies-Mailing	100	125	0	125
	015_7005_003	Supplies-Postage	150	150	50	150
	015_7005_004	Supplies-Paper	150	150	100	150
	015_7005_006	Supplies-Promo-Education	150	150	0	200
	015_7015_004	Supplies-Safety	100	100	0	100
	Total		1,400	2,675	650	2,225
	015_8600_001	Vehicle-Repair	100	100	0	100
	015_8600_002	Vehicle-Maintenance	100	100	0	100
	015_8600_003	Vehicle-Supplies	100	100	0	100
	015_8600_005	Vehicle-Fuel	250	250	75	250
	Total		550	550	75	550
	Total		226,461	185,925	163,462	226,063
	Change in		(226,461)	(185,925)	(163,462)	(226,063)

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 ½ cent voter approved sales tax. This tax was approved and began April 1, 2020

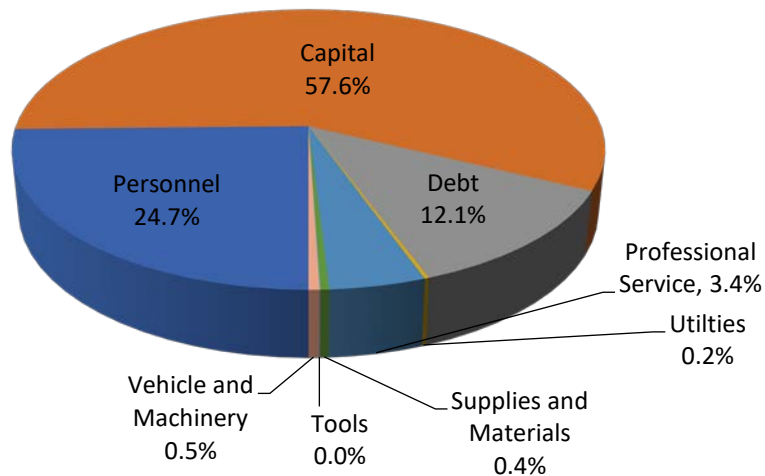
Public Safety Funds Available by Category

\$2,750,005



Public Safety Expense by Category

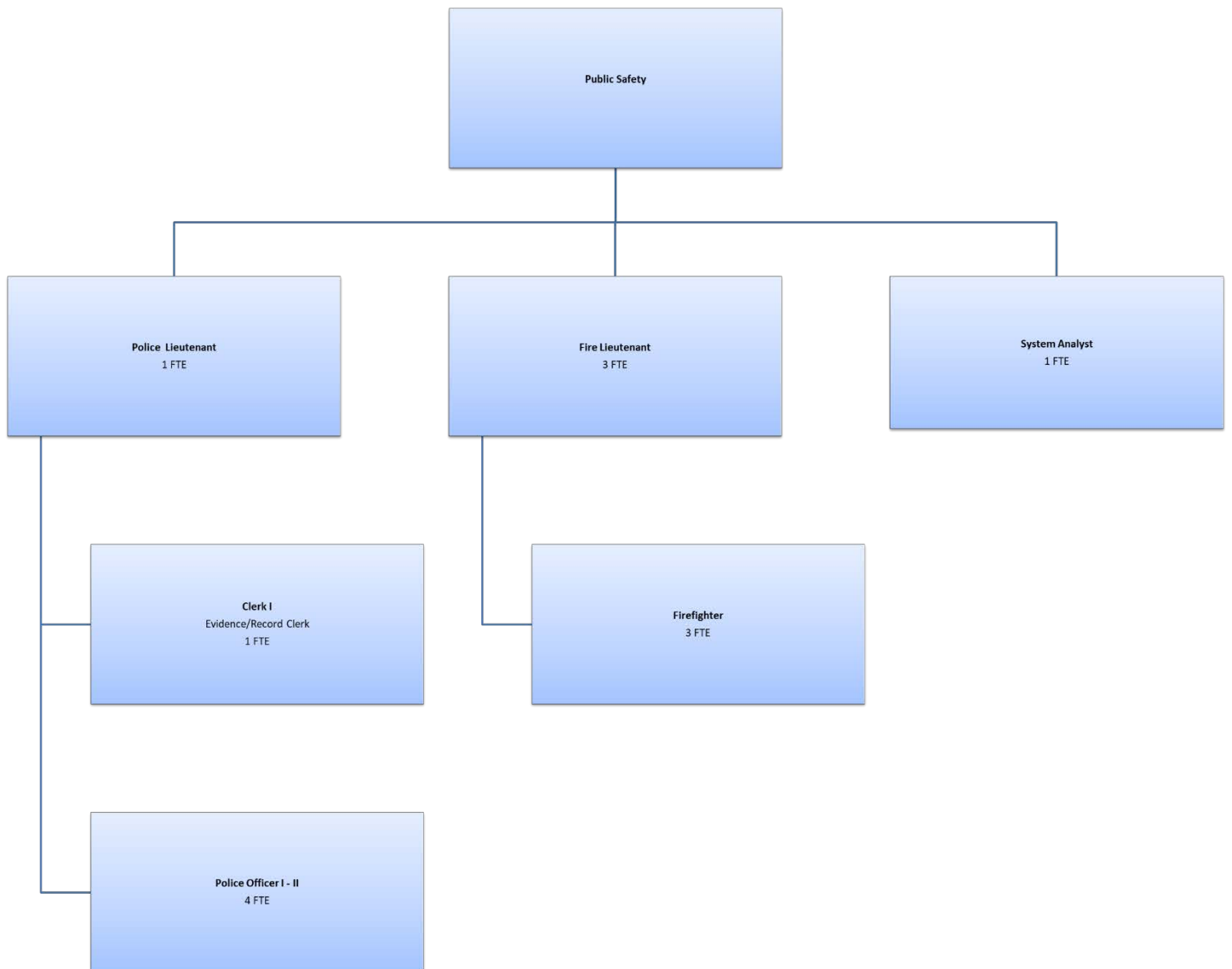
\$3,155,869



Public Safety Fund Revenue and Expense by Category

Public Safety	2020 Actuals	2021 Budget	2021 Estimated	2022 Proposed
Revenues				
Taxes	\$139,504	\$1,700,000	\$1,900,000	\$1,750,000
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	\$652,000	\$894,706	\$1,000,005
Internal Service Revenue	\$0	\$0		
Total Revenues	\$139,504	\$2,352,000	\$2,794,706	\$2,750,005
Expenses				
Personnel	\$0	\$627,922	\$257,251	\$779,024
Capital	\$0	\$1,302,800	\$1,103,188	\$1,817,596
Debt	\$0	\$169,500	\$92,617	\$381,203
Grants	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$6,000
Professional Services	\$0	\$117,500	\$117,500	\$141,996
Supplies and Materials	\$0	\$0	\$0	\$13,050
Tools, Equipment, and Vehicles	\$0	\$0	\$0	\$17,000
Internal Service Expense	\$0	\$0	\$0	\$0
Total Expenses	\$0	\$2,217,722	\$1,570,556	\$3,155,869

Public Safety Fund Organizational Chart



03 - 500 - Public Safety			FY2020	FY2021	FY2021	FY2022
					Estimated	
Fund	Account	Account Name	Budget	Budget	Ending	Proposed
034	1000_002	Tax-Sales 0.5%	0	1,700,000	1,900,000	1,750,000
	Total Tax		0	1,700,000	1,900,000	1,750,000
	Total Local		0	1,700,000	1,900,000	1,750,000
034	3010_001	Misc-Bond Proceeds	0	652,000	0	0
034	3010_003	Misc-Interest Income	0	0	5	5
034	3010_010	Misc-Lease Proceeds	0	0	894,701	1,000,000
	Total		0	652,000	894,706	1,000,005
	Total Service		0	652,000	894,706	1,000,005
	Total		0	2,352,000	2,794,706	2,750,005
	Change in		0	2,352,000	2,794,706	2,750,005

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 2020-2021 Accomplishments:

The Public Safety Tax was passed to expand the Fire and Police Departments. FY21 was the first year of this new revenue stream and the Lebanon Fire Department was able to accomplish some significant milestones. In FY21 a construction contract for the promised new Public Safety Building was awarded, with construction slated to begin in early 2021. Completion of the new facility is expected the first quarter of 2022. The Lebanon Fire Department also placed an order for a new quick attack engine. Delivery of this apparatus is expected in early 2022 as well. Finally, funds from the Public Safety Tax allowed the Department to hire three of the six new firefighters needed to staff the new facility, increasing our daily staffing prior to completion of the new facility.

Fiscal Year 2022 Goals:

- I. **Goal:** Hire remaining three of six promised Firefighters and provide said personnel training as needed.
Strategy: During third quarter of FY21 conduct interviews to identify and offer conditional employment offers to select candidates. Selected candidates will attend the Springfield Fire Department Training Academy scheduled for July 2021 – December 2021.
Budgetary Factor: Funding for the additional personnel is provided for through the Public Safety Tax and is an anticipated expense. The three personnel will cost approximately \$150,000 salary and benefits. The Springfield Training Academy cost will have a minimal impact. The cost for each candidate to attend the program is \$550.
- II. **Goal:** Complete improvements to Fire Stations 1 & 2.
Strategy: With the construction of a new Public Safety Building, it was noted the time had come to update the existing fire stations. Fire and City Administration support the updating of facilities to include painting each station to match the new facility, new appliances, install more efficient bay heaters, additional living space at Fire Station 2, reallocation of space at Fire Station 1 for a small gym area and additional storage, and construction of closet space for firefighters at each station.

Budgetary Factor: The impact on the Public Safety Tax is approximately \$200,000.

While the stations have received minor touch-ups and necessary maintenance over the past two decades, they have not seen significant improvements in the living quarters, technology, or furnishings.

Performance Measurements: As the Public Safety Tax was passed to improve the delivery of fire services, the Performance Measurements listed below should be moved to this budgetary section once a minimum of one year of data is available and 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 FY21.

- II. Goal: Purchase new fire apparatus to replace aging 2004 engine.
Status: A new quick attack engine was purchased. This smaller engine has many of the same capabilities of a larger truck, but in a more maneuverable package. This vehicle was significantly less in cost. This engine will be delivered in December of 2021.
- III. Goal: Hire three of the proposed six additional firefighters.
Status: The Fire Department was successful in hiring three additional firefighters as proposed and promised in the Public Safety Tax. All three personnel have completed their probation and are on-duty.

03 - 510 - Fire Public Safety			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
035_1000_001	Fulltime Salary		0	195,875	71,476	147,847
035_1000_005	Fulltime Overtime		0	28,609	8,166	20,601
	Total Salaries -		0	224,484	79,642	168,448
035_1005_001	Health Premium-Employee		0	15,792	8,554	15,792
035_1005_002	Health Premium-Family		0	50,076	8,745	30,285
035_1005_003	Dental Premium-Employee		0	900	575	900
035_1005_004	Dental Premium-Family		0	1,326	0	663
035_1010_001	Life Insurance		0	333	125	249
	Total Benefits -		0	68,428	17,999	47,890
035_1015_003	Lagers-Fire		0	6,735	1,906	2,691
035_1015_004	Deferred Comp-Employer		0	3,900	655	2,270

03 - 510 - Fire Public Safety			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	Total Benefits -		0	10,635	2,561	4,960
	035_1020_001	FICA-Employer	0	8,060	4,733	9,702
	035_1020_002	Medicare-Employer	0	1,885	1,107	2,269
	035_1020_003	Unemployment Compensation	0	1,285	763	1,565
	Total Payroll		0	11,231	6,604	13,536
	035_1025_001	Employee-Uniforms	0	5,000	5,000	31,000
	035_1025_004	Employee-Travel/Hotel	0	3,500	3,500	7,500
	035_1025_005	Employee-Training	0	15,000	15,000	21,500
	035_1025_008	Employee-Hazmat Physicals	0	3,000	3,000	18,000
	Total Employee		0	26,500	26,500	78,000
	Total Personnel		0	341,277	133,306	312,835
	035_2015_000	Capital Exp-Furniture and	0	451,500	4,190	485,763
	035_2020_000	Capital Exp-Machinery and	0	476,000	82,086	28,115
	035_2020_001IMP	Capital Exp - Machinery and	0	0	3,115	3,115
	035_2025_000	Capital Exp-Vehicles	0	0	329,817	1,000,000
	Total Capital		0	927,500	416,093	1,513,878
	035_3020_000	Debt-Lease Purchase	0	75,000	0	189,100
	Total Debt		0	75,000	0	189,100
	035_5000_001	Utilities-Electric	0	0	0	5,000
	035_5000_002	Utilities-Water	0	0	0	500
	035_5000_003	Utilities-Sewer	0	0	0	500
	035_6000_015	Prof Service-Service Contracts	0	12,500	12,500	12,500
	Total		0	12,500	12,500	12,500
	035_6005_001	Insurance-Vehicle	0	3,500	0	0
	Total Insurance		0	3,500	0	0
	Total		0	16,000	12,500	12,500
	035_7005_003	Supplies-Postage	0	0	50	50
	035_8600_004	Vehicle-Equipment	0	0	0	7,500
	Total Expenses		0	1,359,777	561,949	2,041,863
	Change in			0(1,359,777)	(561,949)	(2,041,863)

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 2020-2021 Accomplishments:

The patrol fleet received six fully equipped 2020 Dodge Durango Pursuit vehicles. The addition of these vehicles and ancillary equipment reduced maintenance and equipment costs, while allowing the department to realign the entire fleet. Coupled with a new graphics package, the vehicles enhanced the department's professional image throughout our community and boosted employee morale.

The implementation of a Body Worn Camera program improved each officer's ability to record interactions with the public, gather evidence at crime scenes, identify training shortfalls, reduce citizen complaints, and resolve officer involved incidents.

The purchase of a Cellebrite Universal Forensic Extraction Device enhanced our ability to extract both physical and logical data from mobile devices, such as cellphones and other hand held mobile devices, including the ability to recover deleted data and decipher encrypted and password protected information. This greatly enhanced our ability to identify suspects and solve crimes.

Fiscal Year 2022 Goals:

- I. **Goal:** The police department will strive to recruit, hire, and retain three additional officers and an evidence/records technician.
Strategy: Seek out the most qualified applicants by advertising on social media, visiting training academies, and networking.
Budgetary Factor: Funding for the addition of these personnel was included in the initial approval of the Public Safety Tax.

- II. **Goal:** Purchase and field License Plate Reader systems at key locations in the city to enhance the police department's ability to conduct criminal investigations, locate missing persons, and quickly solve all types of cases.

Strategy: Purchasing has been approved and this will be in place during FY22.

Budgetary Factor: Funding has been allocated through the Public Safety Tax.

Performance Measures

	2014	2015	2016	2017	2018	2019	2020
Total Arrests	4470	4640	4735	4917	4791	4662	4479
Total Reports	3292	3297	3302	3456	3685	3689	3299
Total Calls for Service (CAD)	24796	23807	21875	24464	25032	37603	38730

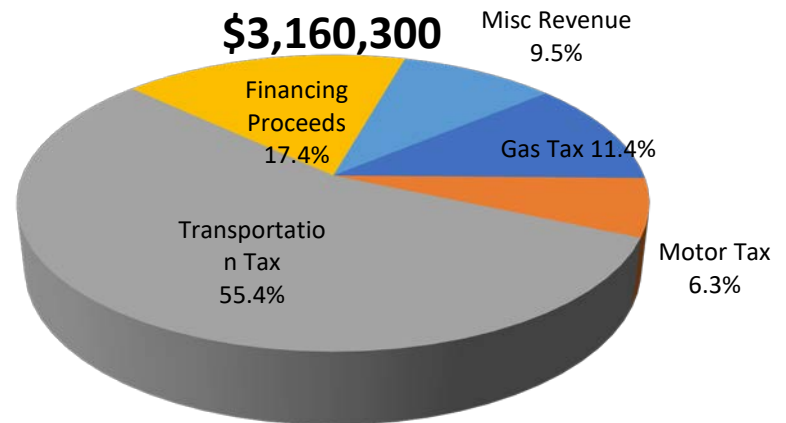
03 - 515 - Police Public Safety			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	035_1000_001	Fulltime Salary	0	159,376	55,330	276,884
	035_1000_005	Fulltime Overtime	0	3,016	2,145	9,938
	Total		0	162,392	57,475	286,822
	035_1005_001	Health Premium-Employee	0	7,896	6,580	23,688
	035_1005_002	Health Premium-Family	0	39,582	8,505	51,345
	035_1005_003	Dental Premium-Employee	0	0	400	900
	035_1005_004	Dental Premium-Family	0	1,626	75	1,626
	035_1010_001	Life Insurance	0	222	81	389
	Total		0	49,327	15,641	77,948
	035_1015_001	Lagers-General	0	0	1,213	5,428
	035_1015_002	Lagers-Police	0	21,923	3,617	28,765
	035_1015_004	Deferred Comp-Employer	0	2,600	330	3,250
	Total		0	24,523	5,160	37,443
	035_1020_001	FICA-Employer	0	6,938	3,346	16,468
	035_1020_002	Medicare-Employer	0	1,623	783	3,851
	035_1020_003	Unemployment Compensation	0	843	540	2,656
	Total Payroll		0	9,404	4,669	22,975
	035_1025_001	Employee-Uniforms	0	5,000	5,000	5,000
	035_1025_004	Employee-Travel/Hotel	0	6,000	6,000	6,000
	035_1025_005	Employee-Training	0	30,000	30,000	30,000
	Total		0	41,000	41,000	41,000

03 - 515 - Police Public Safety			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
		Total	0	286,645	123,945	466,189
	035_2015_000	Capital Exp-Furniture and	0	0	37,793	120,018
	035_2020_000	Capital Exp-Machinery and	0	375,300	84,417	138,700
	035_2025_000	Capital Exp-Vehicles	0	0	564,885	45,000
		Total Capital	0	375,300	687,095	303,718
	035_3020_000	Debt-Lease Purchase	0	94,500	92,617	192,103
		Total Debt	0	94,500	92,617	192,103
	035_6000_011	Prof Services-Dues/License	0	0	3,296	3,296
	035_6005_001	Insurance-Vehicle	0	6,500	0	0
		Total	0	6,500	0	0
	035_6020_001	Software-Purchase	0	20,000	18,000	0
	035_6020_003	Software-Agreement	0	75,000	75,000	126,200
		Total	0	95,000	93,000	126,200
		Total	0	101,500	96,296	129,496
	035_7000_003	Supplies-Desk Accessories-	0	0	0	1,000
	035_7000_007	Supplies-Ammo	0	0	0	12,000
		Total	0	0	0	13,000
	035_8000_003	Tools-Supplies	0	0	1,500	1,500
		Total Tools &	0	0	1,500	1,500
	035_8300_001	Equipment-Repair	0	0	14,500	0
	035_8300_004	Equipment-Equipment	0	0	38,081	0
		Total	0	0	52,581	0
	035_8600_004	Vehicle-Equipment	0	0	0	8,000
		Total	0	0	0	8,000
		Total	0	857,945	1,054,034	1,114,006
		Change in	0	(857,945)	(1,054,034)	(1,114,006)

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

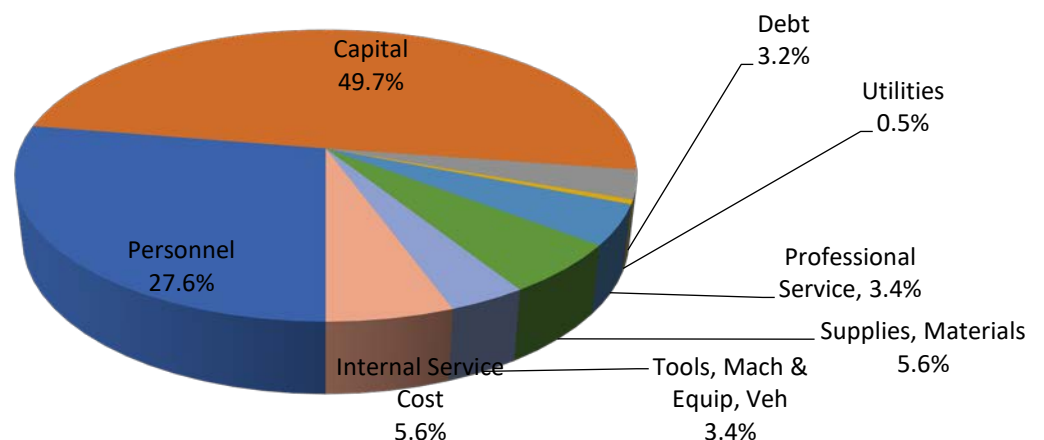


Fiscal Year 2020-2021 Accomplishments:

Asphalt overlays have been completed on 3 miles of City streets with another 1.3 miles to be completed by the end of 2021 fiscal year. Construction of 600 L.F. of Van Buren Avenue was completed with reconstruction of 800 L.F. of Perry Street and Beckett Street to be completed by the end of 2021 fiscal year. The final phase of the street name sign replacement project was completed with an overall total of street signs replaced at 1,418 in both phases.

Street Expense by Category

\$4,165,858



May 2020 Storm Recovery efforts including removal of 1,225 dump truck loads of storm debris and replacement of 78 street signs damaged in the storm.

Fiscal Year 2022 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. Complete study of connector road from Beck Lane to Fourth Street to create an internal West loop and present report to Council. This project is currently with MoDOT for review and comment. 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. 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 begin construction on 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	2018	2019	2019	2021 Estimate	2022 Projected
Blocks of City streets requiring pothole patching	166	200	200	250	250
Blocks of City streets in which tree trimming was performed	60	60	60	70	70
Blocks of City streets with new striping painted	40	84	84	131	131
Blocks of City streets crack sealed	160	57	57	30	50
Blocks of City streets in which asphalt surface was treated	11	5	5	23	5

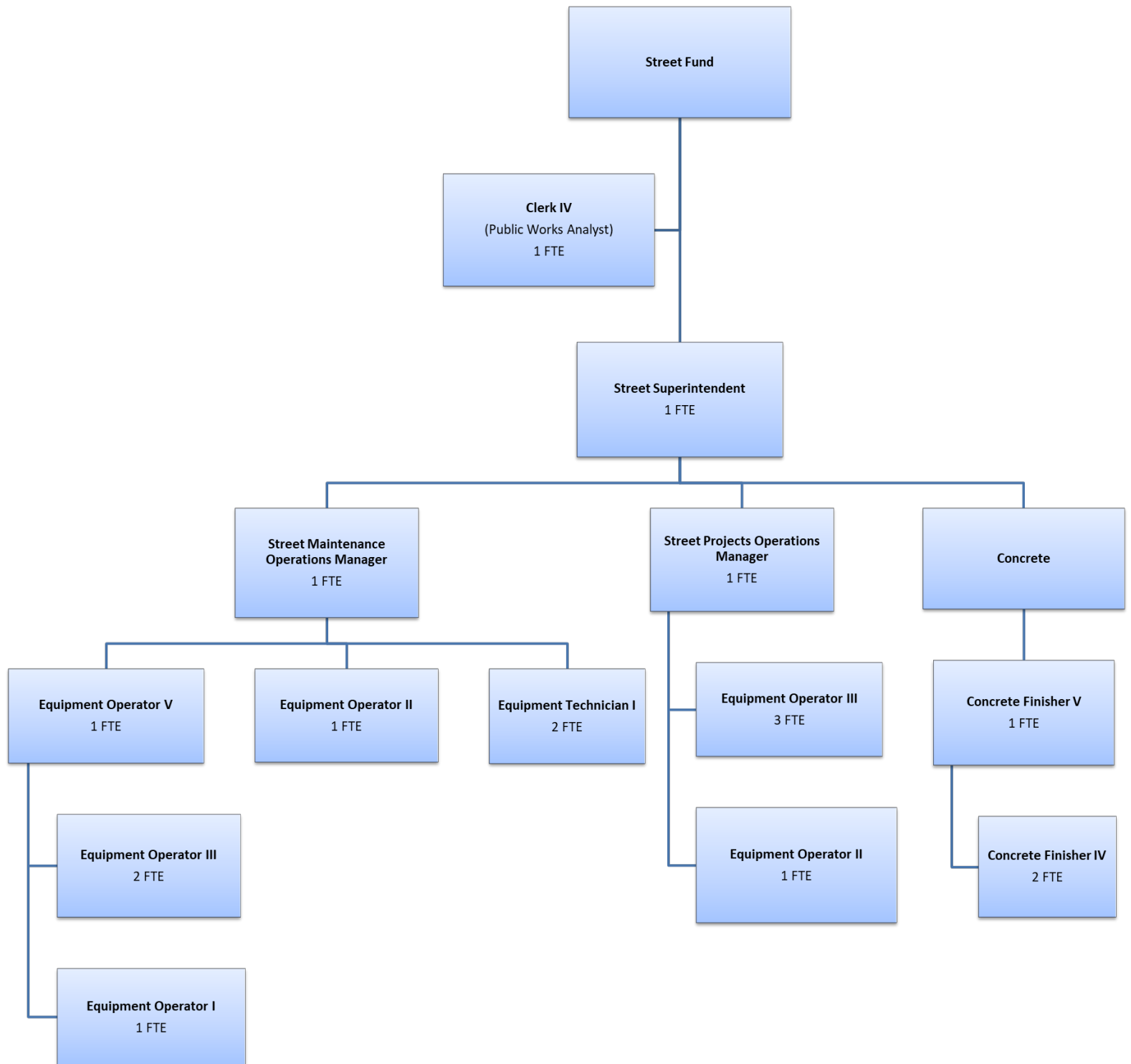
Previous Years' Goals:

- I. Goal: Develop solutions and identify funding strategies to address traffic flow in Lebanon.
Status: Quarterly meeting with MoDOT about traffic flow have resulted in reconfiguration of the left turn movements at the intersection of Elm and Jefferson to optimize traffic flow and MoDOT installing new traffic signal controllers that will allow more technology to be used to improve traffic signal performance. The Van Buren/Springfield Road realignment project was completed. The traffic study that was funded by the Traffic Engineering Assistance Program (TEAP) grant has been completed and is with MoDOT for review and comment. The information from this study will be used in planning of a possible West loop connecting Beck Lane to Fourth Street.
- 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 street. Phase 2 of the street name sign replacement program was completed with 607 new street name signs installed.
- 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. The Adams Avenue Sidewalk Project is scheduled to be completed by the end of 2021 fiscal year as well as planned replacement to sidewalk ramps on Adams Avenue between Seventh Street and Elm Street.
- IV. Goal: Improve the Pavement Condition Index (PCI) score for the City of Lebanon street network.
Status: Principal arterial streets are currently below the minimum average pavement condition index goal set for the classification of street. All other classifications of streets are currently above the minimum average pavement condition index goal set.

Street Fund Revenue and Expense by Category

Street Fund	2020 Actuals	2021 Budget	2021 Estimated	2022 Proposed
Revenues				
Taxes	\$1,852,452	\$1,700,000	\$1,900,000	\$1,750,000
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$681,451	\$555,000	\$698,400	\$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	\$27,266	\$730	\$218,022	\$550,300
Internal Service Revenue	\$0	\$0	\$250,000	\$300,000
Total Revenues	\$2,561,169	\$2,255,730	\$3,066,422	\$3,160,300
Expenses				
Personnel	\$1,022,139	\$1,099,564	\$1,024,017	\$1,150,557
Capital	\$932,113	\$1,020,455	\$1,156,258	\$2,071,641
Debt	\$69,353	\$69,357	\$94,774	\$133,000
Grants	\$147,701	\$0	\$0	\$0
Utilities	\$19,799	\$18,702	\$20,242	\$20,070
Professional Services	\$150,888	\$90,923	\$101,363	\$183,869
Supplies and Materials	\$127,987	\$231,758	\$285,283	\$232,283
Tools, Equipment, and Vehicles	\$120,526	\$135,155	\$154,070	\$142,370
Internal Service Expense	\$197,173	\$244,703	\$233,232	\$232,068
Total Expenses	\$2,787,679	\$2,910,617	\$3,069,239	\$4,165,858

Street Fund Organizational Chart



08 - 500 - Street Operation			FY2020	FY2021	FY2021	FY2022
Account			Estimated			
Fund	Account	Name	Budget	Budget	Ending	Proposed
084	1000_002	Tax-Sales 0.5%	1,775,000	1,700,000	1,900,000	1,750,000
	Total Tax Revenue		1,775,000	1,700,000	1,900,000	1,750,000
	Total Local Taxes		1,775,000	1,700,000	1,900,000	1,750,000
084	2000_001	State Tax-Gas	390,000	375,000	360,000	360,000
084	2000_002	State Tax-Motor Vehicle	193,000	180,000	200,000	200,000
	Total State Tax		583,000	555,000	560,000	560,000
084	2005_003	Grants-General Rev	0	0	138,400	0
	Total Grant		0	0	138,400	0
	Total		583,000	555,000	698,400	560,000
084	3010_006	Misc-Miscellaneous	0	600	132	250
084	3010_008	Misc-Gain/Loss-Asset Disposal	0	0	45,730	0
084	3010_010	Misc-Lease Proceeds	0	0	167,074	550,000
084	3010_012	Misc-Purchasing Card Rebate	0	130	130	50
084	3010_014	Misc-Insurance Recoveries	0	0	4,956	0
	Total		0	730	218,022	550,300
	Total Service		0	730	218,022	550,300
084	9999_001	Interfund Transfer	0	0	250,000	300,000
	Total Revenues		2,358,000	2,255,730	3,066,422	3,160,300
085	1000_001	Fulltime Salary	633,895	655,410	652,881	703,246
085	1000_001IMP	FT Salary - Imported	0	0	0	0
085	1000_002	Part Time Salary	54,266	58,638	0	27,350
085	1000_002IMP	Part Time Salary - Imported	0	0	0	0
085	1000_005	Fulltime Overtime	12,911	13,359	13,271	13,925
085	1000_005IMP	Fulltime Overtime - Imported	0	0	0	0
085	1000_006	Part Time Overtime	603	1,111	0	437
085	1000_006IMP	Part Time Overtime -	0	0	0	0
	Total Salaries -		701,675	728,518	666,152	744,958
085	1005_001	Health Premium-Employee	61,608	63,168	45,402	47,376
085	1005_002	Health Premium-Family	105,369	108,252	110,000	137,340
085	1005_003	Dental Premium-Employee	4,250	2,400	2,325	2,400
085	1005_004	Dental Premium-Family	650	4,832	2,600	4,832
085	1010_001	Life Insurance	945	860	864	916
	Total Benefits -		172,822	179,513	161,191	192,864

08 - 500 - Street Operation			FY2020	FY2021	FY2021	FY2022
	Account	Account Name			Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
	085_1015_001	Lagers-General	84,740	84,633	82,604	88,470
	085_1015_004	Deferred Comp-Employer	10,400	8,125	7,935	8,125
	Total Benefits -		95,140	92,758	90,539	96,595
	085_1020_001	FICA-Employer	43,510	30,007	38,055	42,927
	085_1020_002	Medicare-Employer	10,180	7,018	8,900	10,039
	085_1020_003	Unemployment	7,020	3,183	5,436	6,924
	085_1020_004	Workman's Compensation	30,632	40,349	40,349	40,654
	Total Payroll Taxes		91,342	80,558	92,740	100,544
	085_1025_001	Employee-Uniforms	11,500	11,845	9,500	9,500
	085_1025_002	Employee-	895	895	895	895
	085_1025_003	Employee-Books	300	200	0	200
	085_1025_005	Employee-Training	5,000	5,000	3,000	5,000
	Total Employee -		17,695	17,940	13,395	15,595
	Total Personnel		1,078,674	1,099,287	1,024,017	1,150,557
	085_2005_000	Capital Exp-Land and	779,485	825,610	894,819	2,043,378
	085_2010_000	Capital Exp-Building and	0	75,000	74,277	0
	085_2015_000	Capital Exp-Furniture and	0	1,345	2,931	16,263
	085_2020_000	Capital Exp-Machinery and	151,010	118,500	65,327	12,000
	085_2025_000	Capital Exp-Vehicles	75,000	0	60,000	0
	085_2030_000	Capital Exp-Infrastructure	30,400	0	0	0
	Total Capital		1,035,895	1,020,455	1,097,355	2,071,641
	085_3020_000	Debt-Lease Purchase	69,357	69,357	94,774	133,000
	Total Debt		69,357	69,357	94,774	133,000
	Total Grants -		0	0	0	0
	Total Grants		0	0	0	0
	085_5000_001	Utilities-Electric	0	0	550	1,200
	085_5005_001	Utilities-Propane	9,270	12,500	12,500	12,500
	085_5010_001	Utilities-Landline and Fiber	1,135	500	500	500
	085_5015_001	Utilities-Cell Phones	4,120	3,850	3,850	3,850
	085_5025_001	Utilities-Solid Waste	1,852	1,852	2,842	2,020
	Total Utilities		16,377	18,702	20,242	20,070
	085_6000_001	Prof Services-Legal	0	0	303	0

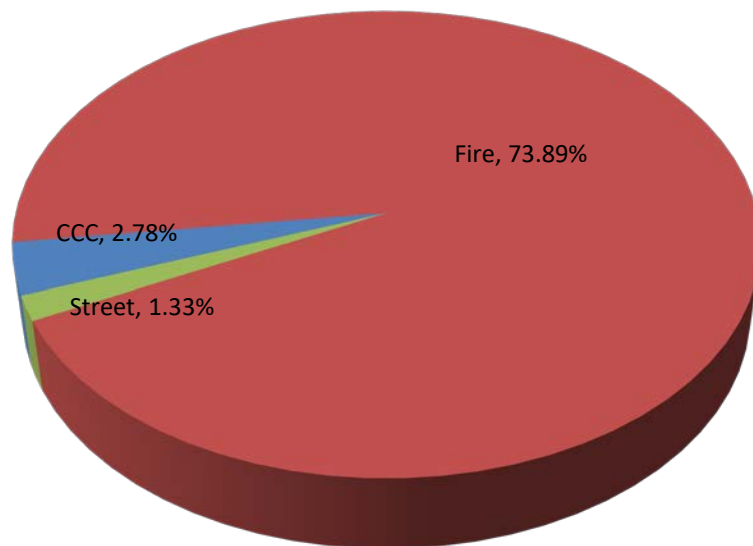
08 - 500 - Street Operation			FY2020	FY2021	FY2021	FY2022
Account			Estimated			
Fund	Account	Name	Budget	Budget	Ending	Proposed
	085_6000_002	Prof Services-Engineering	45,000	45,000	20,000	130,000
	085_6000_003	Prof Services-Surveying	5,000	5,000	2,000	5,000
	085_6000_007	Prof Services-Toxicology	1,270	1,000	500	1,000
	085_6000_008	Prof Services-MSHP	500	150	150	150
	085_6000_011	Prof Services-Dues/License	20	20	30	30
	085_6000_015	Prof Service-Service Contracts	230	893	26,000	2,200
	085_6000_018	Prof Service-Damage Claims	3,200	2,000	3,600	2,000
	Total Professional		55,220	54,063	52,583	140,380
	085_6005_001	Insurance-Vehicle	15,885	18,000	17,500	18,200
	085_6005_002	Insurance-Equipment	6,600	6,000	6,810	7,082
	085_6005_003	Insurance-Building & Property	700	1,400	1,650	1,716
	085_6005_008	Insurance-City Street	1,230	1,250	1,770	1,841
	Total Insurance -		24,415	26,650	27,730	28,839
	085_6010_001	Advertising-Public Notices	500	500	500	500
	085_6010_003	Advertising-Print	1,000	500	250	500
	085_6010_006	Advertising-Radio	100	100	300	250
	Total Advertising -		1,600	1,100	1,050	1,250
	085_6020_001	Software-Purchase	1,750	2,000	5,500	4,500
	085_6020_003	Software-Agreement	7,110	7,110	14,500	8,900
	Total Software -		8,860	9,110	20,000	13,400
	Total Professional		90,095	90,923	101,363	183,869
	085_7000_001	Supplies-Operational	1,750	1,500	1,500	1,500
	085_7000_002	Supplies-Computer	0	500	500	1,000
	085_7005_003	Supplies-Postage	0	0	25	25
	085_7015_004	Supplies-Safety	2,678	2,758	2,758	2,758
	Total Supplies		4,428	4,758	4,783	5,283
	085_7500_001	Materials-Asphalt	125,000	125,000	175,000	125,000
	085_7500_002	Materials-Rock	10,000	10,000	10,000	10,000
	085_7505_003	Materials-Pipe-Misc.	1,000	1,000	500	1,000
	085_7510_001	Materials-Paint	25,000	25,000	25,000	25,000
	085_7510_002	Materials-Signs	5,000	15,000	15,000	15,000
	085_7525_001	Materials-Infrastructure	51,000	51,000	55,000	51,000
	Total Materials		217,000	227,000	280,500	227,000
	085_8000_001	Tools-Repair	1,300	1,300	500	1,300

08 - 500 - Street Operation			FY2020	FY2021	FY2021	FY2022
	Account	Account Name		Estimated		
Fund	Account	Name	Budget	Budget	Ending	Proposed
	085_8000_002	Tools- Maintenance	1,300	1,300	500	1,300
	085_8000_003	Tools-Supplies	5,770	5,770	5,770	5,770
	Total Tools &		8,370	8,370	6,770	8,370
	085_8300_001	Equipment-Repair	30,500	20,000	20,000	20,000
	085_8300_002	Equipment-Maintenance	26,400	23,000	28,000	25,000
	085_8300_003	Equipment-Supplies	500	500	200	500
	085_8300_004	Equipment-Equipment	1,000	1,000	500	1,000
	085_8300_005	Equipment-Fuel	5,785	5,785	9,600	11,000
	085_8300_006	Equipment-Rental	5,500	5,500	5,500	5,500
	Total Machinery &		69,685	55,785	63,800	63,000
	085_8600_001	Vehicle-Repair	28,080	13,000	26,000	13,000
	085_8600_002	Vehicle-Maintenance	24,000	24,000	24,000	24,000
	085_8600_003	Vehicle-Supplies	500	500	500	500
	085_8600_004	Vehicle-Equipment	1,900	1,000	500	1,000
	085_8600_005	Vehicle-Fuel	40,800	32,500	32,500	32,500
	Total Vehicles		95,280	71,000	83,500	71,000
	085_9910_000	Internal Service-Personnel	287,576	0	0	0
	08CommDev_In	Code Administration	0	50,472	49,834	56,715
	08Garage_In	Garage Allocation In	0	75,073	73,246	56,829
	08IT_In	IT Allocation In	0	54,003	44,529	54,157
	08Facility_In	Facility Mgmt Allocation In	0	35,586	34,639	38,037
	08Janitorial_In	Janitorial Allocation In	0	4,816	5,493	5,977
	08Purchasing_In	Purchasing / Warehouse	0	24,753	25,491	20,353
	Total Internal		287,576	244,703	233,232	232,068
	Total Other		287,576	244,703	233,232	232,068
	Total Expenses		2,972,737	2,910,339	3,010,336	4,165,858
	Change in		(614,737)	(654,609)	56,086	(1,005,558)

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 ½ cent voters approved sales tax.

Capital Expense by Category \$4,494,559



Capital Fund Revenue and Expense by Category

Capital Fund	2020 Actuals	2021 Budget	2021 Estimated	2022 Proposed
Revenues				
Taxes	\$1,851,994	\$1,700,000	\$1,900,000	\$1,750,000
Franchise Fees		\$0		
PILOTs		\$0		
Intergovernmental		\$0		
Service Charges		\$0		
Rentals		\$0		
Licenses and Permits		\$0		
Fines		\$0		
Benefit Revenue		\$0		
Other	\$161,145	\$36,750	\$2,379,548	\$3,040,000
Internal Service Revenue	\$200,000	\$0		
Total Revenues	\$2,213,139	\$1,736,750	\$4,279,548	\$4,790,000
Expenses				
Personnel	\$0	\$0	\$0	\$0
Capital	\$2,167,601	\$1,140,500	\$3,721,957	\$3,545,200
Debt	\$24,218	\$324,153	\$364,496	\$486,359
Grants		\$0		
Utilities		\$0		
Professional Services	\$45,750	\$84,000	\$183,650	\$63,000
Supplies and Materials	\$19,152	\$0		
Tools, Equipment, and Vehicles		\$0		
Benefit Expense		\$0		
Other		\$265,000		
Internal Service Expense		\$0	\$444,061	\$400,000
Total Expenses	\$2,256,721	\$1,813,653	\$4,714,164	\$4,494,559

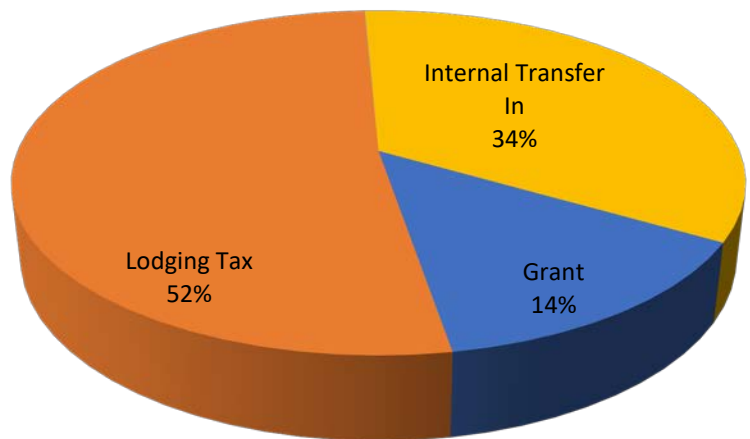
22 - Capital Fund			FY2020	FY2021	FY2021	FY2022
		Account			Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
224	1000_002	Tax-Sales 0.5%	1,775,000	1,700,000	1,900,000	1,750,000
	Total Tax		1,775,000	1,700,000	1,900,000	1,750,000
	Total Local		1,775,000	1,700,000	1,900,000	1,750,000
224	3010_001	Misc-Bond Proceeds	0	0	2,100,000	3,040,000
224	3010_006	Misc-Miscellaneous	0	36,750	39,500	0
224	3010_014	Misc-Insurance Recoveries	0	0	240,048	0
	Total		0	36,750	2,379,548	3,040,000
	Total Service		0	36,750	2,379,548	3,040,000
	Total		1,775,000	1,736,750	4,279,548	4,790,000
225	2005_000	Capital Exp-Land and	556,060	201,000	171,000	11,500
225	2010_000	Capital Exp-Building and	873,650	746,000	3,325,497	3,290,000
225	2015_000	Capital Exp-Furniture and Fixtures	11,000	76,500	76,500	0
225	2020_000	Capital Exp-Machinery and	132,000	117,000	105,960	243,700
225	2025_000	Capital Exp-Vehicles	95,000	0	43,000	0
225	2030_000	Capital Exp-Infrastructure	76,000	0	0	0
	Total Capital		1,743,710	1,140,500	3,721,957	3,545,200
225	3005_000	Debt-COPS	0	324,153	364,496	486,359
	Total Debt		0	324,153	364,496	486,359
225	6000_015	Prof Service-Service Contracts	0	35,000	130,000	35,000
	Total		0	35,000	130,000	35,000
225	6010_001	Advertising-Public Notices	0	0	650	0
225	6020_001	Software-Purchase	45,000	49,000	53,000	28,000
	Total		45,000	49,000	53,000	28,000
	Total		45,000	84,000	183,650	63,000
225	7510_002	Materials-Signs	25,000	0	0	0
225	7525_001	Materials-Infrastructure	6,500	0	0	0
	Total		31,500	0	0	0
225	9999_000	Interfund Transfer	0	265,000	444,061	400,000
	Total		0	265,000	444,061	400,000
	Total Other		0	265,000	444,061	400,000

22 - Capital Fund			FY2020	FY2021	FY2021	FY2022
		Account			Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
		Total	1,820,210	1,813,653	4,714,164	4,494,559
		Change in	(45,210)	(76,903)	(434,616)	295,441

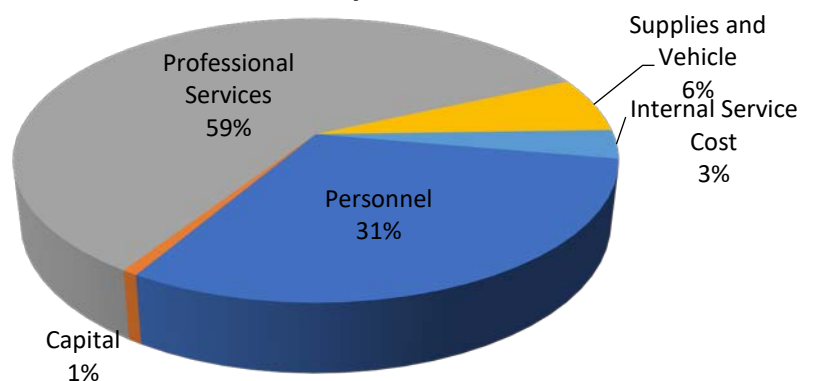
Tourism Fund

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 \$250,290



Tourism Expense by Category \$284,515



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 2020-2021 Accomplishments: FY21 lodging tax collections reflected a downturn due to COVID-19. Event cancelations, the closing of businesses and travel virtually eliminated. However, the opening of The Market, near downtown did occur. Also, the capital improvement projects were completed for the Cowan Civic Center, with a grand re-opening ceremony taking place in December 2020.

Fiscal Year 2022 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. Work with advertising vendors to evaluate marketing components and their effectiveness, adjusting where necessary. Monitor lodging tax collections, working closely with code enforcement to address delinquencies, and explore opportunities to add nightly home rentals to facilities remitting lodging taxes.

Budgetary Factor: Participation in the Matching Marketing Grant Program with the Missouri Division of Tourism requires a 50% match in funding for the advertising proposed. This amount averages between \$11,000 and \$13,000. (FY22 Funds have not been announced at this time.)

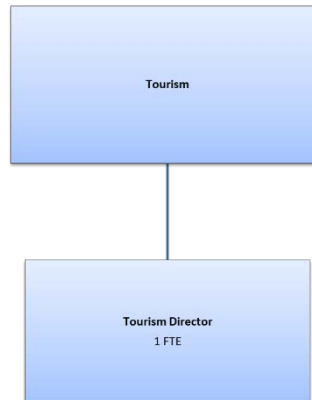
Performance Measurements:

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

Tourism Fund Revenue and Expense by Category

Tourism Fund	2020 Actuals	2021 Budget	2021 Estimated	2022 Proposed
Revenues				
Taxes	\$135,938	\$130,000	\$130,000	\$130,000
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$11,633	\$20,000	\$51,000	\$35,000
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	\$85	\$100	\$100	\$100
Internal Service Revenue	\$60,000	\$60,000	\$70,650	\$85,190
Total Revenues	\$207,656	\$210,100	\$251,750	\$250,290
Expenses				
Personnel	\$99,105	\$100,330	\$70,651	\$87,324
Capital	\$1,991	\$2,538	\$3,490	\$2,012
Debt	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0
Utilities	\$383	\$390	\$390	\$390
Professional Services	\$175,815	\$154,000	\$181,220	\$168,000
Supplies and Materials	\$11,557	\$17,615	\$7,565	\$17,115
Tools, Equipment, and Vehicles	\$227	\$350	\$350	\$350
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$12,478	\$9,649	\$8,437	\$9,324
Total Expenses	\$301,556	\$284,872	\$272,103	\$284,515

Tourism Organizational Chart



40 - 500 - Tourism			FY2020	FY2021	FY2021	FY2022
					Estimated	
Fund	Account	Account Name	Budget	Budget	Ending	Proposed
404	1000_006	Tax-Lodging	135,000	130,000	130,000	130,000
	Total Tax Revenue		135,000	130,000	130,000	130,000
	Total Local Taxes		135,000	130,000	130,000	130,000
404	2005_001	Grants-Operative Rev	30,000	20,000	51,000	35,000
	Total Grant		30,000	20,000	51,000	35,000
	Total		30,000	20,000	51,000	35,000
404	3010_012	Misc-Purchasing Card Rebate	70	100	100	100
	Total		70	100	100	100
	Total Service		70	100	100	100
404	9999_001	Interfund Transfer	60,000	60,000	70,650	85,190
	Total Employee		60,000	60,000	70,650	85,190
	Total Revenues		225,070	210,100	251,750	250,290
405	1000_001	Fulltime Salary	77,308	63,199	48,349	60,073
405	1000_001IMP	FT Salary - Imported	77,308	0	0	0
405	1000_002	Part Time Salary	0	11,280	4,199	0
	Total Salaries -		77,308	74,480	52,548	60,073
405	1005_001	Health Premium-Employee	0	13,143	7,238	7,896
405	1005_002	Health Premium-Family	7,506	0	0	0
405	1005_003	Dental Premium-Employee	0	450	275	300

40 - 500 - Tourism			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated	
					Ending	Proposed
405	1005_004	Dental Premium-Family	650	0	0	0
405	1010_001	Life Insurance	130	97	46	56
405	1010_001IMP	Life Insurance - Imported	130	0	0	0
	Total Benefits -		8,286	13,690	7,559	8,252
405	1015_001	Lagers-General	10,127	7,802	2,775	8,050
405	1015_004	Deferred Comp-Employer	1,300	0	432	650
405	1015_004	Deferred Comp-Employer	0	0	432	650
405	1015_004IMP	Deferred Comp-Employer -		0	0	0
	Total Benefits -		11,427	7,802	3,207	8,700
405	1020_001	FICA-Employer	4,795	3,103	3,217	3,676
405	1020_002	Medicare-Employer	1,125	726	752	860
405	1020_003	Unemployment Compensation	775	135	424	593
405	1020_004	Workman's Compensation	322	394	644	647
	Total Payroll Taxes		7,017	4,359	5,037	5,775
405	1025_002	Employee-	1,200	0	890	890
405	1025_004	Employee-Travel/Hotel	3,000	0	1,000	3,225
405	1025_005	Employee-Training	600	0	410	410
	Total Employee -		4,800	0	2,300	4,525
	Total Personnel		108,839	100,330	70,651	87,324
405	2015_000	Capital Exp-Furniture and	0	2,538	3,490	2,012
405	2020_000	Capital Exp-Machinery and	1,204	0	0	0
405	2020_001IMP	Capital Exp - Machinery and	1,204	0	0	0
	Total Capital		1,204	2,538	3,490	2,012
405	5020_002	Utilities-Internet Mobile	400	390	390	390
	Total Utilities		400	390	390	390
405	6000_007	Prof Services-Toxicology Testing	150	20	20	20
405	6000_008	Prof Services-MSHP Background	14	0	0	0
405	6000_014	Prof Service-Events and	15,000	11,000	6,000	11,000
405	6000_015	Prof Service-Service Contracts	30,000	30,000	34,000	34,000
	Total Professional		45,164	41,020	40,020	45,020
405	6010_003	Advertising-Print	56,042	34,200	44,200	44,200
405	6010_004	Advertising-Internet	32,150	20,000	47,500	20,000
405	6010_005	Advertising-Billboard	14,000	30,000	25,000	30,000

40 - 500 - Tourism			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated	
					Ending	Proposed
405	6010_006	Advertising-Radio	2,000	3,200	18,000	3,200
405	6010_007	Advertising-Television	25,062	22,000	1,000	22,000
	Total Advertising -		129,254	109,400	135,700	119,400
405	6020_001	Software-Purchase	2,500	0	1,000	0
405	6020_003	Software-Agreement	1,710	3,580	4,500	3,580
	Total Software -		4,210	3,580	5,500	3,580
	Total Professional		178,628	154,000	181,220	168,000
405	7000_001	Supplies-Operational	540	600	950	600
405	7000_002	Supplies-Computer Accessories	3,600	500	500	500
405	7005_002	Supplies-Mailing	100	15	15	15
405	7005_003	Supplies-Postage	750	1,500	1,100	1,000
405	7005_006	Supplies-Promo-Education	13,500	15,000	5,000	15,000
	Total Supplies		18,490	17,615	7,565	17,115
	Total Materials		0	0	0	0
405	8600_005	Vehicle-Fuel	250	350	350	350
	Total Vehicles		250	350	350	350
405	9910_000	Internal Service-Personnel	6,373	0	0	0
40	Garage_In	Garage Allocation In	0	17	17	13
40	IT_In	IT Allocation In	0	7,203	5,939	7,224
40	Facility_In	Facility Mgmt Allocation In	0	366	356	391
40	Purchasing_In	Purchasing / Warehouse	0	2,063	2,124	1,696
	Total Internal		6,373	9,649	8,437	9,324
	Total Other		6,373	9,649	8,437	9,324
	Total Expenses		314,184	284,872	272,102	284,515
	Change in		(89,114)	(74,772)	(20,352)	(34,225)

Economic Development

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

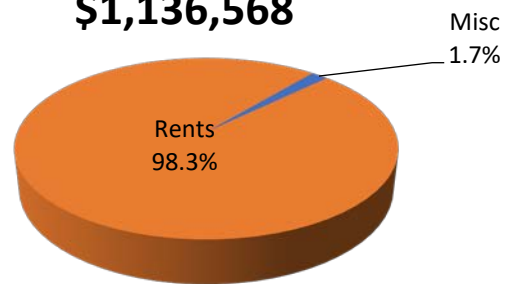
Fiscal Year 2022 Goals:

- I. **Goal:** Increase exposure and recruitment of events, attractions, and benefits of visiting Lebanon.

Strategy: Develop and implement a marketing strategy that attracts visitors along with military personnel, retired and active, to become Lebanon residents. Promote community-wide events at the airport including potential sites for businesses to use.

Budgetary Factor: Available staff time and resources.

Economic Development Sources of Revenue \$1,136,568

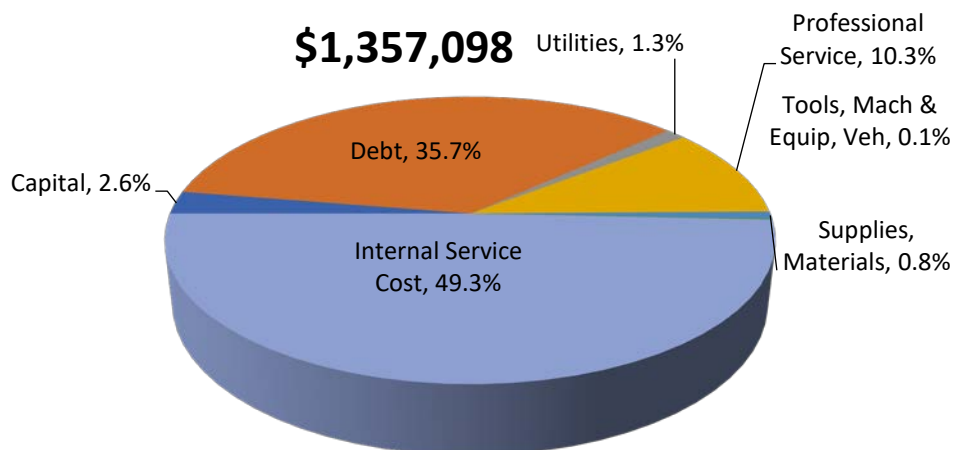


- II. **Goal:** Continue to meet the objectives set forth in the annual agreement

Strategy: Develop an incentive policy to attract and retain business in the City. Establish and maintain communication with potential business partners and provide them with updated information on potential available properties and incentives that would attract them to the City.

Budgetary Factor: Available staff time and resources

Economic Development Expense \$1,357,098



Economic Development Fund Revenue and Expense by Category

Economic Development	Actual	Budget	Estimated	Proposed
	FY2019	FY2020	FY2020	FY2021
REVENUES				
Tax Revenue	0	0	0	0
Franchise Tax Fees	0	0	0	0
PILOT's	0	0	0	0
Intergovernmental	0	0	0	0
Service Charges	0	0	0	0
Rentals	1,169,930	1,099,391	1,119,922	1,117,422
Licenses & Permits	0	0	0	0
Fines	0	0	0	0
Benefit Revenue	0	0	0	0
Other	2,584	0	19,146	19,146
Interfund Transfer	0	0	0	0
Total Revenues	1,172,514	1,099,391	1,139,068	1,136,568
EXPENSES				
Personnel	15,000	15,000	15,000	15,000
Capital	622,486	0	11,918	35,000
Debt	116,953	483,966	483,966	483,966
Grants	0	0	0	0
Utilities	6,692	10,550	17,150	17,150
Professional Services	124,479	132,250	128,746	124,245
Supplies & Materials	185	6,750	3,750	7,000
Tools, Equipment & Materials	425	1,500	1,520	1,500
Employee Benefits	0	0	0	0
Internal Service Expense	377,842	358,250	117,537	668,937
Total Expenses	1,266,386	1,011,741	782,412	1,357,098

45 - 700 - Economic General			FY2020	FY2021	FY2021	FY2022
	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
454	3005_001	Rentals-Building/Land	0	0	2,500	0
454	3010_006	Misc-Miscellaneous	0	0	10	10
	Total		0	0	10	10
	Total Service		0	0	2,510	10
	Total Revenues		0	0	2,510	10
455	1025_002	Employee-	15,000	15,000	15,000	15,000
	Total Employee		15,000	15,000	15,000	15,000
	Total Personnel		15,000	15,000	15,000	15,000
455	2005_000	Capital Exp-Land and	35,000	0	0	0
455	2005_000IMP	Capital Exp-Land and	35,000	0	0	0
455	2010_000	Capital Exp-Building and	0	0	0	0
455	2020_000	Capital Exp-Machinery and	0	0	0	0
	Total Capital		35,000	0	0	0
455	5000_001	Utilities-Electric	1,200	9,500	15,000	15,000
455	5000_002	Utilities-Water	400	250	650	650
455	5000_003	Utilities-Sewer	450	250	950	950
455	5010_000IMP	Utilities - Imported	525	0	0	0
455	5010_001	Utilities-Landline and Fiber	0	550	550	550
	Total Utilities		2,575	10,550	17,150	17,150
455	6000_001	Prof Services-Legal	0	0	(4,370)	(4,370)
455	6000_013	Prof Service-Studies	0	35,000	10,000	10,000
455	6000_014	Prof Service-Events and	0	3,500	3,500	3,500
455	6000_015	Prof Service-Service Contracts	0	20,000	20,000	20,000
455	6000_016	Prof Service-Taxes/Fees	1,000	1,000	1,000	1,000
	Total		1,000	59,500	30,130	30,130
455	6005_003	Insurance-Building & Property	2,145	2,500	3,330	3,463
	Total Insurance		2,145	2,500	3,330	3,463
455	6010_001	Advertising-Public Notices	250	250	500	500
455	6010_004	Advertising-Internet	0	0	250	250
	Total		250	250	750	750
455	6015_002	Agreements - Service	70,000	70,000	70,000	70,000
	Total		70,000	70,000	70,000	70,000

45 - 700 - Economic General			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
		Total Software -	0	0	0	0
		Total	73,395	132,250	104,210	104,343
	455_7000_001	Supplies-Operational	250	100	25	75
	455_7005_002	Supplies-Mailing	150	150	0	25
	455_7005_003	Supplies-Postage	20	25	25	25
	455_7005_004	Supplies-Paper	25	50	50	50
	455_7005_006	Supplies-Promo-Education	2,000	2,500	2,500	3,700
		Total Supplies	2,445	2,825	2,600	3,875
	455_7510_001	Materials-Paint	0	0	1,100	250
	455_7510_003	Materials-Fittings	150	250	250	250
	455_7525_001	Materials-Infrastructure	1,000	1,000	500	1,000
		Total Materials	1,150	1,250	1,850	1,500
	455_8300_001	Equipment-Repair	250	0	20	0
		Total	250	0	20	0
	455_8600_005	Vehicle-Fuel	500	0	0	0
		Total Vehicles	500	0	0	0
		Total	0	0	0	0
	455_9910_000	Internal Service-Personnel	46,658	0	0	0
	45Garage_In	Garage Allocation In	0	938	915	710
	45IT_In	IT Allocation In	0	26,651	21,975	26,727
	45Facility_In	Facility Mgmt Allocation In	0	7,060	6,872	7,547
	45Purchasing_In	Purchasing / Warehouse	0	2,063	2,124	1,696
		Total Internal	46,658	36,711	31,887	36,679
	455_9999_000	Interfund Transfer	461,504	321,761	85,650	632,258
		Total Interfund	461,504	321,761	85,650	632,258
		Total Other	508,162	358,472	117,537	668,937
		Total Expenses	638,477	520,347	258,367	810,805
		Change in	(638,477)	(520,347)	(255,857)	(810,795)

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			FY2020	FY2021	FY2021	FY2022
Account			Budget	Budget	Estimated	
Fund	Account	Name			Ending	Proposed
454	3005_001	Rentals-Building/Land	557,325	557,327	557,327	557,327
	Total Rental		557,325	557,327	557,327	557,327
	Total Service		557,325	557,327	557,327	557,327
	Total		557,325	557,327	557,327	557,327
455	2005_000	Capital Exp-Land and	0	0	0	0
455	2010_000	Capital Exp-Building and	0	0	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
	Total Debt		483,966	483,966	483,966	483,966
	Total		0	0	0	0
455	7000_001	Supplies-Operational	250	100	25	25
455	7000_004	Supplies-Small Tools	250	200	50	50
	Total Supplies		500	300	75	75
455	7500_001	Materials-Asphalt	2,500	2,500	500	2,500
455	7500_003	Materials-Concrete	1,000	1,000	500	1,000
455	7510_003	Materials-Fittings	500	250	250	250
455	7510_004	Materials-Hardware	1,000	1,000	500	1,000
	Total		5,000	4,750	1,750	4,750
	Total		0	0	0	0
	Total		489,466	489,016	485,791	523,791
	Change in		67,859	68,311	71,536	33,536

Copeland

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

45 - 730 - Copeland			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
454	3005_001	Rentals-Building/Land	507,895	519,864	537,895	537,895
	Total Rental		507,895	519,864	537,895	537,895
454	3010_006	Misc-Miscellaneous	0	0	19,136	19,136
	Total Service		507,895	519,864	557,031	557,031
	Total		507,895	519,864	557,031	557,031
455	2005_000	Capital Exp-Land and	0	0	0	0
455	2010_000	Capital Exp-Building and	0	0	11,918	0
455	2015_000	Capital Exp-Furniture and Fixtures	0	0	0	0
455	2020_000	Capital Exp-Machinery and	0	0	0	0
	Total Capital		0	0	11,918	0
	Total		0	0	0	0
455	6005_003	Insurance-Building & Property	0	0	19,136	19,901
	Total		0	0	0	0
455	8300_001	Equipment-Repair	500	500	500	500
455	8300_002	Equipment-Maintenance	1,000	1,000	1,000	1,000
	Total		1,500	1,500	1,500	1,500
	Total		0	0	0	0
	Total		1,750	1,600	32,654	21,501
	Change in		506,145	518,264	524,377	535,530

Mercy

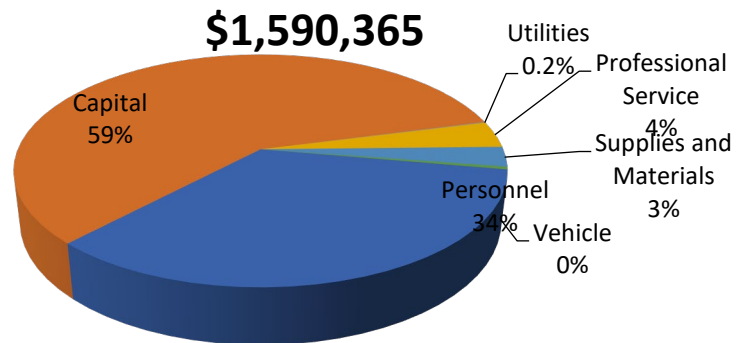
This program was developed to manage the expenses for the lease agreement between the City and Mercy Ambulance Services.

45 - 750 - Mercy			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
454	3005_001	Rentals-Building/Land	0	22,200	22,200	22,200
	Total Rental		0	22,200	22,200	22,200
	Total Service		0	22,200	22,200	22,200
	Total		0	22,200	22,200	22,200
455	6000_015	Prof Service-Service Contracts	0	0	5,400	0
	Total		0	0	5,400	0
455	7000_002	Supplies-Computer Accessories	0	250	50	250
455	7510_003	Materials-Fittings	0	250	50	250
455	7510_004	Materials-Hardware	0	250	50	250
455	7510_005	Materials-Fixtures	0	250	50	250
	Total		0	750	150	750
	Total		0	0	0	0
	Total		0	0	0	0
	Total		0	1,000	5,600	1,000
	Change in		0	21,200	16,600	21,200

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.

Code Administration Expense



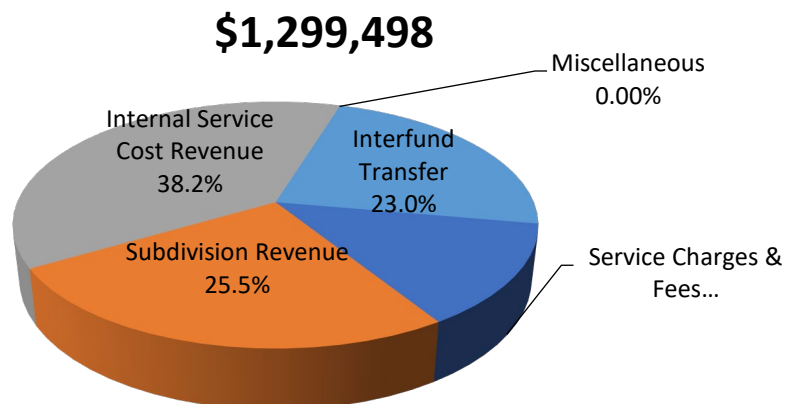
Fiscal Year 2020-2021 Accomplishments:

The City of Lebanon Code Administration has conducted over 1,400 inspections to help the citizens rebuild and clean up after the May 4th storm. Our inspectors have studied and completed 10 ICC

certifications to gain knowledge of the International Building Codes to better serve our citizens. We have 3 staff members that have received FEMA floodplain inspection certification and 1 that has received his Drone pilot license.

With the support of the Mayor and the City Council they have adopted a residential building incentive program, through this program 18 waved residential permits were issued out of a total of 44 residential building permits issued.

Code Administration Revenue



Fiscal Year 2022 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.

Strategy: Draft an ordinance for review and adoption for mobile homes and dangerous buildings.

Budgetary Factor: Cost of staff labor.

- II. **Goal:** Update and present for review and adoption the 2018 international building codes.

Strategy: Present and review the updated 2018 building codes with the planning and zoning commission and city Council

Budgetary Factor: Cost of staff labor

- III. **Goal:** Finalize the updated rental property inspection program.

Strategy: Meet with the property managers, realtors, landlords and property owners.

Budgetary Factor: Cost of staff labor.

Performance Measurements:

Performance Measures	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 *Projected
Number of building permits issued	40	42	48	42	115	127	*100
Number of Housing Inspections	1471	1490	1350	710	968	1011	*850
Number of Compliances	197	219	248	220	679	663	*500
Number of Demolitions	18	34	27	25	40	41	*25
Number of Planning & Zoning meetings	11	11	12	10	11	13	*10

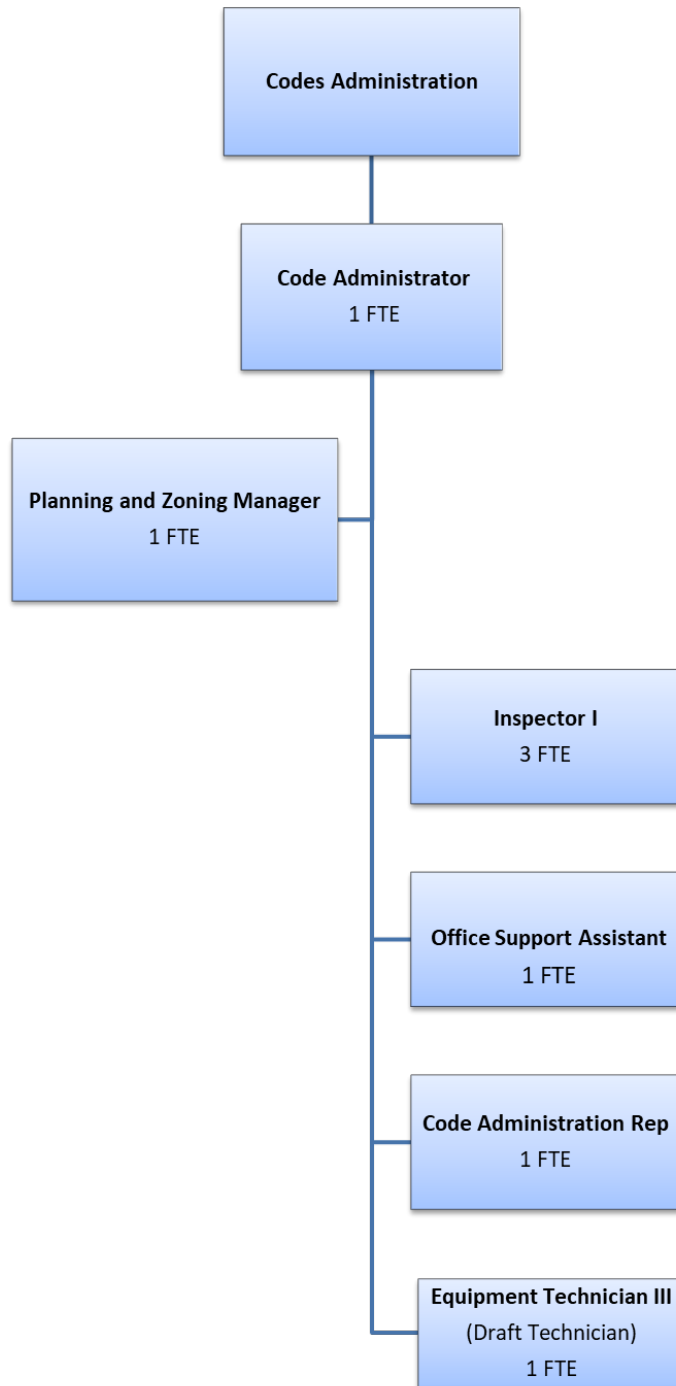
Previous Years' Goals:

- I. **Goal:** Continue to meet our customer's needs and provide professional service.
Status: Due to the May 4 storm event and COVID-19 we were unable to meet with contractors, property managers, realtors, landlords and property owners, will be finalizing our goals from last Fiscal year and our goals this year.

Code Administration Revenue and Expense by Category

Code Administration	2020 Actuals	2021 Budget	2021 Estimated	2022 Proposed
Revenues				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Service Charges	\$168,108	\$270,980	\$247,120	\$503,835
Rentals	\$0	\$0	\$0	\$0
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$2,295	\$35	\$35	\$35
Internal Service Revenue	\$461,742	\$574,536	\$483,862	\$795,628
Total Revenues	\$632,145	\$845,551	\$731,017	\$1,299,498
Expenses				
Personnel	\$460,331	\$483,588	\$431,324	\$545,333
Capital	\$56,973	\$155,533	\$61,353	\$935,357
Debt	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0
Utilities	\$2,035	\$2,000	\$2,000	\$2,000
Professional Services	\$31,956	\$54,050	\$78,975	\$57,875
Supplies and Materials	\$32,681	\$42,500	\$50,723	\$44,300
Tools, Equipment, and Vehicles	\$3,094	\$5,000	\$5,170	\$5,500
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$0	\$0	\$0	\$0
Total Expenses	\$587,070	\$742,671	\$629,545	\$1,590,365

Code Administration Organizational Chart



50 - 300 - Code Administration General			FY2020	FY2021	FY2021	FY2022
Account					Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
504	3000_003	Knox Box/Material Sales	0	15,000	15,000	15,000
504	3000_005	House Inspections	45,000	45,000	45,000	45,000
504	3000_006	Compliance Cleanup	10,000	85,000	110,000	110,000
504	3000_008	Subdivision Projects	116,580	124,980	74,340	331,055
504	3000_014	Meter Base Sales	12,000	0	1,780	1,780
504	3000_015	Meter Base Installation	0	1,000	1,000	1,000
504	3000_029	Knox Box Sales	3,000	0	0	0
Total Service			186,580	270,980	247,120	503,835
504	3010_012	Misc-Purchasing Card Rebate	60	35	35	35
Total			60	35	35	35
Total Service			186,640	271,015	247,155	503,870
504	9910_000	Internal Service - Personnel	455,252	449,536	483,862	496,427
504	9999_001	Interfund Transfer	125,000	125,000	0	299,201
Total			580,252	574,536	483,862	795,628
Total			766,892	845,551	731,017	1,299,498
Change in			766,892	845,551	731,017	1,299,498

50 - 305 - Codes Administration			FY2020	FY2021	FY2021	FY2022
Account					Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
505	1000_001	Fulltime Salary	277,749	317,232	278,263	349,052
505	1000_005	Fulltime Overtime	0	4,005	3,737	4,400
Total Salaries -			277,749	321,237	282,000	353,452
505	1005_001	Health Premium-Employee	23,688	23,688	20,398	23,688
505	1005_002	Health Premium-Family	58,077	54,445	52,614	69,939
505	1005_003	Dental Premium-Employee	1,500	600	475	600
505	1005_004	Dental Premium-Family	950	2,290	0	3,079
505	1010_001	Life Insurance	445	416	361	444
Total Benefits -			84,660	81,439	73,848	97,750
505	1015_001	Lagers-General	36,390	42,082	36,898	47,363
505	1015_004	Deferred Comp-Employer	2,600	4,550	4,232	4,550

50 - 305 - Codes Administration			FY2020	FY2021	FY2021	FY2022
	Account	Account Name		Estimated		
Fund	Account	Name	Budget	Budget	Ending	Proposed
	Total Benefits -		38,990	46,632	41,130	51,913
	505_1020_001	FICA-Employer	17,225	14,824	16,112	20,126
	505_1020_002	Medicare-Employer	4,030	3,467	3,768	4,707
	505_1020_003	Unemployment Compensation	2,777	1,610	2,339	3,246
	505_1020_004	Workman's Compensation	966	1,378	2,878	1,389
	Total Payroll		24,998	21,280	25,097	29,468
	505_1025_001	Employee-Uniforms	1,800	1,000	750	750
	505_1025_002	Employee-	750	500	500	500
	505_1025_003	Employee-Books	1,500	1,500	1,500	1,500
	505_1025_004	Employee-Travel/Hotel	5,000	5,000	1,500	5,000
	505_1025_005	Employee-Training	5,000	5,000	5,000	5,000
	Total Employee		14,050	13,000	9,250	12,750
	Total Personnel		440,448	483,588	431,324	545,333
	505_2015_000	Capital Exp-Furniture and Fixtures	0	1,883	4,103	11,234
	505_2020_000	Capital Exp-Machinery and	10,215	6,550	15,750	3,000
	505_2020_001IMP	Capital Exp - Machinery and	0	0	0	0
	505_2030_000	Capital Exp-Infrastructure	116,580	147,100	41,500	921,123
	Total Capital		126,795	155,533	61,353	935,357
	505_5015_001	Utilities-Cell Phones	2,000	2,000	2,000	2,000
	Total Utilities		2,000	2,000	2,000	2,000
505_6000_001	Prof Services-Legal	1,000	500	545	750	
505_6000_003	Prof Services-Surveying	3,000	0	46	0	
505_6000_007	Prof Services-Toxicology Testing	200	200	100	100	
505_6000_008	Prof Services-MSHP Background	50	50	50	50	
505_6000_011	Prof Services-Dues/License	50	50	50	50	
505_6000_013	Prof Service-Studies	900	0	70	70	
505_6000_015	Prof Service-Service Contracts	20,000	32,000	41,894	32,000	
505_6000_019	Prof Service-Credit Card Fee	750	1,300	1,350	1,300	
Total		25,950	34,100	44,105	34,320	
505_6005_001	Insurance-Vehicle	1,500	1,500	1,849	1,923	
Total Insurance		1,500	1,500	1,849	1,923	
505_6010_001	Advertising-Public Notices	2,000	2,200	2,200	2,200	
505_6010_002	Advertising-Employee	350	100	100	100	

50 - 305 - Codes Administration			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated	
					Ending	Proposed
	505_6010_006	Advertising-Radio	0	250	400	250
	Total		2,350	2,550	2,700	2,550
	505_6020_001	Software-Purchase	0	0	8,822	3,182
	505_6020_003	Software-Agreement	22,000	15,900	21,500	15,900
	Total Software -		22,000	15,900	30,322	19,082
	Total		51,800	54,050	78,975	57,875
	505_7000_001	Supplies-Operational	3,100	2,000	1,500	2,000
	505_7000_002	Supplies-Computer Accessories	1,800	1,500	750	1,500
	505_7000_004	Supplies-Small Tools	750	750	750	750
	505_7005_001	Supplies-Printing	350	1,000	1,850	2,000
	505_7005_002	Supplies-Mailing	200	300	300	300
	505_7005_003	Supplies-Postage	800	1,750	550	550
	505_7005_004	Supplies-Paper	300	1,000	500	1,000
	505_7015_004	Supplies-Safety	0	200	200	200
	Total Supplies		7,300	8,500	6,400	8,300
	505_7999_006	Cost of Goods Sold-Meter Boxes	10,000	30,000	40,000	30,000
	505_7999_007	Cost of Goods Sold-Knox Boxes	0	4,000	4,323	6,000
	Total Materials		10,000	34,000	44,323	36,000
	505_8600_001	Vehicle-Repair	2,000	2,000	1,000	1,000
	505_8600_002	Vehicle-Maintenance	1,000	1,000	1,370	1,000
	505_8600_005	Vehicle-Fuel	1,500	2,000	2,800	3,500
	Total Vehicles		4,500	5,000	5,170	5,500
	50CommDev_Out	Code Administration Allocation	0			
	Total Internal		0	0	0	0
	Total Other		0	0	0	0
	Total Expenses		642,843	742,671	629,545	1,590,365
	Change in		(642,843)	(742,671)	(629,545)	(1,590,365)

Internal Service Fund

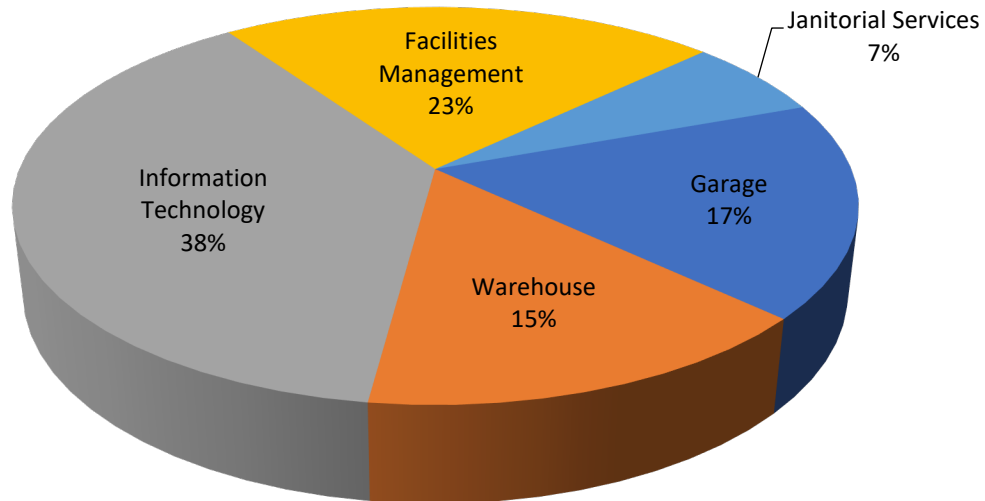
The Service Fund is comprised of Garage, Purchasing and Warehouse, Information Technology, Facility Management, and Janitorial Service. This fund is used to account for the funding of goods and services provided by one department or agency to other departments or agencies on a cost-reimbursement basis. 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	2020 Actuals	2021 Budget	2021 Estimated	2022 Proposed
Revenues				
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	\$15,337	\$3,500	\$18,515	\$3,665
Internal Service Revenue	\$1,036,375	\$1,178,352	\$1,109,592	\$1,114,087
Total Revenues	\$1,051,712	\$1,181,852	\$1,128,107	\$1,117,752
Expenses				
Personnel	\$770,946	\$868,671	\$805,845	\$865,341
Capital	\$114,231	\$90,690	\$83,907	\$41,262
Debt	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0
Utilities	\$21,123	\$16,725	\$21,274	\$19,705
Professional Services	\$96,562	\$142,030	\$141,011	\$120,243
Supplies and Materials	\$20,214	\$27,287	\$25,424	\$31,551
Tools, Equipment, and Vehicles	\$24,385	\$36,450	\$35,795	\$39,650
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$0	\$0	\$0	\$0
Total Expenses	\$1,047,461	\$1,181,853	\$1,113,256	\$1,117,752

Internal Service Fund Expense

\$1,117,751



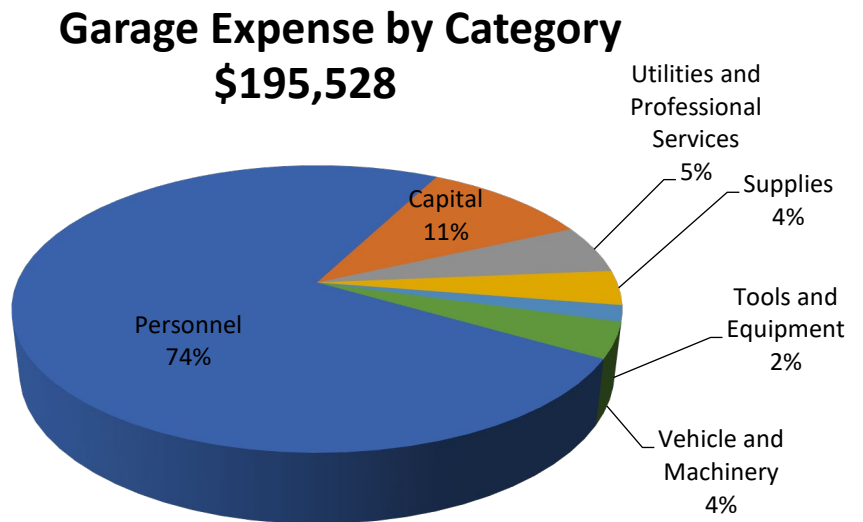
60 - 300 - Internal Services General			FY2020	FY2021	FY2021	FY2022
Account Name			Budget	Budget	Estimated Ending	Proposed
Fund	Account					
604	3010_006	Misc-Miscellaneous	0	0	165	165
604	3010_008	Misc-Gain/Loss-Asset Disposal	0	0	14,850	0
604	3010_012	Misc-Purchasing Card Rebate	1,500	3,500	3,500	3,500
	Total		1,500	3,500	18,515	3,665
	Total Service		1,500	3,500	18,515	3,665
604	9910_000	Internal Service - Personnel	1,232,529	1,178,352	1,109,592	1,114,087
	Total		1,232,529	1,178,352	1,109,592	1,114,087
	Total		1,234,029	1,181,852	1,128,107	1,117,752
	Change in		1,234,029	1,181,852	1,128,107	1,117,752

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 2020-2021 Accomplishments:

Completely reworked all salt spreaders. Installed two (2) fire extinguishers in cabinets in the shop. Updated software on the Snap-On scanner. Installed air curtain blower at the burn pit. Mowed, weed eat, and sprayed all City right of ways twice. Fabricated ladder rack for new construction truck. Fabricated and painted stand for street bucket truck. Complete paint job on street department dump truck. Fabricated and painted signs for Madison Street. Installed new engine in police car. Rebuild trailer for building and grounds.



Fiscal Year 2022 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 2022-2026 CIP
- II. **Goal:** Install exhaust fan in garage.
Strategy: Purchase exhaust fan and louver
Budgetary Factor: Budgeted \$10,000 in the 2022-2026 CIP
- III. **Goal:** Enclose existing garage office.
Strategy: Purchase materials required for project.
Budgetary Factor: Budgeted \$6,000 in the 2022-2026 CIP

Performance Measurements:

Performance Measures	2017	2018	2019	2020	Estimated 2021
Repair work orders completed*	800	850	850	850	890
Vehicles Maintained**	129	129	129	150	175
Equipment Maintained***	72	72	72	100	100
Number of Vehicles and Equipment	201	201	201	201	201
Work Order Hours per Year	4,069	2,000	2,000	2,000	2,000
Vehicles Retained from Previous FY	190	190	190	190	190
Average Age of Vehicles	11	11	11	12	12
Average Repair Cost	\$100	\$100	\$100	\$100	\$100
Total Miles Fleet-wide	2,375,000	2,500,000	2,500,000	2,500,000	2,500,000
Total Fleet Repair Costs	\$79,240	\$85,000	\$85,000	\$85,000	\$85,000
Vehicle/Mechanic Ratio	100:1	100:1	100:1	100:1	100:1

*Includes passenger vehicles, construction/off road equipment & non-mobile assets (generators, etc.)

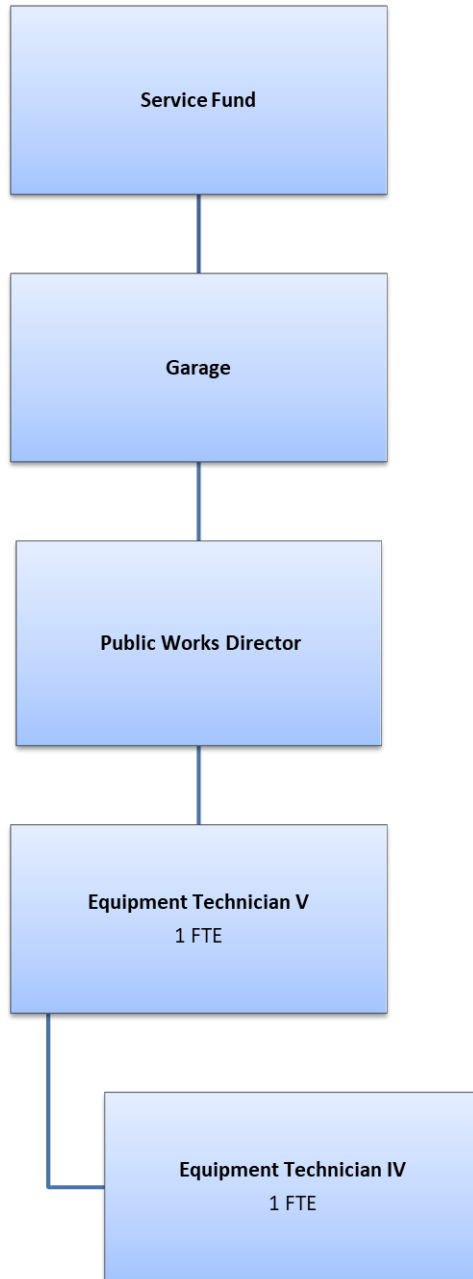
** Passenger vehicles only

***Off Road and Construction Equipment (backhoe, dump truck, tractor, etc.)

Previous Years' Goals:

- I. Goal: Replace the 1999 ¾ ton service truck with a new truck that has a utility bed.
Status: Moved to FY22 due to budget constraints.
- II. Goal: Reduce vehicle/equipment repair expenses.
Status: Ongoing
- III. Goal: Purchase jacks for the truck lift to better service brakes, suspension, etc.
Status: Complete

Garage Organizational Chart



60 - 305 - Garage			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
605_1000_001	Fulltime Salary		113,604	113,919	113,919	84,757
605_1000_002	Part Time Salary		0	0	0	0
605_1000_005	Fulltime Overtime		5,761	4,289	4,289	3,044
Total Salaries -			119,364	118,208	118,208	87,802
605_1005_001	Health Premium-Employee		0	7,896	7,896	7,896
605_1005_002	Health Premium-Family		37,374	34,650	34,650	18,769
605_1005_004	Dental Premium-Family		2,185	2,179	2,179	1,514
605_1010_001	Life Insurance		190	167	167	111
Total Benefits -			39,749	44,892	44,892	28,290
605_1015_001	Lagers-General		15,640	15,485	15,485	11,754
605_1015_004	Deferred Comp-Employer		1,950	1,300	1,300	1,300
Total Benefits -			17,590	16,785	16,785	13,054
605_1020_001	FICA-Employer		7,405	4,425	6,496	5,002
605_1020_002	Medicare-Employer		1,735	1,035	1,519	1,170
605_1020_003	Unemployment Compensation		1,195	590	1,014	807
605_1020_004	Workman's Compensation		1,951	1,212	1,212	1,221
Total Payroll			12,286	7,262	10,241	8,200
605_1025_001	Employee-Uniforms		3,900	3,900	4,850	4,850
605_1025_002	Employee-		105	108	0	100
605_1025_003	Employee-Books		100	108	0	100
605_1025_004	Employee-Travel/Hotel		1,000	1,500	0	1,500
605_1025_005	Employee-Training		1,500	1,500	0	1,500
Total Employee			6,605	7,116	4,850	8,050
Total Personnel			195,594	194,264	194,977	145,394
605_2010_000	Capital Exp-Building and		10,000	0	0	10,000
605_2010_000IMPCapital Exp-Building and			10,000	0	0	0
605_2015_000	Capital Exp-Furniture and Fixtures		0	538	1,172	4,582
605_2020_000	Capital Exp-Machinery and		20,102	37,000	25,682	6,000
605_2020_001IMPCapital Exp - Machinery and			20,102	0	0	0
Total Capital			30,102	37,538	26,854	20,582
605_5010_001	Utilities-Landline and Fiber		225	225	225	225
605_5015_001	Utilities-Cell Phones		1,488	0	980	980

60 - 305 - Garage			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
		Total Utilities	1,713	225	1,205	1,205
605_6000_007		Prof Services-Toxicology Testing	200	228	150	150
605_6000_008		Prof Services-MSHP Background	0	24	24	24
605_6000_013		Prof Service-Studies	0	48	48	48
		Total	200	300	222	222
605_6005_001		Insurance-Vehicle	950	950	787	818
605_6005_002		Insurance-Equipment	135	135	132	137
605_6005_003		Insurance-Building & Property	2,465	3,483	5,658	5,884
605_6005_008		Insurance-City Street	0	0	0	0
		Total Insurance	3,550	4,568	6,577	6,840
605_6010_001		Advertising-Public Notices	0	192	250	250
605_6010_003		Advertising-Print	200	200	0	100
		Total	200	392	250	350
605_6020_001		Software-Purchase	0	500	1,300	0
605_6020_003		Software-Agreement	1,045	1,045	2,545	2,000
		Total Software -	1,045	1,545	3,845	2,000
		Total	4,995	6,805	10,894	9,412
605_7000_001		Supplies-Operational	6,500	5,500	5,000	5,500
605_7000_002		Supplies-Computer Accessories	500	250	100	500
605_7000_003		Supplies-Desk Accessories-Small	575	350	350	350
605_7000_004		Supplies-Small Tools	500	500	500	500
605_7005_003		Supplies-Postage	0	32	20	20
605_7005_004		Supplies-Paper	0	15	15	15
605_7010_004		Supplies-Chemicals	600	600	600	600
605_7015_004		Supplies-Safety	100	100	100	100
		Total Supplies	8,775	7,347	6,685	7,585
		Total Materials	0	0	0	0
605_8000_001		Tools-Repair	2,000	1,000	1,000	1,000
605_8000_002		Tools- Maintenance	1,000	550	550	550
605_8000_003		Tools-Supplies	2,000	2,000	2,000	2,000
		Total Tools &	5,000	3,550	3,550	3,550
605_8300_001		Equipment-Repair	2,500	2,500	2,500	2,500

60 - 305 - Garage			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated	Proposed
					Ending	
605	8300_002	Equipment-Maintenance	1,500	1,500	1,000	1,000
605	8300_003	Equipment-Supplies	150	150	50	50
605	8300_005	Equipment-Fuel	500	500	1,500	1,500
	Total		4,650	4,650	5,050	5,050
605	8600_001	Vehicle-Repair	1,000	500	500	500
605	8600_002	Vehicle-Maintenance	1,000	1,000	1,000	1,000
605	8600_005	Vehicle-Fuel	2,200	2,200	1,250	1,250
	Total Vehicles		4,200	3,700	2,750	2,750
	Total Expenses		255,029	258,079	251,965	195,528
	Change in		(255,029)	(258,079)	(251,965)	(195,528)

Purchasing and Warehouse

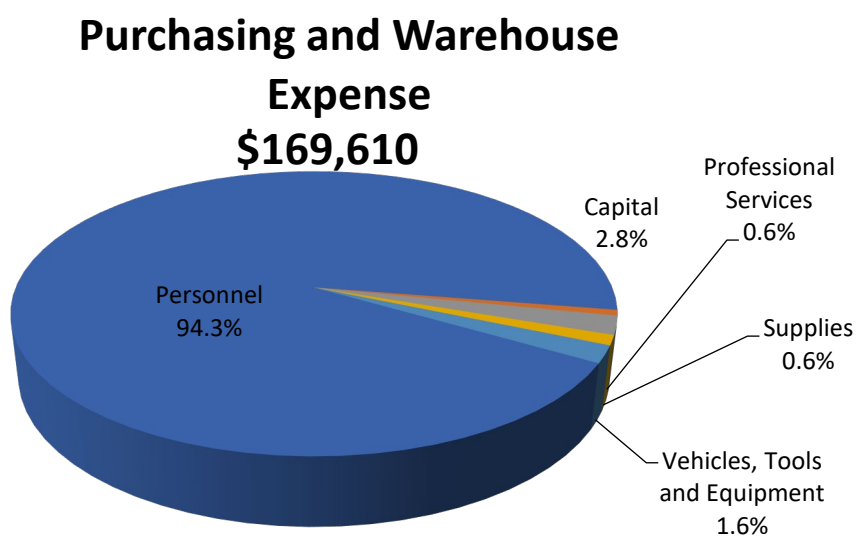
Purchasing provides for goods and services for all departments in the City of Lebanon to provide the City with the highest quality in the most cost effective, timely and fiscally responsible manner in compliance with applicable regulations and policies using a fair and transparent process. The warehouse 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 2020-2021 Accomplishments:

Warehouse successfully developed a procedures manual to ensure continuity. A forklift was purchased this fiscal year which was a significant safety improvement. Cameras inside and out were installed in the Warehouse this year to aid in protecting our assets. Additionally, spreadsheets and processes are in development to provide for a tracking system of our inventory.

Fiscal Year 2022 Goals:

- I. **Warehouse Goal:** Implement forklift training and policies.
Strategy: Explore contracting of training services.
Budgetary Factor: Cost is minimal - \$250 a person
- II. **Warehouse Goal:** Improve inventory procedures/processes.
Strategy: Clean up the stock yard.
Budgetary Factor: No additional funding
- III. **Purchasing Goal:** Explore the contracting of services
Strategy: Review services to determine if efficiencies are gained by doing the work in-house or contracting out.
Budgetary Factor: Funds are one factor and will be considered based on our current cost as well as our abilities to perform the work in-house in a timely and efficient manner.
- IV. **Purchasing Goal:** Partner with City Departments to achieve the efficient use of City resources.



Strategy: Develop a standardized form for departments to submit bid requests and track progress

Budgetary Factor: No additional funding

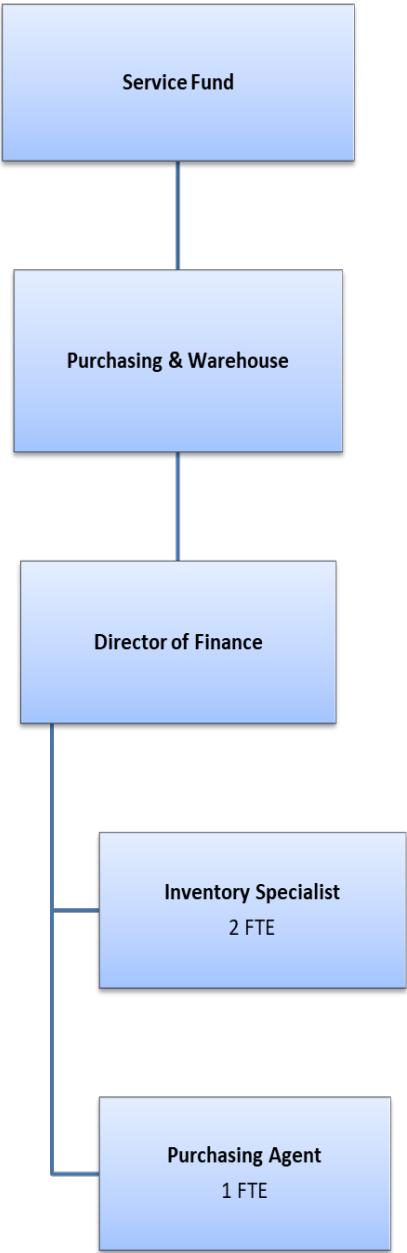
Performance Measurements:

Performance Measures	2015	2016	2017	2018	2019	2020
Number of Written Bids	18	22	25	16	61	64
Number of Formal Bids	24	27	31	46	40	56
Number of New Contracts	71	71	73	87	89	97
Rejection/Rebid % Per Year	10%	4%	16%	13%	12%	9%

Previous Years' Goals:

- I. Goal: Improve inventory procedures/processes.
Status: On-going
- II. Goal: Ensure timely, effective and compliant procurement bids and contracts issued for major projects.
Status: On going. Developed a tracking system to monitor the status of contracts.
Researched software to further enhance the efficiency of the procurement process and contract management.
- III. Goal: Explore the contracting of services.
Status: On going. Contracted out lawn maintenance services for multiple city facilities, the Downtown Business District, and nuisances. In addition contracted services were established for asphalt surface sealant.
- IV. Goal: Partner with City Departments to achieve the efficient use of City resources.
Status: On going. Developed standard contract templates and verbiage in bid packets that provides a list of documents needed to complete the contract.

Purchasing and Warehouse Organizational Chart



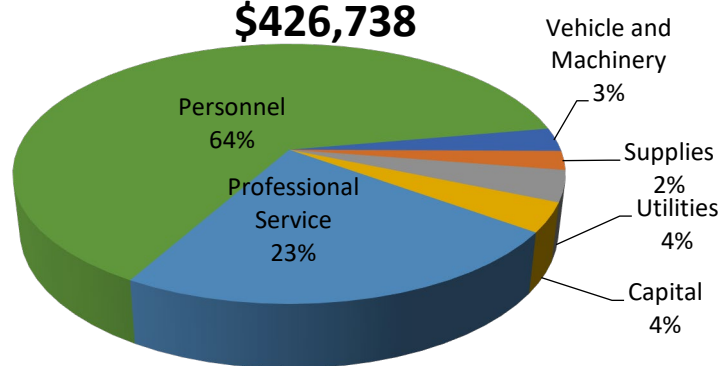
60 - 310 - Warehouse			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated	
					Ending	Proposed
605_1000_001	Fulltime Salary		115,362	93,359	96,455	113,922
605_1000_002	Part Time Salary		0	0	0	0
605_1000_004	On Call		5,377	0	0	0
605_1000_005	Fulltime Overtime		0	1,918	2,035	2,523
605_1000_006	Part Time Overtime		0	0	0	0
Total Salaries -			120,739	95,277	98,490	116,445
605_1005_001	Health Premium-Employee		0	7,896	0	0
605_1005_002	Health Premium-Family		32,727	8,663	24,040	17,325
605_1005_004	Dental Premium-Family		2,185	1,090	726	726
605_1010_001	Life Insurance		190	139	144	167
Total Benefits -			35,102	17,787	24,910	18,218
605_1015_001	Lagers-General		15,820	12,481	10,191	10,728
605_1015_004	Deferred Comp-Employer		1,950	975	650	650
Total Benefits -			17,770	13,456	10,841	11,378
605_1020_001	FICA-Employer		7,490	4,762	5,715	6,828
605_1020_002	Medicare-Employer		1,755	1,114	1,336	1,597
605_1020_003	Unemployment Compensation		1,210	542	910	1,101
605_1020_004	Workman's Compensation		161	1,211	150	0
Total Payroll			10,616	7,628	8,111	9,526
605_1025_001	Employee-Uniforms		2,600	500	300	500
605_1025_002	Employee-		0	150	100	150
605_1025_003	Employee-Books		150	100	0	0
605_1025_004	Employee-Travel/Hotel		250	500	0	0
605_1025_005	Employee-Training		3,500	3,500	2,500	3,500
605_1025_007	Employee-Bonds		0	0	0	50
Total Employee			6,500	4,750	2,900	4,200
Total Personnel			190,727	138,899	145,252	159,767
605_2010_000	Capital Exp-Building and		5,000	0	0	0
605_2010_000IMP	Capital Exp-Building and		5,000	0	0	0
605_2015_000	Capital Exp-Furniture and Fixtures		0	0	0	1,068
605_2020_000	Capital Exp-Machinery and		602	46,000	48,950	0
605_2020_001IMP	Capital Exp - Machinery and		602	0	0	0
Total Capital			5,602	46,000	48,950	1,068
605_6000_007	Prof Services-Toxicology Testing		100	50	50	50

60 - 310 - Warehouse			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated	
					Ending	Proposed
605	6000_008	Prof Services-MSHP Background	50	25	25	25
	Total		150	75	75	75
605	6005_002	Insurance-Equipment	100	100	0	0
	Total Insurance		100	100	0	0
605	6010_001	Advertising-Public Notices	0	0	75	0
605	6020_001	Software-Purchase	0	15,000	10,500	0
605	6020_003	Software-Agreement	1,045	1,000	500	3,500
	Total Software -		1,045	16,000	11,000	3,500
	Total		1,295	16,175	11,150	3,575
605	7000_001	Supplies-Operational	750	1,250	1,250	1,250
605	7000_002	Supplies-Computer Accessories	250	250	250	250
605	7000_003	Supplies-Desk Accessories-Small	0	100	100	100
605	7000_004	Supplies-Small Tools	100	150	150	150
605	7005_003	Supplies-Postage	50	50	50	50
605	7005_004	Supplies-Paper	100	100	100	100
	Total Supplies		1,250	1,900	1,900	1,900
605	8300_001	Equipment-Repair	1,800	1,800	250	1,500
605	8300_002	Equipment-Maintenance	1,500	1,000	1,000	1,000
605	8300_003	Equipment-Supplies	0	0	2,670	0
605	8300_004	Equipment-Equipment	0	0	500	0
605	8300_005	Equipment-Fuel	0	500	750	800
	Total		3,300	3,300	5,170	3,300
	Total Vehicles		0	0	0	0
	Total Expenses		202,174	206,274	212,422	169,610
	Change in		(202,174)	(206,274)	(212,422)	(169,610)

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.

Information Technology Expense by Category
\$426,738



Fiscal Year 2022 Goals:

- I. **Goal:** Expand and incorporate services such as Wi-Fi and improved technology at the animal shelter and Palmer Building.
Strategy: Solutions vary, but the focus will be on fiber.
Budgetary Factor: Each location will require hardware, which will also require infrastructure growth. Software maintenance costs will increase as nodes are put throughout the city.
- II. **Goal:** Complete a Fiber Master Plan (FMP) for future growth and current opportunities.
Strategy: The FMP will outline current fiber locations and partners throughout the city and identify areas of concern and areas for growth. The plan will also outline all partners that have fiber and current agreements with such partners
Budgetary Factor: The plan will be designed by IT and reviewed, possibly modified, by Olsson. Growth of the fiber infrastructure will inherently cost. The City will leverage partnerships and cost savings through contracts for fiber expansion

Performance Measurements:

	2015	2016	2017	2018	2019	2020	2021
Number of Computers Added/Upgraded	142	147	155	159	159	159	175
Number of Software Modifications/Upgrades	40	11	12	8	45	75	*100

* indicates planned additions

	2015	2016	2017	2018	2019	2020	2021
Number of Trouble Tickets	433	448	455	742	738	1054	**1100

* indicates on pace for amount

** indicates an increase as more tech

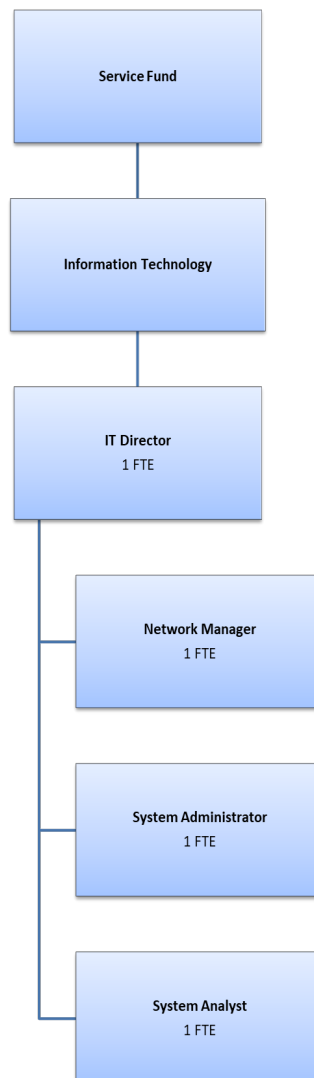
	2015	2016	2017	2018	2019	2020	2021
Network Uptime	98%	97%	96%	97%	98%	98.5%	*98.50%

* indicates expected increase due to new switches

	2015	2016	2017	2018	2019	2020	2021
Security Violations	1	1	3	2	0	0	**0

** expect zero due to software purchase

Information Technology Organizational Chart



60 - 315 - Information Technology			FY2020	FY2021	FY2021	FY2022
Account					Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
605_1000_001	Fulltime Salary		178,016	187,414	133,481	177,478
605_1000_004	On Call		1,500	0	0	0
605_1000_005	Fulltime Overtime		1,406	4,324	3,533	2,374
605_1000_006	Part Time Overtime		0	0	0	0
605_1000_007	On Call Overtime		0	0	0	1,500
Total Salaries -			180,922	191,739	137,014	181,352
605_1005_001	Health Premium-Employee		0	15,792	6,580	0
605_1005_002	Health Premium-Family		39,843	17,325	17,325	42,492
605_1005_003	Dental Premium-Employee		0	600	250	0
605_1005_004	Dental Premium-Family		1,200	726	726	1,653
605_1010_001	Life Insurance		255	222	157	204
Total Benefits -			41,298	34,666	25,038	44,349
605_1015_001	Lagers-General		23,705	25,118	17,878	24,100
605_1015_004	Deferred Comp-Employer		1,950	1,950	1,782	2,383
Total Benefits -			25,655	27,068	19,661	26,484
605_1020_001	FICA-Employer		11,220	9,566	8,063	10,177
605_1020_002	Medicare-Employer		2,625	2,237	1,886	2,380
605_1020_003	Unemployment Compensation		1,810	690	1,037	1,641
605_1020_004	Workman's Compensation		644	788	788	794
Total Payroll			16,299	13,281	11,773	14,992
605_1025_003	Employee-Books		200	200	200	200
605_1025_004	Employee-Travel/Hotel		1,000	750	500	1,000
605_1025_005	Employee-Training		2,500	3,500	3,500	5,000
Total Employee			3,700	4,450	4,200	6,200
Total Personnel			267,874	271,203	197,686	273,376
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		0	6,345	6,345	10,406
605_2020_000	Capital Exp-Machinery and		3,010	0	0	5,000
605_2020_001IMP	Capital Exp - Machinery and		3,010	0	0	0
Total Capital			3,010	6,345	6,345	15,406
605_5015_001	Utilities-Cell Phones		3,205	3,300	4,415	3,300
605_5020_001	Utilities-Internet		16,000	12,600	12,600	12,600
605_5020_002	Utilities-Internet Mobile		2,400	600	1,200	600

60 - 315 - Information Technology			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated	
					Ending	Proposed
	Total Utilities		21,605	16,500	18,215	16,500
605_6000_007	Prof Services-Toxicology Testing		180	150	150	150
605_6000_008	Prof Services-MSHP Background		50	50	50	50
605_6000_013	Prof Service-Studies		900	0	0	0
605_6000_015	Prof Service-Service Contracts		31,700	42,000	42,000	42,000
	Total		32,830	42,200	42,200	42,200
605_6005_002	Insurance-Equipment		0	3,200	2,560	2,662
605_6005_023	Insurance-Drone Liability		0	0	1,422	1,479
	Total Insurance		0	3,200	3,982	4,141
605_6010_002	Advertising-Employee		1,492	0	0	0
	Total		1,492	0	0	0
605_6020_001	Software-Purchase		0	0	2,500	0
605_6020_002	Software-Upgrade		0	18,000	16,000	0
605_6020_003	Software-Agreement		39,100	46,000	46,000	52,500
	Total Software -		39,100	64,000	64,500	52,500
	Total		73,422	109,400	110,682	98,841
605_7000_001	Supplies-Operational		6,000	6,000	6,000	6,000
605_7000_002	Supplies-Computer Accessories		0	0	0	2,000
605_7000_004	Supplies-Small Tools		2,000	2,000	2,000	2,000
605_7005_001	Supplies-Printing		0	75	25	75
605_7005_002	Supplies-Mailing		100	0	25	25
605_7005_004	Supplies-Paper		10	15	15	15
	Total Supplies		8,110	8,090	8,065	10,115
605_8300_001	Equipment-Repair		5,000	5,000	5,000	6,000
605_8300_002	Equipment-Maintenance		5,000	5,000	5,000	6,000
	Total		10,000	10,000	10,000	12,000
605_8600_005	Vehicle-Fuel		250	500	500	500
	Total Vehicles		250	500	500	500
	Total Expenses		384,271	422,038	351,493	426,738
	Change in		(384,271)	(422,038)	(351,493)	(426,738)

Facilities Management

Facilities Management maintains and enhances all City properties and grounds.

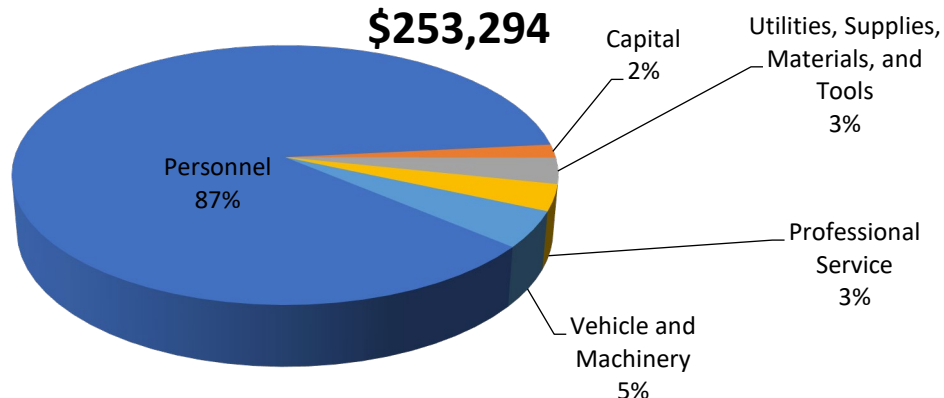
Fiscal Year 2020-2021 Accomplishments:

The City of Lebanon Facilities Management has maintained all city buildings and grounds. We have completed the renovations of the Civic Center, Mills Building, newly constructed Salt Bin and the renovation of the EMS Building. We have completed the repairs from the May storm incident, Fire Station

#2 repairs, Airport Terminal Building, Airport Hangar Door, Public Works HVAC unit, City Hall HVAC units, and the Waste Water Treatment Plant HVAC replacement, Staff has completed 85% of the light replacement at the Civic Center. Converting the old light fixtures to LED.

Staff has assisted in the drawings and specifications of the new public safety center.

Facilities Management Expense by Category



Fiscal FY 2022 Goals:

- I. **Goal:** Provide ongoing maintenance to all City of Lebanon buildings and grounds.
Strategy: Continue to implement a maintenance schedule and documentation of maintenance.
Budgetary Factor: Cost of staff labor
- II. **Goal:** Complete a maintenance schedule for large lifecycle maintenance needs of city facilities
Strategy: Inspect and document all City facilities and update the maintenance schedule for needed repairs and upgrades
Budgetary Factor: Cost of staff labor

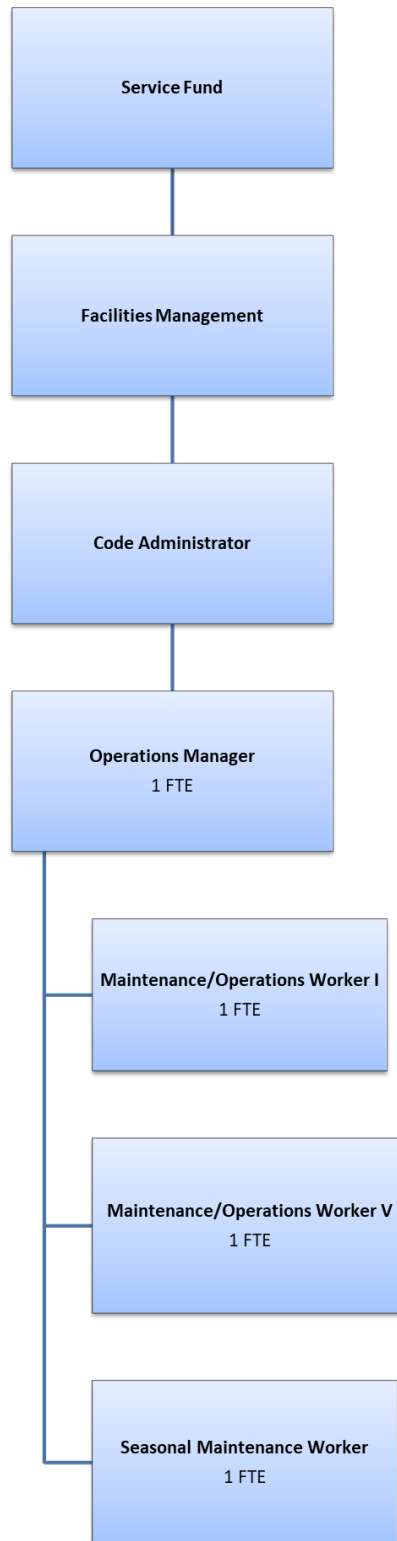
Performance Measurements:

	2016	2017	2018	2019	2020	Estimated 2021
Work Orders Completed	200	308	360	321	***	***
Acres Mowed	440	250	250	250	250	250
Christmas Decorations	130	150	200	220	220	220

Previous Years' Goals:

- I. Goal: Provide ongoing maintenance to all City of Lebanon buildings and grounds.
Status: Ongoing
- II. Goal: Continue to hire subcontractors to assist with maintenance of city facilities and grounds
Status: Ongoing

Facilities Management Organizational Chart



60 - 320 - Facilities Management			FY2020	FY2021	FY2021	FY2022
	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
605_1000_001	Fulltime Salary		118,930	118,117	118,117	121,660
605_1000_002	Part Time Salary		17,488	8,895	1,594	9,968
605_1000_004	On Call		2,251	0	1,214	1,214
605_1000_005	Fulltime Overtime		2,030	1,450	1,450	1,425
605_1000_006	Part Time Overtime		0	0	0	0
Total Salaries -			140,699	128,462	122,375	134,268
605_1005_001	Health Premium-Employee		0	7,896	7,896	7,896
605_1005_002	Health Premium-Family		54,699	34,650	34,650	34,650
605_1005_003	Dental Premium-Employee		0	300	300	300
605_1005_004	Dental Premium-Family		2,100	1,453	1,453	1,453
605_1010_001	Life Insurance		255	222	167	167
Total Benefits -			57,054	44,521	44,466	44,466
605_1015_001	Lagers-General		16,145	15,663	15,663	16,493
605_1015_004	Deferred Comp-Employer		2,600	1,950	1,950	1,950
Total Benefits -			18,745	17,613	17,613	18,443
605_1020_001	FICA-Employer		8,725	4,685	6,679	7,417
605_1020_002	Medicare-Employer		2,045	1,096	1,562	1,735
605_1020_003	Unemployment Compensation		1,410	465	905	1,196
605_1020_004	Workman's Compensation		4,270	10,578	10,578	10,658
Total Payroll			16,450	16,824	19,725	21,006
605_1025_001	Employee-Uniforms		2,200	2,500	2,500	2,500
605_1025_002	Employee-		150	150	150	150
605_1025_005	Employee-Training		100	1,000	250	250
Total Employee			2,450	3,650	2,900	2,900
Total Personnel			235,398	211,070	207,079	221,082
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		0	807	1,759	4,206
605_2020_000	Capital Exp-Machinery and		8,106	0	0	0
605_2020_001IMP	Capital Exp - Machinery and		8,106	0	0	0
Total Capital			8,106	807	1,759	4,206
605_5015_001	Utilities-Cell Phones		2,400	0	1,854	2,000
Total Utilities			2,400	0	1,854	2,000

60 - 320 - Facilities Management			FY2020	FY2021	FY2021	FY2022
Account			Budget	Budget	Estimated	Proposed
Fund	Account	Name			Ending	
605_6000_007	Prof Services-Toxicology Testing		400	400	250	400
605_6000_008	Prof Services-MSHP Background		150	150	25	25
605_6000_011	Prof Services-Dues/License		100	100	25	100
605_6000_013	Prof Service-Studies		1,000	1,000	0	0
605_6000_015	Prof Service-Service Contracts		65,500	500	750	500
605_6000_018	Prof Service-Damage Claims		1,200	1,200	500	500
Total			68,350	3,350	1,550	1,525
605_6005_001	Insurance-Vehicle		3,650	3,650	3,375	3,510
605_6005_002	Insurance-Equipment		595	600	500	520
Total Insurance			4,245	4,250	3,875	4,030
605_6010_002	Advertising-Employee		50	50	50	50
Total			50	50	50	50
605_6020_001	Software-Purchase		0	0	700	0
605_6020_003	Software-Agreement		2,030	2,000	2,000	2,700
Total Software -			2,030	2,000	2,700	2,700
Total			74,675	9,650	8,175	8,305
605_7000_001	Supplies-Operational		500	500	673	1,000
605_7000_002	Supplies-Computer Accessories		0	1,000	750	1,000
605_7000_004	Supplies-Small Tools		400	2,500	1,250	2,500
605_7005_003	Supplies-Postage		0	0	1	1
605_7015_003	Supplies-First Aid		0	200	200	200
605_7015_004	Supplies-Safety		500	500	150	500
Total Supplies			1,400	4,700	3,024	5,201
605_8000_001	Tools-Repair		0	500	500	500
605_8000_002	Tools- Maintenance		400	500	500	0
605_8000_003	Tools-Supplies		300	0	100	500
Total Tools &			700	1,000	1,100	1,000
605_8300_001	Equipment-Repair		1,500	1,500	1,500	1,500
605_8300_002	Equipment-Maintenance		1,000	1,000	1,700	1,500
605_8300_003	Equipment-Supplies		1,000	0	225	500
605_8300_006	Equipment-Rental		0	0	0	500
Total			3,500	2,500	3,425	4,000
605_8600_001	Vehicle-Repair		1,000	1,500	500	1,500

60 - 320 - Facilities Management			FY2020	FY2021	FY2021	FY2022
		Account			Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
605	8600_002	Vehicle-Maintenance	500	750	750	1,000
605	8600_004	Vehicle-Equipment	1,500	1,000	500	1,000
605	8600_005	Vehicle-Fuel	5,000	4,000	2,500	4,000
	Total Vehicles		8,000	7,250	4,250	7,500
	Total Expenses		334,179	236,977	230,666	253,294
	Change in		(334,179)	(236,977)	(230,666)	(253,294)

Janitorial Services

This program was established to ensure a sanitary working environment.

Fiscal Year 2018-2019 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 2020 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.

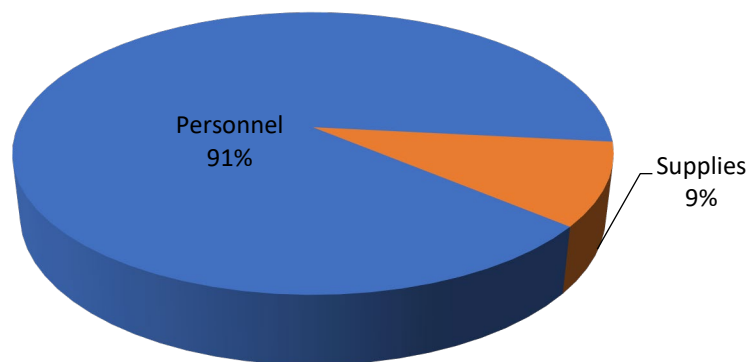
Budgetary Factor: None.

- II. **Goal:** Continue to provide maintenance of the floors and fixtures.

Strategy: Ensure the floors are buffed on a regular basis.

Budgetary Factor: None.

Janitorial Service Expense by Category \$72,581



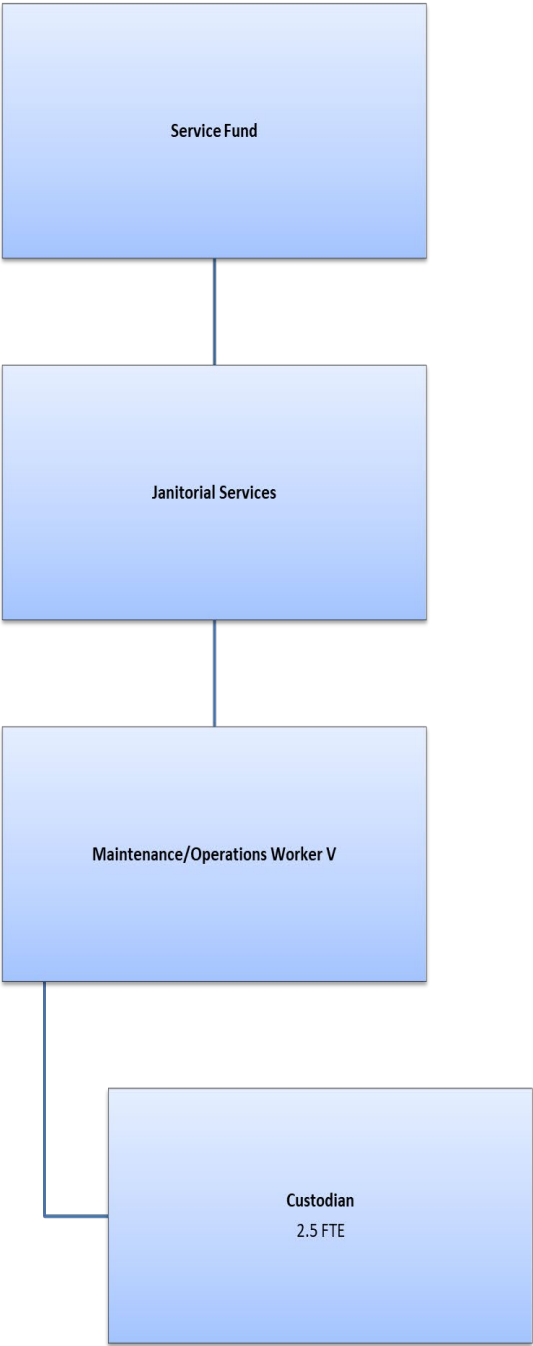
Performance Measures:

	2014	2015	2016	2017	2018	Estimated 2019
Cleanliness Quality	70%	70%	75%	80%	80%	90%
Customer Satisfaction	85%	85%	85%	90%	90%	90%
Financial Metrics	85%	85%	90%	90%	90%	90%

Previous Years' Goals:

- I. To maintain areas to the quality supervisor requires.
Status: Complete:
- II. Maintain cleanliness of city buildings.
Status: Ongoing.

Janitorial Service Organizational Chart



60 - 325 - Janitorial Services			FY2020	FY2021	FY2021	FY2022
	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
605_1000_001	Fulltime Salary		0	0	0	0
605_1000_002	Part Time Salary		48,805	52,985	56,006	60,489
Total			48,805	52,985	56,006	60,489
605_1010_001	Life Insurance		0	250	0	0
Total			0	250	0	0
605_1020_001	FICA-Employer		3,030	0	3,472	3,750
605_1020_002	Medicare-Employer		710	0	812	877
605_1020_003	Unemployment Compensation		490	0	560	605
605_1020_004	Workman's Compensation		0	0	0	0
Total			4,230	0	4,845	5,232
605_1025_001	Employee-Uniforms		500	0	0	0
Total			500	0	0	0
Total			53,535	53,235	60,850	65,721
605_6000_007	Prof Services-Toxicology Testing		70	0	65	65
605_6000_008	Prof Services-MSHP Background		50	0	45	45
Total			120	0	110	110
Total			120	0	110	110
605_7010_001	Supplies-Janitorial		1,000	750	750	1,750
605_7010_002	Supplies-Cleaning and Sanitation		4,500	4,500	5,000	5,000
605_7015_003	Supplies-First Aid		100	0	0	0
605_7015_004	Supplies-Safety		100	0	0	0
Total			5,700	5,250	5,750	6,750
Total			59,355	58,485	66,710	72,581
Change in			(59,355)	(58,485)	(66,710)	(72,581)

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 2020-2021

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 2022 Goals:

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

Strategy:

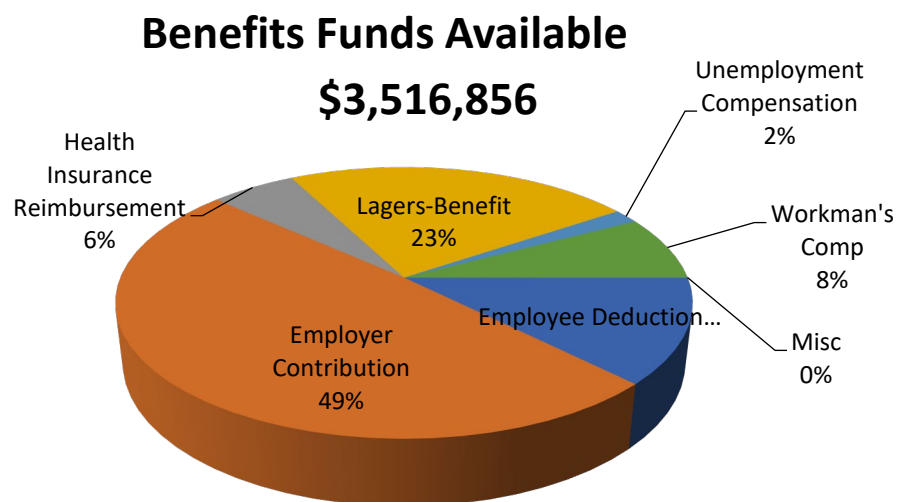
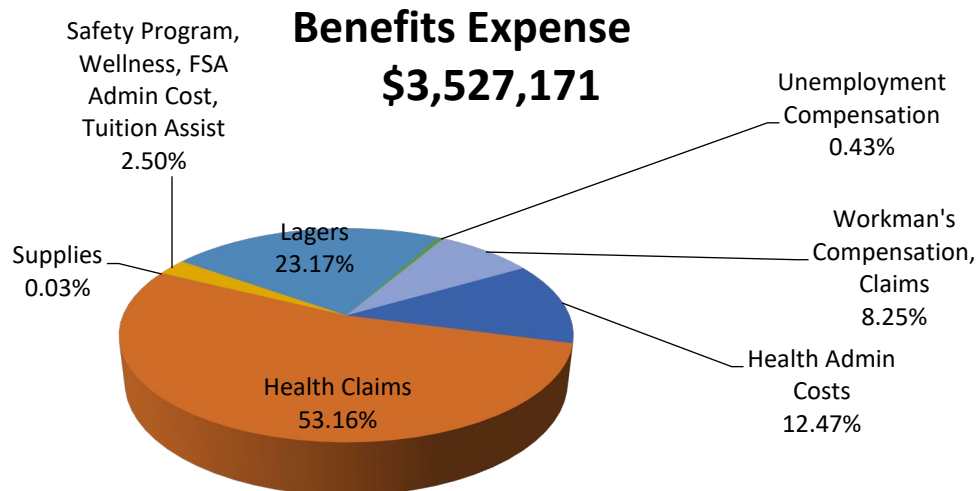
- Retain a stable reserve position.
- Deliver fair and consistent insurance premium levels.
- Allocate insurance premiums based on relative loss experience and/or exposure

Budgetary Factor: Availability of funding.

- 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:

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

	7/01/2014 – 6/30/2015	7/01/2015 – 6/30/2016	7/01/2016 – 6/30/2017	7/01/2017 – 6/30/2018	7/01/2018 – 6/30/2019	7/1/2019 - 6/30/2020
Health Insurance (by policy year)						
Total Claims	\$1,085,441	\$1,425,554	\$1,640,611	\$1,375,187	\$1,274,254	\$1,571,437
Specific Deductible	\$70,000	\$70,000*	\$70,000*	\$70,000	\$70,000	\$70,000
Number of Enrollees 50% of Specific	2	5	7	5	6	9

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	2020 Actuals	2021 Budget	2021 Estimated	2022 Proposed
Revenues				
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	\$3,540,891	\$3,885,105	\$3,901,588	\$3,516,470
Other	\$10,982	\$0	\$385	\$385
Internal Service Revenue		\$0	\$0	\$0
Total Revenues	\$3,551,873	\$3,885,105	\$3,901,973	\$3,516,855
Expenses				
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	\$2,688	\$1,000	\$200	\$1,000
Benefit Expense	\$3,454,574	\$3,597,098	\$3,529,288	\$3,526,171
Other		\$0	\$0	\$0
Internal Service Expense		\$0	\$0	\$0
Total Expenses	\$3,457,262	\$3,598,098	\$3,529,488	\$3,527,171

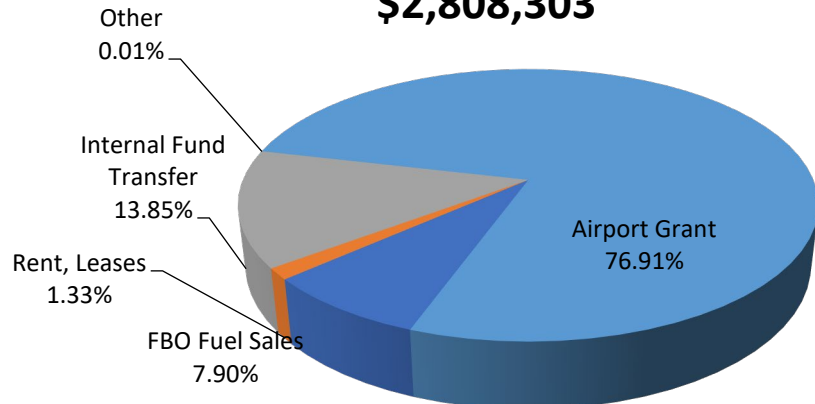
70 - 400 - Benefits			FY2020	FY2021	FY2021	FY2022
	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
704	3010_003	Misc-Interest Income	0	0	385	385
	Total		0	0	385	385
	Total Service		0	0	385	385
704	9500_001	Health-Health Deduc. Family	482,719	546,992	438,639	438,639
704	9500_002	Health-Employee Benefits	1,927,770	2,019,215	1,729,861	1,729,861
704	9500_003	Health-Health Ins. Reimbursement	50,000	50,000	600,000	200,000
704	9505_001	Retirement-LAGERS	933,764	938,898	817,151	817,151
704	9510_001	Work Comp-Unemployment Comp	60,000	60,000	60,000	60,000
704	9510_002	Work Comp-Workman's Comp	204,675	270,000	255,937	270,820
	Total		3,658,928	3,885,105	3,901,588	3,516,470
	Total		3,658,928	3,885,105	3,901,973	3,516,855
705	7000_001	Supplies-Operational	500	1,000	200	1,000
	Total Supplies		500	1,000	200	1,000
705	9500_001	Health-Health Admin Cost	400,000	440,000	410,000	440,000
705	9500_003	Health-Employee Claims	1,615,534	1,875,000	2,000,000	1,875,000
705	9500_004	Health-FSA Admin Cost	1,200	1,200	1,200	1,200
	Total Health		2,016,734	2,316,200	2,411,200	2,316,200
705	9505_001	Retirement-LAGERS	933,764	938,898	817,151	817,151
	Total		933,764	938,898	817,151	817,151
705	9510_001	Work Comp-Unemployment Comp	15,000	15,000	10,000	15,000
705	9510_002	Work Comp-Workman's Comp	204,675	270,000	255,937	270,820
705	9510_003	Work Comp-Workman's Comp	20,000	20,000	15,000	20,000
	Total Workers		239,675	305,000	280,937	305,820
705	9515_001	Employee Relations-Tuition	7,000	12,000	2,000	12,000
705	9515_002	Employee Relations-Safety	8,000	15,000	10,000	15,000
705	9515_003	Employee Relations-Wellness	8,000	10,000	8,000	10,000
705	9515_004	Employee Relations-Training	0	0	0	50,000
	Total		23,000	37,000	20,000	87,000
	Total		3,213,173	3,597,098	3,529,288	3,526,171
	Total		3,213,673	3,598,098	3,529,488	3,527,171
	Change in		445,254	287,008	372,484	(10,316)

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.

Airport Revenue by Category \$2,808,303



Fiscal Year 2020-2021 Accomplishments:

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

Fiscal Year 2022

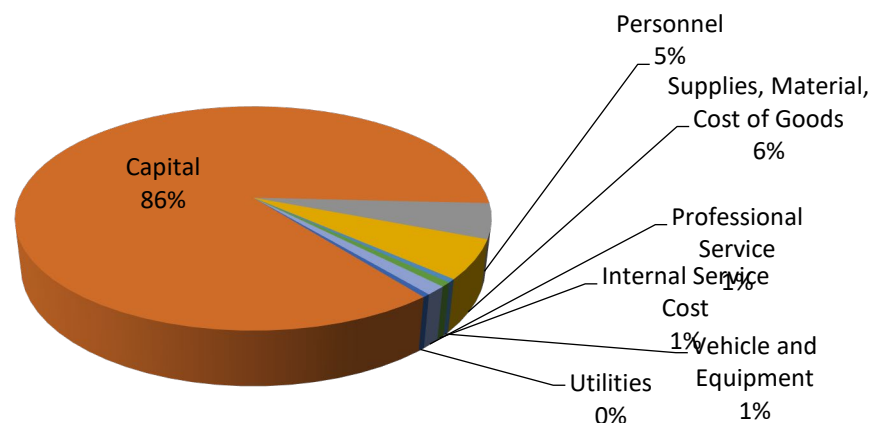
Goals:

- I. **Goal:**
Enhance the Floyd W. Jones Airport as an asset for economic and community development in the City of Lebanon.

Strategy: Complete the installation of a self-service fueling station for regular fuel.

Budget Factor: This project is anticipated to be funded through grant.

Airport Expense by Category \$2,808,302



- II. **Goal:** Complete a 10 year master plan which includes airport growth.

Strategy: Work with contractor to finalize the project.

Budgetary Factor: Funded through entitlement money.

- III. **Goal:** Design and construct t-hangers to comply with MoDOT grant requirements, including exploring classroom space.

Strategy: Contract out the construction of t-hangers.

Budgetary Factor: This project will be paid from capital fund.

Performance Measures:

	2017	2018	2019	2020	2021	Estimated 2021
Jet Fuel Sales	41,000 gallons	33,000 gallons	35,429 gallons	41,186 gallons	37,000 gallons	56,500 Gallons
100LL Sales	14,000 gallons	14,000 gallons	20,896 gallons	30,451 gallons	25,000 gallons	30,000 Gallons
Hangar occupancy rates	95%	100%	100%	100%	100%	100%
Customer service rating	90%	95%	95%	90%	95%	95%

Previous Years' Goals:

- I. **Goal:** Incorporate AVGas self-serve pumps for sport and hobby pilots.
Status: Waiting for grant funding from MoDOT.
- II. **Goal:** Provide improvements to the runway through 90/10 state grant approved by MoDOT Aviation.
Status: Complete
- III. **Goal:** Improve infrastructure deficiencies outlined by MoDOT Aviation inspection team.
Status: 90 % complete

Airport Fund Revenue and Expense by Category

Airport Fund	2020 Actuals	2021 Budget	2021 Estimated	2022 Proposed
Revenues				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$424,391	\$2,160,000	\$1,611,500	\$38,000
Service Charges	\$222,420	\$221,900	\$202,200	\$222,200
Rentals	\$36,085	\$37,250	\$37,250	\$37,250
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$397	\$225	\$632	\$320
Internal Service Revenue	\$163,227	\$388,928	\$194,061	\$332,867
Total Revenues	\$846,520	\$2,808,303	\$2,045,643	\$630,637
Expenses				
Personnel	\$179,578	\$142,161	\$159,272	\$164,256
Capital	\$43,402	\$2,427,738	\$1,649,172	\$181,550
Debt	\$986	\$0	\$0	\$0
Grants	\$335,153	\$0	\$0	\$0
Utilities	\$10,543	\$12,750	\$13,200	\$13,200
Professional Services	\$46,118	\$35,375	\$38,294	\$35,195
Supplies and Materials	\$193,531	\$158,150	\$144,925	\$193,133
Tools, Equipment, and Vehicles	\$19,227	\$14,050	\$15,989	\$24,489
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$17,982	\$0	\$0	\$0
Internal Service Expense		\$18,078	\$17,713	\$18,814
Total Expenses	\$846,520	\$2,808,302	\$2,038,565	\$630,637

Airport Organizational Chart



73 - 100 - Airport General			FY2020	FY2021	FY2021	FY2022
	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
734_2005_002		Grants-Capital Rev	2,268,899	2,160,000	1,611,500	38,000
	Total Grant		2,268,899	2,160,000	1,611,500	38,000
	Total		2,268,899	2,160,000	1,611,500	38,000
734_3000_022		Lubricant Sales	1,500	1,900	1,900	1,900
734_3000_026		Merchandise Sales	100	0	300	300
734_3000_027		Jet Fuel Sales	150,000	120,000	100,000	120,000
734_3000_028		100LL Fuel Sales	90,000	100,000	100,000	100,000
	Total Service		241,600	221,900	202,200	222,200
734_3005_001		Rentals-Building/Land	42,000	37,250	37,250	37,250
	Total Rental		42,000	37,250	37,250	37,250
734_3010_006		Misc-Miscellaneous	200	175	175	175
734_3010_008		Misc-Gain/Loss-Asset Disposal	1,000	0	312	0
734_3010_012		Misc-Purchasing Card Rebate	150	50	145	145
	Total		1,350	225	632	320
	Total Service		284,950	259,375	240,082	259,770
734_9999_001		Interfund Transfer	276,504	388,928	194,061	332,867
	Total Employee		276,504	388,928	194,061	332,867
	Total Revenues		2,830,353	2,808,303	2,045,643	630,637
735_1000_001		Fulltime Salary	72,153	80,298	80,627	83,046
735_1000_002		Part Time Salary	11,865	5,948	11,505	12,796
735_1000_004		On Call	2,349	0	8,516	8,516
735_1000_005		Fulltime Overtime	0	2,001	2,001	1,966
735_1000_006		Part Time Overtime	0	0	0	0
	Total Salaries -		86,368	88,247	102,649	106,324
735_1005_002		Health Premium-Family	29,088	29,088	29,088	29,088
735_1005_004		Dental Premium-Family	1,200	1,026	1,026	1,026
735_1010_001		Life Insurance	190	139	111	111
	Total Benefits -		30,478	30,253	30,225	30,225
735_1015_001		Lagers-General	9,760	10,781	10,824	11,392
735_1015_004		Deferred Comp-Employer	650	650	650	650
	Total Benefits -		10,410	11,431	11,474	12,042

73 - 100 - Airport General			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated	
					Ending	Proposed
735_1020_001	FICA-Employer		5,355	3,175	5,159	5,386
735_1020_002	Medicare-Employer		1,255	743	1,206	1,260
735_1020_003	Unemployment Compensation		865	460	706	869
735_1020_004	Workman's Compensation		7,253	6,302	6,302	6,350
Total Payroll Taxes			14,728	10,680	13,374	13,865
735_1025_001	Employee-Uniforms		250	250	250	250
735_1025_002	Employee-		200	200	200	200
735_1025_004	Employee-Travel/Hotel		1,000	750	750	1,000
735_1025_005	Employee-Training		0	250	250	250
735_1025_008	Employee-Hazmat Physicals		0	100	100	100
Total Employee -			1,450	1,550	1,550	1,800
Total Personnel			143,434	142,162	159,272	164,256
735_2005_000	Capital Exp-Land and		0	2,425,000	1,648,000	175,000
735_2010_000	Capital Exp-Building and		33,600	0	0	0
735_2015_000	Capital Exp-Furniture and		0	2,738	1,172	6,550
735_2020_000	Capital Exp-Machinery and		1,204	0	0	0
735_2020_001IMP	Capital Exp - Machinery and		1,204	0	0	0
Total Capital			34,804	2,427,738	1,649,172	181,550
735_3025_000	Debt-Internal Obligation		12,750	0	0	0
Total Debt			12,750	0	0	0
735_4005_002	Grants-Capital Improvement		2,352,399	0	0	0
Total Grants -			2,352,399	0	0	0
Total Grants			2,352,399	0	0	0
735_5000_001	Utilities-Electric		8,000	7,500	7,500	8,000
735_5000_002	Utilities-Water		100	100	100	100
735_5000_003	Utilities-Sewer		150	100	100	150
735_5005_002	Utilities-Natural Gas		500	800	800	650
735_5010_001	Utilities-Landline and Fiber		2,800	3,200	3,200	3,200
735_5015_001	Utilities-Cell Phones		1,000	500	500	500
735_5025_001	Utilities-Solid Waste		600	550	1,000	600
Total Utilities			13,150	12,750	13,200	13,200
735_6000_003	Prof Services-Surveying		1,000	1,000	1,000	1,000
735_6000_007	Prof Services-Toxicology Testing		100	100	100	100
735_6000_008	Prof Services-MSHP Background		50	50	50	50

73 - 100 - Airport General			FY2020	FY2021	FY2021	FY2022
					Estimated	
Fund	Account	Account Name	Budget	Budget	Ending	Proposed
	735_6000_011	Prof Services-Dues/License	200	200	200	200
	735_6000_013	Prof Service-Studies	200	0	0	0
	735_6000_014	Prof Service-Events and	1,000	1,500	1,500	1,500
	735_6000_015	Prof Service-Service Contracts	0	15,000	15,000	15,000
	735_6000_018	Prof Service-Damage Claims	500	0	0	0
	735_6000_019	Prof Service-Credit Card Fee	5,000	5,000	5,000	5,000
	Total Professional		8,050	22,850	22,850	22,850
	735_6005_001	Insurance-Vehicle	2,915	2,750	2,609	2,714
	735_6005_002	Insurance-Equipment	555	500	49	51
	735_6005_003	Insurance-Building & Property	1,570	2,500	2,371	2,466
	735_6005_007	Insurance-City Government	4,060	4,200	4,365	4,539
	Total Insurance -		9,100	9,950	9,394	9,770
	735_6010_001	Advertising-Public Notices	75	75	150	75
	735_6010_002	Advertising-Employee	50	50	50	50
	735_6010_003	Advertising-Print	1,500	1,000	1,000	1,000
	735_6010_004	Advertising-Internet	250	250	250	250
	735_6010_006	Advertising-Radio	100	100	100	100
	Total Advertising -		1,975	1,475	1,550	1,475
	735_6020_001	Software-Purchase	0	0	1,750	0
	735_6020_003	Software-Agreement	2,030	1,100	2,750	1,100
	Total Software -		2,030	1,100	4,500	1,100
	Total Professional		21,155	35,375	38,294	35,195
	735_7000_001	Supplies-Operational	2,000	1,700	1,700	2,000
	735_7000_003	Supplies-Desk Accessories-Small	500	500	500	500
	735_7000_004	Supplies-Small Tools	300	300	300	300
	735_7005_001	Supplies-Printing	150	150	150	150
	735_7005_003	Supplies-Postage	20	100	100	100
	735_7005_004	Supplies-Paper	100	50	50	50
	735_7010_002	Supplies-Cleaning and Sanitation	400	350	350	400
	735_7010_003	Supplies-Break Room	1,200	1,000	1,000	1,500
	Total Supplies		4,670	4,150	4,150	5,000
	735_7500_003	Materials-Concrete	0	0	1,000	0
	735_7500_004	Materials-Landscaping	250	250	400	250
	735_7510_001	Materials-Paint	250	200	250	200
	735_7510_004	Materials-Hardware	300	250	450	250

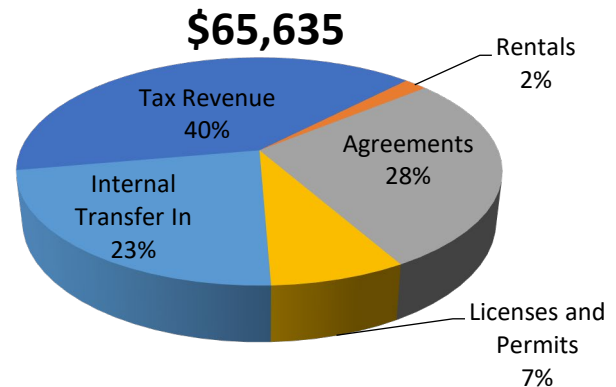
73 - 100 - Airport General			FY2020	FY2021	FY2021	FY2022
	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
735_7525_001		Materials-Infrastructure	1,000	1,000	1,000	1,000
735_7999_002		Cost of Goods Sold-Jet Fuel	110,000	67,200	52,500	93,000
735_7999_003		Cost of Goods Sold-100LL Fuel	65,000	82,000	82,000	90,333
735_7999_004		Cost of Goods Sold-Oil	1,300	3,000	3,000	3,000
735_7999_005		Cost of Goods Sold-Merchandise	100	100	175	100
Total Materials			178,200	154,000	140,775	188,133
735_8300_001		Equipment-Repair	5,000	7,500	7,500	10,000
735_8300_002		Equipment-Maintenance	1,300	3,500	3,500	3,500
735_8300_006		Equipment-Rental	250	250	250	250
Total Machinery &			6,550	11,250	11,250	13,750
735_8600_001		Vehicle-Repair	1,000	1,000	1,000	7,000
735_8600_002		Vehicle-Maintenance	2,000	0	1,939	1,939
735_8600_005		Vehicle-Fuel	1,500	1,800	1,800	1,800
Total Vehicles			4,500	2,800	4,739	10,739
735_9910_000		Internal Service-Personnel	58,816	0	0	0
73Facility_In		Facility Mgmt Allocation In	0	16,016	15,589	17,118
73Purchasing_In		Purchasing / Warehouse	0	2,063	2,124	1,696
Total Internal			58,816	18,079	17,713	18,814
Total Other			58,816	18,079	17,713	18,814
Total Expenses			2,830,427	2,808,303	2,038,566	630,637
Change in			(75)	(0)	7,077	0

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



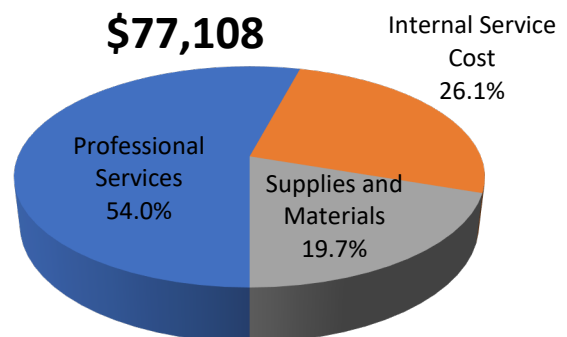
Fiscal Year 2020-2021 Accomplishments:

The DTBD saw continuing accomplishments in the form of physical enhancements within the district in FY21. The DTBD contracted out lawn maintenance services to keep the area aesthetically pleasing.

Fiscal Year 2022 Goals:

- I. **Goal:** Create and advertise a vacant properties list to inform new businesses of potential sites that may not currently be on the market but with property owners with interest in selling.
Strategy: Develop a list of vacant properties and discuss with the owner if they would be interested in selling. Continue to update the list as properties are bought or sold to provide current information to businesses. Additionally, provide new businesses with the DTBD welcome packet.

Downtown Business Expense by Category



Budgetary Factor: Minimal. Possible low dollar cost to promote or advertise vacant properties

- II. **Goal:** Expand Downtown event offerings.

Strategy: Work with various stakeholders to create, move, or improve events downtown and increase overall foot traffic and visibility for local businesses.

Budgetary Factor: Minimal. Possible low dollar sponsorship of events would be required.

- III. **Goal:** Achieve 100% remittance of business license taxes from eligible businesses.

Strategy: Work with the Office of the City Clerk and Finance Department to contact delinquent businesses identified as being required to pay. Conduct an annual tour of the DTBD boundaries to ascertain whether new businesses have opened, or old businesses have closed.

Budgetary Factor: Minimal. Some staff time will be required, but the overall project could improve the amount of revenue coming to fund 75.

Performance Measures:

	2015	2016	2017	2018	2019
Number of Tree Canopies Lit at Christmas	0	4	6	10	10
Number of Downtown Events	*	4	4	1	1
Number of Business Licenses Issued	107	94	99	94	106
Number of Welcome Packets Issued**	*	*	*	*	*

* No data available

** Program beginning in FY 2019

Previous Years' Goals:

- I. **Goal:** Create and advertise a vacant properties list to inform new businesses of potential sites that may not current be on the market but with property owners with interest in selling.
Status: On going.
- II. **Goal:** Expand Downtown event offerings.
Status: Downtown events were held including a Food Truck day and Christmas on Commercial Street. Additional events are planned for FY22.
- III. **Goal:** Achieve 100% remittance of business license taxes from eligible businesses.
Status: Staff continues to work with local merchants to ensure 100% remittance.

Downtown Business District Fund Revenue and Expense by Category

Downtown Business District Fund	2020 Actuals	2021 Budget	2021 Estimated	2022 Proposed
Revenues				
Taxes	\$27,394	\$26,500	\$26,285	\$26,285
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Service Charges	\$0	\$0	\$0	\$0
Rentals	\$1,200	\$0	\$1,200	\$1,200
Licenses and Permits	\$4,829	\$5,000	\$5,000	\$5,000
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$22,200	\$0	\$23,325	\$18,150
Internal Service Revenue	\$0	\$15,000	\$15,000	\$15,000
Total Revenues	\$55,623	\$46,500	\$70,810	\$65,635
Expenses				
Personnel	\$2,418	\$0	\$0	\$0
Capital	\$0	\$0	\$4,200	\$0
Debt	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$150	\$150
Professional Services	\$9,552	\$40,180	\$43,361	\$41,661
Supplies and Materials	\$1,881	\$15,115	\$16,678	\$15,128
Tools, Equipment, and Vehicles	\$75	\$0	\$175	\$75
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$10,233	\$18,800	\$18,299	\$20,094
Total Expenses	\$24,159	\$74,095	\$82,863	\$77,108

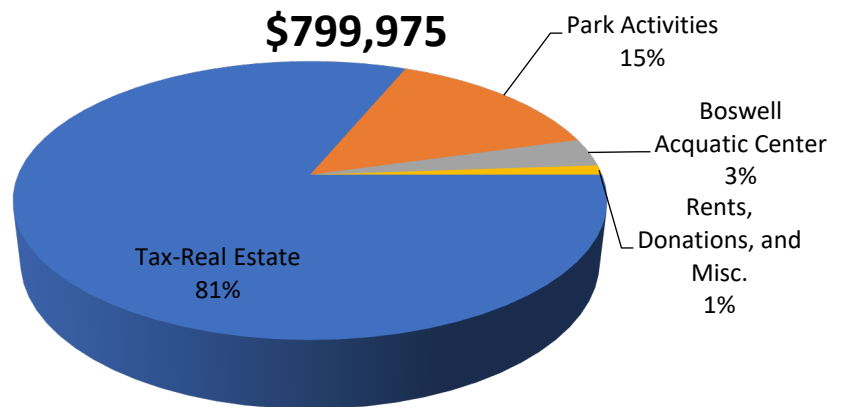
75 - 500 - DTBD General Operation			FY2020	FY2021	FY2021	FY2022
Account					Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
754	1000_003	Tax-Real Estate	25,500	25,500	26,000	26,000
754	1000_005	Tax-Financial Institute	2,400	1,000	285	285
	Total Tax		27,900	26,500	26,285	26,285
	Total Local		27,900	26,500	26,285	26,285
754	3005_001	Rentals-Building/Land	0	0	1,200	1,200
754	3010_002	Misc-Donations	0	0	(50)	0
754	3010_005	Misc-Agreements	0	0	23,375	18,150
	Total		0	0	23,325	18,150
	Total Service		0	0	24,525	19,350
754	4000_002	Licenses-Merchant	5,000	5,000	5,000	5,000
	Total License		5,000	5,000	5,000	5,000
	Total License &		5,000	5,000	5,000	5,000
754	9999_001	Interfund Transfer	0	15,000	15,000	15,000
	Total Employee		0	15,000	15,000	15,000
	Total Revenues		32,900	46,500	70,810	65,635
755	2005_000	Capital Exp-Land and	0	0	2,500	0
755	2005_000	IMPCapital Exp-Land and	0	0	2,500	0
755	2020_001	IMPCapital Exp - Machinery and	0	0	1,700	0
	Total Capital		0	0	4,200	0
755	5000_000	Utilities-General	0	0	150	150
755	6000_001	Prof Services-Legal	150	150	1,500	150
755	6000_011	Prof Services-Dues/License	0	0	275	275
755	6000_014	Prof Service-Events and Functions	1,200	2,500	2,850	2,500
755	6000_015	Prof Service-Service Contracts	9,700	37,500	37,500	37,500
755	6000_019	Prof Service-Credit Card Fee	65	0	84	84
755	6010_001	Advertising-Public Notices	0	0	265	265
755	6010_003	Advertising-Print	0	0	99	99
	Total		0	0	364	364
755	6020_001	Software-Purchase	0	0	758	758
755	6020_003	Software-Agreement	30	30	30	30
	Total Software -		30	30	788	788

75 - 500 - DTBD General Operation			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated	Proposed
					Ending	
	Total		11,145	40,180	43,361	41,661
	755_7000_001	Supplies-Operational	100	100	1,650	250
	755_7005_002	Supplies-Mailing	0	15	15	15
	755_7005_003	Supplies-Postage	0	0	13	13
	Total Supplies		100	115	1,678	278
	755_7500_004	Materials-Landscaping	5,000	5,000	5,000	5,000
	755_7510_002	Materials-Signs	5,000	5,000	5,000	4,850
	755_7510_005	Materials-Fixtures	5,000	5,000	5,000	5,000
	Total Materials		15,000	15,000	15,000	14,850
	755_8300_006	Equipment-Rental	0	0	175	75
	755_9910_000	Internal Service-Personnel	26,166	0	0	0
	75Facility_In	Facility Mgmt Allocation In	0	18,800	18,299	20,094
	Total Internal		26,166	18,800	18,299	20,094
	Total Other		26,166	18,800	18,299	20,094
	Total Expenses		52,411	74,095	82,863	77,108
	Change in		(19,511)	(27,595)	(12,053)	(11,473)

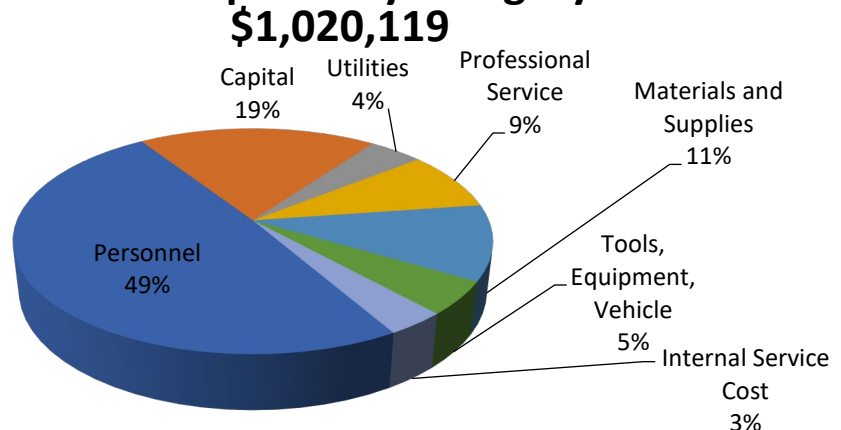
Parks Fund

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 \$0.2607 ad valorem tax levy per \$100.00 of the assessed valuation of all taxable, tangible property 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, 45 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, 2 sand volleyball courts, 2 tennis/pickle ball courts, and a skate park.

Parks Funds Available by Category



Parks Expense by Category



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.

Park Activities

This program was established to manage expenses for recreational activities.

Fiscal Year 2020-2021 Accomplishments:

- I. A sand volley court was added to Nelson park.
- II. Covers were added to all the baseball/softball fields at Nelson park.
- III. Concrete walking trail and connecting sidewalks were added to Boswell park.
- IV. Skate park pad w/ lights and connecting sidewalks were added to Gasconade park.
- V. Built secure park concession storage area.
- VI. Built handicap ramp for Winfrey.

Fiscal Year 2022 Goals:

- I. **Goal:** To improve customer perception and feeling of safety in our park system.
Strategy: Expand lighting in parks so that all parks are adequately lit by FY22. Continue to install signage that provides park hours and rules. Install park designation signs at the park's main entrances. Collaborate with IT and the Police departments to perform safety inspections and gather recommendations for a comprehensive park's safety strategy.
Budgetary Factor: The main cost associated is the cost of LED lights, signs and infrastructure needed for improved IT services.
- II. **Goal:** To provide a well maintained and aesthetically pleasing park system.
Strategy: In April 2018, the Park Board voted to implement a maintenance and safety program to create a maintenance and inspection schedule for park facilities. Park maintenance and inspection documents will be evaluated annually to assess items that may need to be updated. This program also establishes a regularly scheduled replacement of park equipment, buildings, infrastructure, shelters, concession stands, sport fields and playgrounds to ensure parks are maintained adequately. Playgrounds, shelters, concession stands, and sport fields will be maintained on a replacement schedule and become part of the CIP. Research and develop new locations for future parks. Gather input from the community, City Council, Police, Fire, and other agencies on recommendations to the park system. Provide training to staff while ensuring there is adequate staffing to achieve park inspections. Additional staff to clean restrooms, shelter and playing field areas on weekends. Replace metal trash barrels with metal mesh trash receptacles.
Budgetary Factor: The main factors are engineering cost, staffing cost, material cost and the cost of replacing aging buildings, equipment, and infrastructure.
- III. **Goal:** Continue to develop an adequately equipped park system for all visitors with the focus on the youth.
Strategy: Survey different youth sport leagues after the season are complete to obtain recommendations. Present at various service clubs and seek ideas on changes. Review

individual parks annually while updating the parks master plan to present to council. Maintain and expand employee training and certification to keep staff knowledge current with best park practices set by MPRA and NPRA. Involve local youth through the student survey group developed by the Mayor, Parks and Lebanon R-3 school district.

Budgetary Factor: The cost of maintaining buildings, equipment, and infrastructure as well as increasing cost of staff and their training will limit funds available for master planning and land purchases

Performance Measurements:

	2016	2017	2018	2019	2020
Baseball/Softball Tournaments	7	8	7	8	16
Shelter Rentals	125	118	134	127	112
BAC Attendance	10276	9999	9412	8049	9785
Youth League Participants*	555*	583*	551*	781	741

*Numbers are from USSSA league

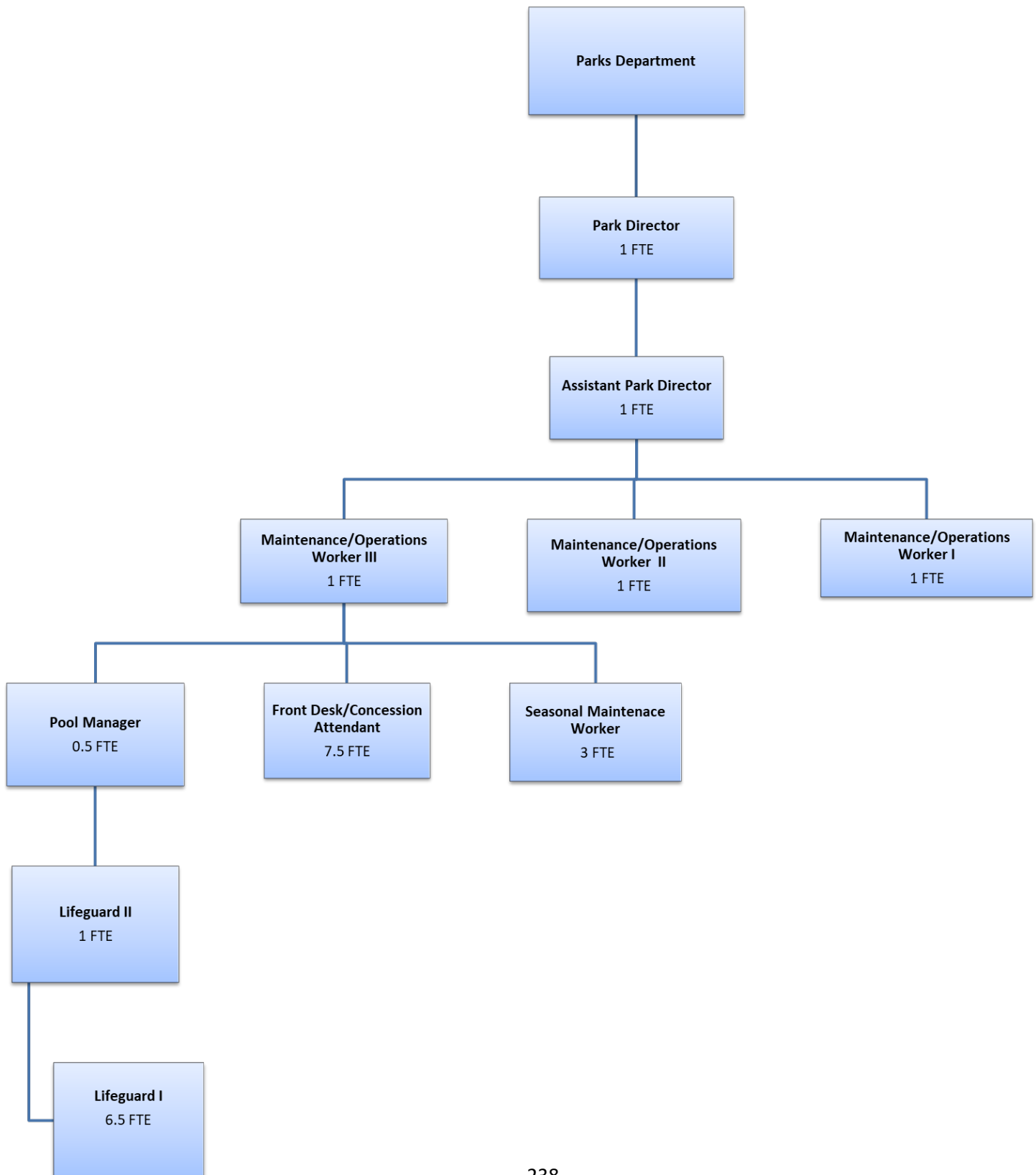
Previous Years' Goals:

- I. Goal: To improve customer perception and feeling of safety in our park system.
Status: Continue to replace existing bulbs with LED bulbs (20 at Boswell park and 10 at Harke). Wi-Fi at Boswell park has been upgraded to include entire park.
- II. Goal: To provide a well maintained and aesthetically pleasing park system.
Status: Added tile flooring in restroom to aid in cleanliness and help with overall appearance.
Additional park staffing to clean restrooms, shelters and playing fields on weekends.
Replaced metal trash barrels with metal wire mesh trash receptacles (25 at Nelson and 5 at Boswell).
- III. Goal: Continue to develop an adequately equipped park system for all visitors with the focus on the youth.
Status: Built dugout covers for baseball and softball fields at Nelson Sport Complex.
Replaced temporary fence with permanent chain link fencing on Coach Pitch/T-ball Fields. Completed concrete walking trail and connecting sidewalks at Boswell.
Built a sand volleyball court at Nelson sports complex following the Mayor's initiative.
New skate park pad and connecting sidewalks at Gasconade park.

Parks Fund Revenue and Expense by Category

Parks Fund	2020 Actuals	2021 Budget	2021 Estimated	2022 Proposed
Revenues				
Taxes	\$639,376	\$635,000	\$650,000	\$650,000
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Service Charges	\$129,846	\$108,300	\$130,874	\$130,000
Rentals	\$7,755	\$5,000	\$5,000	\$5,000
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$46,242	\$4,500	\$29,483	\$14,975
Internal Service Revenue	\$0	\$0	\$0	\$0
Total Revenues	\$823,219	\$752,800	\$815,357	\$799,975
Expenses				
Personnel	\$411,098	\$466,548	\$452,105	\$501,318
Capital	\$140,792	\$120,807	\$126,695	\$195,274
Debt	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0
Utilities	\$34,511	\$51,900	\$41,250	\$44,250
Professional Services	\$77,443	\$71,295	\$84,088	\$86,032
Supplies and Materials	\$102,811	\$116,400	\$112,800	\$110,000
Tools, Equipment, and Vehicles	\$63,951	\$49,150	\$48,800	\$48,300
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$227,723	\$0	\$0	\$0
Internal Service Expense	\$0	\$35,809	\$31,287	\$34,945
Total Expenses	\$1,058,329	\$911,909	\$897,025	\$1,020,119

Parks Organizational Chart



79 - 500 - Parks Operation and Administration			FY2020	FY2021	FY2021	FY2022
Account					Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
794	1000_003	Tax-Real Estate	620,000	635,000	650,000	650,000
	Total Tax		620,000	635,000	650,000	650,000
	Total Local		620,000	635,000	650,000	650,000
794	3000_026	Merchandise Sales	0	0	374	0
	Total Service		0	0	374	0
794	3005_001	Rentals-Building/Land	4,250	4,000	4,000	4,000
	Total Rental		4,250	4,000	4,000	4,000
794	3010_002	Misc-Donations	500	1,000	1,000	1,000
794	3010_006	Misc-Miscellaneous	100	0	7,049	0
794	3010_008	Misc-Gain/Loss-Asset Disposal	1,000	0	3,225	3,225
794	3010_012	Misc-Purchasing Card Rebate	500	0	710	750
	Total		2,100	1,000	11,983	4,975
	Total Service		6,350	5,000	16,357	8,975
794	5000_008	Misc - Donations	0	500	0	0
	Total Fines		0	500	0	0
	Total		626,350	640,500	666,357	658,975
795	1000_001	Fulltime Salary	153,307	162,901	163,445	168,349
795	1000_002	Part Time Salary	43,339	47,304	11,612	35,443
795	1000_005	Fulltime Overtime	1,993	1,069	0	0
795	1000_006	Part Time Overtime	756	1,239	315	1,273
	Total Salaries		199,395	212,513	175,372	205,064
795	1005_002	Health Premium-Family	45,684	44,514	50,076	50,076
795	1005_003	Dental Premium-Employee	1,500	0	300	300
795	1005_004	Dental Premium-Family	450	1,626	1,326	1,326
795	1010_001	Life Insurance	255	500	222	222
	Total Benefits		47,889	46,640	51,925	51,925
795	1015_001	Lagers-General	20,345	21,480	21,411	22,559
795	1015_004	Deferred Comp-Employer	2,600	1,300	1,300	1,300
	Total Benefits		22,945	22,780	22,711	23,859

79 - 500 - Parks Operation and Administration			FY2020	FY2021	FY2021	FY2022
Account					Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
	795_1020_001	FICA-Employer	12,365	7,340	9,786	11,627
	795_1020_002	Medicare-Employer	2,895	1,717	2,289	2,719
	795_1020_003	Unemployment Compensation	1,995	636	1,342	1,875
	795_1020_004	Workman's Compensation	8,558	12,748	12,748	12,845
	Total Payroll		25,813	22,441	26,164	29,066
	795_1025_001	Employee-Uniforms	2,500	2,500	2,500	2,500
	795_1025_002	Employee-	1,500	1,500	1,500	1,500
	795_1025_004	Employee-Travel/Hotel	2,750	2,750	2,750	2,750
	795_1025_005	Employee-Training	2,500	2,500	2,500	2,500
	795_1025_009	Employee-Tuition Assistance	0	2,500	0	0
	Total		9,250	11,750	9,250	9,250
	Total		305,292	316,124	285,423	319,164
	795_2005_000	Capital Exp-Land and	0	20,000	20,000	150,000
	795_2010_000	Capital Exp-Building and	40,000	65,000	69,936	5,000
	795_2010_000	Capital Exp-Building and	0	65,000	69,936	5,000
	795_2015_000	Capital Exp-Furniture and Fixtures	0	807	1,759	5,274
	795_2020_000	Capital Exp-Machinery and	79,306	15,000	15,000	10,000
	795_2030_000	Capital Exp-Infrastructure	200,000	0	0	0
	Total Capital		319,306	100,807	106,695	195,274
	795_5000_001	Utilities-Electric	12,500	12,500	10,000	10,000
	795_5000_002	Utilities-Water	7,500	7,500	4,000	7,000
	795_5000_003	Utilities-Sewer	4,500	4,500	3,500	3,500
	795_5005_001	Utilities-Propane	1,500	2,000	2,000	2,000
	795_5010_001	Utilities-Landline and Fiber	2,000	2,000	1,500	1,500
	795_5015_001	Utilities-Cell Phones	3,000	3,500	3,500	3,500
	795_5020_001	Utilities-Internet	1,500	1,500	1,500	1,500
	795_5020_002	Utilities-Internet Mobile	600	0	0	0
	795_5025_001	Utilities-Solid Waste	3,500	5,000	5,000	5,000
	Total Utilities		36,600	38,500	31,000	34,000
	795_6000_001	Prof Services-Legal	1,000	1,000	1,000	1,000
	795_6000_002	Prof Services-Engineering	5,000	5,000	0	0
	795_6000_007	Prof Services-Toxicology Testing	500	500	500	500
	795_6000_008	Prof Services-MSHP Background	100	100	100	100
	795_6000_011	Prof Services-Dues/License	250	250	250	500
	795_6000_013	Prof Service-Studies	5,000	1,000	1,000	1,000
	795_6000_015	Prof Service-Service Contracts	10,000	10,000	22,500	25,000

79 - 500 - Parks Operation and Administration			FY2020	FY2021	FY2021	FY2022
Account					Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
	795_6000_018	Prof Service-Damage Claims	250	250	250	250
	795_6000_019	Prof Service-Credit Card Fee	100	100	100	100
	Total		22,200	18,200	25,700	28,450
	795_6005_001	Insurance-Vehicle	3,180	3,180	3,935	4,093
	795_6005_002	Insurance-Equipment	700	700	697	725
	795_6005_003	Insurance-Building & Property	2,655	2,655	3,447	3,585
	Total		6,535	6,535	8,080	8,403
	795_6010_001	Advertising-Public Notices	0	100	100	100
	795_6010_003	Advertising-Print	750	350	350	350
	795_6010_004	Advertising-Internet	0	400	400	400
	Total		750	850	850	850
	Total		0	0	0	0
	795_6020_001	Software-Purchase	0	0	2,500	0
	795_6020_003	Software-Agreement	8,190	7,000	7,000	7,000
	Total		8,190	7,000	9,500	7,000
	Total		37,675	32,585	44,130	44,703
	795_7000_001	Supplies-Operational	3,000	4,000	7,500	7,500
	795_7000_002	Supplies-Computer Accessories	300	500	500	500
	795_7000_003	Supplies-Desk Accessories-Small	750	750	900	900
	795_7000_004	Supplies-Small Tools	2,500	3,500	2,000	2,000
	795_7005_001	Supplies-Printing	250	500	600	600
	795_7005_002	Supplies-Mailing	100	200	50	50
	795_7005_003	Supplies-Postage	100	200	100	100
	795_7005_004	Supplies-Paper	100	200	50	50
	795_7010_001	Supplies-Janitorial	3,500	3,500	3,500	3,500
	795_7010_002	Supplies-Cleaning and Sanitation	500	500	250	250
	795_7010_004	Supplies-Chemicals	750	750	250	250
	795_7015_001	Supplies-Medical	100	100	100	100
	795_7015_003	Supplies-First Aid	100	500	750	750
	795_7015_004	Supplies-Safety	500	500	750	750
	Total Supplies		12,550	15,700	17,300	17,300
	795_7500_002	Materials-Rock	750	750	750	750
	795_7500_003	Materials-Concrete	1,500	1,500	2,000	2,000
	795_7500_004	Materials-Landscaping	5,000	4,000	4,600	1,500

79 - 500 - Parks Operation and Administration			FY2020	FY2021	FY2021	FY2022
Account					Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
	795_7505_002	Materials-Pipe-PVC	750	1,250	500	500
	795_7505_003	Materials-Pipe-Misc.	500	1,000	500	500
	795_7505_004	Materials-Pipe-Conduit	500	1,000	500	500
	795_7510_001	Materials-Paint	3,000	3,000	3,500	3,500
	795_7510_002	Materials-Signs	1,000	1,000	400	400
	795_7510_004	Materials-Hardware	1,500	1,500	2,000	2,000
	795_7510_005	Materials-Fixtures	0	500	600	1,000
	795_7510_006	Materials-Wire	2,500	2,500	900	2,000
	795_7510_007	Materials-Lumber	4,000	4,000	3,500	3,500
	795_7510_008	Materials-Steel	500	500	100	100
	795_7525_001	Materials-Infrastructure	10,000	10,000	9,000	9,000
	795_7999_001	Cost of Goods Sold-General		0	0	0
	795_7999_005	Cost of Goods Sold-Merchandise	1,200	0	400	400
	Total		32,700	32,500	29,250	27,650
	795_8000_001	Tools-Repair	250	250	250	250
	795_8000_002	Tools- Maintenance	100	100	100	100
	795_8000_003	Tools-Supplies	2,500	3,000	2,000	2,000
	Total Tools &		2,850	3,350	2,350	2,350
	795_8300_001	Equipment-Repair	2,500	3,500	6,000	6,000
	795_8300_002	Equipment-Maintenance	2,500	2,500	2,500	2,500
	795_8300_003	Equipment-Supplies	1,000	1,000	750	750
	795_8300_004	Equipment-Equipment	1,500	2,500	3,500	3,500
	795_8300_005	Equipment-Fuel	6,000	6,000	5,000	5,000
	795_8300_006	Equipment-Rental	1,000	1,000	2,500	2,000
	Total		14,500	16,500	20,250	19,750
	795_8600_001	Vehicle-Repair	1,200	3,000	750	750
	795_8600_002	Vehicle-Maintenance	1,000	1,000	1,750	1,750
	795_8600_003	Vehicle-Supplies	300	300	500	500
	795_8600_004	Vehicle-Equipment	250	250	250	250
	795_8600_005	Vehicle-Fuel	10,000	10,000	7,000	7,000
	Total Vehicles		12,750	14,550	10,250	10,250
	795_9910_000	Internal Service-Personnel	13,896	0	0	0
	79CommDev_In	Code Administration Allocation In	0	2,613	2,580	2,936
	79Garage_In	Garage Allocation In	0	2,409	2,350	1,823
	79IT_In	IT Allocation In	0	25,824	21,293	25,898
	79Facility_In	Facility Mgmt Allocation In	0	838	816	896

79 - 500 - Parks Operation and Administration			FY2020	FY2021	FY2021	FY2022
Account					Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
79	Purchasing_In	Purchasing / Warehouse Allocation	0	4,125	4,248	3,392
	Total Internal		13,896	35,809	31,287	34,945
	Total		0	0	0	0
	Total Other		13,896	35,809	31,287	34,945
	Total		788,119	606,425	577,934	705,385
	Change in		(161,769)	34,075	88,423	(46,410)

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			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account	Budget	Budget	Estimated	Proposed
		Name			Ending	
794	3000_023	Concession Sales	20,500	0	0	0
794	3000_025	Pool Admissions	20,000	20,000	25,000	25,000
	Total Service		40,500	20,000	25,000	25,000
794	3005_007	Rentals-Parties	7,500	1,000	1,000	1,000
	Total Rental		7,500	1,000	1,000	1,000
	Total		0	0	0	0
	Total Service		48,000	21,000	26,000	26,000
	Total		48,000	21,000	26,000	26,000
795	1000_001	Fulltime Salary	0	0	0	0
795	1000_002	Part Time Salary	52,557	50,166	46,220	71,202
795	1000_005	Fulltime Overtime	0	0	0	0
795	1000_006	Part Time Overtime	948	914	1,836	361
	Total Salaries		53,506	51,080	48,055	71,564
795	1010_001	Life Insurance	0	999	0	0
	Total Benefits		0	999	0	0
795	1020_001	FICA-Employer	3,320	3,178	6,064	7,615
795	1020_002	Medicare-Employer	780	740	1,415	1,778
795	1020_003	Unemployment Compensation	540	510	466	716
795	1020_004	Workman's Compensation	1,761	2,546	2,546	2,565
	Total Payroll		6,401	6,974	10,491	12,673
795	1025_001	Employee-Uniforms	1,500	1,500	1,500	1,500
795	1025_005	Employee-Training	2,000	2,000	2,000	2,000
	Total		3,500	3,500	3,500	3,500
	Total		63,407	62,553	62,046	87,737
795	2020_000	Capital Exp-Machinery and	0	20,000	20,000	0
	Total Capital		0	20,000	20,000	0

79 - 515 - Boswell Aquatic Center			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account	Budget	Budget	Estimated	Proposed
		Name			Ending	
	795_5000_001	Utilities-Electric	6,000	4,000	4,000	4,000
	795_5000_002	Utilities-Water	5,000	5,000	5,000	5,000
	795_5010_001	Utilities-Landline and Fiber	500	372	0	0
	795_5020_001	Utilities-Internet	1,000	400	250	250
	795_5025_001	Utilities-Solid Waste	500	500	500	500
	Total Utilities		13,000	10,272	9,750	9,750
	795_6000_007	Prof Services-Toxicology Testing	750	750	500	500
	795_6000_008	Prof Services-MSHP Background	500	500	250	250
	Total		1,250	1,250	750	750
	795_6005_003	Insurance-Building & Property	5,960	5,860	6,724	6,993
	Total		5,960	5,860	6,724	6,993
	795_6010_002	Advertising-Employee Recruitment	500	250	250	250
	795_6010_006	Advertising-Radio	500	500	250	250
	Total		1,000	750	500	500
	Total		8,210	7,860	7,974	8,243
	795_7010_004	Supplies-Chemicals	6,000	8,050	8,050	8,050
	795_7999_001	Cost of Goods Sold Concessions	12,750	0	0	0
	Total Supplies		18,750	8,050	8,050	8,050
	795_8300_001	Equipment-Repair	1,500	1,500	4,000	4,000
	795_8300_002	Equipment-Maintenance	1,000	1,000	250	250
	795_8300_003	Equipment-Supplies	2,000	2,000	2,450	2,450
	795_8300_004	Equipment-Equipment	2,500	2,500	4,000	4,000
	795_8300_006	Equipment-Rental	750	250	250	250
	Total		7,750	7,250	10,950	10,950
	Total		111,117	115,985	118,770	124,730
	Change in		(63,117)	(94,985)	(92,770)	(98,730)

Park Activities

This program was established to manage expenses for recreational activities.

79 - 520 - Parks Activities			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
794	3000_010	Park Activities	35,000	35,000	45,000	45,000
794	3000_023	Concession Sales	28,750	0	0	0
794	3000_026	Merchandise Sales	0	1,300	500	0
794	3000_032	Concession Sales-Drinks	0	22,000	25,000	25,000
794	3000_033	Concession Sales-Food	0	18,000	20,000	20,000
794	3000_034	Concession Sales-Snacks	0	12,000	15,000	15,000
	Total Service		63,750	88,300	105,500	105,000
794	3005_001	Rentals-Building/Land	2,000	0	0	0
	Total Rental		2,000	0	0	0
794	3010_006	Misc-Miscellaneous	500	0	0	0
794	3010_016	Misc-Sponsorships	0	0	17,500	10,000
	Total		500	0	17,500	10,000
	Total Service		66,250	88,300	123,000	115,000
794	5000_009	Misc - Sponsorships	0	3,000	0	0
	Total Fines		0	3,000	0	0
	Total Revenues		66,250	91,300	123,000	115,000
795	1000_001	Fulltime Salary	23,431	28,397	28,397	29,249
795	1000_002	Part Time Salary	23,172	45,247	52,374	39,873
795	1000_005	Fulltime Overtime	0	1,069	1,069	1,051
795	1000_006	Part Time Overtime	0	0	495	2,546
	Total Salaries -		46,603	74,713	82,335	72,718
795	1005_001	Health Premium-Employee	7,506	7,896	7,896	7,896
795	1005_003	Dental Premium-Employee	325	300	300	300
795	1010_001	Life Insurance	65	611	56	56
	Total Benefits -		7,896	8,807	8,252	8,252
795	1015_001	Lagers-General	3,070	3,860	3,860	4,060
795	1015_001	Lagers-General	0	3,860	3,860	4,060
795	1015_004	Deferred Comp-Employer	650	0	0	0
795	1015_004IMP	Deferred Comp-Employer -	650	0	0	0

79 - 520 - Parks Activities			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
		Total Benefits -	3,720	3,860	3,860	4,060
795_1020_001		FICA-Employer	2,890	1,271	5,056	4,460
795_1020_002		Medicare-Employer	680	297	1,182	1,043
795_1020_003		Unemployment Compensation	470	205	815	719
795_1020_004		Workman's Compensation	1,761	2,546	2,546	2,565
		Total Payroll	5,801	4,319	9,600	8,787
795_1025_001		Employee-Uniforms	500	500	500	500
795_1025_005		Employee-Training	100	100	100	100
		Total Employee	600	600	600	600
		Total Personnel	56,724	92,299	104,646	94,417
795_5010_001		Utilities-Landline and Fiber	500	500	500	500
795_5015_001		Utilities-Cell Phones	0	500	0	0
		Total Utilities	500	1,000	500	500
795_6000_005		Prof Services-Temporary	25,000	25,000	25,000	25,000
795_6000_007		Prof Services-Toxicology Testing	0	100	250	200
795_6000_008		Prof Services-MSHP Background	0	800	300	600
795_6000_011		Prof Services-Dues/License	100	100	0	100
		Total	25,100	26,000	25,550	25,900
795_6005_019		Insurance-Agency Fees	250	250	0	0
795_6005_022		Insurance-Park Activities	7,500	3,500	6,293	6,545
		Total Insurance	7,750	3,750	6,293	6,545
795_6010_003		Advertising-Print	0	250	0	0
795_6010_004		Advertising-Internet	0	250	0	250
795_6010_006		Advertising-Radio	0	250	0	250
		Total	0	750	0	500
795_6015_004		Agreements 1	0	0	142	142
		Total	0	0	142	142
		Total	32,850	30,500	31,985	33,087
795_7000_001		Supplies-Operational	22,000	22,000	22,000	22,000
795_7000_006		Supplies-Uniforms	2,500	5,000	5,000	5,000

79 - 520 - Parks Activities			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	Total Supplies		24,500	27,000	27,000	27,000
795_7999_001	Cost of Goods Sold-General		8,500	0	0	0
795_7999_005	Cost of Goods Sold-Merchandise		0	1,200	1,200	0
795_7999_008	Cost of Goods Sold-Drinks		0	12,000	12,000	12,000
795_7999_009	Cost of Goods Sold-Food		0	8,000	8,000	8,000
795_7999_010	Cost of Goods Sold-Snacks		0	10,000	10,000	10,000
	Total Materials		8,500	31,200	31,200	30,000
795_8300_001	Equipment-Repair		500	500	250	250
795_8300_004	Equipment-Equipment		6,500	6,500	4,500	4,500
795_8300_006	Equipment-Rental		0	500	250	250
	Total		7,000	7,500	5,000	5,000
	Total Expenses		130,074	189,499	200,331	190,004
	Change in		(63,824)	(98,199)	(77,331)	(75,004)

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 substations 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 2020-2021

Accomplishments:

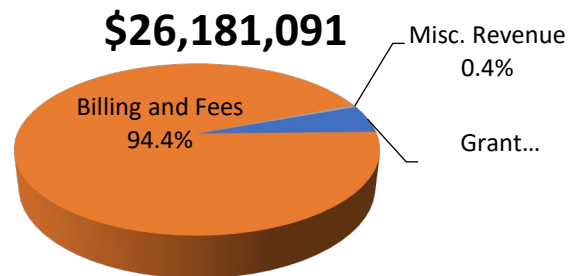
The May storm damaged a total of three hundred eight (308) poles, requiring one hundred thirty-nine (139) of those to be changed out. Also replaced thirty-three (33) storm damaged transformers. SCADA software and hardware improvements were completed including the addition of a duplicate SCADA at an off-site location. Downline reclosers on feeder 8020 were installed as previously identified in the

2019 fiscal year system study. In substations #3 and #6, began upgrading buss tie reclosers to breakers as identified in the system study. Finished the first Hendrix Aerial Cable System project. Completed the replacement of three (3) GOAB

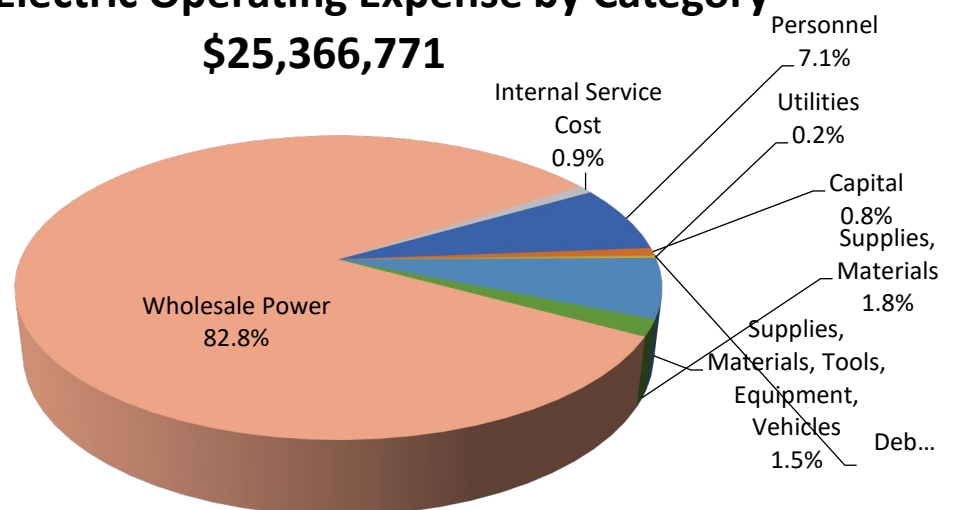
switches on the 69kV grid. Completed the installation of feeder swing panels in substations #1 and #2. Began the relocation and upgrade of critical structures from wood to steel to add reliability to our transmission and distribution system.

Fiscal Year 2022 Goals:

Electric Operating Funds Available by Category



Electric Operating Expense by Category



- I. **Goal:** Rate Study
Strategy: Contract with a firm to provide a cost of service and rate analysis study on our electric system.
Budgetary Factor: Availability of funds.

- II. **Goal:** Maintain adequate service and reliability standards within our substation distribution system.
Strategy: Implement a 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.

- III. **Goal:** Increase system reliability.
Strategy: Implement computer operated smart grid technology and begin upgrade of distribution system by replacing overhead lines with aerial cable system as identified in the 2019 Toth system study.
Budgetary Factor: Availability of funds, materials, and employees. Capital for engineering and material from reserves.

Performance Measurements:

Calendar Year Performance	2017	2018	2019	2020	Estimated 2021
Number of LED fixtures installed	200	576	500	300	Completed
Number of HPS fixtures replaced	200	576	500	300	Completed
Transformers resized to match load	5	0	0	0	4
Number of AMR meters installed	3500	7500	0	0	Completed
Number of Distribution Poles replaced	65	0	58	38	40
New Services Installed	75	45	75	94	100
Number of Service Work Orders	3800	2400	2464	2044	2100
Streetlight Installed or Repaired	325	233	270	196	175

Previous Years' Goals:

- I. **Goal:** Inspect utility infrastructure on a 5-year cycle and develop life cycle plan.
Status: Completed inspection of the entire electric system due to the May 4, 2020 storm. Will continue to perform inspections of 20% of the system annually.

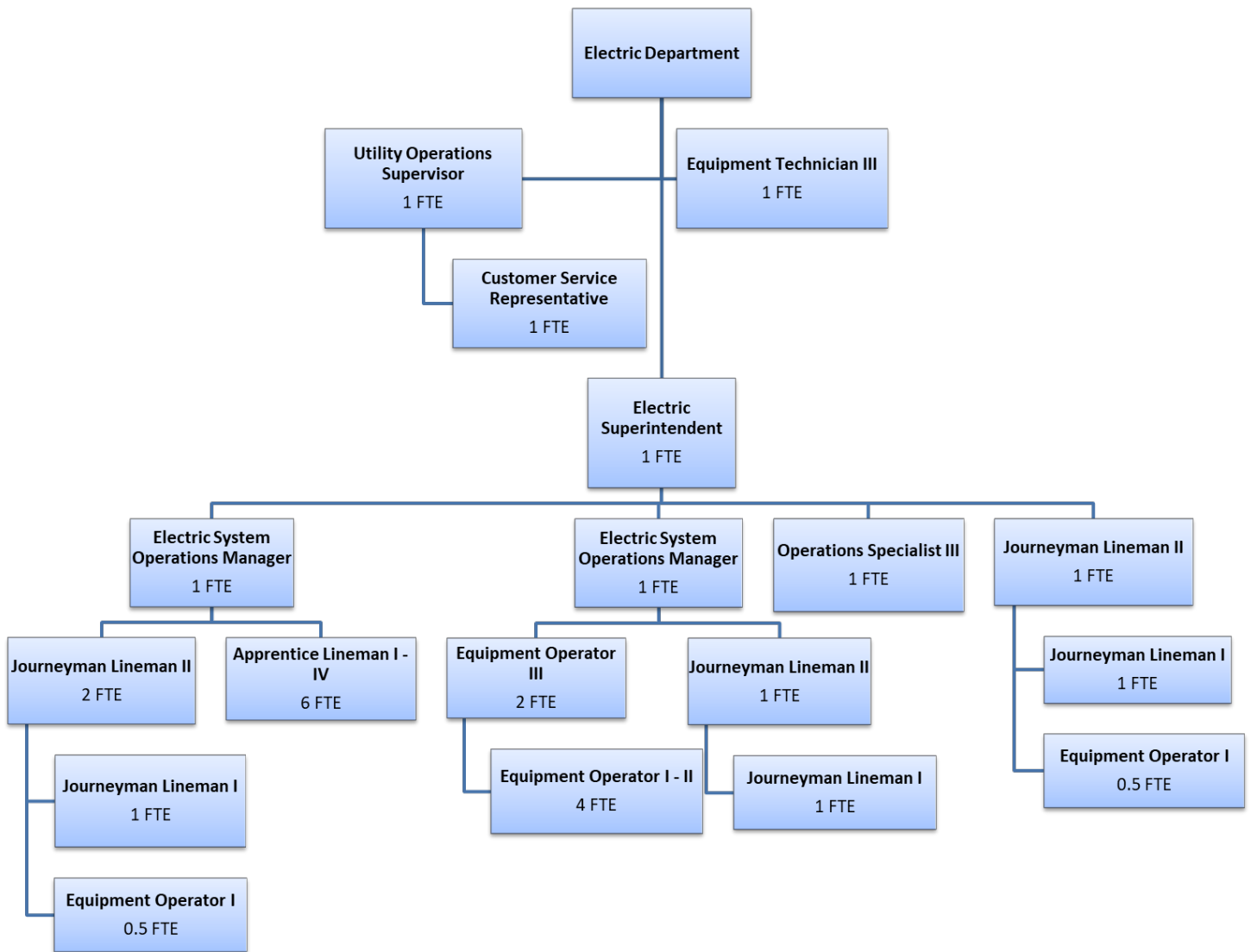
- II. **Goal:** Develop projects to make improvements to the distribution and substations infrastructure per the system load study completed in 2019.
Status: Two (2) projects developed out of the system study are underway.

- III. **Goal:** Maintain adequate service and reliability standards within our substation distribution system.
Status: Fund restrictions created by the May 4, 2020 storm. Moved to FY22 goals.

Electric Fund Revenue and Expense by Category

Electric Fund	2020 Actuals	2021 Budget	2021 Estimated	2022 Proposed
Revenues				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$10,000	\$0	\$10,000	\$1,354,982
Service Charges	\$24,641,552	\$22,828,500	\$24,828,450	\$24,710,450
Rentals	\$0	\$0	\$0	\$0
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$315,849	\$607,015	\$649,258	\$612,374
Internal Service Revenue	\$0	\$0	\$0	\$0
Total Revenues	\$24,967,401	\$23,435,515	\$25,487,708	\$26,677,806
Expenses				
Personnel	\$1,867,586	\$2,073,264	\$1,859,758	\$1,963,812
Capital	\$1,275,438	\$2,081,652	\$3,044,609	\$590,673
Debt	\$3,289	\$30,440	\$30,440	\$30,440
Utilities	\$45,015	\$49,500	\$47,870	\$47,870
Professional Services	\$1,438,121	\$1,438,290	\$1,747,154	\$1,821,558
Supplies and Materials	\$20,872,870	\$19,555,960	\$21,063,475	\$21,401,285
Tools, Equipment, and Vehicles	\$106,654	\$99,950	\$94,800	\$108,550
Internal Service Expense	\$85,134	\$233,302	\$226,906	\$218,284
Total Expenses	\$25,694,107	\$25,562,358	\$28,115,012	\$26,182,472

Electric Department Organizational Chart



80 - 200 - Electric Operating			FY2020	FY2021	FY2021	FY2022
					Estimated	
Fund	Account	Account Name	Budget	Budget	Ending	Proposed
804	2005_002	Grants-Capital Rev	221,369	0	10,000	1,354,982
	Total Grant		221,369	0	10,000	1,354,982
	Total		221,369	0	10,000	1,354,982
804	3000_011	Turn On Fees	10,000	0	450	450
804	3000_012	Customer Billing	23,945,000	21,550,500	23,545,000	23,432,000
804	3000_013	Penalties	200,000	200,000	200,000	200,000
804	3000_015	Meter Base Installation	35,000	30,000	20,000	20,000
804	3000_018	Telephone Phone Agreement	10,000	10,000	10,000	10,000
804	3000_019	Cable Pole Agreement	18,000	18,000	18,000	18,000
804	3000_030	Service Availabilty	1,055,000	1,000,000	1,000,000	1,000,000
804	3000_031	Utility Administration Fee	16,000	20,000	35,000	30,000
	Total Service		25,289,000	22,828,500	24,828,450	24,710,450
804	3010_004	Misc-Investment Income	75,000	100,000	100,000	80,000
804	3010_006	Misc-Miscellaneous	15,000	10,000	25,255	25,255
804	3010_008	Misc-Gain/Loss-Asset Disposal	25,000	0	10,104	10,104
804	3010_012	Misc-Purchasing Card Rebate	300	300	300	300
804	3010_014	Misc-Insurance Recoveries	0	0	14,322	0
804	3010_015	Misc-Recoveries	0	0	2,562	0
	Total		115,300	110,300	152,543	115,659
	Total Service		25,404,300	22,938,800	24,980,993	24,826,109
	Total Revenues		25,625,669	22,938,800	24,990,993	26,181,091
805	1000_001	Fulltime Salary	938,080	1,114,217	1,041,304	1,090,115
805	1000_002	Part Time Salary	0	0	11,473	0
805	1000_004	On Call	31,361	0	25,285	25,285
805	1000_005	Fulltime Overtime	36,326	64,452	58,782	57,923
	Total Salaries -		1,005,767	1,178,669	1,136,843	1,173,323
805	1005_001	Health Premium-Employee	0	31,584	37,506	47,376
805	1005_002	Health Premium-Family	267,090	257,347	230,000	228,259
805	1005_003	Dental Premium-Employee	0	900	1,125	1,500
805	1005_004	Dental Premium-Family	5,250	11,244	4,920	10,218
805	1010_001	Life Insurance	1,135	1,138	1,065	1,093
	Total Benefits -		273,475	302,213	274,616	288,446
805	1015_001	Lagers-General	131,760	151,430	138,968	145,486
805	1015_004	Deferred Comp-Employer	11,700	8,775	8,260	8,255

80 - 200 - Electric Operating			FY2020	FY2021	FY2021	FY2022
	Account			Estimated		
Fund	Account	Name	Budget	Budget	Ending	Proposed
	Total Benefits -		143,460	160,205	147,229	153,741
	805_1020_001	FICA-Employer	62,360	51,168	63,698	65,973
	805_1020_002	Medicare-Employer	14,585	11,967	14,897	15,429
	805_1020_003	Unemployment Compensation	10,060	4,157	8,467	10,641
	805_1020_004	Workman's Compensation	22,298	25,058	18,500	25,247
	Total Payroll Taxes		109,303	92,350	105,562	117,290
	805_1025_001	Employee-Uniforms	29,200	26,000	26,000	26,000
	805_1025_002	Employee-	1,000	13,500	16,000	16,000
	805_1025_003	Employee-Books	500	500	500	500
	805_1025_004	Employee-Travel/Hotel	7,000	4,000	2,500	2,500
	805_1025_005	Employee-Training	17,500	28,000	10,000	10,000
	Total Employee -		55,200	72,000	55,000	55,000
	Total Personnel		1,587,205	1,805,437	1,719,250	1,787,801
	805_2005_000	Capital Exp-Land and	0	0	2,234	0
	805_2010_000	Capital Exp-Building and	0	0	5,277	16,500
	805_2015_000	Capital Exp-Furniture and	0	8,652	11,190	30,173
	805_2020_000	Capital Exp-Machinery and	111,300	748,000	251,284	150,000
	805_2020_001IMP	Capital Exp - Machinery and	0	0	0	0
	805_2025_000	Capital Exp-Vehicles	463,000	0	355,361	0
	Total Capital		574,300	756,652	625,346	196,673
805_3020_000	Debt-Lease Purchase	30,440	30,440	30,440	30,440	
Total Debt		30,440	30,440	30,440	30,440	
Total Grants -		0	0	0	0	
Total Grants		0	0	0	0	
805_5000_001	Utilities-Electric	45,000	43,000	37,500	37,500	
805_5000_002	Utilities-Water	250	250	250	250	
805_5000_003	Utilities-Sewer	250	250	250	250	
805_5015_001	Utilities-Cell Phones	7,000	4,000	5,350	5,350	
805_5020_002	Utilities-Internet Mobile	4,500	2,000	3,680	3,680	
Total Utilities		57,000	49,500	47,030	47,030	
805_6000_001	Prof Services-Legal	6,000	3,500	1,500	1,500	
805_6000_002	Prof Services-Engineering	50,000	25,000	30,000	25,000	
805_6000_003	Prof Services-Surveying	1,500	1,500	500	500	

80 - 200 - Electric Operating			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated	
					Ending	Proposed
805_6000_007		Prof Services-Toxicology Testing	500	500	500	500
805_6000_008		Prof Services-MSHP Background	100	100	100	100
805_6000_009		Prof Services-Collection Agency	1,500	1,500	1,500	1,500
805_6000_011		Prof Services-Dues/License	10,000	10,000	10,000	10,000
805_6000_013		Prof Service-Studies	0	0	276	60,000
805_6000_015		Prof Service-Service Contracts	25,000	90,000	268,000	90,000
805_6000_017		Prof Service-PILOT	1,197,250	1,127,500	1,177,250	1,171,600
805_6000_018		Prof Service-Damage Claims	3,000	1,060	1,060	1,060
805_6000_019		Prof Service-Credit Card Fee	65,000	75,000	92,500	92,500
Total Professional			1,359,850	1,335,660	1,583,186	1,454,260
805_6005_001		Insurance-Vehicle	24,040	23,500	27,892	29,008
805_6005_002		Insurance-Equipment	2,705	3,000	3,276	3,407
805_6005_003		Insurance-Building & Property	7,300	11,000	13,438	13,976
805_6005_007		Insurance-City Government	24,530	24,600	36,465	37,924
805_6005_023		Insurance-Drone Liability	0	0	1,422	1,479
Total Insurance -			58,575	62,100	82,493	85,793
805_6010_001		Advertising-Public Notices	0	1,500	1,500	1,500
805_6010_002		Advertising-Employee	1,200	600	600	600
805_6010_003		Advertising-Print	500	200	300	300
805_6010_006		Advertising-Radio	0	150	250	250
Total Advertising -			1,700	2,450	2,650	2,650
805_6020_001		Software-Purchase	0	4,000	15,250	15,250
805_6020_002		Software-Upgrade	50,000	10,000	200	200
805_6020_003		Software-Agreement	11,820	13,580	57,750	52,905
Total Software -			61,820	27,580	73,200	68,355
Total Professional			1,481,945	1,427,790	1,741,529	1,611,058
805_7000_000		Supplies-General	0	0	181	0
805_7000_001		Supplies-Operational	8,000	8,000	7,500	7,500
805_7000_002		Supplies-Computer Accessories	0	1,500	2,000	1,500
805_7000_003		Supplies-Desk Accessories-Small	1,000	1,500	500	500
805_7000_004		Supplies-Small Tools	5,000	7,000	7,000	5,000
805_7005_001		Supplies-Printing	50	60	60	60
805_7005_002		Supplies-Mailing	2,200	2,200	1,500	1,500
805_7005_003		Supplies-Postage	12,000	5,000	(500)	2,000
805_7005_004		Supplies-Paper	450	450	450	450
805_7005_005		Supplies-Forms	1,000	1,000	1,000	1,000

80 - 200 - Electric Operating			FY2020	FY2021	FY2021	FY2022
					Estimated	
Fund	Account	Account Name	Budget	Budget	Ending	Proposed
805	7005_006	Supplies-Promo-Education	40,000	20,000	20,000	20,000
805	7015_004	Supplies-Safety	35,000	25,000	20,000	20,000
805	7025_001	Wholesale Power-Demand	5,200,000	5,040,000	5,557,000	10,675,200
805	7025_002	Wholesale Power-Energy	13,950,000	12,834,000	13,788,400	9,117,300
805	7025_003	Wholesale Power-Transmission	1,350,000	1,250,000	1,150,000	1,150,000
	Total Supplies		20,604,700	19,195,710	20,555,091	21,002,010
805	7500_000	Materials-General	0	0	26,975	26,975
805	7500_001	Materials-Asphalt	2,000	2,000	5,059	2,000
805	7500_002	Materials-Rock	3,500	2,500	1,000	2,000
805	7500_003	Materials-Concrete	3,500	1,500	1,500	1,500
805	7505_004	Materials-Pipe-Conduit	15,000	15,000	17,500	17,500
805	7505_005	Materials-Poles	5,000	5,000	25,000	25,000
805	7505_007	Materials-Pupi Arms	0	25,000	25,000	25,000
805	7505_008	Materials-Cutouts	0	10,000	12,500	10,000
805	7510_003	Materials-Fittings	5,000	5,000	5,000	5,000
805	7510_004	Materials-Hardware	35,000	35,000	62,000	35,000
805	7510_006	Materials-Wire	20,000	35,000	40,000	35,000
805	7510_010	Materials-Street Lights	0	15,000	45,000	15,000
805	7510_011	Materials-Wildlife Protection	0	20,000	5,000	10,000
805	7515_001	Materials-Transformers	100,000	100,000	140,000	100,000
805	7515_002	Materials-Substation	29,000	14,000	21,500	14,000
805	7520_001	Materials-Meters	35,000	25,000	25,000	25,000
805	7525_001	Materials-Infrastructure	30,000	30,000	30,000	30,000
805	7530_001	Materials-Scada	25,000	10,000	10,000	10,000
	Total Materials		308,000	350,000	498,034	388,975
805	8000_001	Tools-Repair	500	500	500	500
805	8000_002	Tools- Maintenance	1,500	1,500	750	1,500
805	8000_003	Tools-Supplies	10,000	0	2,500	2,500
	Total Tools &		12,000	2,000	3,750	4,500
805	8300_001	Equipment-Repair	12,500	12,500	10,000	12,500
805	8300_002	Equipment-Maintenance	20,000	12,000	12,000	12,000
805	8300_003	Equipment-Supplies	7,500	5,000	5,000	5,000
805	8300_005	Equipment-Fuel	2,000	1,500	1,000	1,500
805	8300_006	Equipment-Rental	10,000	0	0	0
	Total Machinery &		52,000	31,000	28,000	31,000
805	8600_001	Vehicle-Repair	4,000	4,000	4,000	4,000

80 - 200 - Electric Operating			FY2020	FY2021	FY2021	FY2022
					Estimated	
Fund	Account	Account Name	Budget	Budget	Ending	Proposed
805	8600_002	Vehicle-Maintenance	15,000	15,000	15,000	15,000
805	8600_004	Vehicle-Equipment	5,000	5,000	2,500	5,000
805	8600_005	Vehicle-Fuel	25,000	20,000	24,000	25,000
	Total Vehicles		49,000	44,000	45,500	49,000
805	9910_000	Internal Service-Personnel	232,003	0	0	0
80	CommDev_In	Code Administration Allocation	0	61,517	60,739	69,126
80	Garage_In	Garage Allocation In	0	52,844	51,559	40,003
80	IT_In	IT Allocation In	0	38,277	31,561	38,386
80	Facility_In	Facility Mgmt Allocation In	0	9,840	9,578	10,518
80	Janitorial_In	Janitorial Allocation In	0	4,816	5,493	5,977
80	Purchasing_In	Purchasing / Warehouse	0	66,008	67,975	54,275
	Total Internal		232,003	233,301	226,906	218,284
	Total Interfund		0	0	0	0
	Total Other		232,003	233,301	226,906	218,284
	Total Expenses		24,988,593	23,925,830	25,520,875	25,366,771
	Change in		637,076	(987,030)	(529,882)	814,320

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 2020-2021 Accomplishments:

Trimmed 5.98 miles of single/three phase. Sprayed 0.08 miles of single/three phase.

Fiscal Year 2022 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. Included in FY22 CIP.

- 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.

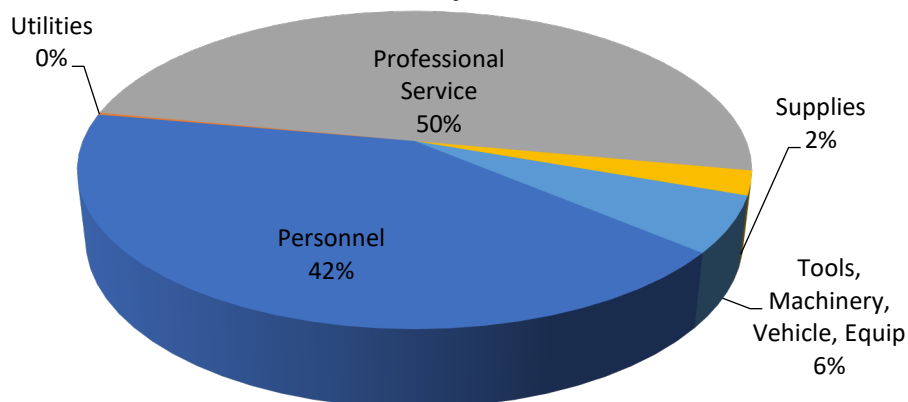
- III. **Goal:** Continue to identify areas where aerial cable systems would benefit our single-phase infrastructure.

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

Budgetary Factor: Availability of funds and materials.

Electric Maintenance Expense by

Category
\$421,701



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	

Previous Years' Goals:

- I. Goal: Expand our herbicide application program to decrease the frequency of mechanical trimming and removal.
Status: Ongoing
- II. Goal: Increase reliability and decrease tree related outages by installing aerial cable.
Status: One (1) project to be completed FY21 and possibly two (2) more. Two (2) scheduled for FY22.
- III. Goal: Increase crew productivity and safety by providing them with specialized equipment and continual training.
Status: Added new tree truck to the fleet in FY21.

80 - 205 - Electric Maintenance			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	805_1000_001	Fulltime Salary	130,478	163,386	77,537	99,157
	805_1000_002	Part Time Salary	32,645	0	0	0
	805_1000_005	Fulltime Overtime	7,528	9,843	4,671	5,699
	805_1000_006	Part Time Overtime	816	0	0	0
	Total		171,467	173,229	82,208	104,856
	805_1005_001	Health Premium-Employee	0	15,792	8,554	15,792
	805_1005_002	Health Premium-Family	35,061	23,526	13,723	11,763
	805_1005_003	Dental Premium-Employee	0	600	325	600
	805_1005_004	Dental Premium-Family	1,850	600	350	300
	805_1010_001	Life Insurance	255	278	129	167
	Total		37,166	40,795	23,081	28,621
	805_1015_001	Lagers-General	18,080	22,693	10,692	14,051
	805_1015_004	Deferred Comp-Employer	9,100	1,300	701	650
	Total		27,180	23,993	11,393	14,701
	805_1020_001	FICA-Employer	10,635	7,692	4,733	6,117
	805_1020_002	Medicare-Employer	2,490	1,799	1,107	1,431
	805_1020_003	Unemployment Compensation	1,715	1,097	763	987
	805_1020_004	Workman's Compensation	8,071	9,972	9,972	10,048
	Total		22,911	20,561	16,576	18,583
	805_1025_001	Employee-Uniforms	6,000	6,000	6,000	6,000
	805_1025_002	Employee-	150	150	150	150
	805_1025_003	Employee-Books	100	100	100	100

80 - 205 - Electric Maintenance			FY2020	FY2021	FY2021	FY2022
Account					Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
	805_1025_005	Employee-Training	4,000	3,000	1,000	3,000
	Total		10,250	9,250	7,250	9,250
	Total		268,974	267,827	140,508	176,011
	805_5020_002	Utilities-Internet Mobile	1,000	0	840	840
	Total		1,000	0	840	840
	805_6000_007	Prof Services-Toxicology Testing	200	200	325	200
	805_6000_008	Prof Services-MSHP Background	100	100	100	100
	805_6000_011	Prof Services-Dues/License	0	200	200	200
	805_6000_015	Prof Service-Service Contracts	0	10,000	5,000	210,000
	Total		300	10,500	5,625	210,500
	Total		300	10,500	5,625	210,500
	805_7000_001	Supplies-Operational	0	0	100	50
	805_7000_002	Supplies-Computer Accessories	0	250	250	250
	805_7000_004	Supplies-Small Tools	5,000	5,000	5,000	5,000
	805_7010_004	Supplies-Chemicals	5,000	2,500	2,500	2,500
	805_7015_004	Supplies-Safety	2,500	2,500	2,500	2,500
	Total		12,500	10,250	10,350	10,300
	805_8000_001	Tools-Repair	500	500	500	500
	805_8000_002	Tools- Maintenance	500	500	500	500
	805_8000_003	Tools-Supplies	1,000	2,000	2,000	2,000
	Total Tools		2,000	3,000	3,000	3,000
	805_8300_001	Equipment-Repair	4,000	8,000	2,500	8,000
	805_8300_002	Equipment-Maintenance	1,000	2,000	2,000	2,000
	805_8300_005	Equipment-Fuel	1,000	1,200	1,800	1,800
	805_8300_006	Equipment-Rental	500	250	0	250
	Total		6,500	11,450	6,300	12,050
	805_8600_001	Vehicle-Repair	4,500	2,500	2,500	2,500
	805_8600_002	Vehicle-Maintenance	1,000	1,000	1,000	1,000
	805_8600_004	Vehicle-Equipment	1,000	1,000	750	1,000
	805_8600_005	Vehicle-Fuel	4,500	4,000	4,000	4,500
	Total		11,000	8,500	8,250	9,000
	Total		302,274	311,527	174,873	421,701

80 - 205 - Electric Maintenance			FY2020	FY2021	FY2021	FY2022
Account					Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
		Change in	(302,274)	(311,527)	(174,873)	(421,701)

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 2022 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.

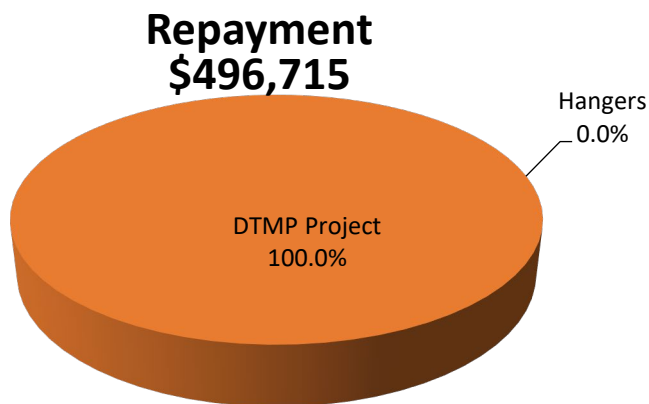
Performance Measurements:

Routine monitoring of electric reserve fund amount.

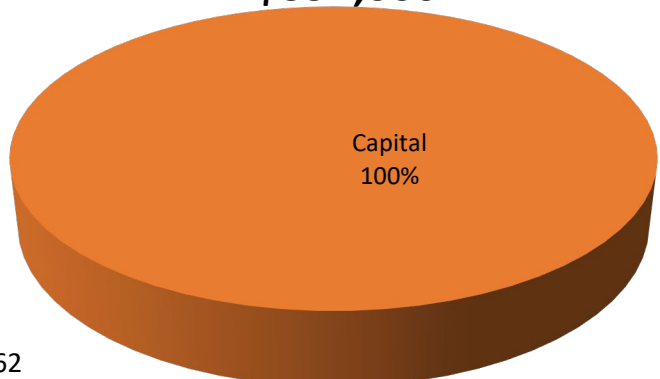
Previous Years' Goals:

- 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



Electric Reserve Expense by Category \$394,000



80 - 215 - Electric Reserve			FY2020	FY2021	FY2021	FY2022
					Estimated	
Fund	Account	Account Name	Budget	Budget	Ending	Proposed
804	3010_000	Misc-General	496,715	496,715	496,715	496,715
	Total		496,715	496,715	496,715	496,715
	Total Service		496,715	496,715	496,715	496,715
	Total Revenues		496,715	496,715	496,715	496,715
805	2005_000	Capital Exp-Land and	245,000	900,000	1,768,317	20,000
805	2005_000IMP	Capital Exp-Land and	245,000	0	0	0
805	2010_000	Capital Exp-Building and	641,000	185,000	37,292	240,000
805	2020_000	Capital Exp-Machinery and	2,175,000	240,000	613,654	134,000
	Total Capital		3,061,000	1,325,000	2,419,263	394,000
	Total Expenses		3,061,000	1,325,000	2,419,263	394,000
	Change in		(2,564,285)	(828,285)	(1,922,548)	102,715

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.

Fiscal Year 2022 Goals:

- I. **Goal:** Install fiber at the Wallace, Palmer, and Animal Control buildings.
Strategy: use service providers such as Show Me Technologies and Fidelity to leverage costs and benefits.
Budgetary Factor: IT budget and direct billing to appropriate departments will determine cost as each location must be added to the fiber ring.

Performance Measurements:

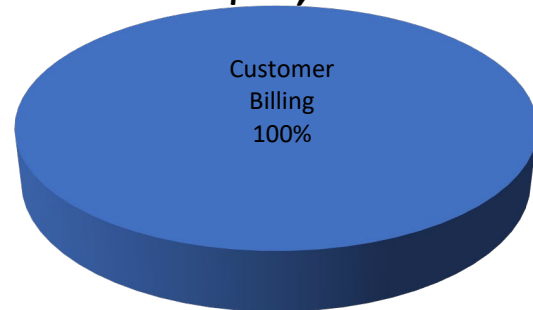
Monitor percent of system usage.

	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%

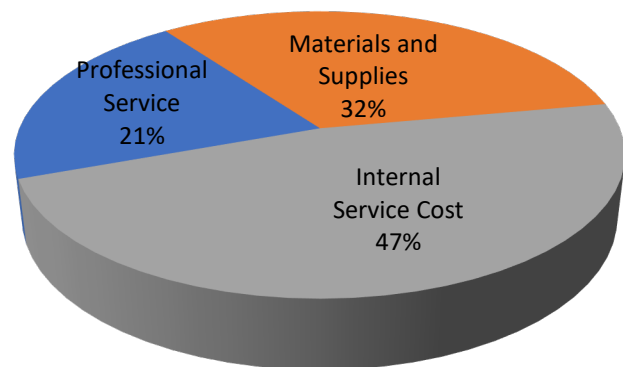
Previous Years' Goals:

- 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 \$104,112



Fiber Fund Revenue and Expense by Category

Fiber Fund	2020 Actuals	2021 Budget	2021 Estimated	2022 Proposed
Revenues				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Service Charges	\$49,304	\$75,000	\$75,000	\$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
Total Revenues	\$49,304	\$75,000	\$75,000	\$75,000
Expenses				
Personnel	\$0	\$0	\$0	\$0
Capital	\$66,819	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Professional Services	\$2,465	\$22,081	\$21,331	\$21,331
Supplies and Materials	\$8,747	\$33,500	\$33,500	\$33,500
Tools, Equipment, and Vehicles	\$0	\$0	\$0	\$0
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$37,965	\$48,863	\$40,919	\$49,281
Total Expenses	\$115,996	\$104,444	\$95,750	\$104,112

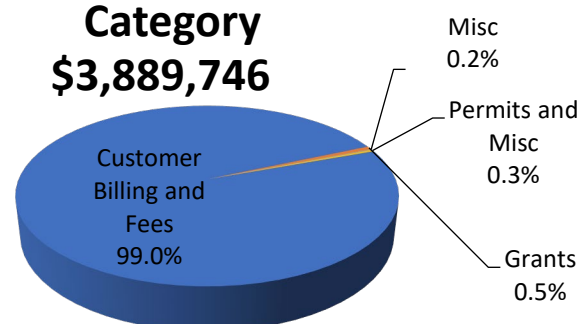
83 - 200 - Fiber Operating			FY2020	FY2021	FY2021	FY2022
		Account			Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
	834_3000_012	Customer Billing	90,000	75,000	75,000	75,000
	Total Service		90,000	75,000	75,000	75,000
	Total Service		90,000	75,000	75,000	75,000
	Total Revenues		90,000	75,000	75,000	75,000
	835_2020_000	Capital Exp-Machinery and	59,000	0	0	0
	835_2020_001IMP	Capital Exp - Machinery and	59,000	0	0	0
	Total Capital		59,000	0	0	0
	835_6000_013	Prof Service-Studies	30,000	0	0	0
	835_6000_015	Prof Service-Service Contracts	0	17,581	17,581	17,581
	835_6000_017	Prof Service-PILOT	4,500	4,500	3,750	3,750
	Total		34,500	22,081	21,331	21,331
	Total		34,500	22,081	21,331	21,331
	835_7510_004	Materials-Hardware	5,000	5,000	5,000	5,000
	835_7510_006	Materials-Wire	7,500	28,500	28,500	28,500
	Total Materials		12,500	33,500	33,500	33,500
	835_9910_000	Internal Service-Personnel	40,067	0	0	0
	83IT_In	IT Allocation In	0	44,643	36,810	44,770
	83Facility_In	Facility Mgmt Allocation In	0	4,221	4,108	4,512
	Total Internal		40,067	48,864	40,919	49,281
	Total Other		40,067	48,864	40,919	49,281
	Total Expenses		146,067	104,445	95,750	104,112
	Change in		(56,067)	(29,445)	(20,750)	(29,112)

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
\$3,889,746



Fiscal Year 2020-2021

Accomplishments:

Broke ground on the Ph II wastewater treatment plant improvements.
Purchased 2 new wastewater samplers.

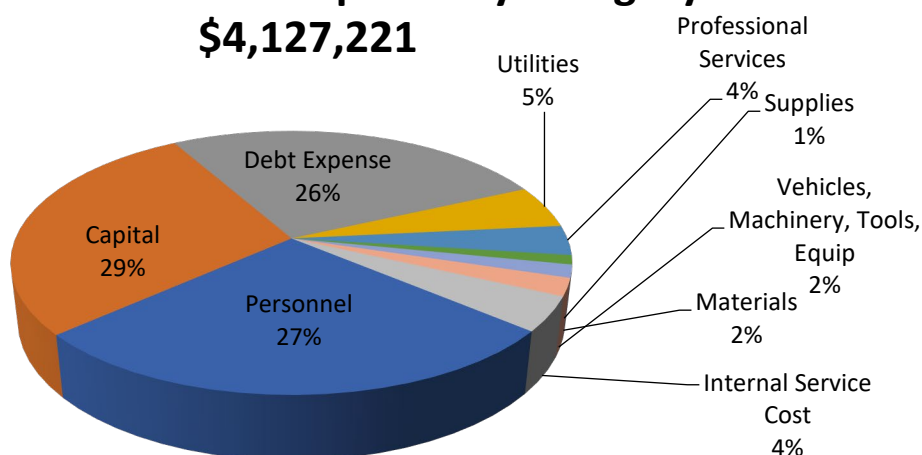
Fiscal Year 2022

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.
Strategy: Project is on time to be completed in FY22
Budgetary Factor: Funds in place
- II. **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

Wastewater Expense by Category

\$4,127,221



- III. **Goal:** Improve the reliability of wastewater utilities through inspections, maintenance, capital improvement projects, and performance standards.
- Strategy:** Create a categorized list of customer concerns and develop performance standards that will also address utility outage times, frequency, and ways to improve those response times. Develop, inspect, and maintain the wastewater infrastructures on a five-year cycle.
- Budgetary Factor:** Availability of staff time and resources

Performance Measurements:

	2017	2018	2019	2020	Estimated 2021
Pipeline Video Inspections	167,820	35,519.5	100,445	38,823	135,000
Cleaning (linear feet)	203,077	113,350	137,015	138,315	135,000
Manhole Inspections	456	453	431	312	420
Deflection Testing (linear feet)	326	1,743	0	1,529	1,500
Vacuum Testing Manholes	1	7	3	9	10
Pressure Testing Lines	0	6	2	8	10
Manhole Rehabilitation	0	10	0	0	4
Pipeline Rehabilitation (linear feet)	9,909	2,000	8,278	14,040	7,479
Smoke Testing (linear feet)	164,036	37,295	78,561	119,098	135,000
Service Calls (linear feet)	14,591	4,936	12,258	7,620	10,000
GIS Manhole Locations	0	0	0	0	0

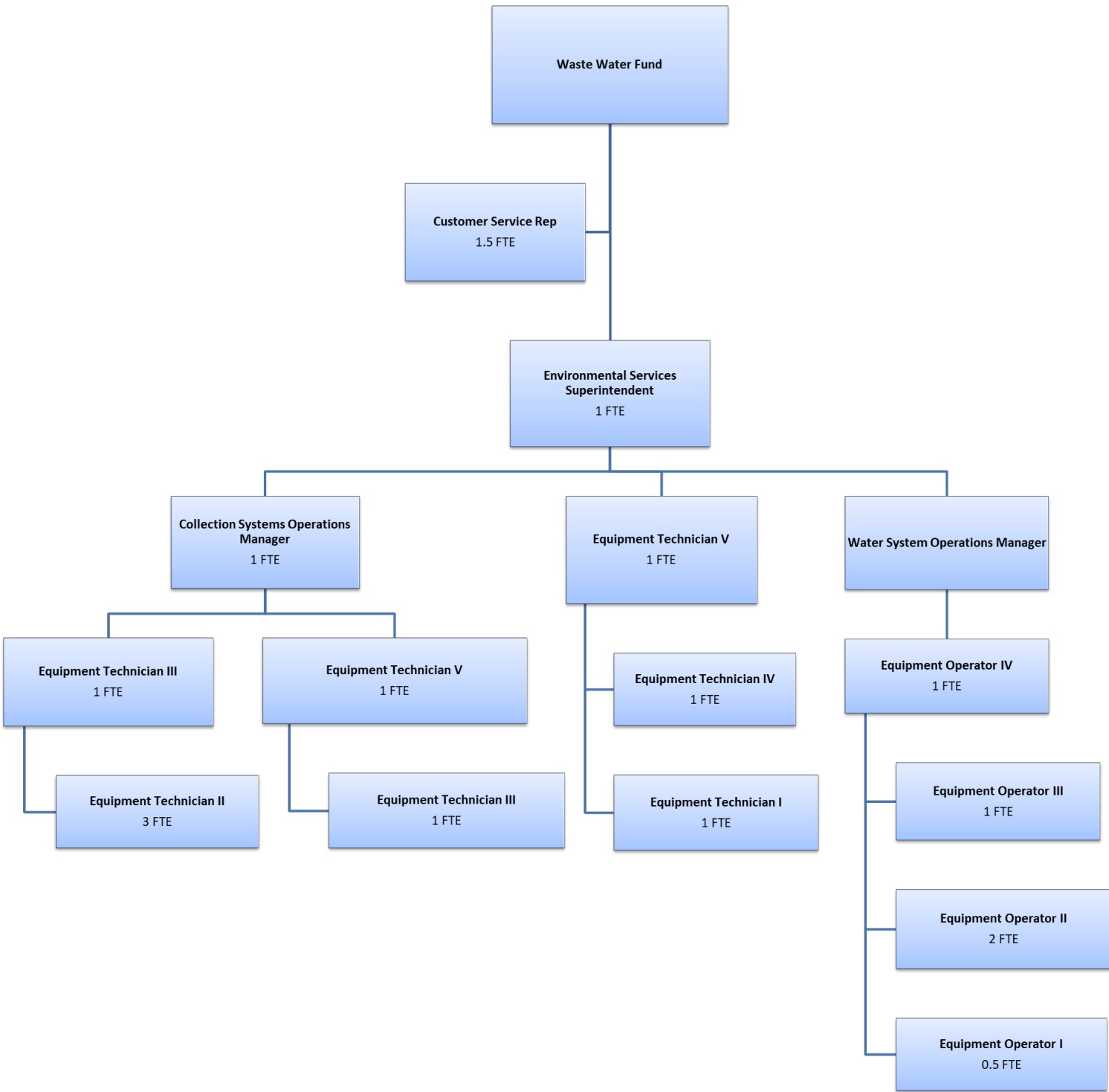
Previous Years' Goals:

- 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	2020 Actuals	2021 Budget	2021 Estimated	2022 Proposed
Revenues				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$21,246	\$21,246
Service Charges	\$2,973,462	\$3,797,500	\$3,799,500	\$3,850,000
Rentals	\$0	\$0	\$0	\$0
Licenses and Permits	\$11,100	\$5,000	\$11,000	\$11,000
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$60,781	\$7,411,692	\$7,416,992	\$7,500
Internal Service Revenue	\$0	\$0	\$0	\$0
Total Revenues	\$3,045,343	\$11,214,192	\$11,248,738	\$3,889,746
Expenses				
Personnel	\$923,645	\$889,699	\$928,181	\$1,126,980
Capital	\$612,765	\$8,249,413	\$8,421,779	\$1,171,067
Debt	\$200,207	\$1,022,412	\$846,046	\$1,088,452
Grants	\$0	\$0	\$0	\$0
Utilities	\$221,926	\$218,100	\$217,050	\$216,050
Professional Services	\$129,824	\$221,738	\$225,699	\$150,169
Supplies and Materials	\$80,235	\$110,100	\$109,900	\$111,350
Tools, Equipment, and Vehicles	\$81,860	\$84,000	\$84,600	\$89,250
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$114,532	\$179,071	\$171,255	\$173,903
Total Expenses	\$2,364,994	\$10,974,533	\$11,004,510	\$4,127,221

Wastewater Organizational Chart



85 - 200 - WWTP and Operation			FY2020	FY2021	FY2021	FY2022
Account					Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
854	2005_002	Grants-Capital Rev	0	0	21,246	21,246
854	3000_012	Customer Billing	3,250,000	3,760,000	3,760,000	3,800,000
854	3000_013	Penalties	30,000	30,000	37,000	45,000
854	3000_016	Facility Impact	5,000	7,500	2,500	5,000
	Total Service		3,285,000	3,797,500	3,799,500	3,850,000
854	3010_001	Misc-Bond Proceeds	4,692,000	7,409,992	7,074,992	0
854	3010_003	Misc-Interest Income	0	1,200	0	0
854	3010_004	Misc-Investment Income	10,500	0	5,000	5,000
854	3010_006	Misc-Miscellaneous	1,500	0	1,500	2,000
854	3010_008	Misc-Gain/Loss-Asset Disposal	5,000	0	0	0
854	3010_010	Misc-Lease Proceeds	0	0	335,000	0
854	3010_012	Misc-Purchasing Card Rebate	500	500	500	500
	Total		4,709,500	7,411,692	7,416,992	7,500
	Total Service		7,994,500	11,209,192	11,216,492	3,857,500
854	4005_002	Permits-Sewer	0	5,000	11,000	11,000
	Total Permit		0	5,000	11,000	11,000
	Total License		0	5,000	11,000	11,000
	Total		7,994,500	11,214,192	11,248,738	3,889,746
855	1000_001	Fulltime Salary	348,439	284,720	289,282	322,136
855	1000_004	On Call	7,471	0	10,109	10,109
855	1000_005	Fulltime Overtime	20,231	27,417	22,420	22,839
	Total Salaries		376,140	312,137	328,444	378,058
855	1005_001	Health Premium-Employee	0	31,584	33,558	39,480
855	1005_002	Health Premium-Family	113,037	45,144	46,588	45,144
855	1005_003	Dental Premium-Employee	0	900	975	1,200
855	1005_004	Dental Premium-Family	2,150	3,206	3,566	3,506
855	1010_001	Life Insurance	505	389	397	425
	Total Benefits		115,692	81,223	85,084	89,755
855	1015_001	Lagers-General	49,275	35,800	35,417	40,134
855	1015_004	Deferred Comp-Employer	4,225	2,600	2,694	3,023
	Total Benefits		53,500	38,400	38,111	43,157
855	1020_001	FICA-Employer	19,425	12,895	18,876	21,861
855	1020_002	Medicare-Employer	4,545	3,016	4,415	5,113

85 - 200 - WWTP and Operation			FY2020	FY2021	FY2021	FY2022
Account			Estimated			
Fund	Account	Name	Budget	Budget	Ending	Proposed
	855_1020_003	Unemployment Compensation	3,135	1,548	2,777	3,526
	855_1020_004	Workman's Compensation	9,722	14,478	12,500	14,587
	Total Payroll		36,827	31,937	38,568	45,086
	855_1025_001	Employee-Uniforms	5,000	7,000	7,000	7,000
	855_1025_002	Employee-	750	500	500	500
	855_1025_004	Employee-Travel/Hotel	2,500	1,000	1,000	1,000
	855_1025_005	Employee-Training	5,000	2,500	2,500	2,500
	855_1025_009	Employee-Tuition Assistance	750	0	0	0
	Total		14,000	11,000	11,000	11,000
	Total		596,159	474,696	501,206	567,056
	855_2005_000	Capital Exp-Land and	635,000	464,000	583,234	745,000
	855_2010_000	Capital Exp-Building and	4,000,000	6,279,992	6,340,269	135,000
	855_2015_000	Capital Exp-Furniture and Fixtures	0	7,421	10,276	32,567
	855_2020_000	Capital Exp-Machinery and	850,505	1,498,000	1,153,000	258,500
	855_2025_000	Capital Exp-Vehicles	0	0	335,000	0
	Total Capital		5,485,505	8,249,413	8,421,779	1,171,067
	855_3005_000	Debt-COPS	650,000	868,138	704,732	947,998
	855_3020_000	Debt-Lease Purchase	79,274	154,274	140,454	140,454
	Total Debt		729,274	1,022,412	845,186	1,088,452
	855_5000_001	Utilities-Electric	160,000	200,000	200,000	200,000
	855_5010_001	Utilities-Landline and Fiber	12,000	10,000	10,000	9,000
	855_5015_001	Utilities-Cell Phones	750	750	750	750
	855_5020_002	Utilities-Internet Mobile	3,000	3,000	3,000	3,000
	855_5025_001	Utilities-Solid Waste	3,000	2,500	2,500	2,500
	Total Utilities		178,750	216,250	216,250	215,250
	855_6000_001	Prof Services-Legal	5,000	2,500	2,500	2,500
	855_6000_002	Prof Services-Engineering	25,000	5,000	1,000	2,500
	855_6000_003	Prof Services-Surveying	0	0	96	500
	855_6000_007	Prof Services-Toxicology Testing	250	250	250	250
	855_6000_008	Prof Services-MSHP Background	100	100	100	100
	855_6000_009	Prof Services-Collection Agency	1,000	750	750	750
	855_6000_011	Prof Services-Dues/License	5,000	4,000	4,000	4,000
	855_6000_013	Prof Service-Studies	10,000	2,500	500	0
	855_6000_015	Prof Service-Service Contracts	15,000	120,000	100,000	50,000
	855_6000_016	Prof Service-Taxes/Fees	7,554	10,000	10,000	10,000

85 - 200 - WWTP and Operation			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account	Budget	Budget	Estimated	Proposed
		Name			Ending	
	855_6000_018	Prof Service-Damage Claims	4,000	2,000	2,000	2,000
	855_6000_019	Prof Service-Credit Card Fee	6,500	9,000	10,000	10,000
	Total		79,404	156,100	131,196	82,600
	855_6005_001	Insurance-Vehicle	4,445	0	4,833	5,026
	855_6005_002	Insurance-Equipment	455	0	1,113	1,158
	855_6005_003	Insurance-Building & Property	5,240	0	8,615	8,960
	Total		10,140	0	14,561	15,143
	855_6010_001	Advertising-Public Notices	0	500	500	500
	855_6010_002	Advertising-Employee Recruitment	100	100	100	100
	855_6010_003	Advertising-Print	500	100	240	250
	855_6010_006	Advertising-Radio	100	100	100	100
	Total		700	800	940	950
	855_6020_001	Software-Purchase	0	0	11,425	8,600
	855_6020_003	Software-Agreement	10,050	13,580	16,000	20,720
	Total		10,050	13,580	27,425	29,320
	Total		100,294	170,480	174,122	128,013
	855_7000_001	Supplies-Operational	12,000	14,000	15,000	15,000
	855_7000_002	Supplies-Computer Accessories	0	0	0	1,500
	855_7000_003	Supplies-Desk Accessories-Small	1,000	1,000	2,000	2,000
	855_7005_001	Supplies-Printing	1,000	150	350	250
	855_7005_002	Supplies-Mailing	2,500	750	750	750
	855_7005_003	Supplies-Postage	10,000	750	200	250
	855_7005_004	Supplies-Paper	500	500	250	250
	855_7005_005	Supplies-Forms	1,500	500	250	250
	855_7010_001	Supplies-Janitorial	500	500	650	650
	855_7010_004	Supplies-Chemicals	13,000	13,000	16,500	16,500
	855_7015_003	Supplies-First Aid	100	100	100	100
	855_7015_004	Supplies-Safety	2,000	1,000	4,000	2,500
	Total Supplies		44,100	32,250	40,050	40,000
	855_7510_001	Materials-Paint	250	250	250	250
	855_7510_003	Materials-Fittings	2,000	1,000	1,000	1,000
	855_7510_004	Materials-Hardware	3,000	3,000	3,000	3,000
	855_7510_005	Materials-Fixtures	8,000	20,000	20,000	20,000
	855_7510_006	Materials-Wire	250	250	250	250
	855_7525_001	Materials-Infrastructure	3,000	2,000	2,000	2,000

85 - 200 - WWTP and Operation			FY2020	FY2021	FY2021	FY2022
	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
855_7530_001	Materials-Scada		0	2,000	2,000	2,000
	Total		16,500	28,500	28,500	28,500
855_8000_003	Tools-Supplies		3,500	2,000	2,100	2,000
	Total Tools &		3,500	2,000	2,100	2,000
855_8300_001	Equipment-Repair		4,000	5,000	5,000	5,000
855_8300_002	Equipment-Maintenance		2,000	2,000	2,000	2,000
855_8300_005	Equipment-Fuel		750	500	1,000	750
	Total		6,750	7,500	8,000	7,750
855_8600_001	Vehicle-Repair		2,000	7,000	7,000	7,000
855_8600_002	Vehicle-Maintenance		4,000	6,000	6,000	6,000
855_8600_005	Vehicle-Fuel		20,000	8,000	8,000	8,000
	Total Vehicles		26,000	21,000	21,000	21,000
855_9910_000	Internal Service-Personnel		188,765	0	0	0
85CommDev_In	Code Administration Allocation In		0	53,441	52,766	60,052
85Garage_In	Garage Allocation In		0	32,766	31,969	24,804
85IT_In	IT Allocation In		0	43,938	36,229	44,063
85Facility_In	Facility Mgmt Allocation In		0	11,106	10,810	11,871
85Janitorial_In	Janitorial Allocation In		0	4,816	5,493	5,977
85Purchasing_In	Purchasing / Warehouse Allocation		0	33,004	33,988	27,138
	Total Internal		188,765	179,071	171,255	173,903
	Total Other		188,765	179,071	171,255	173,903
	Total		7,375,597	10,403,572	10,429,448	3,442,992
	Change in		618,903	810,620	819,290	446,754

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 2020-2021 Accomplishments: Completed the following sewer extension projects. Robinson, Sixth & Madison, Fifth & Monroe, Durham – Big O Tires

Fiscal Year 2022 Goals:

- I. **Goal:** Provide adequate infrastructure to meet the needs of our citizens and members of our business community.
Strategy: Accomplish capital projects needed within the wastewater collection system. This will be a multiyear project to rehabilitate and replace deficiencies in the wastewater collection system as recommended in the Sanitary Sewer Evaluation Study. (SSES)
Budgetary Factor: Availability of operational and capital funds
- II. **Goal:** Continue to identify and improve the operation and maintenance of the critical-parts inventory for the lift stations.
Strategy: Work with purchasing and warehouse to update and maintain a critical-parts list for the lift stations
Budgetary Factor: None. This will provide for improved budget management and reduce part wait-time as materials will be in warehouse stock.

Previous Years' Goals:

- I. Goal: Provide adequate infrastructure to meet the needs of our citizens and members of our business community.
Status: Ongoing
- II. Goal. Continue to identify and improve the operation and maintenance of the critical-parts inventory for the lift stations.
Status: Ongoing

85 - 205 - WW Maintenance			FY2020	FY2021	FY2021	FY2022
Account			Budget	Budget	Estimated	Proposed
Fund	Account	Name			Ending	
	855_1000_001	Fulltime Salary	65,333	64,553	72,240	108,087
	855_1000_002	Part Time Salary	20,286	0	0	0
	855_1000_004	On Call	2,185	0	1,199	1,199
	855_1000_005	Fulltime Overtime	3,689	6,625	4,681	9,132

85 - 205 - WW Maintenance			FY2020	FY2021	FY2021	FY2022
	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	855_1000_006	Part Time Overtime	406	0	0	0
	Total		91,899	71,177	78,120	118,418
	855_1005_002	Health Premium-Family	19,269	11,763	26,877	40,851
	855_1005_004	Dental Premium-Family	625	300	757	1,326
	855_1010_001	Life Insurance	130	111	118	167
	Total		20,024	12,174	27,752	42,344
	855_1015_001	Lagers-General	9,330	5,110	9,948	15,707
	Total		9,980	5,110	10,092	16,357
	855_1020_001	FICA-Employer	5,700	3,273	4,136	6,304
	855_1020_002	Medicare-Employer	1,335	765	967	1,474
	855_1020_003	Unemployment Compensation	920	459	667	1,017
	855_1020_004	Workman's Compensation	3,375	3,952	3,952	3,982
	Total		11,330	8,450	9,722	12,777
	855_1025_001	Employee-Uniforms	2,200	1,775	4,000	4,000
	855_1025_002	Employee-	100	100	100	100
	855_1025_004	Employee-Travel/Hotel	500	150	150	150
	855_1025_005	Employee-Training	250	250	250	350
	Total		3,050	2,275	4,500	4,600
	Total		136,283	99,186	130,186	194,496
	855_5015_001	Utilities-Cell Phones	400	0	0	0
	855_5020_002	Utilities-Internet Mobile	0	500	500	500
	Total		400	500	500	500
	855_6000_007	Prof Services-Toxicology Testing	150	150	150	150
	855_6000_008	Prof Services-MSHP Background	150	150	150	150
	Total		300	300	300	300
	855_6005_001	Insurance-Vehicle	0	1,338	1,739	1,808
	855_6005_002	Insurance-Equipment	575	580	771	801
	Total		575	1,918	2,510	2,610
	Total		0	0	0	0
	Total		875	2,218	2,810	2,910
	855_7000_001	Supplies-Operational	100	100	100	100

85 - 205 - WW Maintenance			FY2020	FY2021	FY2021	FY2022
		Account			Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
	855_7000_002	Supplies-Computer Accessories	0	0	0	500
	855_7000_004	Supplies-Small Tools	500	0	0	0
	855_7015_004	Supplies-Safety	3,000	2,000	2,500	2,500
	Total		3,600	2,100	2,600	3,100
	855_7500_001	Materials-Asphalt	7,500	2,500	1,500	1,500
	855_7500_002	Materials-Rock	4,000	4,000	4,000	4,000
	855_7500_003	Materials-Concrete	2,000	2,000	1,000	1,000
	855_7500_004	Materials-Landscaping	1,500	2,000	2,000	2,000
	855_7505_002	Materials-Pipe-PVC	2,000	1,500	1,500	1,500
	855_7505_003	Materials-Pipe-Misc.	1,500	500	500	500
	855_7505_006	Materials-Precast	7,500	7,000	3,000	3,000
	855_7510_003	Materials-Fittings	5,000	4,500	4,500	4,500
	855_7525_001	Materials-Infrastructure	3,000	1,500	500	1,000
	Total		34,000	25,500	18,500	19,000
	855_8000_003	Tools-Supplies	0	500	500	500
	Total Tools		0	500	500	500
	855_8300_001	Equipment-Repair	5,000	5,000	4,000	5,000
	855_8300_002	Equipment-Maintenance	5,000	5,000	3,500	5,000
	855_8300_005	Equipment-Fuel	10,000	5,000	7,500	6,500
	855_8300_006	Equipment-Rental	2,500	2,000	2,000	2,000
	Total		22,500	17,000	17,000	18,500
	855_8600_001	Vehicle-Repair	500	500	500	500
	855_8600_002	Vehicle-Maintenance	1,000	1,000	1,000	1,000
	855_8600_005	Vehicle-Fuel	7,000	5,500	7,000	9,000
	Total		8,500	7,000	8,500	10,500
	Total		206,158	154,004	180,596	249,506
	Change in		(206,158)	(154,004)	(180,596)	(249,506)

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 broke 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.

Fiscal Year 2022 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 that 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			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
855_1000_001	Fulltime Salary		187,730	206,254	192,475	238,376
855_1000_002	Part Time Salary		21,438	0	0	0
855_1000_004	On Call		6,580	0	2,267	2,267
855_1000_005	Fulltime Overtime		7,063	6,802	4,123	5,586
855_1000_006	Part Time Overtime		603	0	0	0
Total			223,415	213,056	198,866	246,229
855_1005_001	Health Premium-Employee		0	23,688	21,714	23,688
855_1005_002	Health Premium-Family		54,105	22,257	22,257	32,751
855_1005_003	Dental Premium-Employee		0	600	725	900
855_1005_004	Dental Premium-Family		1,500	1,326	842	900

85 - 215 - Inflow & Infiltration			FY2020	FY2021	FY2021	FY2022
		Account			Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
	855_1010_001	Life Insurance	315	278	261	333
	Total		55,920	48,149	45,799	58,572
	855_1015_001	Lagers-General	26,380	27,910	24,138	28,167
	855_1015_002	Lagers-Police	0	0	0	0
	855_1015_003	Lagers-Fire	0	0	0	0
	855_1015_004	Deferred Comp-Employer	2,600	1,950	1,515	1,950
	Total		28,980	29,860	25,653	30,117
	855_1020_001	FICA-Employer	13,855	9,939	11,566	14,283
	855_1020_002	Medicare-Employer	3,240	2,324	2,705	3,340
	855_1020_003	Unemployment Compensation	2,235	1,035	1,647	2,304
	855_1020_004	Workman's Compensation	3,375	3,952	3,952	3,982
	Total Payroll		22,705	17,251	19,870	23,910
	855_1025_001	Employee-Uniforms	5,500	5,000	5,000	5,000
	855_1025_002	Employee-	500	500	100	100
	855_1025_004	Employee-Travel/Hotel	0	500	0	0
	855_1025_005	Employee-Training	3,500	1,500	1,500	1,500
	Total		9,500	7,500	6,600	6,600
	Total		340,520	315,816	296,788	365,428
	855_5015_001	Utilities-Cell Phones	750	850	300	300
	855_5020_002	Utilities-Internet Mobile	1,000	500	0	0
	Total		1,750	1,350	300	300
	855_6000_001	Prof Services-Legal	5,000	0	0	0
	855_6000_002	Prof Services-Engineering	5,000	0	0	0
	855_6000_007	Prof Services-Toxicology Testing	400	400	200	200
	855_6000_008	Prof Services-MSHP Background	100	100	100	100
	855_6000_015	Prof Service-Service Contracts	5,000	0	0	0
	Total		15,500	500	300	300
	855_6005_001	Insurance-Vehicle	11,920	11,920	11,722	12,191
	855_6005_002	Insurance-Equipment	120	120	245	255
	Total		12,040	12,040	11,967	12,446
	Total		0	0	0	0
	Total		0	0	0	0

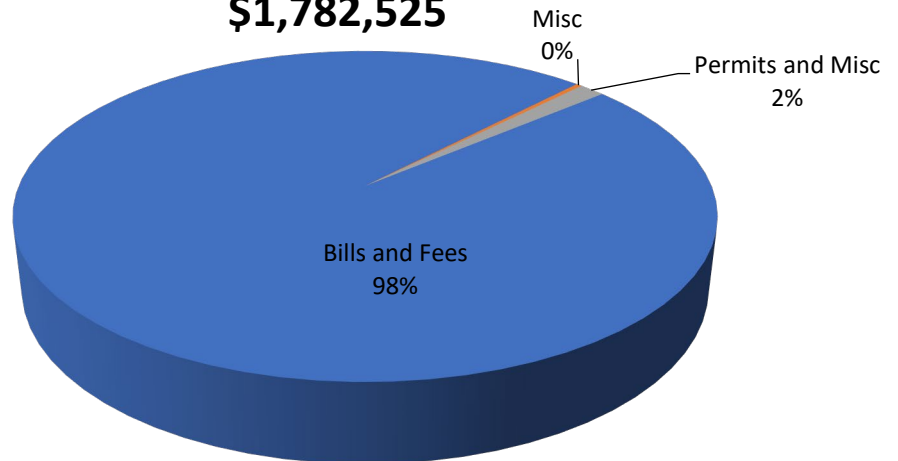
85 - 215 - Inflow & Infiltration			FY2020	FY2021	FY2021	FY2022
		Account			Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
	855_6020_001	Software-Purchase	1,500	0	0	0
	855_6020_002	Software-Upgrade	0	35,000	35,000	5,000
	855_6020_003	Software-Agreement	0	1,500	1,500	1,500
	Total		1,500	36,500	36,500	6,500
	Total		29,040	49,040	48,767	19,246
	855_7000_001	Supplies-Operational	500	500	500	500
	855_7000_002	Supplies-Computer Accessories	0	500	0	500
	855_7000_004	Supplies-Small Tools	1,000	0	0	0
	855_7005_003	Supplies-Postage	500	500	0	0
	855_7015_004	Supplies-Safety	2,000	2,000	2,500	2,500
	Total		4,000	3,500	3,000	3,500
	855_7510_001	Materials-Paint	500	500	500	500
	855_7510_003	Materials-Fittings	500	500	500	500
	855_7510_004	Materials-Hardware	7,500	6,000	6,000	6,000
	855_7510_005	Materials-Fixtures	10,000	7,500	7,500	7,500
	855_7510_006	Materials-Wire	750	750	750	750
	855_7525_001	Materials-Infrastructure	7,500	3,000	2,000	2,000
	Total		26,750	18,250	17,250	17,250
	855_8000_003	Tools-Supplies	0	500	500	500
	Total Tools &		0	500	500	500
	855_8300_001	Equipment-Repair	7,500	7,500	7,500	7,500
	855_8300_002	Equipment-Maintenance	4,000	4,000	4,000	4,000
	855_8300_006	Equipment-Rental	2,000	0	0	0
	Total		13,500	11,500	11,500	11,500
	855_8600_001	Vehicle-Repair	2,000	3,000	3,000	3,000
	855_8600_002	Vehicle-Maintenance	5,000	5,000	5,000	5,000
	855_8600_005	Vehicle-Fuel	17,000	9,000	7,500	9,000
	Total		24,000	17,000	15,500	17,000
	Total		439,560	416,956	393,605	434,723
	Change in		(439,560)	(416,956)	(393,605)	(434,723)

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.

Water Funds Available by Category

\$1,782,525



Fiscal Year

2020-2021 Accomplishments: Installed water line from Utah water well directly to the water tower. The Glencastle, Spiller, and Bowling water towers all received rehabilitation and new paint.

Fiscal Year 2022

Goals:

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

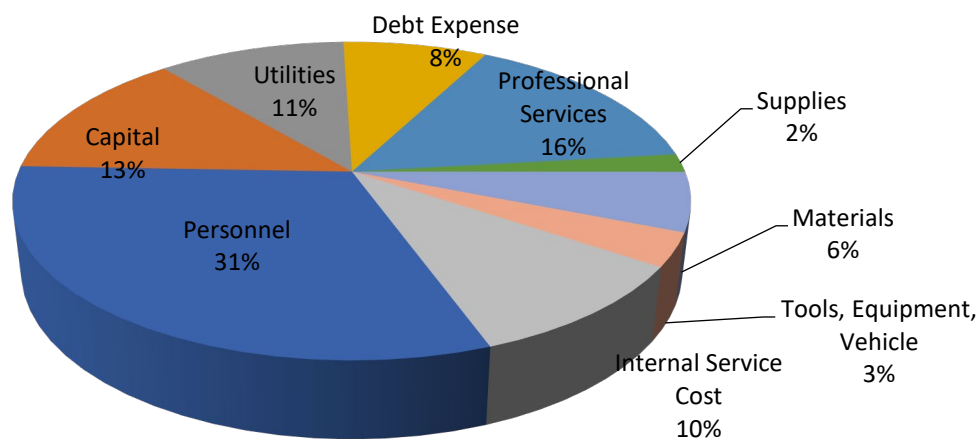
Strategy:

Continue to implement the systematic hydrant flushing program in conjunction with inspection and exercising all water valves. Develop and implement a centralized utility dispatching plan.

Budgetary Factor: Availability of funds

Water Expense by Category

\$1,927,720



- II. **Goal:** Conduct a comprehensive water cost of service and rate design study
Strategy: Determine the adequacy of current rates by customer class. Present reconciliation for each class using existing rates to determine the amount of revenue generated versus expenditures including operations and maintenance. Review the funding allocation to the Capital Improvements Budget and funding requirements for capital equipment replacement. Review the rates and methodology for charging large utilities users and prepare a wholesale utilities rate proposal. Review and schedule alternative rate calculation methodologies for each customer class, explaining the pros and cons of each. The structures should be acceptable to state and federal regulatory agencies.
Budgetary Factor: Availability of funds

Performance Measurements:

Performance Measures	2017	2018	2019	2020	2021 Projected
Meter Change out	3788	780	226	266	200
Meter Repairs	34	40	150	60	50
Valve Exercising	0	50	963	0	200
Monthly Hydrant Flushing	21	21	20	20	20
Hydrant Repairs	25	30	51	36	30
One Call Locates	1461	1450	1768	2199	1600
Water Leak Repairs	70	80	55	54	50
Complaint Calls	250	300	691	190	150
Hydrant Maintenance			775	370	250

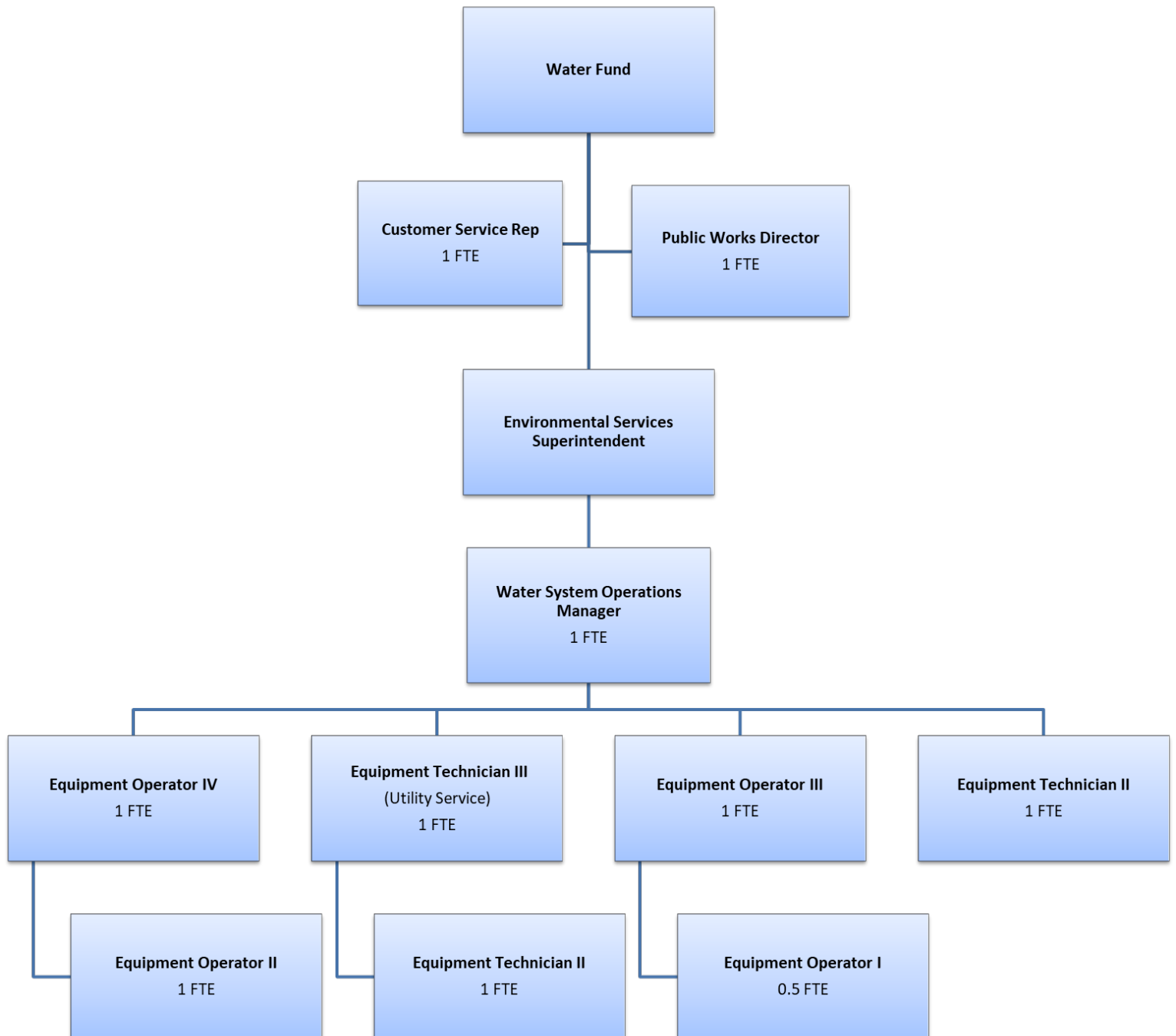
Previous Years' Goals:

- I. Goal: Perform a Water System Leak Detection Study.
Status: Work to be complete by May 2021
- II. Goal: Improve customer satisfaction and increase system reliability
Status: Ongoing

Water Fund Revenue and Expense by Category

Water Fund	2020 Actuals	2021 Budget	2021 Estimated	2022 Proposed
Revenues				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$2,374	\$0
Service Charges	\$1,699,754	\$1,749,000	\$1,689,222	\$1,752,000
Rentals	\$0	\$0	\$0	\$0
Licenses and Permits	\$32,210	\$15,000	\$25,000	\$25,000
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$41,125	\$529,650	\$767,989	\$5,525
Internal Service Revenue	\$0	\$0	\$0	\$0
Total Revenues	\$1,773,089	\$2,293,650	\$2,484,585	\$1,782,525
Expenses				
Personnel	\$657,949	\$683,629	\$629,027	\$600,018
Capital	\$341,546	\$737,652	\$665,000	\$255,877
Debt	\$38,024	\$139,322	\$141,896	\$158,231
Grants	\$0	\$0	\$0	\$0
Utilities	\$160,466	\$204,400	\$205,450	\$205,700
Professional Services	\$211,901	\$271,070	\$319,457	\$297,583
Supplies and Materials	\$110,699	\$164,300	\$143,480	\$151,280
Tools, Equipment, and Vehicles	\$52,818	\$61,700	\$56,700	\$65,200
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$116,321	\$207,889	\$201,340	\$193,831
Total Expenses	\$1,689,724	\$2,469,962	\$2,362,350	\$1,927,720

Water Organizational Chart



87 - 200 - Water Operation			FY2020	FY2021	FY2021	FY2022
	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
874_2005_002	Grants-Capital Rev		0	0	2,374	0
874_3000_011	Turn On Fees		12,000	0	0	0
874_3000_012	Customer Billing		1,900,000	1,700,000	1,640,000	1,700,000
874_3000_013	Penalties		20,000	20,000	20,000	20,000
874_3000_016	Facility Impact		2,000	5,000	5,000	8,000
874_3000_017	PWSD #3 Special Meter		0	0	212	0
874_3000_020	Redevelopment Proj. Revenue		24,000	0	0	0
874_3000_021	Lease Agreement-Towers		0	24,000	24,000	24,000
874_3000_031	Utility Administration Fee		0	0	10	0
Total Service			1,958,000	1,749,000	1,689,221	1,752,000
Total Rental			0	0	0	0
874_3010_001	Misc-Bond Proceeds		975,000	527,000	750,788	0
874_3010_003	Misc-Interest Income		0	2,500	0	0
874_3010_004	Misc-Investment Income		4,000	0	3,500	3,750
874_3010_006	Misc-Miscellaneous		500	0	1,996	1,500
874_3010_008	Misc-Gain/Loss-Asset Disposal		0	0	7,300	0
874_3010_012	Misc-Purchasing Card Rebate		250	150	275	275
874_3010_014	Misc-Insurance Recoveries		0	0	1,745	0
874_3010_015	Misc-Recoveries		0	0	2,385	0
Total			979,750	529,650	767,989	5,525
Total Service			2,937,750	2,278,650	2,457,210	1,757,525
874_4005_003	Permits-Water		2,500	15,000	25,000	25,000
Total Permit			2,500	15,000	25,000	25,000
Total License			2,500	15,000	25,000	25,000
Total			2,940,250	2,293,650	2,484,584	1,782,525
875_1000_001	Fulltime Salary		275,490	257,370	209,416	195,835
875_1000_004	On Call		6,090	0	5,931	5,931
875_1000_005	Fulltime Overtime		8,148	10,983	5,250	2,000
875_1000_006	Part Time Overtime		0	0	0	0
Total Salaries			289,729	268,353	220,597	203,766
875_1005_001	Health Premium-Employee		0	15,792	14,476	15,792
875_1005_002	Health Premium-Family		70,905	67,401	38,000	55,638
875_1005_003	Dental Premium-Employee		0	600	550	600
875_1005_004	Dental Premium-Family		2,420	3,079	2,840	2,779

87 - 200 - Water Operation			FY2020	FY2021	FY2021	FY2022
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
875	1010_001	Life Insurance	380	333	250	230
	Total Benefits		73,705	87,206	56,116	75,040
875	1015_001	Lagers-General	37,955	30,064	22,602	20,418
875	1015_004	Deferred Comp-Employer	3,900	3,250	2,284	2,048
	Total Benefits		41,855	33,314	24,886	22,465
875	1020_001	FICA-Employer	17,965	10,799	12,411	11,451
875	1020_002	Medicare-Employer	4,205	2,526	2,902	2,678
875	1020_003	Unemployment Compensation	2,900	1,179	1,630	1,847
875	1020_004	Workman's Compensation	8,980	11,233	9,000	11,318
	Total Payroll		34,050	25,737	25,943	27,294
875	1025_001	Employee-Uniforms	3,850	5,250	4,500	4,500
875	1025_002	Employee-	500	500	500	500
875	1025_004	Employee-Travel/Hotel	1,500	1,500	1,500	1,500
875	1025_005	Employee-Training	3,000	3,000	3,000	3,000
875	1025_007	Employee-Bonds	200	200	200	200
	Total		9,050	10,450	9,700	9,700
	Total		448,389	425,060	337,243	338,265
875	2005_000	Capital Exp-Land and	96,500	143,500	65,234	176,000
875	2010_000	Capital Exp-Building and	1,050,000	527,000	530,077	0
875	2015_000	Capital Exp-Furniture and Fixtures	0	7,152	9,690	31,877
875	2020_000	Capital Exp-Machinery and	68,300	60,000	30,000	48,000
875	2025_000	Capital Exp-Vehicles	85,000	0	30,000	0
	Total Capital		1,299,800	737,652	665,000	255,877
875	3005_000	Debt-COPS	124,600	123,527	126,001	142,436
875	3020_000	Debt-Lease Purchase	15,795	15,795	15,795	15,795
	Total Debt		140,395	139,322	141,796	158,231
875	5000_001	Utilities-Electric	240,000	200,000	200,000	200,000
875	5015_001	Utilities-Cell Phones	1,000	1,400	2,350	2,350
875	5020_002	Utilities-Internet Mobile	1,500	1,500	1,600	1,600
	Total Utilities		242,500	202,900	203,950	203,950
875	6000_001	Prof Services-Legal	5,000	5,000	5,000	5,000
875	6000_002	Prof Services-Engineering	45,000	10,000	0	0
875	6000_007	Prof Services-Toxicology Testing	100	150	150	150

87 - 200 - Water Operation			FY2020	FY2021	FY2021	FY2022
					Estimated	
Fund	Account	Account Name	Budget	Budget	Ending	Proposed
875_6000_008	Prof Services-MSHP Background		150	150	150	150
875_6000_009	Prof Services-Collection Agency		1,500	1,500	1,500	1,500
875_6000_011	Prof Services-Dues/License		8,500	8,500	3,500	8,500
875_6000_013	Prof Service-Studies		5,000	70,000	75,000	45,000
875_6000_015	Prof Service-Service Contracts		5,000	23,000	45,000	45,000
875_6000_016	Prof Service-Taxes/Fees		26,000	40,000	20,000	20,000
875_6000_017	Prof Service-PILOT		95,000	85,000	82,000	85,000
875_6000_018	Prof Service-Damage Claims		2,500	2,500	500	500
875_6000_019	Prof Service-Credit Card Fee		4,000	5,500	7,000	7,000
Total			197,750	251,300	239,800	217,800
875_6005_001	Insurance-Vehicle		2,630	0	2,469	2,568
875_6005_002	Insurance-Equipment		5	0	0	0
875_6005_003	Insurance-Building & Property		9,070	0	14,140	14,706
875_6005_007	Insurance-City Government		4,915	0	6,942	7,220
Total			16,620	0	23,551	24,493
875_6010_001	Advertising-Public Notices		0	600	600	600
875_6010_002	Advertising-Employee Recruitment		250	250	250	250
875_6010_003	Advertising-Print		700	700	700	700
875_6010_006	Advertising-Radio		150	150	250	250
Total			1,100	1,700	1,800	1,800
875_6020_001	Software-Purchase		0	5,160	10,160	10,160
875_6020_002	Software-Upgrade		0	0	0	4,050
875_6020_003	Software-Agreement		9,870	11,580	38,100	33,045
Total			9,870	16,740	48,260	47,255
Total			225,340	269,740	313,411	291,348
875_7000_001	Supplies-Operational		5,000	5,000	5,800	5,200
875_7000_002	Supplies-Computer Accessories		0	500	1,750	1,500
875_7000_003	Supplies-Desk Accessories-Small		1,500	1,500	500	1,000
875_7000_004	Supplies-Small Tools		3,000	1,500	0	0
875_7005_001	Supplies-Printing		2,500	3,500	500	500
875_7005_002	Supplies-Mailing		2,500	2,000	950	750
875_7005_003	Supplies-Postage		12,500	500	(500)	150
875_7005_004	Supplies-Paper		500	500	880	880
875_7005_005	Supplies-Forms		1,500	500	100	100
875_7005_006	Supplies-Promo-Education		1,500	500	0	0
875_7010_003	Supplies-Break Room		2,500	2,600	4,500	3,000

87 - 200 - Water Operation			FY2020	FY2021	FY2021	FY2022
	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
875_7010_004	Supplies-Chemicals		15,000	12,000	16,000	16,000
875_7015_004	Supplies-Safety		2,700	2,700	3,500	2,700
Total Supplies			50,700	33,300	33,980	31,780
875_7500_001	Materials-Asphalt		5,000	5,000	0	0
875_7525_001	Materials-Infrastructure		0	0	(500)	0
Total			5,000	5,000	(500)	0
875_8000_003	Tools-Supplies		2,300	3,000	3,000	3,000
Total Tools &			2,300	3,000	3,000	3,000
875_8300_001	Equipment-Repair		2,300	5,500	5,500	5,500
875_8300_002	Equipment-Maintenance		2,300	3,200	3,200	3,200
875_8300_006	Equipment-Rental		0	0	1,500	10,000
Total			4,600	8,700	10,200	18,700
875_8600_001	Vehicle-Repair		1,000	2,000	2,000	2,000
875_8600_002	Vehicle-Maintenance		3,000	2,000	2,000	2,000
875_8600_005	Vehicle-Fuel		7,500	7,500	7,500	7,500
Total Vehicles			11,500	11,500	11,500	11,500
875_9910_000	Internal Service-Personnel		145,349	0	0	0
87CommDev_In	Code Administration Allocation In		0	53,441	52,766	60,052
87Garage_In	Garage Allocation In		0	54,289	52,969	41,097
87IT_In	IT Allocation In		0	37,638	31,035	37,745
87Facility_In	Facility Mgmt Allocation In		0	6,135	5,972	6,558
87Janitorial_In	Janitorial Allocation In		0	4,816	5,493	5,977
87Purchasing_In	Purchasing / Warehouse Allocation		0	51,569	53,105	42,402
Total Internal			145,349	207,888	201,340	193,831
Total Other			145,349	207,888	201,340	193,831
Total			2,575,873	2,044,062	1,920,920	1,506,482
Change in			364,377	249,588	563,664	276,043

Water Maintenance and Distribution System

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

Fiscal Year 2020-2021 Accomplishments: The following water line extensions were completed. Cowan & 32 Hwy, W. Bland, Ohio, Texas, Crisp and MFA.

Fiscal Year 2022 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: 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			FY2020	FY2021	FY2021	FY2022
Account					Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
875_1000_001	Fulltime Salary		140,150	144,536	166,736	142,222
875_1000_002	Part Time Salary		20,286	0	0	15,194
875_1000_004	On Call		5,390	0	5,725	5,725
875_1000_005	Fulltime Overtime		19,532	13,494	8,836	4,322
875_1000_006	Part Time Overtime		406	0	0	437
Total			185,764	158,030	181,297	167,899
875_1005_001	Health Premium-Employee		0	7,896	15,792	15,792
875_1005_002	Health Premium-Family		44,001	38,313	35,426	20,988
875_1005_003	Dental Premium-Employee		0	300	600	600
875_1005_004	Dental Premium-Family		1,475	1,753	1,632	1,026
875_1010_001	Life Insurance		255	222	263	222
Total			45,731	48,484	53,713	38,629
875_1015_001	Lagers-General		21,624	20,702	22,802	19,637
875_1015_004	Deferred Comp-Employer		1,950	1,950	2,435	1,950

87 - 205 - Water Maint. & Distribution System			FY2020	FY2021	FY2021	FY2022
Account					Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
	Total		23,574	22,652	25,237	21,587
	875_1020_001	FICA-Employer	11,520	6,096	10,075	9,547
	875_1020_002	Medicare-Employer	2,695	1,426	2,356	2,233
	875_1020_003	Unemployment Compensation	1,860	898	1,606	1,540
	875_1020_004	Workman's Compensation	8,980	11,233	9,000	11,318
	Total Payroll		25,055	19,653	23,037	24,638
	875_1025_001	Employee-Uniforms	4,500	5,500	5,500	6,000
	875_1025_002	Employee-	250	250	250	250
	875_1025_004	Employee-Travel/Hotel	1,500	1,500	750	750
	875_1025_005	Employee-Training	1,500	2,500	2,000	2,000
	Total		7,750	9,750	8,500	9,000
	Total		287,874	258,569	291,784	261,752
	875_5015_001	Utilities-Cell Phones	500	1,000	1,000	1,000
	875_5020_002	Utilities-Internet Mobile	500	500	500	750
	Total		1,000	1,500	1,500	1,750
	875_6000_007	Prof Services-Toxicology Testing	150	150	150	150
	875_6000_008	Prof Services-MSHP Background	100	100	100	100
	Total		250	250	250	250
	875_6005_001	Insurance-Vehicle	4,040	0	4,006	4,166
	875_6005_002	Insurance-Equipment	780	0	710	738
	Total		4,820	0	4,716	4,905
	875_6020_003	Software-Agreement	0	1,080	1,080	1,080
	Total		0	1,080	1,080	1,080
	Total		5,070	1,330	6,046	6,235
	875_7000_001	Supplies-Operational	250	1,000	1,000	1,000
	875_7000_002	Supplies-Computer Accessories	0	500	500	500
	875_7000_004	Supplies-Small Tools	2,500	0	0	0
	875_7015_004	Supplies-Safety	2,000	2,000	2,500	2,500
	Total		4,750	3,500	4,000	4,000
	875_7500_001	Materials-Asphalt	20,000	20,000	16,000	20,000
	875_7500_002	Materials-Rock	6,000	7,000	7,000	7,000
	875_7500_003	Materials-Concrete	5,000	5,000	5,000	5,000

87 - 205 - Water Maint. & Distribution System			FY2020	FY2021	FY2021	FY2022
Account					Estimated	
Fund	Account	Name	Budget	Budget	Ending	Proposed
	875_7500_004	Materials-Landscaping	5,000	5,000	5,000	5,000
	875_7505_002	Materials-Pipe-PVC	2,500	2,500	2,500	2,500
	875_7505_003	Materials-Pipe-Misc.	1,500	1,500	500	1,000
	875_7510_003	Materials-Fittings	14,500	20,000	20,000	20,000
	875_7510_004	Materials-Hardware	0	10,000	7,500	7,500
	875_7510_005	Materials-Fixtures	15,000	20,000	21,000	21,000
	875_7520_001	Materials-Meters	10,000	20,000	15,000	20,000
	875_7525_001	Materials-Infrastructure	10,000	10,000	5,000	5,000
	875_7530_001	Materials-Scada	1,000	1,500	1,500	1,500
	Total		90,500	122,500	106,000	115,500
	875_8000_003	Tools-Supplies	0	2,500	2,500	2,500
	Total Tools &		0	2,500	2,500	2,500
	875_8300_001	Equipment-Repair	7,500	7,500	5,000	5,000
	875_8300_002	Equipment-Maintenance	5,000	6,000	6,000	6,000
	875_8300_005	Equipment-Fuel	6,500	3,500	3,500	3,500
	875_8300_006	Equipment-Rental	2,500	2,500	2,000	2,000
	Total		21,500	19,500	16,500	16,500
	875_8600_001	Vehicle-Repair	7,000	5,000	3,000	3,000
	875_8600_002	Vehicle-Maintenance	6,000	6,000	6,000	6,000
	875_8600_005	Vehicle-Fuel	8,000	5,500	4,000	4,000
	Total		21,000	16,500	13,000	13,000
	Total		431,694	425,899	441,330	421,237
	Change in		(431,694)	(425,899)	(441,330)	(421,237)

Appendix



Fiscal Year 2022 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	\$ 21,424.00	\$ 22,709.44	\$ 22,734.40	\$ 24,098.46	\$ 24,128.00	\$ 25,334.40	\$ 25,355.20	\$ 34,229.52
	Lifeguard I	Biweekly	\$ 824.00	\$ 873.44	\$ 874.40	\$ 926.86	\$ 928.00	\$ 974.40	\$ 975.20	\$ 1,316.52
	Seasonal Maintenance Worker	Hourly	\$ 10.30	\$ 10.92	\$ 10.93	\$ 11.59	\$ 11.60	\$ 12.18	\$ 12.19	\$ 16.46
		Overtime	\$ 15.45	\$ 16.38	\$ 16.40	\$ 17.38	\$ 17.40	\$ 18.27	\$ 18.29	\$ 24.68
L01	Custodian	Annual	\$ 22,666.59	\$ 24,059.15	\$ 24,080.58	\$ 25,473.14	\$ 25,494.56	\$ 26,887.12	\$ 26,908.54	\$ 36,270.83
	Lifeguard II	Biweekly	\$ 871.79	\$ 925.35	\$ 926.18	\$ 979.74	\$ 980.56	\$ 1,034.12	\$ 1,034.94	\$ 1,395.03
		Hourly	\$ 10.90	\$ 11.57	\$ 11.58	\$ 12.25	\$ 12.26	\$ 12.93	\$ 12.94	\$ 17.44
		Overtime	\$ 16.35	\$ 17.35	\$ 17.37	\$ 18.37	\$ 18.39	\$ 19.39	\$ 19.41	\$ 26.16
L02	BAC Pool Manager	Annual	\$ 24,359.09	\$ 25,858.77	\$ 25,880.19	\$ 27,401.30	\$ 27,422.72	\$ 28,922.40	\$ 28,943.82	\$ 38,991.68
	Maintenance/Operations Worker I	Biweekly	\$ 936.89	\$ 994.57	\$ 995.39	\$ 1,053.90	\$ 1,054.72	\$ 1,112.40	\$ 1,113.22	\$ 1,499.68
		Hourly	\$ 11.71	\$ 12.43	\$ 12.44	\$ 13.17	\$ 13.18	\$ 13.91	\$ 13.92	\$ 18.75
		Overtime	\$ 17.57	\$ 18.65	\$ 18.66	\$ 19.76	\$ 19.78	\$ 20.86	\$ 20.87	\$ 28.12
L03	Maintenance/Operations Worker II	Annual	\$ 26,201.55	\$ 27,808.35	\$ 27,829.78	\$ 29,436.58	\$ 29,458.00	\$ 31,086.22	\$ 31,107.65	\$ 41,905.34
		Biweekly	\$ 1,007.75	\$ 1,069.55	\$ 1,070.38	\$ 1,132.18	\$ 1,133.00	\$ 1,195.62	\$ 1,196.45	\$ 1,611.74
		Hourly	\$ 12.60	\$ 13.37	\$ 13.38	\$ 14.15	\$ 14.16	\$ 14.95	\$ 14.96	\$ 20.15
		Overtime	\$ 18.90	\$ 20.05	\$ 20.07	\$ 21.23	\$ 21.24	\$ 22.42	\$ 22.43	\$ 30.22
L04	Animal Control Officer	Annual	\$ 28,151.14	\$ 29,886.48	\$ 29,907.90	\$ 31,664.67	\$ 31,686.10	\$ 33,421.44	\$ 33,442.86	\$ 45,054.67
	Dispatcher I	Biweekly	\$ 1,082.74	\$ 1,149.48	\$ 1,150.30	\$ 1,217.87	\$ 1,218.70	\$ 1,285.44	\$ 1,286.26	\$ 1,732.87
	Fire Candidate Trainee	Hourly	\$ 13.53	\$ 14.37	\$ 14.38	\$ 15.22	\$ 15.23	\$ 16.07	\$ 16.08	\$ 21.66
	Maintenance/Operations Worker III	Overtime	\$ 20.30	\$ 21.55	\$ 21.57	\$ 22.84	\$ 22.85	\$ 24.10	\$ 24.12	\$ 32.49
L05	Clerk I	Annual	\$ 30,272.11	\$ 32,136.00	\$ 32,157.42	\$ 34,042.74	\$ 34,064.16	\$ 35,928.05	\$ 35,949.47	\$ 48,439.66
	Concrete Finisher I	Biweekly	\$ 1,164.31	\$ 1,236.00	\$ 1,236.82	\$ 1,309.34	\$ 1,310.16	\$ 1,381.85	\$ 1,382.67	\$ 1,863.06
	Equipment Operator I	Hourly	\$ 14.55	\$ 15.45	\$ 15.46	\$ 16.37	\$ 16.38	\$ 17.27	\$ 17.28	\$ 23.29
	Equipment Technician I	Overtime	\$ 21.83	\$ 23.18	\$ 23.19	\$ 24.55	\$ 24.57	\$ 25.91	\$ 25.93	\$ 34.93
L06	Office Support Assistant									
	Community Service Liaison	Annual	\$ 32,543.06	\$ 34,556.91	\$ 34,578.34	\$ 36,592.19	\$ 36,613.62	\$ 38,627.47	\$ 38,648.90	\$ 52,060.32
	Clerk II	Biweekly	\$ 1,251.66	\$ 1,329.11	\$ 1,329.94	\$ 1,407.39	\$ 1,408.22	\$ 1,485.67	\$ 1,486.50	\$ 2,002.32
	Concrete Finisher II	Hourly	\$ 15.65	\$ 16.61	\$ 16.62	\$ 17.59	\$ 17.60	\$ 18.57	\$ 18.58	\$ 25.03
	Customer Service Representative	Overtime	\$ 23.47	\$ 24.92	\$ 24.94	\$ 26.39	\$ 26.40	\$ 27.86	\$ 27.87	\$ 37.54
	Equipment Operator II									
	Equipment Technician II									
	Security Officer I									
L07	Clerk III	Annual	\$ 34,985.39	\$ 37,149.22	\$ 37,170.64	\$ 39,334.46	\$ 39,355.89	\$ 41,519.71	\$ 41,541.14	\$ 55,980.91
	Concrete Finisher III	Biweekly	\$ 1,345.59	\$ 1,428.82	\$ 1,429.64	\$ 1,512.86	\$ 1,513.69	\$ 1,596.91	\$ 1,597.74	\$ 2,153.11
	Equipment Operator III	Hourly	\$ 16.82	\$ 17.86	\$ 17.87	\$ 18.91	\$ 18.92	\$ 19.96	\$ 19.97	\$ 26.91
	Equipment Technician III	Overtime	\$ 25.23	\$ 26.79	\$ 26.81	\$ 28.37	\$ 28.38	\$ 29.94	\$ 29.96	\$ 40.37
	Human Resource Coordinator									
	Inspector I									
	Inventory Specialist									
	Maintenance/Operations Worker V									
	Police Officer I									
	Promotion Event Coordinator									
	System Analyst									
L08	Accounting Technician I	Annual	\$ 37,599.12	\$ 39,934.34	\$ 39,955.76	\$ 42,290.98	\$ 42,312.40	\$ 44,626.19	\$ 44,636.80	\$ 60,158.59
	Assistant Parks Director	Biweekly	\$ 1,446.12	\$ 1,535.94	\$ 1,536.76	\$ 1,626.58	\$ 1,627.40	\$ 1,716.39	\$ 1,716.80	\$ 2,313.79
	Clerk IV	Hourly	\$ 18.08	\$ 19.20	\$ 19.21	\$ 20.33	\$ 20.34	\$ 21.45	\$ 21.46	\$ 28.92
	Concrete Finisher IV	Overtime	\$ 27.11	\$ 28.80	\$ 28.81	\$ 30.50	\$ 30.51	\$ 32.18	\$ 32.19	\$ 43.38
	Equipment Operator IV									
	Equipment Technician IV									
	Inspector II									
	Police Officer II									
	System Administrator									
L09	Accounting Technician II	Annual	\$ 40,427.09	\$ 42,933.70	\$ 42,955.12	\$ 45,461.73	\$ 45,483.15	\$ 47,989.76	\$ 48,011.18	\$ 64,679.06
	Apprentice Lineman I	Biweekly	\$ 1,554.89	\$ 1,651.30	\$ 1,652.12	\$ 1,748.53	\$ 1,749.35	\$ 1,845.76	\$ 1,846.58	\$ 2,487.66
	Codes Administration Representative	Hourly	\$ 19.44	\$ 20.64	\$ 20.65	\$ 21.86	\$ 21.87	\$ 23.07	\$ 23.08	\$ 31.10
	Concrete Finisher V	Overtime	\$ 29.15	\$ 30.96	\$ 30.98	\$ 32.78	\$ 32.80	\$ 34.61	\$ 34.62	\$ 46.64
	Equipment Operator V									
	Equipment Technician V									
	Inspector III									
	Police Sergeant I									
	Purchasing Agent									

Fiscal Year 2022 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	\$ 43,447.87	\$ 46,147.30	\$ 46,168.72	\$ 48,868.14	\$ 48,889.57	\$ 51,588.99	\$ 51,610.42	\$ 69,542.30
	Airport Supervisor	Biweekly	\$ 1,671.07	\$ 1,774.90	\$ 1,775.72	\$ 1,879.54	\$ 1,880.37	\$ 1,984.19	\$ 1,985.02	\$ 2,674.70
	Apprentice Lineman II	Hourly	\$ 20.89	\$ 22.19	\$ 22.20	\$ 23.49	\$ 23.50	\$ 24.80	\$ 24.81	\$ 33.43
	Chief Communications Officer	Overtime	\$ 31.33	\$ 33.28	\$ 33.29	\$ 35.24	\$ 35.26	\$ 37.20	\$ 37.22	\$ 50.15
	Deputy City Clerk									
	Inspector III									
	Police Sergeant II									
	Public Information Officer									
	Utility Operations Supervisor									
L11	Accounting Technician IV	Annual	\$ 46,725.74	\$ 49,617.98	\$ 49,628.80	\$ 52,531.65	\$ 52,553.07	\$ 55,445.31	\$ 55,466.74	\$ 74,748.34
	Apprentice Lineman III	Biweekly	\$ 1,797.14	\$ 1,908.38	\$ 1,908.80	\$ 2,020.45	\$ 2,021.27	\$ 2,132.51	\$ 2,133.34	\$ 2,874.94
	Human Resource Manager	Hourly	\$ 22.46	\$ 23.85	\$ 23.86	\$ 25.26	\$ 25.27	\$ 26.66	\$ 26.67	\$ 35.94
	Network Manager	Overtime	\$ 33.70	\$ 35.78	\$ 35.79	\$ 37.88	\$ 37.90	\$ 39.98	\$ 40.00	\$ 53.91
	Police Lieutenant									
	Planning and Zoning Manager									
L12	Apprentice Lineman IV	Annual	\$ 50,217.86	\$ 53,345.76	\$ 53,367.18	\$ 56,473.66	\$ 56,495.09	\$ 59,622.99	\$ 59,633.60	\$ 80,361.42
	Operations Manager	Biweekly	\$ 1,931.46	\$ 2,051.76	\$ 2,052.58	\$ 2,172.06	\$ 2,172.89	\$ 2,293.19	\$ 2,293.60	\$ 3,090.82
		Hourly	\$ 24.14	\$ 25.65	\$ 25.66	\$ 27.15	\$ 27.16	\$ 28.66	\$ 28.67	\$ 38.64
		Overtime	\$ 36.21	\$ 38.47	\$ 38.49	\$ 40.73	\$ 40.74	\$ 43.00	\$ 43.01	\$ 57.95
L13	Journeyman Lineman I	Annual	\$ 53,988.48	\$ 57,330.62	\$ 57,352.05	\$ 60,715.62	\$ 60,737.04	\$ 64,079.18	\$ 64,100.61	\$ 86,381.57
	Tourism Director	Biweekly	\$ 2,076.48	\$ 2,205.02	\$ 2,205.85	\$ 2,335.22	\$ 2,336.04	\$ 2,464.58	\$ 2,465.41	\$ 3,322.37
		Hourly	\$ 25.96	\$ 27.56	\$ 27.57	\$ 29.19	\$ 29.20	\$ 30.81	\$ 30.82	\$ 41.53
		Overtime	\$ 38.93	\$ 41.34	\$ 41.36	\$ 43.79	\$ 43.80	\$ 46.21	\$ 46.23	\$ 62.29
L14	Code Administrator	Annual	\$ 58,037.62	\$ 61,636.85	\$ 61,658.27	\$ 65,278.93	\$ 65,300.35	\$ 68,899.58	\$ 68,910.40	\$ 92,851.62
	Deputy Fire Chief	Biweekly	\$ 2,232.22	\$ 2,370.65	\$ 2,371.47	\$ 2,510.73	\$ 2,511.55	\$ 2,649.98	\$ 2,650.40	\$ 3,571.22
	Environmental Services Superintendent	Hourly	\$ 27.90	\$ 29.63	\$ 29.64	\$ 31.38	\$ 31.39	\$ 33.12	\$ 33.13	\$ 44.64
	Journeyman Lineman II	Overtime	\$ 41.85	\$ 44.45	\$ 44.47	\$ 47.08	\$ 47.09	\$ 49.69	\$ 49.70	\$ 66.96
	Operations Specialist									
	Street Superintendent									
L15	City Clerk	Annual	\$ 62,386.69	\$ 66,264.43	\$ 66,285.86	\$ 70,163.60	\$ 70,185.02	\$ 74,062.77	\$ 74,084.19	\$ 99,814.42
	Electric Superintendent	Biweekly	\$ 2,399.49	\$ 2,548.63	\$ 2,549.46	\$ 2,698.60	\$ 2,699.42	\$ 2,848.57	\$ 2,849.39	\$ 3,839.02
	Human Resource Director	Hourly	\$ 29.99	\$ 31.86	\$ 31.87	\$ 33.73	\$ 33.74	\$ 35.61	\$ 35.62	\$ 47.99
	IT Director	Overtime	\$ 44.99	\$ 47.79	\$ 47.80	\$ 50.60	\$ 50.61	\$ 53.41	\$ 53.43	\$ 71.98
	Parks Director									
L16	Director of Finance	Annual	\$ 67,057.12	\$ 71,234.80	\$ 71,256.22	\$ 75,433.90	\$ 75,455.33	\$ 79,611.58	\$ 79,622.40	\$ 107,312.82
	Fire Chief	Biweekly	\$ 2,579.12	\$ 2,739.80	\$ 2,740.62	\$ 2,901.30	\$ 2,902.13	\$ 3,061.98	\$ 3,062.40	\$ 4,127.42
	Police Chief	Hourly	\$ 32.24	\$ 34.25	\$ 34.26	\$ 36.27	\$ 36.28	\$ 38.27	\$ 38.28	\$ 51.59
	Public Works Director	Overtime	\$ 48.36	\$ 51.37	\$ 51.39	\$ 54.40	\$ 54.41	\$ 57.41	\$ 57.42	\$ 77.39
L17		Annual	\$ 72,091.76	\$ 76,590.80	\$ 76,612.22	\$ 81,089.84	\$ 81,111.26	\$ 85,588.88	\$ 85,610.30	\$ 115,346.82
		Biweekly	\$ 2,772.76	\$ 2,945.80	\$ 2,946.62	\$ 3,118.84	\$ 3,119.66	\$ 3,291.88	\$ 3,292.70	\$ 4,436.42
		Hourly	\$ 34.66	\$ 36.82	\$ 36.83	\$ 38.99	\$ 39.00	\$ 41.15	\$ 41.16	\$ 55.46
		Overtime	\$ 51.99	\$ 55.23	\$ 55.25	\$ 58.48	\$ 58.49	\$ 61.72	\$ 61.74	\$ 83.18
L18		Annual	\$ 77,447.76	\$ 82,332.43	\$ 82,353.86	\$ 87,174.26	\$ 87,195.68	\$ 92,016.08	\$ 92,037.50	\$ 124,002.11
		Biweekly	\$ 2,978.76	\$ 3,166.63	\$ 3,167.46	\$ 3,352.86	\$ 3,353.68	\$ 3,539.08	\$ 3,539.90	\$ 4,769.31
		Hourly	\$ 37.23	\$ 39.58	\$ 39.59	\$ 41.91	\$ 41.92	\$ 44.24	\$ 44.25	\$ 59.62
		Overtime	\$ 55.85	\$ 59.37	\$ 59.39	\$ 62.87	\$ 62.88	\$ 66.36	\$ 66.37	\$ 89.42
L19		Annual	\$ 83,317.94	\$ 88,502.54	\$ 88,523.97	\$ 93,708.58	\$ 93,730.00	\$ 98,914.61	\$ 98,936.03	\$ 133,300.13
		Biweekly	\$ 3,204.54	\$ 3,403.94	\$ 3,404.77	\$ 3,604.18	\$ 3,605.00	\$ 3,804.41	\$ 3,805.23	\$ 5,126.93
		Hourly	\$ 40.06	\$ 42.55	\$ 42.56	\$ 45.05	\$ 45.06	\$ 47.56	\$ 47.57	\$ 64.09
		Overtime	\$ 60.09	\$ 63.82	\$ 63.84	\$ 67.58	\$ 67.59	\$ 71.33	\$ 71.35	\$ 96.13
L20		Annual	\$ 89,573.74	\$ 95,143.98	\$ 95,165.41	\$ 100,735.65	\$ 100,757.07	\$ 106,348.74	\$ 106,370.16	\$ 143,305.14
		Biweekly	\$ 3,445.14	\$ 3,659.38	\$ 3,660.21	\$ 3,874.45	\$ 3,875.27	\$ 4,090.34	\$ 4,091.16	\$ 5,511.74
		Hourly	\$ 43.06	\$ 45.74	\$ 45.75	\$ 48.43	\$ 48.44	\$ 51.13	\$ 51.14	\$ 68.90
		Overtime	\$ 64.60	\$ 68.61	\$ 68.63	\$ 72.65	\$ 72.66	\$ 76.69	\$ 76.71	\$ 103.35

Fiscal Year 2022 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	\$ 31,044.20	\$ 32,906.85	\$ 32,943.02	\$ 34,919.60	\$ 34,962.40	\$ 36,710.52	\$ 36,740.66	\$ 49,599.89
		Biweekly	\$ 1,194.01	\$ 1,265.65	\$ 1,267.04	\$ 1,343.06	\$ 1,344.71	\$ 1,411.94	\$ 1,413.10	\$ 1,907.69
		Hourly	\$ 10.30	\$ 10.92	\$ 10.93	\$ 11.59	\$ 11.60	\$ 12.18	\$ 12.19	\$ 16.46
		Overtime	\$ 15.45	\$ 16.38	\$ 16.40	\$ 17.38	\$ 17.40	\$ 18.27	\$ 18.29	\$ 24.68
F01	Fire Candidate II (EMT but no FF 1 or 2)	Annual	\$ 32,844.76	\$ 34,862.64	\$ 34,893.68	\$ 36,911.55	\$ 36,942.60	\$ 38,960.47	\$ 38,991.52	\$ 52,557.83
		Biweekly	\$ 1,263.26	\$ 1,340.87	\$ 1,342.06	\$ 1,419.68	\$ 1,420.87	\$ 1,498.48	\$ 1,499.67	\$ 2,021.46
		Hourly	\$ 10.90	\$ 11.57	\$ 11.58	\$ 12.25	\$ 12.26	\$ 12.93	\$ 12.94	\$ 17.44
		Overtime	\$ 16.35	\$ 17.35	\$ 17.37	\$ 18.37	\$ 18.39	\$ 19.39	\$ 19.41	\$ 26.16
F02	Firefighter/EMT	Annual	\$ 35,297.26	\$ 37,470.35	\$ 37,501.39	\$ 39,705.53	\$ 39,736.58	\$ 41,909.67	\$ 41,940.71	\$ 56,500.44
	Firefighter/EMT-I	Biweekly	\$ 1,357.59	\$ 1,441.17	\$ 1,442.36	\$ 1,527.14	\$ 1,528.33	\$ 1,611.91	\$ 1,613.10	\$ 2,173.09
		Hourly	\$ 11.71	\$ 12.43	\$ 12.44	\$ 13.17	\$ 13.18	\$ 13.91	\$ 13.92	\$ 18.75
		Overtime	\$ 17.57	\$ 18.65	\$ 18.66	\$ 19.76	\$ 19.78	\$ 20.86	\$ 20.87	\$ 28.12
F03	Firefighter/Paramedic	Annual	\$ 37,967.06	\$ 40,295.37	\$ 40,326.42	\$ 42,654.73	\$ 42,685.78	\$ 45,045.13	\$ 45,076.18	\$ 60,722.46
		Biweekly	\$ 1,460.27	\$ 1,549.82	\$ 1,551.02	\$ 1,640.57	\$ 1,641.76	\$ 1,732.51	\$ 1,733.70	\$ 2,335.48
		Hourly	\$ 12.60	\$ 13.37	\$ 13.38	\$ 14.15	\$ 14.16	\$ 14.95	\$ 14.96	\$ 20.15
		Overtime	\$ 18.90	\$ 20.05	\$ 20.07	\$ 21.23	\$ 21.24	\$ 22.42	\$ 22.43	\$ 30.22
F04	Fire Lieutenant/EMT	Annual	\$ 40,792.08	\$ 43,306.66	\$ 43,337.70	\$ 45,883.33	\$ 45,914.37	\$ 48,428.95	\$ 48,460.00	\$ 65,285.95
	Fire Lieutenant/EMT-I	Biweekly	\$ 1,568.93	\$ 1,665.64	\$ 1,666.83	\$ 1,764.74	\$ 1,765.94	\$ 1,862.65	\$ 1,863.85	\$ 2,511.00
		Hourly	\$ 13.53	\$ 14.37	\$ 14.38	\$ 15.22	\$ 15.23	\$ 16.07	\$ 16.08	\$ 21.66
		Overtime	\$ 20.30	\$ 21.55	\$ 21.57	\$ 22.84	\$ 22.85	\$ 24.10	\$ 24.12	\$ 32.49
F05	Fire Lieutenant/Paramedic	Annual	\$ 43,865.45	\$ 46,566.30	\$ 46,597.34	\$ 49,329.23	\$ 49,360.28	\$ 52,061.12	\$ 52,092.17	\$ 70,190.94
		Biweekly	\$ 1,687.13	\$ 1,791.01	\$ 1,792.21	\$ 1,897.28	\$ 1,898.47	\$ 2,002.35	\$ 2,003.54	\$ 2,699.65
		Hourly	\$ 14.55	\$ 15.45	\$ 15.46	\$ 16.37	\$ 16.38	\$ 17.27	\$ 17.28	\$ 23.29
		Overtime	\$ 21.83	\$ 23.18	\$ 23.19	\$ 24.55	\$ 24.57	\$ 25.91	\$ 25.93	\$ 34.93
F06	Fire Captain/EMT	Annual	\$ 47,156.14	\$ 50,074.29	\$ 50,105.34	\$ 53,023.49	\$ 53,054.54	\$ 55,972.69	\$ 56,003.74	\$ 75,437.41
	Fire Captain/EMT-I	Biweekly	\$ 1,813.70	\$ 1,925.93	\$ 1,927.13	\$ 2,039.37	\$ 2,040.56	\$ 2,152.80	\$ 2,153.99	\$ 2,901.44
		Hourly	\$ 15.65	\$ 16.61	\$ 16.62	\$ 17.59	\$ 17.60	\$ 18.57	\$ 18.58	\$ 25.03
		Overtime	\$ 23.47	\$ 24.92	\$ 24.94	\$ 26.39	\$ 26.40	\$ 27.86	\$ 27.87	\$ 37.54
F07	Fire Captain/Paramedic	Annual	\$ 50,695.18	\$ 53,830.64	\$ 53,861.69	\$ 56,997.15	\$ 57,028.20	\$ 60,163.66	\$ 60,194.70	\$ 81,118.49
		Biweekly	\$ 1,949.81	\$ 2,070.41	\$ 2,071.60	\$ 2,192.20	\$ 2,193.39	\$ 2,313.99	\$ 2,315.18	\$ 3,119.94
		Hourly	\$ 16.82	\$ 17.86	\$ 17.87	\$ 18.91	\$ 18.92	\$ 19.96	\$ 19.97	\$ 26.91
		Overtime	\$ 25.23	\$ 26.79	\$ 26.81	\$ 28.37	\$ 28.38	\$ 29.94	\$ 29.96	\$ 40.37
F08		Annual	\$ 54,482.57	\$ 57,866.39	\$ 57,897.43	\$ 61,281.25	\$ 61,312.30	\$ 64,665.07	\$ 64,680.44	\$ 87,172.11
		Biweekly	\$ 2,095.48	\$ 2,225.63	\$ 2,226.82	\$ 2,356.97	\$ 2,358.17	\$ 2,487.12	\$ 2,487.71	\$ 3,352.77
		Hourly	\$ 18.08	\$ 19.20	\$ 19.21	\$ 20.33	\$ 20.34	\$ 21.45	\$ 21.46	\$ 28.92
		Overtime	\$ 27.11	\$ 28.80	\$ 28.81	\$ 30.50	\$ 30.51	\$ 32.18	\$ 32.19	\$ 43.38
F09		Annual	\$ 58,580.41	\$ 62,212.58	\$ 62,243.62	\$ 65,875.79	\$ 65,906.84	\$ 69,539.01	\$ 69,570.05	\$ 93,722.44
		Biweekly	\$ 2,253.09	\$ 2,392.79	\$ 2,393.99	\$ 2,533.68	\$ 2,534.88	\$ 2,674.58	\$ 2,675.77	\$ 3,604.71
		Hourly	\$ 19.44	\$ 20.64	\$ 20.65	\$ 21.86	\$ 21.87	\$ 23.07	\$ 23.08	\$ 31.10
		Overtime	\$ 29.15	\$ 30.96	\$ 30.98	\$ 32.78	\$ 32.80	\$ 34.61	\$ 34.62	\$ 46.64
F10		Annual	\$ 62,957.64	\$ 66,869.21	\$ 66,900.25	\$ 70,811.82	\$ 70,842.86	\$ 74,754.43	\$ 74,785.48	\$ 100,769.47
		Biweekly	\$ 2,421.45	\$ 2,571.89	\$ 2,573.09	\$ 2,723.53	\$ 2,724.73	\$ 2,875.17	\$ 2,876.36	\$ 3,875.75
		Hourly	\$ 20.89	\$ 22.19	\$ 22.20	\$ 23.49	\$ 23.50	\$ 24.80	\$ 24.81	\$ 33.43
		Overtime	\$ 31.33	\$ 33.28	\$ 33.29	\$ 35.24	\$ 35.26	\$ 37.20	\$ 37.22	\$ 50.15

Capital Improvmeent Program Summary FY2022-FY2027							
Capital Project ID	Project Name	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
01-FMS-001-23	Backhoe		\$98,000	\$98,000	\$98,000	\$98,000	\$98,000
Total General Admin		\$0	\$98,000	\$98,000	\$98,000	\$98,000	\$98,000
99-ITS-002-21	Switches	\$110	\$110				
99-ITS-002-22	SCALE Nodes	\$634					
99-ITS-002-22	Domain Rebuild	\$4,272					
99-ITX-001-21	SCALE Nodes		\$317				
99-ITX-001-21	SCALE Nodes		\$317				
99-ITX-001-21	SCALE Nodes	\$634					
Total Municipal Court		\$5,650	\$745	\$0	\$0	\$0	\$0
01-FDE-001-21	Confined Space Rescue Breathing System		\$18,000				
01-FDX-001-22	Battery Powered PPV Fans				\$10,000		
01-FDX-001-23	Replace Nozzles		\$17,000				
99-ITS-002-22	SCALE Nodes	\$3,172					
99-ITX-001-21	SCALE Nodes		\$1,586				
Total Fire Department		\$3,172	\$36,586	\$0	\$10,000	\$0	\$0
01-PDA-002-19	911 Hardware		\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
22-PDA-001-18	WAVE Upgrade			\$5,000			
99-ITX-001-21	SCALE Nodes		\$10,310				
Total Police Department		\$0	\$14,310	\$9,000	\$4,000	\$4,000	\$4,000
01-CCC-001-19	Replace Computer Systems/Wireless	\$4,000					
01-CCC-004-23	In Line Booking		\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
99-ITS-002-21	Switches	\$166	\$166				
99-ITS-002-22	SCALE Nodes	\$952					
99-ITS-002-22	Domain Rebuild	\$6,408					
99-ITX-001-21	SCALE Nodes		\$476				
99-ITX-001-21	SCALE Nodes	\$952					
Total Civic Center		\$12,478	\$30,642	\$30,000	\$30,000	\$30,000	\$30,000
99-ITS-002-21	Switches	\$56	\$56				
99-ITS-002-22	SCALE Nodes	\$318					
99-ITS-002-22	Domain Rebuild	\$9,612					
99-ITX-001-21	SCALE Nodes		\$159				
99-ITX-001-21	SCALE Nodes	\$318					
Total Mayor & Council		\$10,304	\$215	\$0	\$0	\$0	\$0
99-ITS-002-21	Switches	\$166	\$166				
99-ITS-002-21	Switches	\$110	\$110				
99-ITS-002-22	SCALE Nodes	\$952					
99-ITS-002-22	SCALE Nodes	\$634					
99-ITS-002-22	Domain Rebuild	\$2,136					
99-ITX-001-21	SCALE Nodes		\$476				
99-ITX-001-21	SCALE Nodes		\$317				
99-ITX-001-21	SCALE Nodes	\$952					
99-ITX-001-21	SCALE Nodes	\$634					
Total City Administration		\$5,584	\$1,069	\$0	\$0	\$0	\$0
99-ITS-002-21	Switches	\$110	\$110				
99-ITS-002-22	SCALE Nodes	\$634					
99-ITS-002-22	Domain Rebuild	\$3,204					
99-ITX-001-21	SCALE Nodes		\$317				

Capital Improvmeent Program Summary FY2022-FY2027							
Capital Project ID	Project Name	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
99-ITX-001-21	SCALE Nodes	\$634					
Total City Clerk Office		\$4,582	\$427	\$0	\$0	\$0	\$0
01-SWC-001-19	Stormwater: Mountrose Beacon Branch				\$750,000		
01-SWC-001-20	Stormwater: Washington and North Park Manor					\$50,000	\$50,000
01-SWC-001-23	Stormwater: West Fremont Improvements		\$10,000				
01-SWC-001-24	Stormwater: Kansas			\$300,000			\$25,000
01-SWC-001-26	Stormwater: Magnetic Addition					\$400,000	
01-SWC-001-27	Stormwater: Old Town						\$300,000
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-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.		\$250,000				
01-SWC-006-19	Stormwater: Hydraulic Engineering Study		\$50,000	\$50,000			\$50,000
Total Storm Water		\$0	\$435,000	\$360,000	\$785,000	\$500,000	\$425,000
01-FIN-001-19	Replace Existing Computer Systems			\$5,000	\$2,500		
99-ITS-002-21	Switches	\$166	\$110				
99-ITS-002-22	SCALE Nodes	\$952					
99-ITS-002-22	Domain Rebuild	\$4,272					
99-ITX-001-21	SCALE Nodes		\$476				
99-ITX-001-21	SCALE Nodes	\$952					
Total Finance Department		\$6,342	\$586	\$5,000	\$2,500	\$0	\$0
99-ITS-002-22	Domain Rebuild	\$3,204					
Total HR		\$3,204	\$0	\$0	\$0	\$0	\$0
01-FDE-003-017	Radio Communication	\$25,000					
03-FDE-001-22	75 ft Ladder truck	\$1,000,000					
03-FDX-002-21	Public Safety Building Equipment/Frniture	\$450,000					
99-ITS-002-21	Switches	\$552	\$552				
99-ITS-002-22	Domain Rebuild	\$32,039					
99-ITX-001-21	SCALE Nodes	\$3,172					
Total Fire Public Safety		\$1,510,763	\$552	\$0	\$0	\$0	\$0
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-006-22	Access Server Federal Protection	\$8,200					
03-PDX-001-21	IP Camera Solution	\$24,000					
03-PDX-001-22	Computer Voice Stress Analyzer (CVSA)	\$6,000					
03-PDX-002-22	Animal Control Truck	\$45,000					
03-PDX-003-22	Radar Speed Trailer	\$10,000					
04-PDX-001-22	Animal Control Network Hardware	\$10,000					
05-PDX-001-22	License Plate Readers	\$66,000	\$24,000				
22-PDA-003-15	Patrol Cars		\$264,000	\$264,000	\$204,000		
99-ITS-002-21	Switches	\$3,584	\$3,584				
99-ITS-002-22	SCALE Nodes	\$20,620					
99-ITS-002-22	Domain Rebuild	\$50,194					
99-ITS-005-22	Printer	\$7,000					
99-ITS-005-22	GIS Build	\$1,857					

Capital Improvmeent Program Summary FY2022-FY2027							
Capital Project ID	Project Name	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
99-ITX-001-21	SCALE Nodes	\$20,620					
99-PDX-007-22	DSX Access	\$7,500					
Total Police Public Safety		\$305,575	\$307,584	\$280,000	\$220,000	\$16,000	\$16,000
08-STR-001-20	Madison Avenue Overlay	\$10,059					
08-STR-001-22	Elm Street Asphalt Overlay	\$800,000					
08-STR-001-26	Tekary Street					\$39,403	
08-STR-001-27	Timberwood Lane						\$58,299
08-STR-002-26	Stella Street					\$36,728	
08-STR-002-27	Berrywood Drive						\$32,007
08-STR-003-26	Danielle Drive					\$58,756	
08-STR-003-27	Cranberry Lane						\$25,606
08-STR-004-24	Jefferson Avenue Sidewalk Improvements					\$330,000	
08-STR-004-25	Jefferson Avenue Sidewalk Improvements						\$491,400
08-STR-004-26	Ryan Street					\$58,344	
08-STR-004-27	Raspberry Drive						\$30,684
08-STR-005-20	Half Ton 4X4 Pickup Trucks					\$30,000	
08-STR-005-25	Fourth Street				\$655,000		
08-STR-005-26	Eastmont Drive					\$29,287	
08-STR-005-27	Allison Lane						\$59,442
08-STR-006-23	Hospital Drive Asphalt Overlay				\$118,400		
08-STR-006-24	Lincoln Avenue	\$76,954					
08-STR-006-25	Street Sweeper						\$300,000
08-STR-006-27	Foxwood Court						\$24,691
08-STR-007-23	Albert Street Improvements			\$8,179			
08-STR-007-25	Skid Steer Loader						\$70,000
08-STR-007-27	Timberwood Court						\$25,148
08-STR-008-23	Marvin Avenue Improvements			\$26,942			
08-STR-008-24	Indian Creek Drive			\$104,629			
08-STR-008-27	Zachary Drive						\$32,464
08-STR-009-23	Mizer Street Improvements			\$22,235			
08-STR-009-24	Winsor Drive			\$32,021			
08-STR-009-27	East Bland Sidewalk						\$40,000
08-STR-010-23	Barlow Street Improvements			\$11,445			
08-STR-010-24	Laclede Street			\$17,695			
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-012-23	Willow Lane		\$45,953				
08-STR-012-24	Ivey Lane			\$86,699			
08-STR-012-25	Commercial Street Improvements	\$250,000					
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-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-015-23	Nelson Court (North)		\$8,841				
08-STR-015-24	Morgan Road Sidewalk			\$15,400			

Capital Improvmeent Program Summary FY2022-FY2027							
Capital Project ID	Project Name	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
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-017-17	Single Axle Dump Truck					\$120,000	
08-STR-017-21	East Bland Road Asphalt Overlay	\$144,666					
08-STR-017-22	Beck Lane Extension	\$122,500					
08-STR-017-23	Pine Street		\$11,317				
08-STR-018-22	Jessie Street	\$88,683					
08-STR-018-23	Trent Street		\$12,403				
08-STR-019-22	Farmers Lane	\$44,071					
08-STR-019-23	Dwight Street		\$38,091				
08-STR-020-22	Magnolia Drive	\$29,972					
08-STR-020-23	Dickens Drive		\$22,428				
08-STR-021-20	New Street Improvements	\$65,000					
08-STR-021-22	Hilsdale Street	\$49,537					
08-STR-021-23	Thomas Drive		\$21,476				
08-STR-022-22	Cypress Drive	\$51,234					
08-STR-022-23	Cedar Drive		\$20,795				
08-STR-023-22	New Buffalo Road Sidewalk	\$55,000					
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					
08-STR-025-22	Southlawn Avenue	\$39,948					
08-STR-025-23	Maple Lane	\$116,700					
08-STR-026-22	Wireless Headphone System for Street Maintenance	\$7,000					
08-STR-026-22	Amy Drive	\$39,091					
08-STR-026-23	Bennett Avenue	\$26,929					
08-STR-027-23	Seventh Street	\$23,034					
08-STR-23-21	Computer Systems		\$5,000		\$5,000		
99-ITS-002-21	Switches	\$276	\$276				
99-ITS-002-22	SCALE Nodes	\$1,586					
99-ITS-002-22	Domain Rebuild	\$12,815					
99-ITS-005-22	GIS Build	\$1,857					
99-ITX-001-21	SCALE Nodes		\$793				
99-ITX-001-21	SCALE Nodes	\$1,586					
Total Street Operation		\$2,073,498	\$331,125	\$475,437	\$981,981	\$1,083,018	\$1,199,741
01-CCC-001-21	Exhibition Hall Chairs		\$12,000	\$12,000	\$12,000	\$12,000	\$12,000
01-FDE-001-21	Firefighting Helmets	\$2,100					
01-FDE-002-18	Mobile Tablets	\$15,000					
01-FDE-012-17	Station 1 Improvements	\$125,000					
01-FDE-012-17	Station 2 Improvements	\$125,000					
01-SWC-004-14	Assessment and Restoration of Detention Facilities	\$5,000					
22-CAO-001-22	Conference Room Projector	\$5,600					
22-CCC-001-22	Replacement of Gas Fired Pool Heater	\$30,000					
22-CCC-002-21	Replace Multi Prupose Flooring		\$100,000				
22-CCC-002-22	Upgrade of UV System of CCC Pool	\$15,000					
22-CCC-003-22	Rebuild Paddock Water Filter for CCC Pool	\$40,000					

Capital Improvmeent Program Summary FY2022-FY2027							
Capital Project ID	Project Name	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
22-CCC-004-22	Forklift	\$40,000					
22-FDE-001-17	Bunker Gear	\$14,000	\$72,000	\$72,000	\$72,000	\$72,000	\$72,000
22-FDE-002-17	Mobile Traffic Light Controll		\$18,000	\$18,000	\$18,000	\$18,000	\$18,000
22-FMS-005-20	Elm Street Christmas Decorations	\$6,500	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
22-PDA-002-18	Automatic License Plate Reader (APLR)					\$24,000	\$24,000
99-FDE-001-16	Fire Station #3	\$3,040,000					
99-ITS-001-21	City-wide Cameras	\$22,000					
99-ITS-003-20	Printer Replacement Konica		\$7,500				
Total General Capital		\$3,485,200	\$215,500	\$108,000	\$108,000	\$132,000	\$132,000
80-ELF-005-22	Radio	\$60,000					
Total Street Capital		\$60,000	\$0	\$0	\$0	\$0	\$0
99-ITS-002-21	Switches	\$110	\$110				
99-ITS-002-22	SCALE Nodes	\$634					
99-ITS-002-22	SCALE Nodes	\$634					
99-ITX-001-21	SCALE Nodes		\$317				
99-ITX-001-21	SCALE Nodes	\$634					
Total Tourism		\$2,012	\$427	\$0	\$0	\$0	\$0
	DTMP Roof Project	\$35,000					
Total Detroit Tool Metal Products		\$35,000	\$0	\$0	\$0	\$0	\$0
22-CDC-001-21	Replacement of Network Systems		\$2,550	\$2,550	\$2,550	\$2,550	\$2,550
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	\$159,149					
50-CDC-002-22	Jones Subdivision	\$38,564					
50-CDC-003-22	Flatwoods subdivision	\$438,510					
50-CDC-004-22	Lexington Square	\$284,900					
99-ITS-002-21	Switches	\$386	\$386				
99-ITS-002-22	SCALE Nodes	\$2,220					
99-ITS-002-22	Domain Rebuild	\$1,068					
99-ITS-002-22	Domain Rebuild	\$5,340					
99-ITX-001-21	SCALE Nodes		\$1,110				
99-ITX-001-21	SCALE Nodes	\$2,220					
Total Codes Administration		\$935,357	\$19,546	\$5,550	\$5,550	\$5,550	\$5,550
99-ITS-005-22	GIS Build	\$1,858					
Total Mapping & GIS		\$1,858	\$0	\$0	\$0	\$0	\$0
60-GFM-001-18	Garage Exhaust Fan (Phase 2)	\$10,000					
60-GFM-001-19	Service Truck		\$60,000				
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					\$38,000	\$38,000
60-GFX-003-21	New Compressor in New Enclosed Room				\$3,000		
60-GFX-004-21	Floor Drain System		\$10,000				
99-ITS-002-21	Switches	\$110	\$110				
99-ITS-002-22	SCALE Nodes	\$634					
99-ITS-002-22	Domain Rebuild	\$3,204					
99-ITX-001-21	SCALE Nodes		\$317				
99-ITX-001-21	SCALE Nodes	\$634					
Total Garage		\$20,582	\$75,427	\$0	\$3,000	\$38,000	\$38,000

Capital Improvmeent Program Summary FY2022-FY2027							
Capital Project ID	Project Name	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
99-ITS-002-22	Domain Rebuild	\$1,068					
Total Warehouse		\$1,068	\$0	\$0	\$0	\$0	\$0
01-ITS-001-20	Replace Existing Computer Systems				\$2,500		
22-ITS-005-16	Mobile Data Tablets	\$5,000		\$5,000			
99-ITS-002-21	Switches	\$276	\$276				
99-ITS-002-22	Domain Rebuild	\$8,544					
99-ITX-001-21	SCALE Nodes	\$1,586					
Total Information Technology		\$15,406	\$276	\$5,000	\$2,500	\$0	\$0
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
99-ITS-002-21	Switches	\$166	\$166				
99-ITS-002-22	Domain Rebuild	\$2,136					
99-ITS-002-22	SCALE Nodes	\$952					
99-ITX-001-21	SCALE Nodes	\$952					
99-ITX-001-21	SCALE Nodes		\$476				
Total Facilities Management		\$4,206	\$13,142	\$36,500	\$12,500	\$12,500	\$12,500
73-APT-001-21	Airport Master Plan	\$150,000	\$153,000				
73-APT-001-23	Taxiway Rehabilitation		\$683,500	\$683,500	\$683,500	\$683,500	\$683,500
73-APT-001-24	Replace Exisiting Computer Systems/Printer	\$900					
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-003-21	Ramp and Parking Lot Repair	\$25,000					
99-ITS-002-21	Switches	\$110	\$110				
99-ITS-002-22	Domain Rebuild	\$4,272					
99-ITS-002-22	SCALE Nodes	\$634					
99-ITX-001-21	SCALE Nodes	\$634					
99-ITX-001-21	SCALE Nodes		\$317				
Total Airport General		\$181,550	\$849,727	\$791,500	\$683,500	\$683,500	\$683,500
22-PKD-001-19	Skate Park Improvements	\$125,000					
79-PKX-001-22	Irrigation System Field 3 at Atchley Park	\$25,000					
79-PKX-001-24	Replace computer system				\$5,000		
79-PKX-001-26	Walking trail maintenance					\$15,000	\$15,000
79-PKX-002-22	Purchase of new mower	\$10,000	\$10,000	\$10,500	\$11,000	\$11,500	\$15,000
79-PKX-002-26	Purchase of truck with dump bed						\$40,000
79-PKX-003-22	WT Vernon Park Improvements	\$5,000					
79-PKX-003-22	Purchase John Deere Tractor			\$35,000			
79-PKX-004-22	Purchase of new park utility vehicle		\$14,000				
79-PKX-004-23	Resurface Parking Lots		\$25,000		\$75,000		
79-PKX-004-24	Purchase of new vehicle	\$25,000	\$25,500		\$26,500	\$27,000	
79-PKX-005-24	Shelter Replacements			\$30,000		\$30,000	
99-ITS-002-21	Switches	\$166	\$166				
99-ITS-002-22	Domain Rebuild	\$3,204					
99-ITS-002-22	SCALE Nodes	\$952					
99-ITX-001-21	SCALE Nodes	\$952					
99-ITX-001-21	SCALE Nodes		\$476				
Total Parks Operation and Administration		\$195,274	\$75,142	\$75,500	\$117,500	\$83,500	\$70,000
79-BXX-001-21	Boswell Aquatic Center equipment					\$15,000	\$15,000

Capital Improvmeent Program Summary FY2022-FY2027							
Capital Project ID	Project Name	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
Total Boswell Aquatic Center		\$0	\$0	\$0	\$0	\$15,000	\$15,000
22-FMS-002-20	Replace HVAC Units as Public Works	\$16,500	\$16,500				
80-ELF-001-20	Replace Existing Computer Systems	\$6,500					
80-ELF-001-23	Skid Steer with Forestry Processor		\$80,000				
80-ELF-003-17	Department Pickups		\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
80-ELF-004-22	Transformers	\$150,000					
80-ELF-015-21	Material Handler Bucket Truck		\$250,000				
80-ELF-016-21	80 Ft. Bucket Truck		\$350,000	\$350,000	\$350,000	\$350,000	\$350,000
80-ELX-003-22	Small Bucket Truck		\$213,000				
99-ITS-002022	SCALE Nodes	\$2,538					
99-ITS-002-21	Switches	\$442	\$883				
99-ITS-002-22	Domain Rebuild	\$18,155					
99-ITS-005-22	GIS Build	\$1,857					
99-ITX-001-21	SCALE Nodes	\$2,538					
99-ITX-001-21	SCALE Nodes		\$1,269				
Total Electric Operating		\$198,530	\$951,652	\$390,000	\$390,000	\$390,000	\$390,000
80-ELF-001-23	Prairie Ridge Subdivision		\$40,885				
80-ELF-002-20	Battery Backup for Substation Reclosers		\$50,000				
80-ELF-002-21	Line Reconductor/Extensions-Michigan/Monroe			\$450,000			
80-ELF-004-22	Line Reconductor/Extensions - Substations 7 & 8						\$4,500,000
80-ELF-005-22	Radio	\$74,000					
80-ELF-006-21	Overhead Aerial Cable Project - Stanwood Drive and Belwood Road		\$30,000				
80-ELF-006-22	Allen Building	\$20,000					
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	\$70,000					
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		\$30,000		\$30,000		
80-ELX-001-21	Substation #3 Improvements		\$120,000				
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				\$957,100		
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	
99-ITS-005-22	GIS Build	\$1,857					

Capital Improvmeent Program Summary FY2022-FY2027							
Capital Project ID	Project Name	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
Total Fiber Operating		\$215,857	\$1,388,885	\$1,727,100	\$2,413,700	\$5,965,000	\$15,723,700
80-ELF-005-22	Radio	\$38,000					
85-WWO-001-14	Collection Improvements- Goodwin Hollow Watershed	\$500,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000
85-WWO-001-17	Wastewater Treatment Plant Existing/New Asphalt and Concrete		\$175,000				
85-WWO-001-19	Lift Station Improvements	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
85-WWO-001-21	Sewer Main: Mizer Street				\$15,000		
85-WWO-001-23	South Highway 5 Lift Station				\$200,000		
85-WWO-001-24	Orion Camera (CCTV)			\$25,000			
85-WWO-002-19	Benchtop Spectrophotometer					\$6,500	\$6,500
85-WWO-002-21	Sewer Main: Barlow Street				\$13,000		
85-WWO-002-22	Sewer Main: Stave Mill Easement	\$30,000					
85-WWO-002-23	Abby Sewer Extension		\$9,000				
85-WWO-003-18	Replace Existing Wastewater Computer Systems	\$5,000	\$5,000	\$7,500	\$7,500	\$7,500	\$7,500
85-WWO-003-21	Sewer Main: Marvin Avenue				\$27,000		
85-WWO-003-22	Security & Access Control		\$50,000				
85-WWO-004-21	Sewer Main: Perry Street			\$40,000			
85-WWO-004-22	Emerald Gate Liftstation Replacement (Install Gravity Main)	\$20,000					
85-WWO-005-15	Building (WWTP) Improvements		\$40,000				
85-WWO-005-21	IDEX	\$5,500					
85-WWO-005-22	North 5 Sewer Extension	\$35,000					
85-WWO-006-21	Mechanical Convection Oven			\$4,500			
85-WWO-006-22	Lake Regional Sewer Extension	\$100,000					
85-WWO-007-16	Pickup Trucks		\$30,000				
85-WWO-007-21	WWTP Perimeter Fence	\$100,000					
85-WWO-008-16	Portable Trash Pump		\$4,000				
85-WWO-008-19	Portable Flow Meters					\$10,000	
85-WWO-008-21	Wastewater Equipment Repairs	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
85-WWO-008-21	WWTP Phase II SCADA Programming & Install	\$35,000					
85-WWO-009-19	Liftstation Critical Parts	\$25,000	\$25,000				
85-WWX-001-21	Trunk Sewer Replacement from South 5 to Evergreen North Side of Manors					\$75,000	\$75,000
85-WWX-002-21	Clarifiers #1,#2 and #3 Rehabilitation	\$90,000					
85-WWX-003-21	Samplers				\$4,000	\$4,000	\$4,000
99-ITS-002-21	Switches	\$496	\$496				
99-ITS-002-22	Domain Rebuild	\$21,359					
99-ITS-002-22	SCALE Nodes	\$2,856					
99-ITS-005-22	GIS Build	\$1,857					
99-ITX-001-21	SCALE Nodes	\$2,856					
99-ITX-001-21	SCALE Nodes		\$1,428				
Total WWTP and Operation		\$1,172,924	\$1,249,924	\$987,000	\$1,176,500	\$1,013,000	\$1,003,000
80-ELF-005-22	Radio	\$28,000					
87-WTR-001-16	East Fremont Water Line		\$100,000				
87-WTR-001-17	Hwy 5 Rosenthal to Woodhill water tie line				\$125,000		
87-WTR-001-18	Nathaniel to Steele tie line		\$60,000				
87-WTR-001-21	Water Tie Line: Twin Oaks & Tower	\$16,000	\$16,000				
87-WTR-001-22	Water Main: Owens	\$22,000					
87-WTR-001-23	Water Main: Frank		\$25,000				
87-WTR-001-24	Utah Tower Improvements			\$350,000			
87-WTR-001-26	Osage Water Line Replacement					\$45,000	\$45,000

Capital Improvmeent Program Summary FY2022-FY2027							
Capital Project ID	Project Name	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
87-WTR-002-17	Park Manor Water Line Replacement						\$55,000
87-WTR-002-18	New Well and Tower					\$3,000,000	\$3,000,000
87-WTR-002-21	Water Main: Mizer			\$24,000			
87-WTR-002-23	Water Main: Hunters Creek		\$40,000				
87-WTR-002-26	Donna Circle Water Replacement					\$80,000	\$80,000
87-WTR-003-18	Pickup Trucks		\$30,000				
87-WTR-003-21	Water Main: Barlow			\$27,500			
87-WTR-003-22	Maple Lane Water Line Improvements	\$120,000					
87-WTR-003-23	Water Main: Manors and South Highway 5		\$21,000				
87-WTR-003-25	Water Main: Ronald Drive				\$10,000		
87-WTR-003-26	Evergreen Parkway From Southdale to Harley Davidson					\$250,000	\$250,000
87-WTR-004-18	Service Truck		\$85,000				
87-WTR-004-19	Water Wells: Chlorine Analyzer Replacements	\$10,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
87-WTR-004-21	Water Main: Marvin			\$33,000			
87-WTR-004-22	Cypress- Jessie to Southlawn Water Services	\$3,500					
87-WTR-004-23	Abbey Water Line Improvements		\$20,000				
87-WTR-004-25	Water Main: Sunrise Drive Tie Line				\$20,000		
87-WTR-005-16	Chlorine Leak Detectors			\$50,000			
87-WTR-005-21	Water Main: Albert			\$1,000			
87-WTR-005-22	Jessie- Hwy 5 to Amy Water Services	\$8,500					
87-WTR-005-23	Magnolia- Southlawn to Jessie Water Services		\$3,500				
87-WTR-005-25	Security Fence at all Well Sites				\$200,000		
87-WTR-006-21	Water Main: Dickinson			\$24,000			
87-WTR-006-23	Hillsdale- Plainview to end Water Services		\$3,500				
87-WTR-006-25	Well House Improvements				\$150,000		
87-WTR-007-16	Administrative Vehicle					\$40,000	\$40,000
87-WTR-007-18	Replace Existing Water Computer Systems	\$5,000	\$5,000	\$7,500	\$7,500	\$7,500	\$7,500
87-WTR-007-21	Water Services: New Buffalo Road	\$6,000					
87-WTR-008-16	Directional Drill Equipment		\$100,000				
87-WTR-008-20	Water Well Critical Parts	\$10,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
87-WTR-009-16	Security and access control		\$50,000				
87-WTR-009-21	Tapping Machine		\$35,000				
87-WTR-011-15	Portable Trash Pump		\$4,000			\$4,000	\$4,000
99-ITS-002-21	Switches	\$442	\$442				
99-ITS-002-22	Domain Rebuild	\$21,359					
99-ITS-002-22	SCALE Nodes	\$2,538					
99-ITS-005-22	GIS Build	\$1,857					
99-ITX-001-21	SCALE Nodes	\$2,538					
99-ITX-001-21	SCALE Nodes		\$1,269				
Total Water Operation		\$257,734	\$625,711	\$543,000	\$538,500	\$3,452,500	\$3,507,500
Total City of Lebanon		\$10,723,710	\$6,722,200	\$5,926,587	\$7,582,731	\$13,521,568	\$23,353,491

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 there for meets the criteria for capitalizing as an asset.

Capitalized-To record a const 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 fun 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 governments 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 Equivalent (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 ad valorem 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.