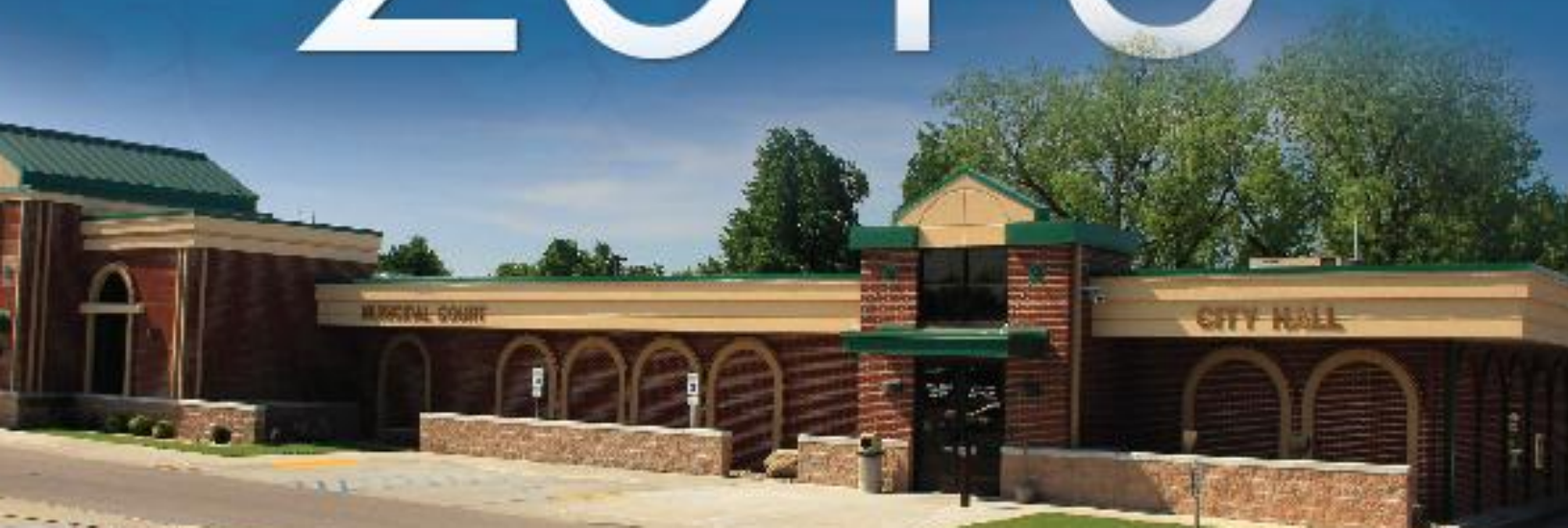




# City of Lebanon BUDGET



# FISCAL YEAR 2016





AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF LEBANON, LACLEDE COUNTY, MISSOURI, (HEREINAFTER REFERRED TO AS "CITY") ADOPTING THE CITY FISCAL YEAR ENDING JUNE 30, 2016 BUDGET FOR THE PERIOD BEGINNING JULY 1, 2015, AND ENDING JUNE 30, 2016.

*WHEREAS,* that the City of Lebanon, Laclede County, Missouri, (hereinafter referred to as "City") that the City Council held Work Sessions regarding Fiscal Year Ending (hereinafter referred to as "FY") June 30, 2016 Proposed Budget on May 21, 2015; June 1, 2015; June 4, 2015; *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; 7) City's Goals; and 8) Capital Improvement Program 2017-2021; *and*

*WHEREAS,* that the City held the FY June 30, 2016 Proposed Budget Public Hearing on June 22, 2015; *and*

*WHEREAS,* that the FY June 30, 2016 Budget and the Capital Improvement Program 2017-2021 were submitted to the City Council, for approval, by Council Bill No. 4110 at the June 22, 2015 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 City Fiscal Year Ending June 30, 2016 Approved Budget. Said Budget is hereby attached and incorporated herein 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 Program 2017-2021. Said CIP is hereby attached and incorporated here within as marked "*Exhibit B*".

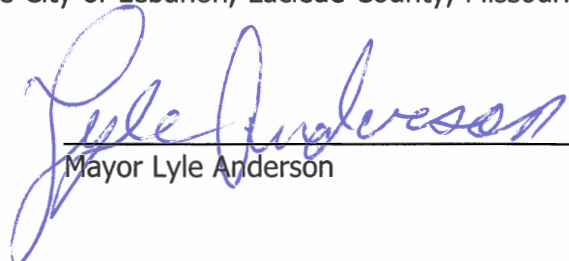
SECTION 3: That this Ordinance shall be in full force and effect from and after the date of its passage and approval.

Passed and approved by the City Council of the City of Lebanon, Laclede County, Missouri, on this 22nd day of June, 2015.

(Seal)

Attest:

  
\_\_\_\_\_  
City Clerk Laina Starnes

  
\_\_\_\_\_  
Mayor Lyle Anderson

1<sup>st</sup> Reading: June 22, 2015  
2<sup>nd</sup> Reading: June 22, 2015

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**City of Lebanon, Missouri**

# **Annual Operating Budget**

**July 1, 2015 – June 30, 2016**

**Prepared by the Finance Department**

**Kat Gill, Finance Director**

**Holli Hawkins, Budget 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, 2014. 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.





**Lyle Anderson**  
*Mayor*

**Chris Heard**  
*City Administrator*



**Richard Shockley**  
*Public Works Director*

**Laina Starnes**  
*City Clerk*

**To: The Honorable Mayor Lyle Anderson and Members of the City Council**

**From: City Administrator Chris Heard**

**Subject: Letter of Transmittal for FY 2016 Budget**

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 2016. 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. In our budget work session, we reviewed many details about specific funds, presented capital items for the upcoming and future years and reviewed the funding challenges in certain funds. In general, however, I wish to report the City's overall financial outlook remains extremely stable and fiscally sound.

This budget has been prepared in conjunction with the Mayor, City Council, and Department Administrators who have anticipated the needs of their departments for the next twelve months to provide programs and services to our community.

This budget balances the money realistically available for appropriation against the demand for programs and services provided to our community. This document will provide direction on the tasks the staff will be committed to during the fiscal year to provide the governing body with recommendations to move forward on policies and programs important to you and the general public during this fiscal year.

For the first time in several years, the City will begin its fiscal year with fund balances sufficient to manage purchases and perform program activities while still projecting end year fund balances between fifteen percent (15%) and twenty-five percent (25%) of the fund's budget. If current financial trends continue, we should be able to budget both operational and capital appropriations without any deficit spending within the next few years. One of the financial policies, the City has worked toward is to maintain a fund balance of twenty-five percent (25%) in each fund. Improvements in these balances are the result of three factors: 1) lower operating costs 2) increases in collected revenue activity and 3) changes in capital outlay. Some of these balances reflect one-time revenues and consideration of maintaining twenty-five percent (25%) fund balances should be a factor when making budgetary decisions.

## Fiscal Year 2015 Reflections and Accomplishments:

There were many accomplishments in Fiscal Year 2015 of which the City Council and community should be proud. Below are some highlights of the notable projects and achievements completed or begun during the last twelve months.

- ❖ **Washington and Mill Overlay**-Performed a 7,000 foot asphalt mill and overlay along Washington Street from Lynn to Jefferson, improving road surface and safety conditions at Harwood, Commercial, and Jefferson intersections.
- ❖ **Commercial Street Improvements**-Performed a 2,300 foot asphalt mill and overlay along Commercial Street from Washington to Jackson. Fog sealed parking spaces along Commercial for a seamless transition from the new corridor asphalt to the curb.
- ❖ **Police Patrol Car Digital Cameras**-Outfitted three patrol vehicles in our police fleet with in-car dashboard cameras to enhance officer safety and accountability in the field. All patrol vehicles in our police fleet are now outfitted with this crucial technology.
- ❖ **Police Patrol Cars**-Continued our police patrol car replacement plan through the purchase of three new police cruisers to replace three existing units with over 100,000 miles logged. New patrol vehicles included in-car (dash) cameras.
- ❖ **Outdoor Warning Siren**-Purchased a new outdoor warning siren for Cowan Drive near G3 Boats and I-44, improving awareness for citizens during major weather events.
- ❖ **Civic Center HVAC**-Replaced HVAC Units 1, 5, 7, and 8 at the Cowan Civic Center with units fueled by natural gas to improve energy efficiency and lower overall energy costs.
- ❖ **Civic Center Pool**-Undertook major renovations and made improvements to the Cowan Civic Center pool area by refinishing the locker room floors, removing existing rusted metal lockers and installing new polyethylene units, re-plastering the pool basin, resurfacing the pool deck, installing ADA compliant steps into the pool, and replacing the chemical room equipment used to regulate the pool water.
- ❖ **Nelson Park Phase 1**-Completed the first phase in the Nelson Park Master Plan, including installing a new concrete trail around the pond, LED lights, concrete curbing and guttering, and reconstructing the parking area. These improvements provided significant functional and aesthetic upgrades to the park.
- ❖ **LED Streetlight Conversion**-Purchased and installed 200 replacement LED fixtures for street lamps along with sandblasting and repainting the poles the lamps are mounted upon, providing energy savings and aesthetic improvements.
- ❖ **Grant- Runway Sealing Overlay**-Applied a pavement sealcoat and replaced runway markings at the Floyd Jones Memorial Airport, extending the existing runway life by a projected five years.

- ❖ **North Hwy 5 Extension**-Installed 2,655 feet of new PVC sewer line and 2,585 feet of PVC force main as well as nine manholes and a lift station to provide sewer service to thirteen properties that were previously not joined to the city's sewer system.
- ❖ **Water Tower Renovations**-Renovated two water towers, including sandblasting the exterior and repainting both the interior and exterior of the tanks, as well as performed minor repairs to vents and hatches.

Over the past year we have seen an increase in economic development activity, including expansions in several manufacturing facilities as well as churches and schools. There are several commercial and retail developments under construction that are anticipated to increase tax revenues in the coming year. In addition, we have seen an increase in the construction of custom homes and multi-family developments compared to recent previous years.

Over the past three fiscal years many projects moved from planning to design and are now under construction. These projects provide an opportunity for the City to begin building code inspections on all new construction, a program the staff has been working towards over the past few years. Another program, which was new in Fiscal Year 2015, was the acceptance of credit and debit card for municipal services including utility billing and park reservations, and the deployment of electronic billing for utility services. When examined holistically, the accomplishments of Fiscal Year 2015 and the planned projects of Fiscal Year 2016 project to be transformative in improving customer service to our citizens and in positioning the City of Lebanon to remain a modern, progressive organization.

#### **Fiscal Year 2016:**

City programs and operations are divided by governmental activity, enterprise activity internal and special funds. Governmental activity includes General, Street and Capital funds. Enterprise activity includes the Electric, Water, Wastewater, Fiber and Economic Development funds. The remaining Funds are special funds with dedicated funding sources or strictly internal to City operations.

The City of Lebanon has a mission to promote community engagement in order to create a secure, friendly, and sustainable community by providing equitable, proficient, and helpful public services. The Fiscal Year 2016 budget uses this mission to guide decision making in providing resources to the many programs and activities preformed by the City.

The three principal issues which Council felt needed to be addressed with this budget are 1) to continue to make progress toward establishing and maintaining a twenty-five percent (25%) fund balance for each Fund, 2) the retention of a strong workforce by providing a COLA of three percent (3%), and 3) closing the gap between the operating revenue and expenses of the Electric Fund. These issues were noted in prior budgets, and over the past three years staff and Council have been working at an operational level to address them, as reflected in this budget. A closer examination of the progress made on these critical items is presented below:

- ❖ **Maintain or increase fund balances to twenty-five percent (25%)** - In Fiscal Year 2015 the City continued to manage costs and saw improvement in revenue and one-time payments in several funds. These activities have enabled the City to see its fund balances reach or come near the

twenty-five percent (25%) target established by past budget objectives. It will be important to continue to balance annual expenditures against fund balances to ensure proper savings for a City of this size and scope.

- ❖ **A pay increase for employees-** The retention of good, well-trained employees is mission critical to every organization. As a municipal government, employee raises are not always possible when weighed against the other demands facing the community. Since Fiscal Year 2011, City employees have only received a one-half percent (1.5%) increase. This budget reflects a three-percent (3%) increase for all employees.
- ❖ **Close the gap between operating revenues and expenses in the Electric Fund-** Over the past three years the City has seen a widening gap between the operational revenues and expenses of the Electrical Fund. This has been the result of a combination of stable or decreasing revenue from decreased usage and the increasing cost of wholesale power due to new regulations and other factors. As we continue to look at cost cutting measures for the electric fund, the one-percent (1%) economic development tax is an area that has been previously identified as a cost cutting measure. As the fund balance continues to increase in the Economic Development Fund (45), it is recommended in this budget to not transfer one-percent (1%) of the income from the utility funds, as it is a discretionary transfer as under Section 26.148 of the City Code.

Along with cost cutting measures, this budget includes increased revenues from a combination of an increase in the unit sale and the number of units sold. Any one-time proceeds should be considered non-recurring for future budgets and the City should explore managing utility rate increases through smaller increments in more frequent intervals. Rates should be reviewed every two years for possible adjustments. The current rate design must be addressed as it falls outside of industry best practices and does not separate the fixed and variable costs associated with the management of an electric utility in today's regulatory environment.

The investment of resources in capital assets is once again a top priority in Fiscal Year 2016. Accordingly, investments in the Civic Center, fire apparatus, and streets are reflected in this budget. The enterprise funds will see investments in system improvements and equipment purchases within the electric, water and wastewater funds. The community will see the completion of significant amenity and aesthetic improvements at both Atchley and Boswell Parks. A comprehensive narrative list of capital investment is included within this budget. Additional future projects are included in the complete 2017-2021 CIP available on our website.

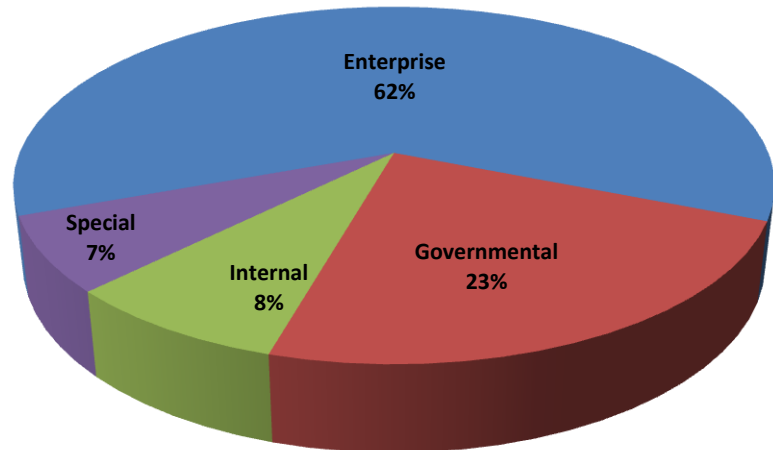
The following priorities are a continuation from prior budget years and developed from the strides made from diligent work by both Council and staff to address emerging needs of the community. Over the last three budget cycles priorities have focused on 1) planning for the future, 2) investment in public safety and infrastructure, 3) working on economic development activity and 4) internal operations and fiscal oversight. This budget seeks to continue addressing these important goals as well.

The FY 2014 and FY 2015 budgets reflected heavy investments in capital assets, significant efforts to maintain low operational costs, and a focus on creating polices to better manage our personnel costs and fixed assets. In FY 2016, as we continue to focus on investing in infrastructure, there are some



purchases and projects which could be shifted to future years without an immediate decrease in services provided to our community. However, these purchases and projects must be completed prior to equipment or service failure to ensure minimal service interruptions and the maximum efficiency of tax dollars used on these projects. To that end, as our equipment continues to age, replacement and financing policies should be established when direct capital outlay is not feasible during a single fiscal year. Each one of these deferred purchases or projects has been picked up in the 2017-2021 Capital Improvement Program (CIP) and will be brought back in future fiscal years for consideration.

**Expenditure by Activity**



This budget has \$54,675,677 in expenditures; included in budgeted expenditures are \$8,648,090 in Capital investment in order to meet the demands of our community. The City, through taxes, fees and utility rates, is projecting \$48,000,247 in revenues. Despite improving financial and economic conditions, the City is projecting spending into its fund balance again this budget year for capital investments. The governmental activity will make up \$12,544,714. The enterprise endeavors will be \$33,957,624 of the year's activity. Operations within internal funds will be \$4,415,647 of the year's activity. Quasi funds will make up \$3,757,692 of the annual activity.

The revenues presented in this budget are projected to remain flat or slightly increase over the next twelve months. The expenditures are \$3,923,179 over projected revenues. This is due in part to the planned \$8,648,090 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 \$6,998,391 of the governmental activity. The City is anticipating spending \$3,954,832 of this fund on Police and Fire programs and services. Through a voter approved Capital Sales Tax (Fund 22), this budget provides significant investment in the Cowan Civic Center, Mills Center, and the Fairgrounds, as well as police and fire equipment. A total of \$923,100 is planned for this budget year.

The largest enterprise fund, Electric Operating (Fund 80), makes up \$28,289,554 of the enterprise activity. The City is anticipating purchasing power for a cost of \$22,990,000 or eighty-one percent of the Electric Operating Fund budget.

The overall budget will see a decrease in the City Fund balance of \$3,923,179. During Fiscal Year 2016 the City plans to invest in long term, large scale projects. These investments should allow the City to see operational savings in future years. The City continues to be conservative with both its anticipated

revenues and planned operational expenditures during Fiscal Year 2016. During the next few budget cycles, Council should continue monitoring the fund balances, invest in the merit system developed in last year's budget to ensure we are rewarding and preserving the most talented employees, and position us to take advantage of new opportunities and make us a stronger community for the future.

The budget presented has been reviewed by City Council and the community as a whole to ensure the priorities set forth in Fiscal Year 2016 reflects the highest priorities for the community during the next twelve months. The draft budget was amended by the governing body and the changes are reflected in this final document.

# Introduction



## **The Mayor**

Lyle Anderson

## **The Council**

### **Ward 1**

Esther Hurney  
Randy Sutter

### **Ward 2**

Cleo Crabtree  
James White

### **Ward 3**

Dennis Elmore  
LeAnn Mather

### **Ward 4**

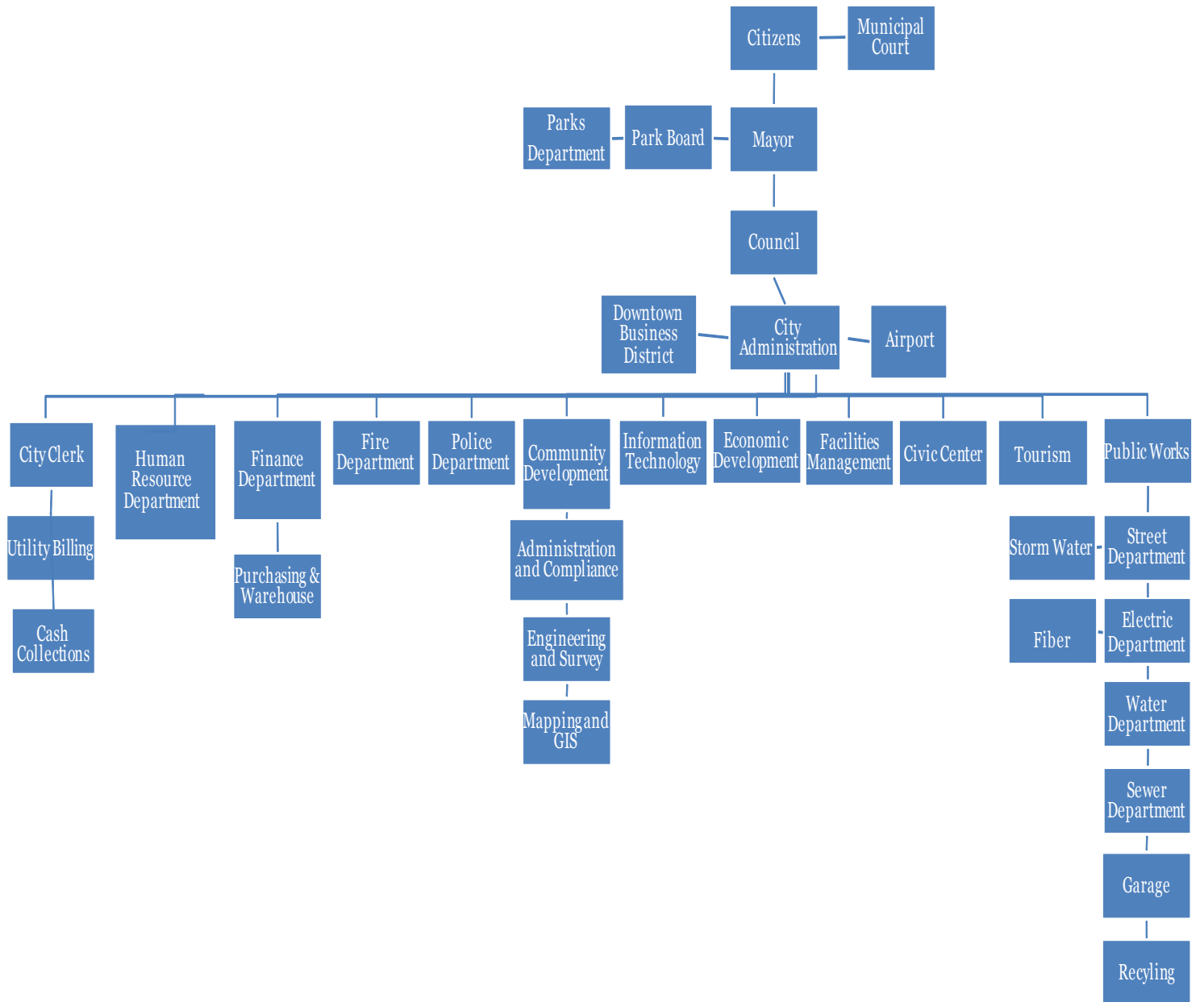
Chuck Jordan  
Bill Wheeler

## **The Administration**

Chris Heard, City Administrator  
Chris Allen, City Attorney  
Laina Starnes, City Clerk  
Richard Shockley, Public Works Director  
Kat Gill, Finance Director  
Randy Halstead, Police Chief  
Sam Schneider, Fire Chief  
Deryl Wilson, Operations Director  
Noel Massey, Interim Community Development Director  
John Shelton, Parks Director  
Jarrad Schomaker, MIS Coordinator  
Bruce Conklin, Tourism Director  
Kathy Milliken, Human Resource Director  
Ben DeClue, Assistant to City Administrator



# Our Organization



# City of Lebanon, Missouri

## Community Profile

**2015**

Date of Incorporation	1877
Form of Government	City of the third class; governed by a Mayor/Council form of government
2013 Estimated Population	14,759
Estimated Housing	6,728
Land Area	14.63 square miles
Mile of Street	111
Police Protection	
# of Stations	1
# of Police Officers	30
Fire Protection	
# of Stations	2
# of Firefighters	15
Public Education	Classified as "Accredited" by Department of Elementary and Secondary Education, serves approximately 4,600 students in 4 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	8 parks cover over 100 acres
Number of Libraries	1
Median Household Income (2009-2013)	\$30,355

## 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 2010 census, Lebanon's population is (95% urban, 5% rural). Of that population, approximately 52.5% are female and 47.5% 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
2012 (Estimated)	14,543
2013 (Estimated)	14,759

Source: Missouri Census Data Center & US Census Bureau

The racial makeup of the population is 94.1% Caucasian, 1.3% African American, 0.7% Asian, and 0.6% American Indian. Hispanic or Latino of any race is 2.6% 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.

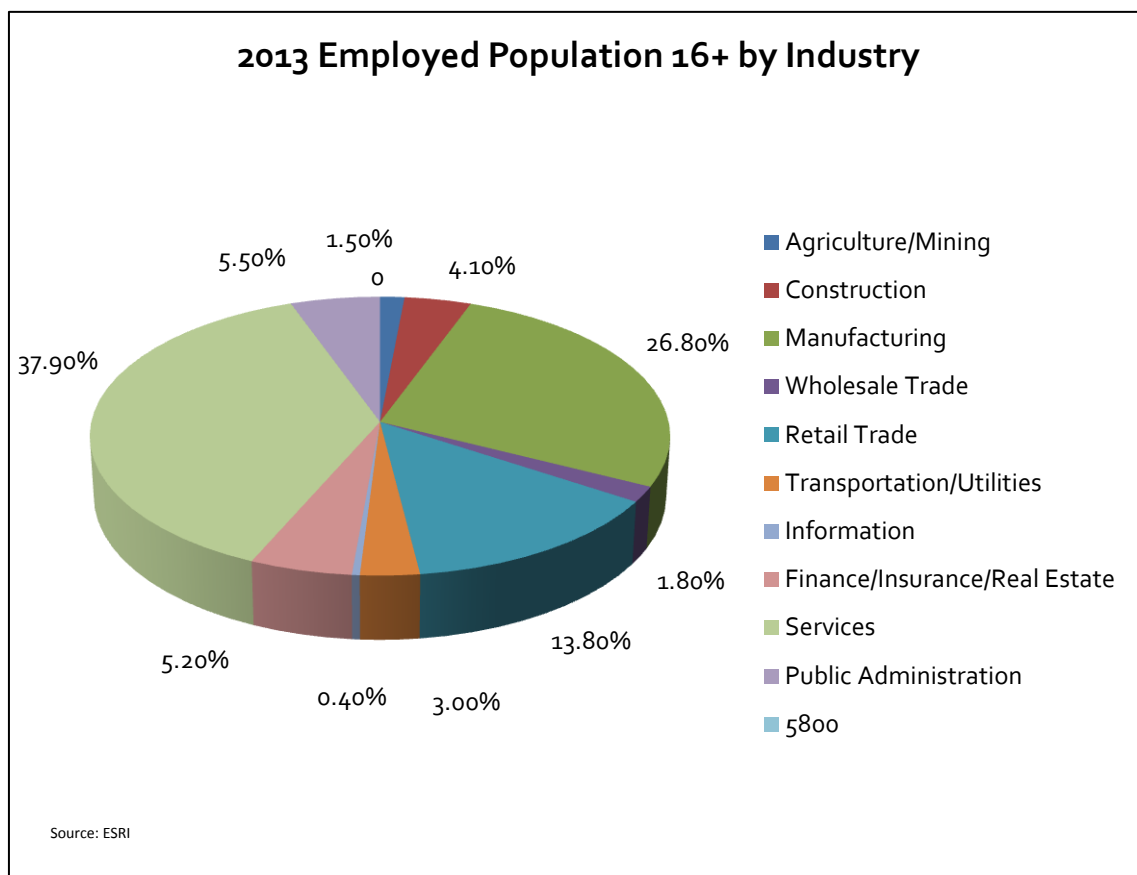


## Commerce, Industry and Employment

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. Emerson Climate Technologies	Compressors for HVAC Industry	850
2. Tracker Marine	Boat Manufacturing	760
3. Lebanon R-III School District	School	490
4. Mercy Hospital	Healthcare	469
5. Wal-Mart Super Center	Discount Store	350
6. G-3 Boats	Boat Manufacturing	300
7. Marine Electrical Products	Marine Electrical Components	300
8. Detroit Tool Metal Products	Metal Fabrication	265
9. Independent Stave	Barrel Manufacturing	220
10. The Durham Company	Electrical Component Manufacturing	219

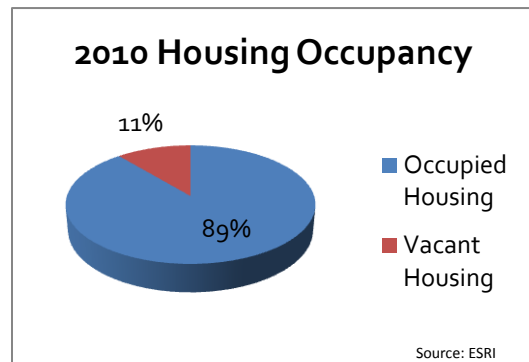
Source: Lebanon Regional Economic Development Incorporated.





## Housing

Household Summary	
2000 Households	5,269
2000 Average Household Size	2.33
2010 Households	5,980
2010 Average Household Size	2.36
2013 Households	6,040
2013 Average Household Size	2.38
2018 Households	6,073
2018 Average Household Size	2.38



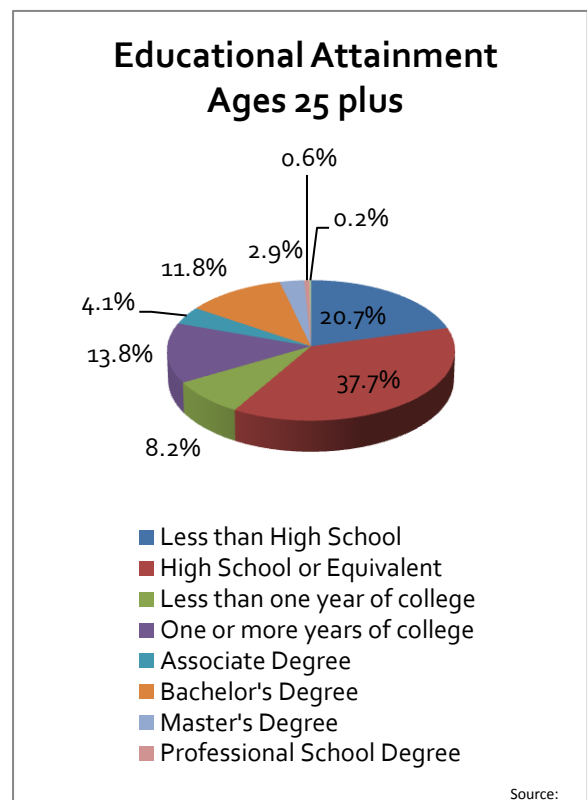
## Education

### 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 Alternative Educ. Center School
- Lebanon Junior High School
- Joe D. Esther Elementary School
- Maplecrest Elementary School
- Boswell Elementary School
- Hillcrest Accelerated School



# 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 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 2016

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.

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 services.

**GOAL 1: Review development polices, process and fees** - As a part of the Comprehensive Plan update consultants were asked to examine the City's Zoning and Subdivision Regulations and make recommendations to bring them in-line with the expectations of the Comprehensive Plan. In addition to reviewing the subdivisions regulations, staff has been developing a building inspection program and reviewing the current building codes to inspect new construction structures.

## OBJECTIVES:

1. Review and understand elements of the Comprehensive Plan from the last update of 2005. Work with the Zoning and Planning commission and the greater community to complete an updated Comprehensive Plan for Lebanon.
2. Take recommendations from the Comprehensive Plan relating to subdivision development and adopt policies and programs to better align the city's resources and fee structure in line with best practices for both residential and commercial development.
3. Adopt and fully implement an inspection program for all new residential and commercial construction with the city.
4. Review sites and subdivision developments and other elements of storm water, including watershed areas to create regional detentions and a citywide conveyance system.

**GOAL 2: Provide adequate infrastructure to meet the needs of our citizens and members of our business community** –The community has a wide range of infrastructure that it must manage from one of the largest assets, the waste water treatment facility, to smaller assets of electric or water meters. The community's infrastructure should be adequate and able to adjust to the changing needs of our users. The City has invested millions of dollars in community infrastructure to keep pace with both regulations and population.

## OBJECTIVES:

1. The waste water treatment facility is one of the largest assets the City has to manage. Staff continues to work on a sanitary sewer evaluation study (SSES) which will identify defects in our collection system. Once this study is complete, recommendation will need to be made to allocate resources to address the finding. This will be in conjunction with design of improvements to the treatment facility.
2. Automatic Metering Infrastructure (AMI) is technology that will provide benefits to our users and help staff manage the system better. Staff should study and understand the impacts of investing into an AMI system and present their findings to the Council.

3. Continue to review and update the street maintenances plan to ensure all possible funds are being allocated to improving our streets and traffic corridors.
4. Police, Fire and Parks departments all have capital improvements and purchases that will need consideration from the proceeds of the ½ cent capital sales tax. The priorities have been developed through the Capital Improvement Program (CIP), and need to be reviewed for consideration of the balance remaining in the Capital Fund (22).

**GOAL 3: Review and establish policy on the management of the City's enterprise funds** – The City operates four (4) enterprise activities. They include electric, water and sewer (environmental services) and fiber. Three of the four of the enterprise activities share common customers: our citizens. We need to ensure all of the enterprise funds are operating with a fee structure and amount that will cover operations, debt service, capital replacement (depreciation), and cost of goods sold.

**OBJECTIVES:**

1. Review our cost of operations for all enterprise funds to determine if the rate for service is equal to or greater than the true operational cost.
2. Establish policies for reserve amount, future capital expenditures and issuance of debt.
3. Understand the affect timing has on the rate payer for increases on their utility bill. With three different utilities have differing demands, the City should create policies that will allow for rate increases to be better managed by the rate payers.

**GOAL 4: Direct operations that foster continued financial stability and accountability of the City's resources and assets** –Managing our resources is important to the stability of the City and the greater community. Ensuring we have adequate fund balances while keeping pace with the replacement of our fixed assets is important to the businesses and industry that rely on our services to get their goods and services to market. Our citizens also enjoy the current services levels provided by our police, fire and parks.

**OBJECTIVES:**

1. Create and review a policy for maintaining a fund balance based on the type of activity and specific fund.
2. Streamline finance and fiscal procedures and policies, which are coordinated by one department.
3. Continue working on identifying and booking fixed assets to become compliant with GASB 34 and properly reflecting actual book value.

Continue to collect data to provide GIS services and work order management system to shorten response time and decrease down-time for services provided by the City.

# Major Fiscal Policies



# Financial Policies

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## Background/Purpose

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

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

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

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

## **Financial Planning Policies**

### Balanced Budget

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

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

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

### **Asset Inventory**

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

### **Cash and Investments**

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

### **Long-Range Planning**

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

## **Revenue Policy**

### **Revenue Diversification**

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

### **Non-Recurring Revenue**

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

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

## Use of Unpredictable Revenues

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

## Charges for Services

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

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

## **Expenditure Policy**

### Undesignated Reserves

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

The City recognizes the need to maintain adequate cash reserves and to provide an appropriate level of service funded from annual revenues. In order to balance these needs, and to maintain the City's credit worthiness, the City of Lebanon will be working toward increasing the fund balances that are under twenty-five percent (25%) of operating revenues to 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.

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

Unreserved cash balances may exceed twenty-five percent and 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 modified accrual basis of accounting is used in budgeting for all fund groups. Under the modified accrual basis of accounting, revenues are recorded when they are both measurable and available. The term "available" is defined as collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures generally are recorded when the liability is incurred, as under accrual accounting.

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, and unreserved fund balance levels. Measures of debt burden, such as net bonded debt per capita, net bonded debt as a percent of assessed value, and ratio of debt service to expenditures

## Types of Debt

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

# Debt

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## General Obligation Bonds

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

Article VI, Sections 26(b) and (c) of the Constitution of the State of Missouri limit the net outstanding amount of authorized general obligation indebtedness for a city to 10 percent of the assessed valuation of the city by a two-thirds (four-sevenths at certain elections) vote of the qualified voters. Article VI, Section 26(d) provides that a city may, by a two-thirds (four-sevenths at certain elections) vote of the qualified voters, incur indebtedness in an amount not to exceed an additional 10 percent for the purpose of acquiring rights-of-way, construction, extending and improving streets and avenues, and sanitary or storm sewer systems, provided the total general obligation indebtedness of a city does not exceed 20 percent of the assessed valuation. Article VI, Section 26(e) provides that a city may, by a two-thirds (four-sevenths at certain elections) vote of the qualified voters, incur indebtedness in an amount not exceeding an additional 1- 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, 2014 is:

### Computation of Legal Debt Capacity

2014 Assessed Valuation	\$197,323,912.00
Constitutional Debt Limit	
(20% of assessed valuation)	\$ 39,464,782
Amount of debt applicable to debt limitation	\$ -
REMAINING LEGAL DEBT CAPACITY	\$ 39,464,782

## Current Long-Term General Obligation Indebtedness

The City currently has no outstanding general obligation indebtedness.

## History of General Obligation Indebtedness

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

<b><u>Fiscal Year Ending *</u></b>	<b><u>Total Outstanding Debt</u></b>
June 30, 2013	-0-
June 30, 2012	-0-
June 30, 2011	-0-
October 31, 2010	-0-
October 31, 2009	-0-

\*On July 1, 2011 the City began to maintain its financial records on the basis of a fiscal year ending June 30. The City had previously maintained its financial records on the basis of a fiscal year ending October 31.

## 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.

The Certificates of Participation issued in 2010 provided financing for the costs of certain improvements to the City's sewer treatment plant and the City's waterworks system. The revenues generated from the City's Wastewater fund – eight-nine percent and Water Fund – eleven percent - are responsible for the debt service on the 2010 issue.

The Certificates of Participation issued in 2014 provided refinancing for all of the City's outstanding Certificates of Participation (Capital Improvements Project), Series 2008. The Capital Improvements Sales Tax is responsible for the debt service on the 2014 issue.

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

City of Lebanon Missouri  
 Certificates of Participation  
 Series 2014 Capital Fund 22

1st int pmt # days: 216

AMT ISSUED: \$4,135,000  
 DATED DATE: 3/25/2014

PAYMENT DATE	PRINCIPAL AMOUNT	INTEREST RATE	SEMIANNUAL INTEREST PER MATURITY	TOTAL SEMI-ANNUAL INTEREST	TOTAL DEBT SERVICE	OUTSTANDING
11/01/14			0.00	23,568.00	23,568.00	4,135,000.00
05/01/15	1,125,000.00	0.600%	3,375.00	19,640.00	1,144,640.00	3,010,000.00
11/01/16			0.00	16,265.00	16,265.00	3,010,000.00
05/01/16	1,135,000.00	0.800%	4,540.00	16,265.00	1,151,265.00	1,875,000.00
11/01/17			0.00	11,725.00	11,725.00	1,875,000.00
05/01/17	1,150,000.00	1.125%	6,468.75	11,725.00	1,161,725.00	725,000.00
11/01/18			0.00	5,256.25	5,256.25	725,000.00
05/01/18	725,000.00	1.450%	5,256.25	5,256.25	730,256.25	0.00
	<u>4,135,000.00</u>		19,640.00	<u>109,700.50</u>	<u>4,244,700.50</u>	

First debt service payment date - November 1, 2014

**City of Lebanon Missouri**  
**Certificates of Participation**  
**Series 2010A**  
**(Water Fund 87)**

Date	Principal	Interest	Subsidy	Total Adjusted Debt Service	Debt Service Reserve Fund	Total Net Debt Service
5/1/2011	15,957.45	10,964.24	(3,010.41)	23,911.27	(298.80)	23,612.47
11/1/2011	-	10,773.94	(2,977.33)	7,796.61	(295.52)	7,501.09
5/1/2012	31,914.89	10,773.94	(2,977.33)	39,711.50	(295.52)	39,415.98
11/1/2012	-	10,534.57	(2,977.33)	7,557.25	(295.52)	7,261.73
5/1/2013	32,446.81	10,534.57	(2,977.33)	40,004.06	(295.52)	39,708.54
11/1/2013	-	10,226.33	(2,977.33)	7,249.00	(295.52)	6,953.48
5/1/2014	32,978.72	10,226.33	(2,977.33)	40,227.73	(295.52)	39,932.21
11/1/2014	-	9,863.56	(2,977.33)	6,886.24	(295.52)	6,590.72
5/1/2015	34,042.55	9,863.56	(2,977.33)	40,928.79	(295.52)	40,633.27
11/1/2015	-	9,455.05	(2,977.33)	6,477.73	(295.52)	6,182.21
5/1/2016	34,574.47	9,455.05	(2,977.33)	41,052.19	(295.52)	40,756.67
11/1/2016	-	9,005.59	(2,977.33)	6,028.26	(295.52)	5,732.74
5/1/2017	35,638.30	9,005.59	(2,977.33)	41,666.56	(11,173.18)	30,493.38
11/1/2017	-	8,506.65	(2,977.33)	5,529.32	(164.63)	5,364.69
5/1/2018	36,702.13	8,506.65	(2,977.33)	42,231.45	(164.63)	42,066.82
11/1/2018	-	7,680.85	(2,688.30)	4,992.55	(164.63)	4,827.93
5/1/2019	37,765.96	7,680.85	(2,688.30)	42,758.51	(164.63)	42,593.88
11/1/2019	-	6,783.91	(2,374.37)	4,409.54	(164.63)	4,244.91
5/1/2020	38,829.79	6,783.91	(2,374.37)	43,239.33	(164.63)	43,074.70
11/1/2020	-	5,813.16	(2,034.61)	3,778.56	(164.63)	3,613.93
5/1/2021	40,425.53	5,813.16	(2,034.61)	44,204.09	(164.63)	44,039.46
11/1/2021	-	4,777.26	(1,672.04)	3,105.22	(164.63)	2,940.59
5/1/2022	41,489.36	4,777.26	(1,672.04)	44,594.58	(164.63)	44,429.95
11/1/2022	-	3,688.16	(1,290.86)	2,397.31	(164.63)	2,232.68
5/1/2023	43,085.11	3,688.16	(1,290.86)	45,482.41	(164.63)	45,317.79
11/1/2023	-	2,530.25	(885.59)	1,644.66	(164.63)	1,480.04
5/1/2024	44,680.85	2,530.25	(885.59)	46,325.52	(164.63)	46,160.89
11/1/2024	-	1,301.53	(455.54)	845.99	(164.63)	681.37
5/1/2025	46,276.60	1,301.53	(455.54)	47,122.59	(16,627.39)	30,495.20
<b>Totals</b>	<b>546,808.51</b>	<b>212,845.89</b>	<b>(67,495.59)</b>	<b>692,158.81</b>	<b>(33,819.51)</b>	<b>658,339.30</b>

**City of Lebanon Missouri**  
**Certificates of Participation**  
**Series 2010B**  
**(Wastewater Fund 85)**

Date	Principal	Interest	Subsidy	Total Adjusted Debt Service	Debt Service Reserve Fund	Total Net Debt Service
5/1/2011	134,042.55	92,099.58	(25,287.43)	200,854.71	(2,509.95)	198,344.76
11/1/2011	-	90,501.06	(25,009.55)	65,491.51	(2,482.37)	63,009.14
5/1/2012	268,085.11	90,501.06	(25,009.55)	333,576.62	(2,482.37)	331,094.25
11/1/2012	-	88,490.43	(25,009.55)	63,480.87	(2,482.37)	60,998.50
5/1/2013	272,553.19	88,490.43	(25,009.55)	336,034.06	(2,482.37)	333,551.69
11/1/2013	-	85,901.17	(25,009.55)	60,891.62	(2,482.37)	58,409.25
5/1/2014	277,021.28	85,901.17	(25,009.55)	337,912.89	(2,482.37)	335,430.52
11/1/2014	-	82,853.94	(25,009.55)	57,844.38	(2,482.37)	55,362.01
5/1/2015	285,957.45	82,853.94	(25,009.55)	343,801.83	(2,482.37)	341,319.46
11/1/2015	-	79,422.45	(25,009.55)	54,412.89	(2,482.37)	51,930.52
5/1/2016	290,425.53	79,422.45	(25,009.55)	344,838.43	(2,482.37)	342,356.06
11/1/2016	-	75,646.91	(25,009.55)	50,637.36	(2,482.37)	48,154.99
5/1/2017	299,361.70	75,646.91	(25,009.55)	349,999.06	(93,854.71)	256,144.35
11/1/2017	-	71,455.85	(25,009.55)	46,446.30	(1,382.87)	45,063.43
5/1/2018	308,297.87	71,455.85	(25,009.55)	354,744.17	(1,382.87)	353,361.30
11/1/2018	-	64,519.15	(22,581.70)	41,937.45	(1,382.87)	40,554.57
5/1/2019	317,234.04	64,519.15	(22,581.70)	359,171.49	(1,382.87)	357,788.62
11/1/2019	-	56,984.84	(19,944.69)	37,040.15	(1,382.87)	35,657.28
5/1/2020	326,170.21	56,984.84	(19,944.69)	363,210.36	(1,382.87)	361,827.49
11/1/2020	-	48,830.59	(17,090.70)	31,739.88	(1,382.87)	30,357.01
5/1/2021	339,574.47	48,830.59	(17,090.70)	371,314.35	(1,382.87)	369,931.48
11/1/2021	-	40,128.99	(14,045.15)	26,083.84	(1,382.87)	24,700.97
5/1/2022	348,510.64	40,128.99	(14,045.15)	374,594.48	(1,382.87)	373,211.61
11/1/2022	-	30,980.59	(10,843.20)	20,137.38	(1,382.87)	18,754.51
5/1/2023	361,914.89	30,980.59	(10,843.20)	382,052.28	(1,382.87)	380,669.40
11/1/2023	-	21,254.13	(7,438.94)	13,815.19	(1,382.87)	12,432.31
5/1/2024	375,319.15	21,254.13	(7,438.94)	389,134.33	(1,382.87)	387,751.46
11/1/2024	-	10,932.85	(3,826.49)	7,106.36	(1,382.87)	5,723.48
5/1/2025	388,723.40	10,932.85	(3,826.49)	395,829.76	(139,670.11)	256,159.65
Totals	4,593,191.49	1,787,905.45	(566,962.93)	5,814,134.01	(284,083.92)	5,530,050.09

## Future Financings

At this time, the City has no plans for additional financings within the next five years. In accordance with regulations of the Missouri Department of Natural Resources, the City has begun the design process of flow capacity increases to its Wastewater treatment system. Capacity increases are not required at this time and depending on the rate of increase of residential and commercial demand on the Wastewater system, may not be necessary within the next five years. At this point, the City is simply required to begin the planning and design process for potential future capacity increases. When capacity increases or new regulations necessitate improvements, the City may consider the issuance of revenue or lease obligations to finance such improvements.

# Budget Process

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The City is required by law to prepare an annual budget of estimated receipts and disbursements for the coming fiscal year under the direction of the City Administrator, Finance Department 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.

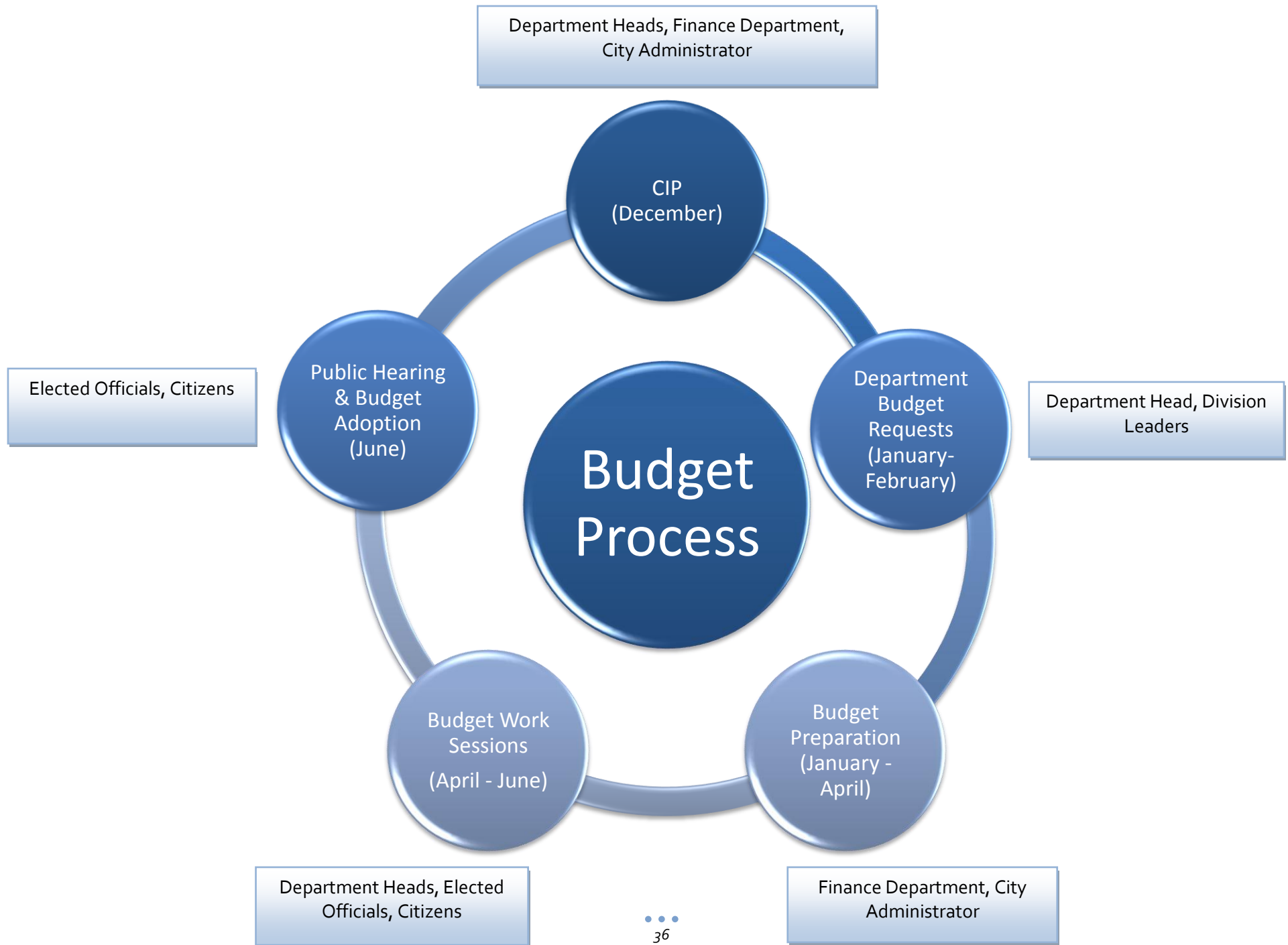
Four Stages of the Budget Process:

- 1) Budget Process – Departments are required to prepare their program budget requests for the upcoming fiscal year on forms supplied by the Finance Department. 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 Finance Department reviews all departments' program budget requests and makes recommendations to the City Administrator. The City Administrator and the Finance Department 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.





Action Steps:	Responsibility:	Date:
CIP information due from departments	All Departments	December 2014
Distribute Instructions for Budget Preparation, Staff Plans and Line Item Budgets	Finance Department	January 2015
Begin Revenue Projections, Debt Service & Salary Projection	Finance Department	January 2015
CIP information to Finance Department	Finance Department	February 2015
Line items, Org Charts, Goals & FTE Sheets due back to Finance	All Departments	February 2015
Review Estimated Revenue & Projected Expenses	City Administrator & Finance Department	March 2015
Proposed Funding Priorities from City Administrator	City Administrator	April 2015
Proposed Budget Draft to City Administrator	Finance Department	April 11, 2015
Proposed Budget to Mayor and City Council	City Administrator & Finance Department	April 29, 2015
Council Review of Budget	Mayor & City Council	April 29-May 30, 2015
Set Public Hearing 10 days in advance of final Hearing	Finance Department	June 2015
Submit Budget Ordinance for Public Hearing and First and Second Reading	City Administrator & Finance Department	June 2015
Adopted Budget published to website and printed copies to Council	Finance Department	June 2015

# All Funds



## Budget Overview

The following section provides a detail summary for the City's entire Fiscal Year 2016 budget and activity. Each Fund, department, program and activity can be viewed with this detail summary.

The total new revenue for FY 2016 is \$48,000,247. The Internal Service Cost is \$1,546,251 and the Inter-Fund Transfer is loan repayments from Economic Development Fund (45) to Electric Fund (80) (\$1,146,000) and transfer to Tourism Fund (40) (\$60,000) for a total of \$1,206,000.

Total appropriations for FY 2016 are \$54,675,677. \$52,739,426 is for all activities, except for internal service cost which is \$1,936,251. This budget

starts with carry-over for appropriations of \$17,526,057. This does not include restricted funds. The ending balance is estimated at \$13,602,877 plus restricted funds.

<b><i>Carryover for Appropriation</i></b>	<b><i>\$17,526,057</i></b>
<b><i>New Revenue</i></b>	<b><i>\$48,000,247</i></b>
<b><i>Internal Service Cost</i></b>	<b><i>\$1,546,251</i></b>
<b><i>Total Revenue</i></b>	<b><i>\$67,072,555</i></b>
<b><i>Interfund Transfer In</i></b>	<b><i>\$1,206,000</i></b>
<b><i>Appropriations</i></b>	<b><i>\$52,739,426</i></b>
<b><i>Internal Service Cost</i></b>	<b><i>\$1,936,251</i></b>
<b><i>Total Appropriations</i></b>	<b><i>\$54,675,677</i></b>
<b><i>Estimated Ending Fund Balance</i></b>	<b><i>\$13,602,877</i></b>

The **Government Funds** consist of General, Street and Capital. The departments contained in the General Fund consist of General, Municipal Court, Fire, Police, Civic Center, Community Buildings, Administration and Finance, Recycling, and Stormwater. These departments provide general services to the community. Expenses in these departments remained flat; with the exception of a COLA for all employees during Fiscal Year 2016. The starting balance is projected to be \$1,449,800 and end around \$1,322,729.

The Street Fund has several projects carrying over from FY 2015. This has lead to a larger starting balance and is reflected in increased spending on these carry-over projects in FY 2016. These projects that have been identified in the budget are driven by the Street Master Plan created in 2012 and reviewed by Council. The starting balance will begin around \$1,030,115 and end around \$446,334

The Capital Fund will again invest predominantly in Police, Fire, Parks, Civic Center, and Fairgrounds. This budget plans to spend down the fund balance for projects. The increase in capital projects and the refinancing to a shorter term has allowed the City to reinvest in capital projects important to this community. The starting balance is estimated to be \$778,832 and the ending is estimated to be \$304,802.

The **Special Funds** are used to account for special activities and programs. The largest of these funds is the Park Fund which is managed by a board appointed by the Mayor with the consent of the City Council. This fund balance will be spent down on projects that were slated to be completed this fiscal year. The starting balance will be \$2,282,094 and is projected to be \$1,781,999 by the end of Fiscal Year 2016. This decrease will be offset by capital assets.

The Tourism Fund will see an increase in its fund balance. This fund has little to no capital expenses and has an internal transfer to offset employee cost. The starting balance should be \$48,889 and the ending balance is projected to be \$51,833.

The Downtown Business District will also see an increase of \$5,700 in its fund balance. This fund has no staff and the funds are used by a board that is appointed by the Mayor with consent of the City Council. The members of the board have to meet qualifications to serve on the board.

The Airport and Economic Development Funds manage projects related to these funds. The balances are subject to change solely based on project activity.

The **Internal Funds** are used to account for internal activities and programs. The three funds considered internal to operations are Community Development, Internal Services, and Benefit Fund. The Internal Services Fund carries no fund balance. The activity in this fund is covered by services preformed. The Community Development 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 start at \$146,847, and ending balance of \$86,847. This decrease is related to subdivision improvements. The Benefit Fund will see an increase in its fund balance, due in part to increase funding from all other funds. The balance will increase \$142,600.

Internal Service Funding								
50 Community Development Fund				60 Service Fund				
	305 Community Development	310 Engineering & Mapping	Total	305 Garage & Warehouse	315 Information Technology	320 Facilities Management	325 Janitorial	Total
01 General	\$247,949	\$15,431	\$263,380	\$39,910	\$112,422	\$210,434	\$46,296	\$409,062
08 Street	\$5,390	\$33,433	\$38,824	\$59,864	\$29,871	\$25,843	\$2,894	\$118,471
40 Tourism	\$0	\$0	\$0	\$0	\$9,776	\$0	\$0	\$9,776
45 Econ Dev	\$0	\$1,286	\$1,286	\$0	\$0	\$40,610	\$0	\$40,610
73 Airport	\$0	\$0	\$0	\$0	\$0	\$14,767	\$0	\$14,767
75 Downtown Business	\$0	\$0	\$0	\$0	\$0	\$3,692	\$0	\$3,692
79 Parks	\$0	\$23,146	\$23,146	\$1,995	\$13,578	\$0	\$0	\$15,573
80 Electric	\$5,390	\$13,502	\$18,892	\$37,914	\$27,155	\$18,459	\$2,894	\$86,422
83 Fiber	\$0	\$0	\$0	\$0	\$27,155	\$0	\$0	\$27,155
85 Wastewater	\$5,390	\$28,290	\$33,680	\$29,932	\$27,155	\$27,689	\$2,894	\$87,669
87 Water	\$5,390	\$13,502	\$18,892	\$29,932	\$24,440	\$27,689	\$2,894	\$84,954
Direct Cost	\$420,000	\$30,000	\$450,000	\$12,000	\$148,000	\$30,000	\$0	\$190,000
<b>Total</b>	<b>\$689,510</b>	<b>\$158,590</b>	<b>\$848,100</b>	<b>\$211,548</b>	<b>\$419,550</b>	<b>\$399,183</b>	<b>\$57,870</b>	<b>\$1,088,151</b>

**Enterprise Funds** are used to manage the City Utilities. The Electric Fund is the largest of these funds. The change in this fund balance will be \$581,054. The Operating Fund will start the year with at (\$2,790,278) and will end the year around (\$3,817,332). This is due in part to increase in the wholesale cost of power. The Reserve will start with a balance of \$11,128,752 and end with a balance of \$11,574,752. This is an increase of \$446,000; this reserve will have offsetting capital improvements over a two year period.

Fiber Fund manages our fiber utility and will see a decrease in its fund balance by \$107,805. This is due to investment in a line extension and upgrades to our network and infrastructure communication system.

The Wastewater Fund will start the year with a balance around \$918,856 and end with a balance of \$644,481. The balance decline in this fund is due to planning and evaluating improvements to the treatment facility and collection system along with equipment purchase and lift stations upgrades and improvements.

The Water Fund will have a starting balance of \$1,056,786 and end with a balance of \$411,865. The use of short term reserves is for the investment in AMI. This fund has \$299,970 in long term reserves, which should be maintained as a part of the overall fund balance.

While this summary is helpful, the detail activity in the funds 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 detail information on any fund, activity, or program of particular interest to you.

## Budget Summary Governmental Activity

01 General Fund		08 Street Fund	
Carryover for Appropriations-Operating	\$1,449,800	Carryover for Appropriations	\$1,030,115
Carryover for Appropriations-Reserve	\$299,970	New Revenues	\$2,898,512
New Revenues	\$6,571,350	Total Available for Appropriations	\$3,928,627
Total Available for Appropriations	\$8,321,120	500 Street	\$3,482,293
100 General	\$1,135,292	Total Street Fund Appropriations	\$3,482,293
105 Municipal Court	\$254,300	Estimated Ending Fund Balance	\$446,334
110 Fire Department	\$1,343,322	22 Capital Fund	
115 Police Department	\$2,611,510	Carryover for Appropriations	\$778,832
120 Police Officer Training	\$6,000	New Revenues	\$1,590,000
130 Civic Center	\$625,064	Total Available for Appropriations	\$2,368,832
135 Community Buildings/NEC	\$61,250	600 Capital-Debt	\$1,169,030
140 Mayor & Council	\$36,305	605 General	\$760,000
145 City Administration	\$317,743	650 Parks	\$135,000
150 City Clerk Office	\$239,875	Total Capital Fund Appropriations	\$2,064,030
155 Recycling	\$53,035	Estimated Ending Fund Balance	\$304,802
165 Storm Water	\$62,500		
170 Finance Office	\$252,196		
Total General Fund Appropriations	\$6,998,391		
Estimated Ending Fund Balance	\$1,322,729		

### Percent of Fund Balance

General - 20%  
Street -15%  
Capital - 19%

# Budget Summary Special and Internal Activity

## Percent of Fund Balance

Tourism – 35%  
Economic Development -10%  
Airport – (14)%  
Downtown Business – 100%  
Parks – 288%

40 Tourism Fund		73 Airport Fund	
<b>Carryover for Appropriations</b>	<b>\$48,889</b>	<b>Carryover for Appropriations</b>	<b>-\$45,569</b>
<b>New Revenues</b>	<b>\$147,000</b>	<b>New Revenues</b>	<b>\$971,874</b>
<b>Interfund Transfer In</b>	<b>\$60,000</b>	<b>Total Available for Appropriations</b>	<b>\$926,305</b>
<b>Total Available for Appropriations</b>	<b>\$255,889</b>	100 Airport General	\$1,062,117
500 Tourism	\$204,057	<b>Total Airport Fund Appropriations</b>	<b>\$1,062,117</b>
<b>Total Tourism Fund Appropriations</b>	<b>\$204,057</b>	<b>Estimated Ending Fund Balance</b>	<b>-\$135,812</b>
<b>Estimated Ending Fund Balance</b>	<b>\$51,833</b>	75 Downtown Business District Fund	
45 Economic Development Fund		<b>Carryover for Appropriations</b>	<b>\$31,720</b>
<b>Carryover for Appropriations</b>	<b>\$163,172</b>	<b>New Revenues</b>	<b>\$37,540</b>
<b>New Revenues</b>	<b>\$1,310,725</b>	<b>Total Available for Appropriations</b>	<b>\$69,260</b>
<b>Total Available for Appropriations</b>	<b>\$1,473,897</b>	500 DTBD General	\$31,842
700 Economic General	\$196,321	<b>Total DTBD Fund Appropriations</b>	<b>\$31,842</b>
715 Detroit Tool Metal Products	\$489,500	<b>Estimated Ending Fund Balance</b>	<b>\$37,418</b>
730 Copeland	\$656,011	79 Parks Fund	
<b>Total Economic Development Fund Appropriations</b>	<b>\$1,341,832</b>	<b>Carryover for Appropriations-Operating</b>	<b>\$282,506</b>
<b>Estimated Ending Fund Balance</b>	<b>\$132,065</b>	<b>Carryover for Appropriations-Reserve</b>	<b>\$1,999,588</b>
		<b>New Revenues</b>	<b>\$617,750</b>
		<b>Total Available for Appropriations</b>	<b>\$2,899,844</b>
		500 Parks Operation and Administration	\$977,560
		515 Boswell Aquatic Center	\$105,785
		520 Parks Activities	\$34,500
		<b>Total Parks Fund Appropriations</b>	<b>\$1,117,845</b>
		<b>Estimated Ending Fund Balance</b>	<b>\$1,781,999</b>



# Budget Summary Special and Internal Activity

## Percent of Fund Balance

Community Development – 26%  
Internal Service -0%  
Benefits– 20%

50 Community Development Fund		60 Internal Service Fund	
<b>Carryover for Appropriations</b>	<b>\$146,847</b>	<b>Carryover for Appropriations</b>	<b>\$0</b>
<b>New Revenues</b>	<b>\$330,000</b>	<b>Internal Service Cost Revenue</b>	<b>\$1,088,151</b>
<b>Internal Service Cost Revenue</b>	<b>\$458,100</b>	<b>Total Available for Appropriations</b>	<b>\$1,088,151</b>
<b>Total Available for Appropriations</b>	<b>\$934,947</b>	305 Garage & Warehouse	\$211,548
305 Community Development & Compliance	\$689,510	315 Information Technology	\$419,550
310 Engineering & Survey	\$158,590	320 Facilities Management	\$399,183
<b>Total Community Development Fund Appropriations</b>	<b>\$848,100</b>	325 Janitorial Services	\$57,870
<b>Estimated Ending Fund Balance</b>	<b>\$86,847</b>	<b>Total Internal Service Fund Appropriations</b>	<b>\$1,088,151</b>
		<b>Estimated Ending Fund Balance</b>	<b>\$0</b>
		70 Benefits Fund	
		<b>Carryover for Appropriations</b>	<b>\$393,772</b>
		<b>New Revenues</b>	<b>\$2,621,996</b>
		<b>Total Available for Appropriations</b>	<b>\$3,015,768</b>
		400 Benefits	\$2,479,396
		<b>Total Benefits Fund Appropriations</b>	<b>\$2,479,396</b>
		<b>Estimated Ending Fund Balance</b>	<b>\$536,372</b>

# Budget Summary Enterprise Activity

80 Electric Fund		85 Wastewater Fund	
<b>Carryover for Appropriations-Operating</b>	<b>(\$2,790,278)</b>	<b>Carryover for Appropriations-Operating</b>	<b>\$468,901</b>
<b>Carryover for Appropriations-Reserve</b>	<b>\$11,128,752</b>	<b>Carryover for Appropriations-Reserve</b>	<b>\$449,955</b>
<b>New Revenues-Operating</b>	<b>\$26,562,500</b>	<b>New Revenues</b>	<b>\$2,392,000</b>
<b>Interfund Transfer In-Reserve</b>	<b>\$1,146,000</b>	<b>Total Available for Appropriations</b>	<b>\$3,310,856</b>
<b>Total Available for Appropriations</b>	<b>\$36,046,974</b>	200 WWTP and Operation	\$2,050,528
200 Electric Operating	\$27,589,554	205 WW Maintenance	\$203,201
215 Electric Reserve	\$700,000	215 Inflow & Infiltration	\$412,646
<b>Total Electric Fund Appropriations</b>	<b>\$28,289,554</b>	<b>Total Wastewater Fund Appropriations</b>	<b>\$2,666,375</b>
<b>Estimated Ending Fund Balance-Operating</b>	<b>(\$3,817,332)</b>	<b>Estimated Ending Fund Balance</b>	<b>\$644,481</b>
<b>Estimated Ending Fund Balance-Reserve</b>	<b>\$11,574,752</b>	87 Water Fund	
<b>83 Fiber Fund</b>		<b>Carryover for Appropriations-Operating</b>	<b>\$1,056,786</b>
<b>Carryover for Appropriations</b>	<b>\$332,329</b>	<b>Carryover for Appropriations-Reserve</b>	<b>\$299,970</b>
<b>New Revenues</b>	<b>\$103,000</b>	<b>New Revenues</b>	<b>\$1,846,000</b>
<b>Total Available for Appropriations</b>	<b>\$435,329</b>	<b>Total Available for Appropriations</b>	<b>\$3,202,756</b>
200 Fiber Operating	\$210,805	200 Water Operation	\$2,198,574
<b>Total Fiber Fund Appropriations</b>	<b>\$210,805</b>	205 Water Maint. & Distribution System	\$592,317
<b>Estimated Ending Fund Balance</b>	<b>\$224,524</b>	<b>Total Water Fund Appropriations</b>	<b>\$2,790,891</b>
		<b>Estimated Ending Fund Balance</b>	<b>\$411,865</b>

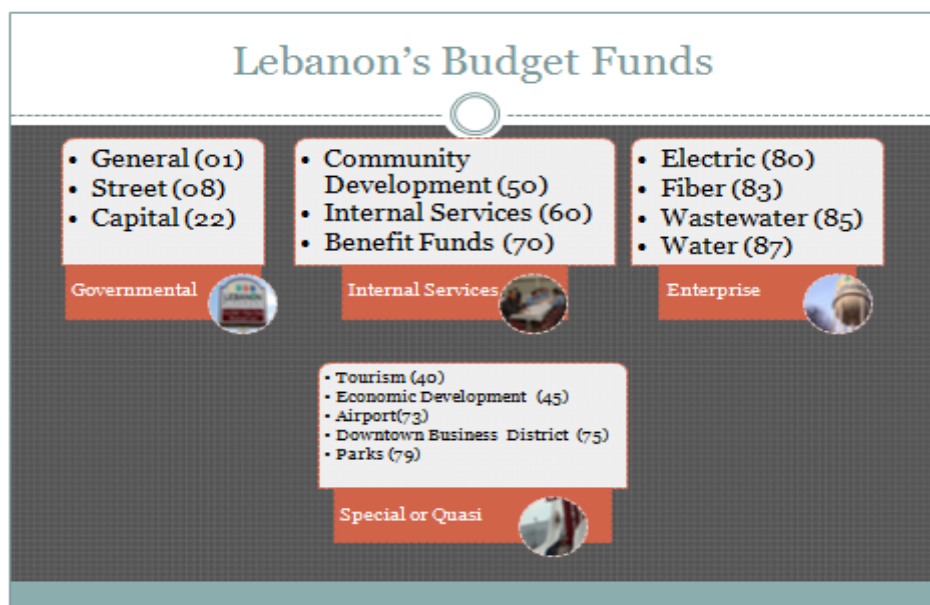
## Percent of Fund Balance

Electric – 29%  
 Fiber -218%  
 Wastewater – 27%  
 Water – 22%

## 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) - while it does not have, dedicated revenue, it received grants and entitlement from the state and FAA;
- ✓ Downtown Business District (75) is a self taxing district located between the railroad tracks and Second Street. Its revenue is eighty percent (80%) 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 eight parks and one outdoor pool.

The Internal Funds are internal to the operation of the City. Internal Services (60) assist in managing fix, controllable and fleet assets 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.

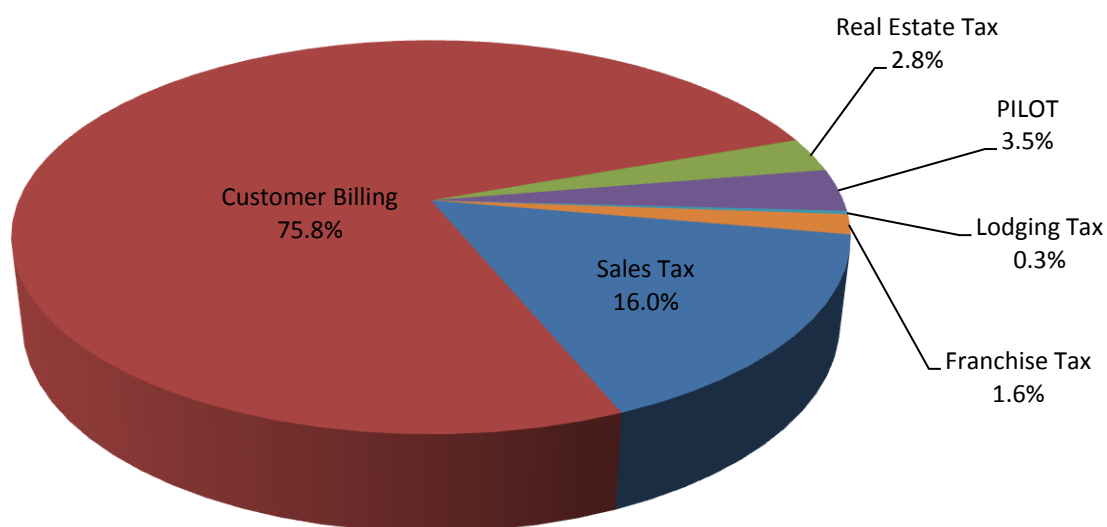
## Description

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 2016 Major Revenue



## Sales Tax 1%

Revenue General Ledger Account:

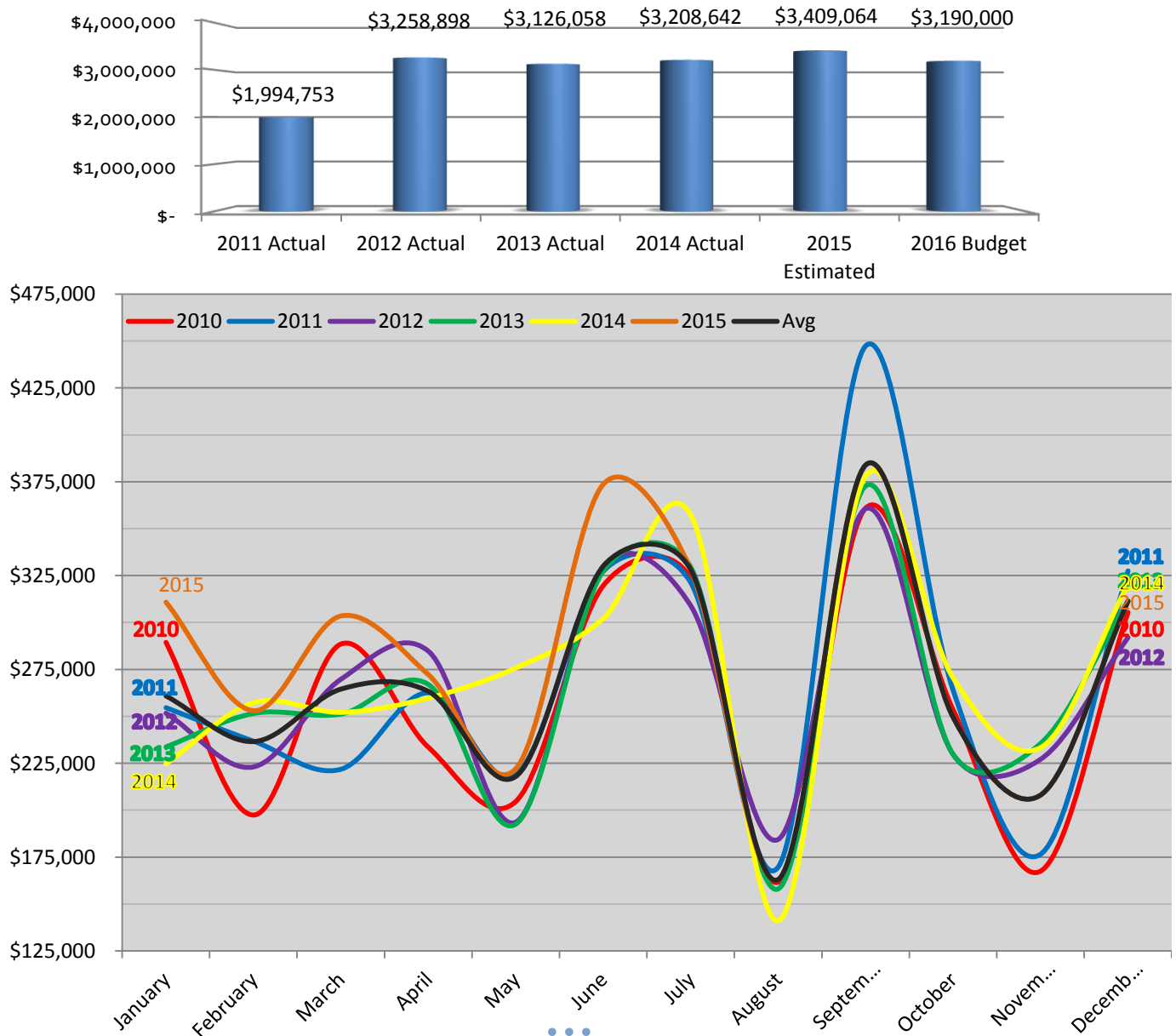
General Fund

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 FY2016 fiscal year is based on current receipts and historical trending.

### Sales Tax 1% Revenue History



## Customer Billing

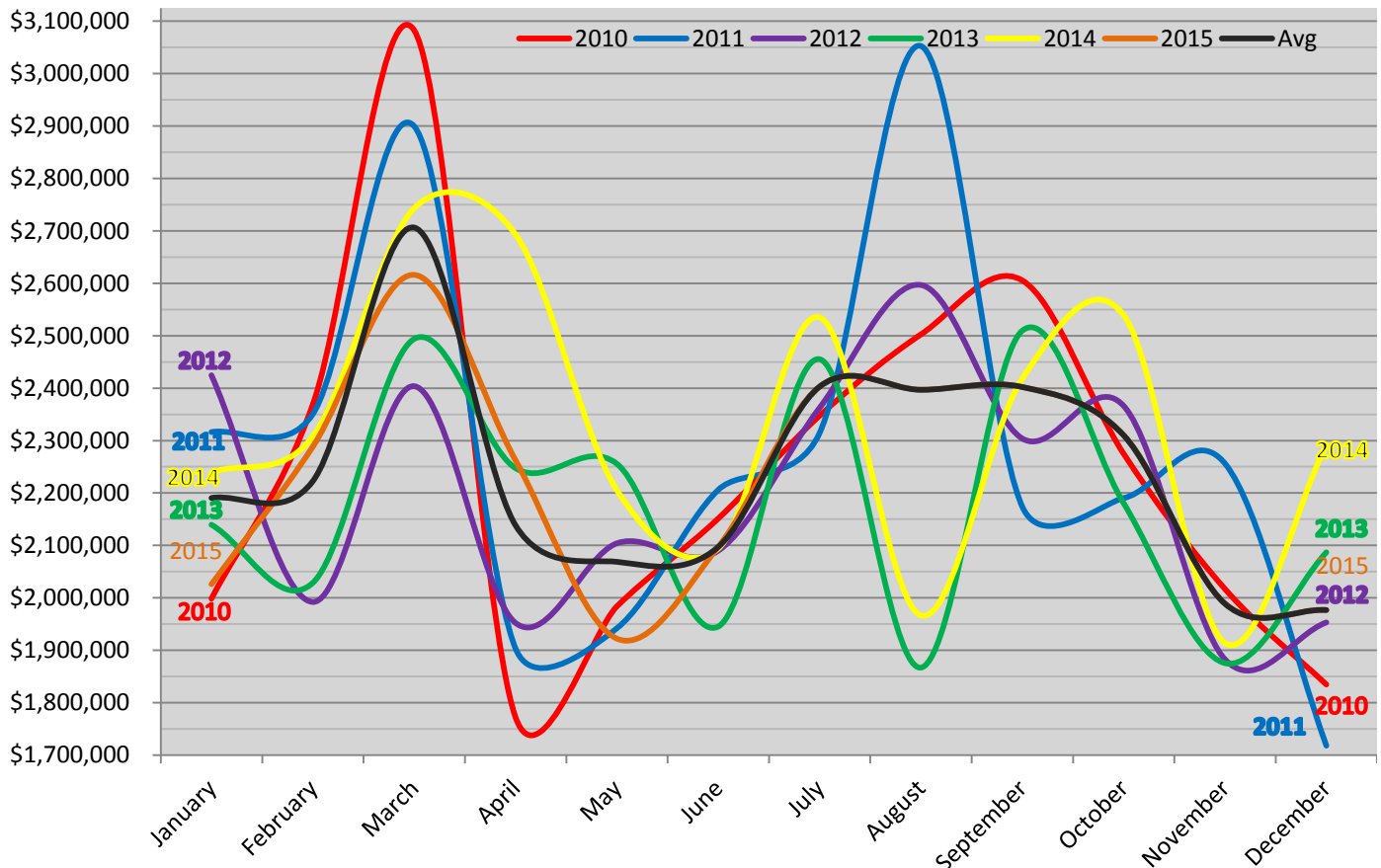
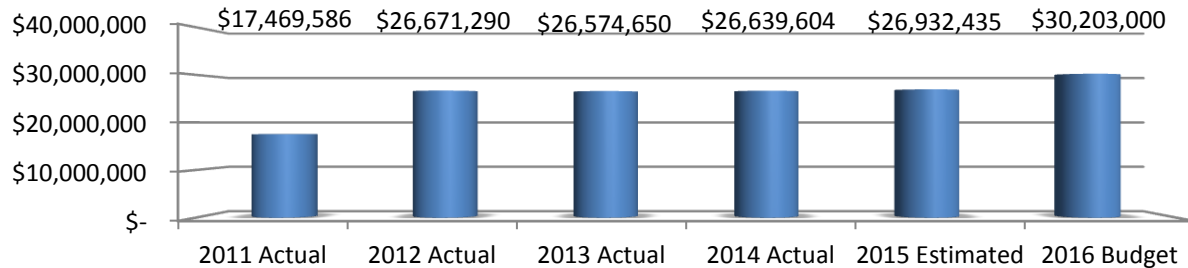
Revenue General Ledger Accounts:

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

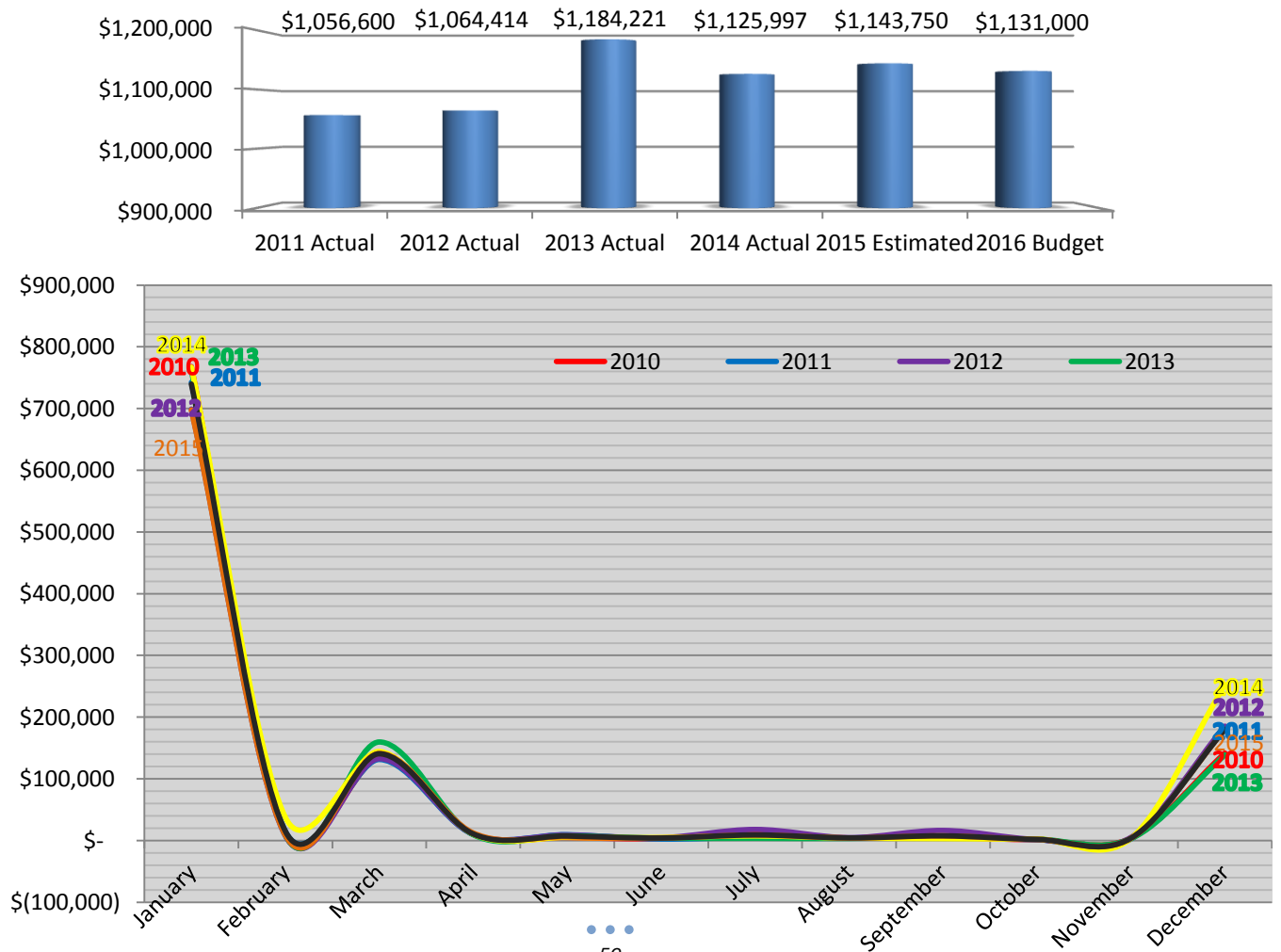
Real estate taxes levied according to the taxation districts are received from the city collector and recorded in the proper fund.

The General Fund Ad Valorem levy for the next year is \$0.2569 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 \$0.6958 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 \$0.2569 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%

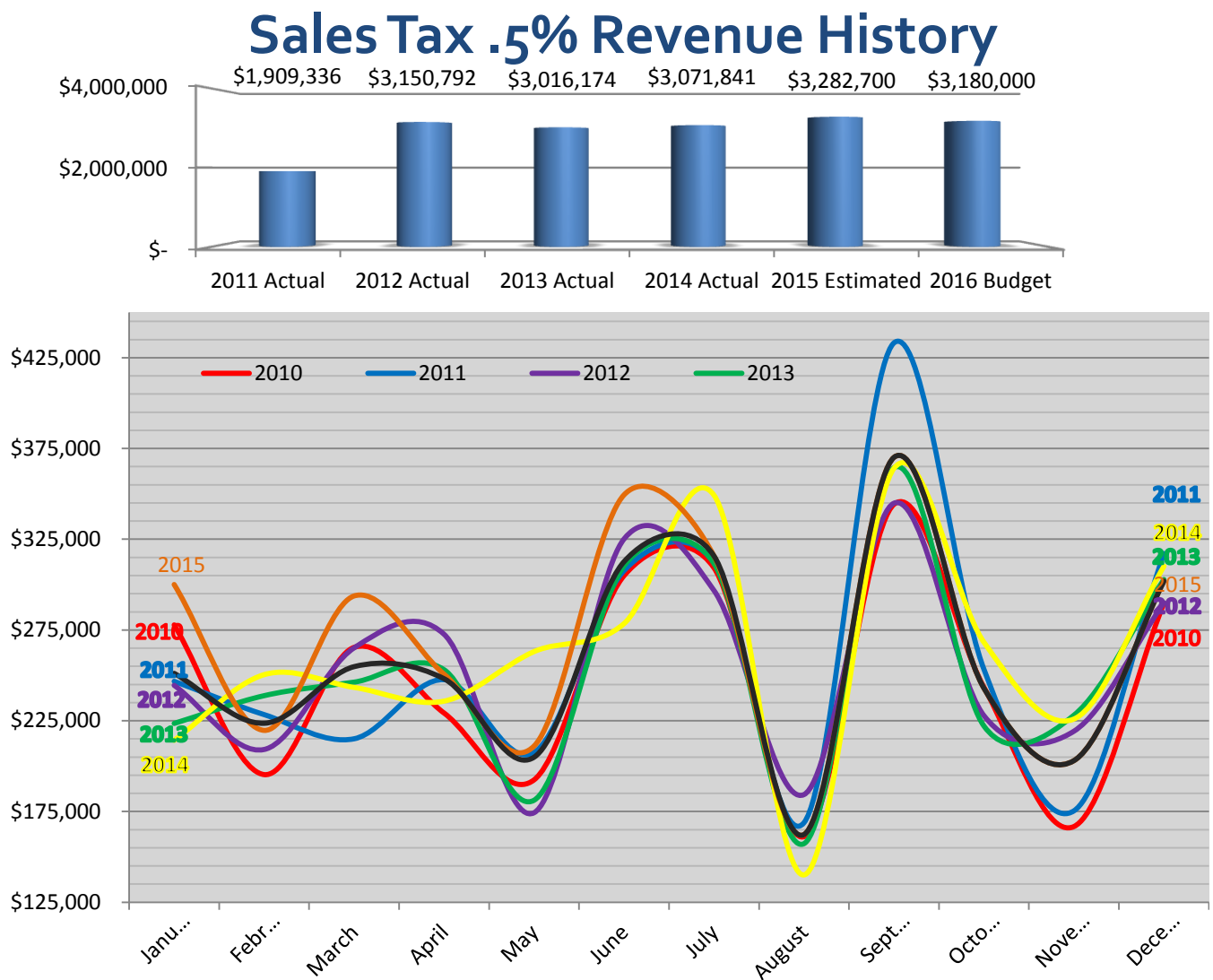
Revenue General Ledger Accounts:

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 carrying out the renovation, reconstruction and/or maintenance of existing city streets. As this revenue stream is tied to the local sales prevailing economic factors impacting local residents can affect collections. By state law monies collected by such a tax shall be appropriated and disbursed only for transportation purposes. This tax remains effective until January 1, 2019.

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. Since the sales tax is tied to the spending habits of local consumers it is subject to the local economic conditions affecting local residents. This tax remains effective until January 1, 2020.





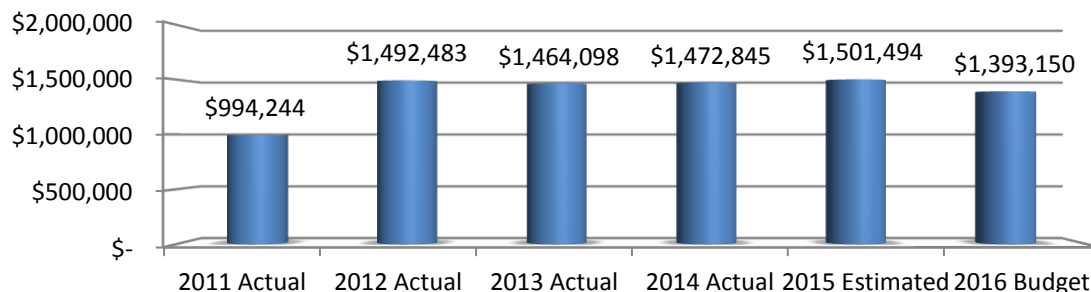
## PILOT

### 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. In FY2016 based on the current fund balance in the Economic Development Fund (45) and the current operational balances within the Utility Funds, it is recommended not to fund the one percent (1%) into the Economic Development Fund (45).

## PILOT Revenue History



## Lodging

Revenue General Ledger Account:

Tourism

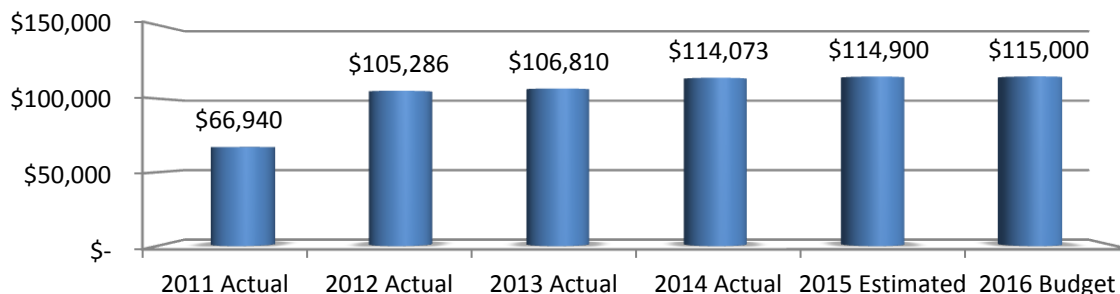
40-4-500-1000.006

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



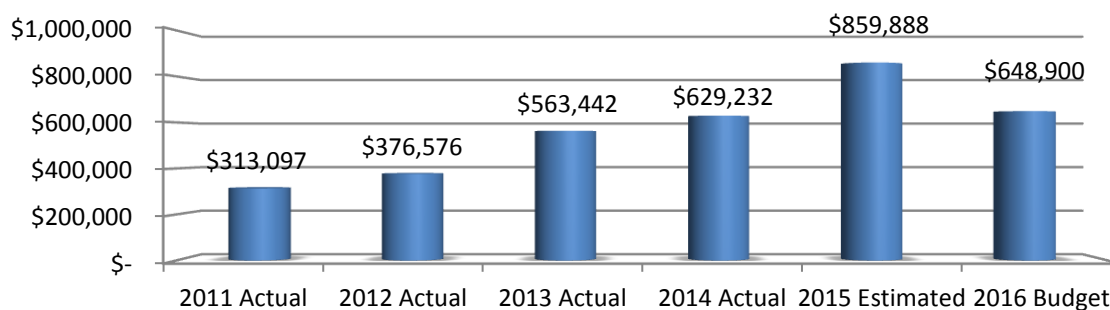
## Franchise

### 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

## ***Municipal Court***

Clerk I (Court Clerk)

Security Officer I (Courtroom Security Officer)

Security Officer II (Courtroom Security Supervisor)

## ***Total Municipal Court***

## ***Fire***

Assistant Chief

Captain

Fire Chief

Firefighter

Inspector III (Fire Inspector)

Lieutenant

## ***Total Fire***

## ***Police***

Animal Control Officer

Captain

Chief Communications Officer

Clerk I (Evidence/Records Clerk)

Clerk III (Executive Assistant)

Dispatcher

Lieutenant

Police Chief

Police Officer

Sergeant

## ***Total Police***

## ***Civic Center***

Business Manager

Custodian I

Custodian II

Maintenance/Operations Worker I

Maintenance/Operations Worker II

Maintenance/Operations Worker III

Operations Director

## ***Total Civic Center***

Salary Grade	FY14 Budget	FY15 Budget	FY16 Proposed
6	2	2	2
7	1	1	1
8	0.5	0.5	0.5
<b>Total Municipal Court</b>	3.5	3.5	3.5
12	2	2	1
9.5 - 11.5	3	3	3
14	1	1	1
5 - 8.5	14	9.5	10
10	0	0	1
8 - 10	3	3	3
<b>Total Fire</b>	23	18.5	19
6	2	2	2
12	1	1	1
9	1	1	1
6	1	1	1
8	1	1	1
6	6.5	6.5	6.5
10	1	1	1
14	1	1	1
8	22	22	22
9	5	5	5
<b>Total Police</b>	41.5	41.5	41.5
8	1	1	1
1	0.5	0.5	1
2	0.5	0.5	0
4	0	1	1.5
5	2	2	2
7	1	1	0
13	1	1	1
<b>Total Civic Center</b>	6	7	6.5

	Salary Grade	FY14 Budget	FY15 Budget	FY16 Proposed
<b>Administration</b>				
Assistant to the City Administrator	10	1	1	1
City Administrator	19	1	1	1
Clerk IV (Human Resource Generalist)	9	1	1	1
Human Resource Director	12	1	1	1
Seasonal Maintenance Worker III (HR Intern)	3	0.5	0	0
<b>Total Administration</b>		4.5	4	4
<b>City Clerk</b>				
City Clerk	14	1	1	1
Clerk I (Receptionist)	6	1	1	0
Clerk III (Administrative Clerk)	8	1	1	2
Clerk III (Utility Billing Clerk)	8	1	1	1
<b>Total City Clerk</b>		4	4	4
<b>Finance</b>				
Budget Director	12	1	1	1
Clerk III (Accounts Payable Clerk)	8	1	1	1
Clerk III (Accounts Receivable Clerk)	8	1	1	1
Finance Director	13	1	1	1
<b>Total Finance</b>		4	4	4
<b>Total General Fund</b>		86.5	82.5	82.5
<b>Street Division</b>				
Clerk III (Administrative Assistant)	8	1	0	0
Clerk IV (Public Works Analyst)	9	0	1	1
Equipment Operator I	6	3	1.5	3.5
Equipment Operator II	7	6	6	6
Equipment Operator III	8	2	2	2.5
Maintenance/Operations Worker IV	8	1	1	1
Operations Manager (Street Maintenance)	12	1	1	1
Operations Manager (Street Projects)	12	1	1	1
Seasonal Maintenance Worker I	1	1	1	0
Seasonal Maintenance Worker II	2	0	1	1.5
Street Superintendent	13	1	1	1
<b>Total Street Division</b>		17	16.5	18.5

	Salary Grade	FY14 Budget	FY15 Budget	FY16 Proposed
<b>Tourism</b>				
Seasonal Maintenance Worker III (Tourism Intern)	3	0.5	0	0
Tourism Director	12	1	1	1
<b>Total Tourism</b>		1.5	1	1
<b>Economic Development</b>				
Planner III (Code Administrator)	13	1	0	0
<b>Total Economic Development</b>		1	0	0
<b>Administration &amp; Compliance</b>				
Interim Community Development Director	14	1	1	1
Inspector I	7	1	1	1
Inspector II	9	1	1	1
Planner III (Code Administrator)	13	0	1	1
<b>Total Administration &amp; Compliance</b>		3	4	4
<b>Engineering &amp; Mapping</b>				
Equipment Technician III (Draft Technician)	8	1	1	1
Equipment Technician IV (Engineering Technician)	9	1	1	1
<b>Total Engineering &amp; Mapping</b>		2	2	2
<b>Total Community Development Fund</b>		5	6	6
<b>Garage &amp; Warehouse</b>				
Clerk III (Purchasing Agent)	8	1	1	1
Clerk IV (Warehouse/Inventory Technician)	9	1	0	0
Equipment Technician II	7	1	1	1
Equipment Technician III	8	1	1	0
Equipment Technician IV	9	0	0	1
Maintenance/Operations Worker I (Warehouse Assistant)	4	0	0	0.5
Seasonal Maintenance Worker I	1	0	0	0.5
Seasonal Maintenance Worker I (Warehouse Assistant)	1	0.5	0.5	0
<b>Total Garage &amp; Warehouse</b>		4.5	3.5	4
<b>Information Technology</b>				
MIS Coordinator	12	1	1	1
Network Manager	11	1	1	1
Seasonal Maintenance Worker III (IT Intern)	3	0.5	0	0
Maintenance/Operations Worker I (Help Desk Technician)	4	0	0	0.5

	Salary Grade	FY14 Budget	FY15 Budget	FY16 Proposed
System Administrator	7	1	1	1
<b>Total Information Technology</b>		3.5	3	3.5
<b>Facilities Management</b>				
Maintenance/Operations Worker I	4	1	1	1
Maintenance/Operations Worker II	5	1	0.5	1
Maintenance/Operations Worker IV	8	2	1	2
Operations Manager	12	1	1	1
Seasonal Maintenance Worker I	1	3	3	3.5
Seasonal Maintenance Worker II	2	0.5	0.5	0.5
<b>Total Facilities Management</b>		8.5	7	9
<b>Janitorial Services</b>				
Custodian I	1	1.5	1	1
Custodian II	2	0	0.5	0.5
Custodian III	3	1	1	1
<b>Total Janitorial Services</b>		2.5	2.5	2.5
<b>Total Service Fund</b>		19	16	19
<b>Airport</b>				
Maintenance/Operations Worker I	4	0	0	1.5
Maintenance/Operations Worker IV	8	0	0	0.5
<b>Total Airport</b>		0	0	2
<b>Parks</b>				
Activities & Special Events Supervisor	7	1	1	0
Assistant Park Director	9	0	0	1
Maintenance/Operations Worker I	4	0	0	1
Maintenance/Operations Worker I (Assist. BAC Manager)	4	0	0.5	0
Maintenance/Operations Worker I (Pool Manager)	4	0	0.5	0.5
Maintenance/Operations Worker II	5	1	1	1
Maintenance/Operations Worker IV	8	0	1	0
Parks Director	13	1	1	1
Seasonal Maintenance Worker I	1	2.5	0	1.5
Seasonal Maintenance Worker I (Lifeguard/Front Desk Attendant)	1	0	11	8.5
Seasonal Maintenance Worker II	2	0	2	1.5
Seasonal Maintenance Worker III	3	0	0.5	0.5
Seasonal Maintenance Worker III (Head Lifeguard)	3	0	1.5	1.5
<b>Total Parks</b>		5.5	20	18

	Salary Grade	FY14 Budget	FY15 Budget	FY16 Proposed
<b><i>Electric</i></b>				
Clerk II (Cash Collections Clerk)	7	1	1	1
Electric Superintendent	14	1	1	1
Equipment Operator I (Tree Trimmer I)	6	1	1.5	2
Equipment Operator II (Tree Trimmer II)	7	1	1	1
Equipment Technician I (Meter Reader)	6	1	1	1
Journeyman Lineman I	10	7	7	7
Journeyman Lineman II	11	4	3	3
Maintenance/Operations Worker III (Apprentice Lineman I)	7	0	1	2
Operations Manager	12	2	2	2
Planner II	12	0	1	0
<b><i>Total Electric</i></b>		18	19.5	20
<b><i>Wastewater</i></b>				
Clerk II (Cash Collections Clerk)	7	1	1	1
Clerk IV (Project Specialist)	9	1	1	1
Equipment Operator I	6	0	0	1.5
Equipment Operator II	7	8	8	7
Equipment Operator III	8	2	1	0
Equipment Operator IV	9	0	0	1
Equipment Technician I	6	0	0	0
Equipment Technician I (Meter Reader)	6	1	1	1
Equipment Technician II	7	1	1	1
Operations Manager	12	1	1	1
Seasonal Maintenance Worker I	1	1.5	1	1.5
Seasonal Maintenance Worker II	2	0.5	0.5	0
Environmental Services Superintendent	13	1	1	1
<b><i>Total Wastewater</i></b>		18	16.5	17
<b><i>Water</i></b>				
Clerk I (Cash Collection Clerk)	6	0	0.5	0.5
Clerk II (Cash Collection Clerk)	7	1	1	1
Equipment Operator I	6	1	1	1.5
Equipment Operator II	7	2	2	3
Equipment Operator III	8	2	2	2
Equipment Technician I	6	0	1	1
Equipment Technician I (Meter Reader)	6	1	1	1
Equipment Technician III	8	1	0	0
Operations Manager	12	1	1	1



	Salary Grade	FY14 Budget	FY15 Budget	FY16 Proposed
Public Works Director	16	1	1	1
Seasonal Maintenance Worker II	2	0.5	0.5	0
<b>Total</b>		10.5	11	12
<b>All City</b>		<b>182</b>	<b>189</b>	<b>196</b>

## Personnel Changes

The City has an overall increase in staffing of 3.7%. Below is the explanation by department.

Fire Department has an increase of 0.5 FTE, part-time position, to help with on duty staffing and strength.

Cowan Civic Center has an increase of 0.5 FTE, part time position, to help with events.

Street has an increase of 2 FTE, four temporary positions, to help with the sidewalk projects that are projected in the FY2016 Capital.

Garage has an increase of 0.5 FTE, seasonal position, to help during the busier months.

IT Department has an increase of 0.5 FTE, part time person, to cover the growing IT demands.

Facilities Management has an increase of 2 FTE, an employee transferred back into the Parks department as a result of Parks assuming mowing responsibilities for their facilities as well as additional seasonal workers.

Airport has an increase of 2 FTE, four part-time positions, as a result of the City assuming FBO responsibilities.

Parks will see a decrease in 2 FTE as a result of an employee transfer to Facilities Management, and a reduction in lifeguards.

Electric will see an increase of 0.5 FTE, a change from a seasonal trimmer to a full-time trimmer.

Wastewater will see an increase of 0.5 FTE, seasonal employee, for general labor purposes.

Water will see an increase of 1 FTE, addition of 2 seasonal employees.

## 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 2015 is estimated to be lower than anticipated largely due to fewer service charges received during the fiscal year. In FY 2016, we have estimated revenues to be similar to what was budgeted in FY 2015. The variance in expenses is directly tied to the amount of capital improvements completed in a given year. The proposed FY 2016 budget includes a COLA for all employees that the prior two fiscal years did not have. One notable category is supplies and materials, from which wholesale power is expensed. This table reflects the elimination of two internal loans; one having been paid off and the other as the result of sale of the asset.

City of Lebanon	2014 Actual	2015 Budget	2015 Estimated	2016 Proposed
<b>Revenues</b>				
Taxes	\$7,591,693	\$7,594,585	\$8,014,314	\$7,675,000
Franchise Fees	\$629,232	\$601,000	\$859,888	\$648,900
PILOTs	\$1,472,845	\$1,615,550	\$1,501,494	\$1,393,150
Intergovernmental	\$691,038	\$1,430,731	\$1,044,072	\$2,165,980
Service Charges	\$27,274,501	\$29,372,200	\$27,739,699	\$31,327,556
Rentals	\$1,597,793	\$2,585,250	\$1,648,656	\$1,605,025
Licenses and Permits	\$57,993	\$67,750	\$141,910	\$75,400
Fines	\$265,493	\$265,600	\$209,800	\$267,000
Benefit Revenue	\$2,492,679	\$2,627,878	\$2,506,938	\$2,624,996
Other	\$6,139,220	\$3,736,668	\$4,831,161	\$1,333,240
Internal Service Revenue	\$1,028,066	\$1,341,004	\$1,225,874	\$1,636,251
<b>Total Revenues</b>	<b>\$49,240,552</b>	<b>\$51,238,216</b>	<b>\$49,723,806</b>	<b>\$50,752,498</b>
<b>Expenses</b>				
Personnel	\$8,571,827	\$9,298,615	\$8,747,049	\$9,925,085
Capital	\$4,172,144	\$8,896,718	\$4,354,773	\$7,381,692
Debt	\$8,073,854	\$3,826,891	\$2,869,160	\$2,898,591
Grant Capital	\$96,978	\$1,213,033	\$689,950	\$1,287,798
Utilities	\$874,284	\$845,013	\$949,967	\$974,845
Professional Services	\$2,619,430	\$3,303,562	\$2,854,110	\$3,044,460
Supplies and Materials	\$22,786,277	\$22,944,400	\$22,985,593	\$24,340,893
Tools, Equipment, and Vehicles	\$688,415	\$856,020	\$793,608	\$956,666
Benefit Expense	\$0	\$2,558,700	\$2,371,526	\$2,479,396
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$1,131,072	\$2,315,705	\$1,250,184	\$1,386,251
<b>Total Expenses</b>	<b>\$49,014,281</b>	<b>\$56,058,657</b>	<b>\$47,865,920</b>	<b>\$54,675,677</b>

# Capital

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

The proposed FY16 budget includes \$8,648,090 worth of capital expenses.

## FY 16 Capital Schedule

Project Number	Project Information	FY 2016 Budget
<b>General Fund</b>		
<b>Fire Department</b>		
<b>01-FDE-002-16</b>	<b>Cardiac Monitor Replacement</b>	\$19,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 01-5-110-2020.000	
	<b>Description:</b> Purchase of one (1) cardiac monitor/AED.	
	<b>Justification:</b> The unit to be replaced is approaching the end of its service life and factory support is ending as well. The suggested replacement monitor is more durable and has additional features currently fielded models lack. This is the same monitor our local ambulance service is currently utilizing.	
	<b>Location:</b> Field use by firefighters	
<b>22-FDE-004-16</b>	<b>Brush Truck Pump Replacement</b>	\$4,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 01-5-110-2020.000	
	<b>Description:</b> Purchase of one (1) water pump to replace an existing pump on a brush truck	
	<b>Justification:</b> The current pump is aging, no longer manufactured, and the company that produced it is no longer in business. Accordingly, replacement parts are scarce. This pump is used to fight natural cover fires.	
	<b>Location:</b> Brush Truck at Fire Station 2	
<b>01-FDE-003-16</b>	<b>Air Spade Trench Tool</b>	\$3,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 01-5-110-2020.000	
	<b>Description:</b> Purchase of one (1) trench rescue tool	
	<b>Justification:</b> Each year the City of Lebanon and other utility providers install or repair miles of piping and other underground utilities. The operations and maintenance activities require the digging of trenches to repair, replace, or expand water, sewer, electrical, or other utility systems. In the event of a trench collapse this tool is designed to quickly and safely remove dirt which has trapped a victim.	

Project Number	Project Information	FY 2016 Budget
	<b>Location:</b> Fire Station 2	
<b>99-MLT-009-16</b>	<b>Fire Station 1 &amp; 2 Access Control</b>	\$14,000
	<b>Improvement Type:</b> Building & Building Improvements	
	<b>Account #:</b> 01-5-110-2010.000	
	<b>Description:</b> Installation of Federal Protection access cards	
	<b>Justification:</b> To enhance security and access in Fire Stations 1 and 2. Also, current panels are legacy and need repair/replacement.	
	<b>Location:</b> Fire Stations 1 & 2	
<b>01-FDE-007-17</b>	<b>Equipment Bag Replacements</b>	\$4,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 01-5-110-2020.000	
	<b>Description:</b> Replace a variety of equipment bags which are damaged or no longer fit needs of the department.	
	<b>Justification:</b> The Fire Department carries a variety of equipment in bags which allows for rapid deployment. Such equipment includes medical supplies, rescue tools, and rope. Many of our bags are becoming damaged through consistent use and are aging. In addition as our equipment caches change the existing bags no longer meet our needs.	
	<b>Location:</b> Fire Stations 1 and 2	
<b>01-FDE-002-18</b>	<b>Mobile Computer Tablets</b>	\$2,800
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 01-5-110-2020.000	
	<b>Description:</b> Purchase of 2 tablet notebooks for use in the field to replace derelict laptops	
	<b>Justification:</b> Tablet devices are more mobile and are replacing laptop computers across the nation. Tablets are used to complete pre-plans, hydrant testing, and other mobile functions including report writing. Devices can also provide additional GIS data through City system. Tablets are less expensive than laptop computers.	
	<b>Location:</b> Installed within fire trucks	
<b>01-FDE-004-16</b>	<b>Station Personal Locker Replacements</b>	\$7,000
	<b>Improvement Type:</b> Furniture & Office Equipment	
	<b>Account #:</b> 01-5-110-2015.000	
	<b>Description:</b> Replacement of undersized aging personal lockers.	
	<b>Justification:</b> Fire personal working 24-hour shifts routinely keep items at the fire station such as bedding, additional uniform clothing, street clothing, personal hygiene items, and reading materials. Personnel also keep entertainment items such as video games, DVD's, and laptop computers in their lockers for added security. Over the past several years it has become evident that the current lockers are too small for these items. In addition the current lockers do not provide a secure locking mechanism and can easily be entered without a key.	

Project Number	Project Information	FY 2016 Budget
	<b>Location:</b> Fire Stations 1 and 2	
<b>01-FDE-012-16</b>	<b>Fire Hose-Attack and Supply</b>	\$2,500
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 01-5-110-2020.000	
	<b>Description:</b> Purchase of replacement fire hose utilized during fire fighting operations.	
	<b>Justification:</b> Historically the Fire Department loses fire hose each year. The majority of the hose lost is due to age. Fire hose is pressure tested each year to ensure it can handle the water flow and pressures necessary to move water through the hose during operations. As hose ages and is exposed to chemicals, sunlight, and other environmental hazards it ultimately fails the pressure test. In addition hose is also lost, although less frequently, due to physical damage of actual fire fighting. Currently the department uses a variety of sizes of hose including 1", 1¾", 3", and 5".	
	<b>Location:</b> Fire Stations 1 and 2	
<b>Fire Department Total</b>		<b>\$56,300</b>
<b>Police Department</b>		
<b>01-PDA-001-15</b>	<b>Digital Copier Laser Printer Replacement</b>	\$4,800
	<b>Improvement Type:</b> Furniture & Office Equipment	
	<b>Account #:</b> 01-5-115-2015.000	
	<b>Description:</b> Purchase of one (1) digital copier laser printer	
	<b>Justification:</b> The current copier was used when we purchased it 2 years ago. It is problematic and has been repaired several times. It is not cost effective to continue repairing this machine. Technology has increased to provide better quality of prints, copies that are used in printing photographs of crime scene and printing documents of related crimes and Police work related material.	
	<b>Location:</b> Police Department	
<b>22-PDA-001-14</b>	<b>Bullet Proof Vest Replacement</b>	\$4,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 01-5-115-2020.000	
	<b>Description:</b> Purchase of 5 Level IIIA bulletproof vests	

Project Number	Project Information	FY 2016 Budget
	<p><b>Justification:</b> Under normal conditions the life span of a bulletproof vest is five years, which coincides with most manufacturer warranties. Over time the Kevlar fibers begin to degrade and become less effective. In order to maintain factory warranted bulletproof vests for all officers a replacement cycle of five vests a year has been implemented. The second cycle of five (5) new bulletproof vests was included in the FY13-14 budget and purchased in FY14. Of the 30 bulletproof vests in use by the Lebanon Police Department, 13 are within their recommended five year life cycle. Individuals working in the law enforcement profession have survived both ballistic and non-ballistic incidents because they were wearing bulletproof vests. It has been estimated that the risk of dying from gunfire is 14 times higher for an officer not wearing a bulletproof vest.</p>	
	<b>Location:</b> Police Department	
<b>22-PDA-002-14</b>	<b>Electronic Control Devices (TASER) Replacement</b>	\$5,500
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 01-5-115-2020.000	
	<b>Description:</b> Purchase of 5 Tasers for Officers	
	<p><b>Justification:</b> The Department's X26 Tasers are at the end of the manufacturers 5 year warranty. Our current model, X26, is being phased out and is no longer being produced. The manufacturer will not repair our X26 Tasers because they are out of warranty and no longer producing parts. The new Taser X2 model is replacing the X26 and the police department needs a replacement program to purchase these new Tasers at a rate of 5 units per year until all 20 units are replaced. Tasers are an effective tool in controlling an individual exhibiting active aggression by incapacitating them by means of a pulsating electrical current through two probes which overpowers the body's normal electrical signals in the nervous system. This allows officers to subdue a violent individual with minimal force reducing the risk of injury to both the officer and the individual. When properly used to subdue an individual, the Taser system does not harm nerves, muscles or any other part of the human body.</p>	
	<b>Location:</b> Police Department	
<b>Police Department Total</b>		<b>\$14,300</b>
<b>City Administration</b>		
<b>01-CAO-002-14</b>	<b>Insulated File Cabinets</b>	\$2,500
	<b>Improvement Type:</b> Furniture & Office Equipment	
	<b>Account #:</b> 01-5-145-2015.000	
	<b>Description:</b> Purchase of one (1) insulated file cabinet	

Project Number	Project Information	FY 2016 Budget
	<p><b>Justification:</b> Missouri Revised Statutes Chapter 109 (Public and Business Records) Section 255 authorizes the Local Records Board to established minimum retention periods for the administrative, fiscal and legal records created by local governments. To ensure records are not destroyed or damaged in the event of a fire or other natural disaster, documents need to be transitioned from the current standard cabinet to an insulated cabinet. Insulated file cabinets to protect documents against, fire, impact, and water damage. Cabinets are designed to withstand temperatures of 1,700 degrees Fahrenheit for one to two hours and impact-rated to simulate a collapsing ceiling or wall. Cabinets are water resistant, which are designed to prevent water damage resulting from sprinklers and fire hoses.</p>	
	<b>Location:</b> City Hall	
<b>City Administration Total</b>		<b>\$2,500</b>
<b>Civic Center</b>		
<b>01-CCC-002-16</b>	<b>Half-Ton Pickup Replacement</b>	\$20,000
	<b>Improvement Type:</b> Vehicles	
	<b>Account #:</b> 01-5-130-2025.000	
	<b>Description:</b> Purchase of one (1) ½ ton pickup	
	<p><b>Justification:</b> In the upcoming 2016 Fiscal Year this pickup used by Civic Center will turn 16 years old. This vehicle is used to transport staff and supplies around the Civic Center, but will also see some ad hoc use in the City network of facilities. While the vehicle has been maintained and will continue to be, many of the internal parts of the drive train with have significant wear, and will have considerable cost associated with repair or replacement as the truck continues through its service life. It is recommended that this unit be offered for public auction as between the age and miles on the odometer it will have little-to-no trade-in value on a new vehicle.</p>	
	<b>Location:</b> Civic Center	
<b>22-CCC-004-14</b>	<b>Civic Center Double Pane Windows and Doors</b>	\$15,000
	<b>Improvement Type:</b> Building & Building Improvements	
	<b>Account #:</b> 01-5-130-2010.000	
	<b>Description:</b> Replacement of insulated windows and doors that no longer act as effective air barriers	
	<p><b>Justification:</b> Loss of seal in the insulated glass is safety issue, as air in between the insulated panes can cause them to break more easily. Additionally the loss of insulating gases in the panel lowers the energy efficiency of the affected doors and windows. Finally, replacing the panes will increase some of the building's aesthetic value as the doors and windows will not be permanently clouded.</p>	
	<b>Location:</b> Civic Center	
<b>22-CCC-013-14</b>	<b>Civic Center YMCA Tile Floors/Corridor Improvement</b>	\$24,000
	<b>Improvement Type:</b> Building & Building Improvements	

Project Number	Project Information	FY 2016 Budget
	<b>Account #:</b> 01-5-130-2010.000	
	<b>Description:</b> Replace Vinyl Composition Tile (VCT) in hallways used by the YMCA. Aesthetically improve the corridor between the YMCA and the CCC.	
	<b>Justification:</b> The existing tile is original to the building, is close to its expected lifespan, and serves high traffic areas of the YMCA. This flooring has been stripped and refinished many times, but no longer holds a shine. Additionally fading of the tiles over time due to wear and UV exposure replacement of damaged tiles would create a noticeable juxtaposition. The existing corridor between the YMCA and the CCC is divided by a roll-up metal door that is aesthetically challenged and degrades the customer experience.	
	<b>Location:</b> Civic Center	
<b>Civic Center Total</b>		<b>\$59,000</b>
<b>Community Building</b>		
<b>01-CBN-006-15</b>	<b>Mills Center Card and Security System</b>	\$4,500
	<b>Improvement Type:</b> Building & Building Improvements	
	<b>Account #:</b> 01-5-135-2010.000	
	<b>Description:</b> Card reader system for entrance at Mills Center	
	<b>Justification:</b> Staff is planning several upgrades to make the Mills Center more functional and a greatly improved experience for our guests in 2016. The first improvement will allow for better access control at the Mills Center. Currently, the Mills Center uses a standard lock and key which can be lost or copied. A card reader could be put on same access control system used throughout the City, which would enable fine grained control of when users can enter and exit the building. This system could also be useful to a community partner like the Red Cross who may need to open the facility during certain conditions.	
	<b>Location:</b> Mills Center	
<b>01-CBN-003-16</b>	<b>New Flooring Mills Center</b>	\$12,000
	<b>Improvement Type:</b> Building & Building Improvements	
	<b>Account #:</b> 01-5-135-2010.000	
	<b>Description:</b> Install low maintenance flooring	
	<b>Justification:</b> As part of our proposed upgrades to the Mills Center, this project will replace functional but utilitarian sealed concrete flooring. Staff recommends installation of a low maintenance rubberized vinyl composition floor tile. Installation of such flooring would enhance the looks of the building, as they are available in many patterns and colors. The rubber character of the flooring would also provide a measure of comfort and sound dampening versus the present sealed concrete. Based on the warranty coverage offered it is anticipated that the flooring would have a 10 year estimated life.	
	<b>Location:</b> Mills Center	
<b>01-CBN-004-16</b>	<b>New Acoustic Ceiling Tile Mills Center</b>	\$9,000
	<b>Improvement Type:</b> Building & Building Improvements	



Project Number	Project Information	FY 2016 Budget
	<b>Account #:</b> 01-5-135-2010.000	
	<b>Description:</b> Replacement of acoustic tile ceilings	
	<b>Justification:</b> In addition to flooring replacement and access upgrades, the Mills Center ceilings require aesthetic and functional improvements as well. The existing ceiling tiles are beginning to show their age e.g. yellowing, sagging, and staining. Replacing the tiles and installing an acoustic tile ceiling throughout the rest of the building will improve appearance of the facility, help with sound deadening, and enhance the overall energy efficiency of the Mills Center.	
	<b>Location:</b> Mills Center	
<b>01-CBN-005-16</b>	<b>New Lighting System Mills Center</b>	\$8,000
	<b>Improvement Type:</b> Building & Building Improvements	
	<b>Account #:</b> 01-5-135-2010.000	
	<b>Description:</b> Fluorescent lights for new ceiling	
	<b>Justification:</b> While the ceiling is disassembled to install new acoustic tile, to complete the Mills Center transformation staff recommends replacing the lighting fixtures. Modern lighting fixtures would be more energy efficient, look nicer, and provide instant light as they have virtually no warm up time. When combined with the other planned upgrades, the customer experience at the Mills Center should be significantly improved in 2016.	
	<b>Location:</b> Mills Center	
<b>Community Building Total</b>		<b>\$33,500</b>
<b>Storm Water</b>		
<b>01-SWC-004-14</b>	<b>Assessment and Restoration of Detention Facilities</b>	\$5,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 01-5-165-2005.000	
	<b>Description:</b> Assess existing detention facilities to insure adequate carrying capacity and review existing flow control structure. Undertake maintenance and improvement activities needed to address deficiencies and restore or improve capacity to assure correct flow release.	
	<b>Justification:</b> Many detention facilities have been in operation with minimal inspection or maintenance. Improperly maintained detention facilities can increase the discharge of pollutants increase the risk of downstream flooding, and create other aesthetic and nuisance problems.	
	<b>Location:</b> Throughout City	
<b>01-SWC-003-15</b>	<b>Sunrise and Bethel</b>	\$25,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 01-5-165-2005.000	
	<b>Description:</b> Obtain easement, clear and construct detention facility, and improve existing drainage-way. Clear and stabilize existing drainage-way on Sunrise Drive.	

Project Number	Project Information	FY 2016 Budget
	<b>Justification:</b> Stabilizing the erosion to the channel banks, better defining the water channel, and constructing additional detention capacity will help address water flow issues which disrupt traffic in the Sunrise Drive area. <b>Location:</b> Sunrise and Bethel	
01-SWC-004-15	4th and Jackson	\$2,500
	<b>Improvement Type:</b> Land & Land Improvements <b>Account #:</b> 01-5-165-2005.000 <b>Description:</b> Obtain easement, clear and construct detention facility, and improve existing drainage-way. <b>Justification:</b> Improvements are needed to better manage the storm flows in the drainage basin. Presently, peak storm water flows are causing flooding and damage in areas downstream. The area served by this detention area is downstream of the Commercial Street corridor, which developed with few considerations for future drainage needs. <b>Location:</b> 4th and Jackson	
01-SWC-002-16	Brook Street and Indian Creek	\$15,000
	<b>Improvement Type:</b> Land & Land Improvements <b>Account #:</b> 01-5-165-2005.000 <b>Description:</b> Replace existing storm water piping and restore ditch capacity. <b>Justification:</b> This project will address a defect identified in a drainage study. The existing storm water piping is too small and lacks adequate capacity to handle water volumes associated with rain events. Additionally the capacity of the conveyance is further constrained by the siltation of the ditch. <b>Location:</b> Brook Street and Indian Creek	
01-SWC-004-16	Wood Street and South Street	\$10,000
	<b>Improvement Type:</b> Land & Land Improvements <b>Account #:</b> 01-5-165-2005.000 <b>Description:</b> Clear and construct drainage-way and detention facility. <b>Justification:</b> The drainage-way is undefined causing pooling and flooding. The construction of a new drainage-way and detention facility will improve peak storm water flows and help alleviate the pooling and flooding with the area. <b>Location:</b> Wood Street and South Street	
01-SWC-005-16	East Street	\$5,000
	<b>Improvement Type:</b> Land & Land Improvements <b>Account #:</b> 01-5-165-2005.000 <b>Description:</b> Improve existing drainage by adding capacity and bank stabilization. <b>Justification:</b> Existing ditch does not have adequate capacity, removal of accumulated matter and stabilization of the banks of the drainage will help to achieve better discharge rates, and help to handle flows from upstream areas. <b>Location:</b> East Street	

Project Number	Project Information	FY 2016 Budget
<b>Storm Water Total</b>		<b>\$62,500</b>
<b>Finance Office</b>		
<b>01-FIN-001-16</b>	<b>Incode Accounts Receivable Module</b>	\$9,600
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 01-5-170-2020.000	
	<b>Description:</b> Incode Accounts Receivable Module will maintain complete customer information records including full transactional and purchase history, financial recap, user-defined attributes, and pending activity; provides full integration and posting to General Ledger, including specialized reporting for receivables reconciliation; allows for full invoice processing, including pricing and quantities as well as advanced invoice printing capabilities; facilitates direct posting of open items to customer account bypassing the need for invoice generation; offers a full complement of reports, including detailed reports for aging, open items, general ledger reconciliation, bank drafts, customer details, and unapplied credits; and integrates with Microsoft® Office for letter generation and data analysis.	
	<b>Justification:</b> Currently the Finance Department utilizes multiple Microsoft applications combined with accessing GL accounts in Incode in order to maintain and track customer accounts and balances. This is a time consuming process that could be eliminated with the AR module. Files will be maintained in our existing Incode database in which we will only need to pull reports to track these customers. Statements are currently generated manually which takes more time to produce vs. producing the statements within Incode. With the potential of over 100 invoices a month and future growth in AR, adding this module cuts down on paper waste, man hours and produces efficiencies	
	<b>Department:</b> Finance	
<b>Finance Office Total</b>		<b>\$9,600</b>
<b>General Fund Total</b>		<b>\$237,700</b>

<b>Street Fund</b>		
<b>08-STR-002-15</b>	<b>West Fremont- Asphalt Overlay</b>	\$225,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 08-5-500-2005.000	
	<b>Description:</b> Overlay 5,200 linear feet of existing asphalt pavement with 3" of new asphalt pavement from Morgan Road to Jefferson Avenue. Repairs to street sub-grade and storm drainage improvements will be made in needed areas.	
	<b>Justification:</b> This type of pavement preservation will address the failing condition of the street on the pavement conditions, and provide improved ride quality and reduce pavement distress.	
	<b>Location:</b> West Fremont Road from Morgan Road to Jefferson Avenue.	
<b>08-STR-003-15</b>	<b>Catherine Street Improvements</b>	\$150,000

Project Number	Project Information	FY 2016 Budget
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 08-5-500-2005.000	
	<b>Description:</b> Reconstruct 1,275 linear feet of new 28 feet wide curb and gutter street with storm sewer improvements from Main Street and South Street.	
	<b>Justification:</b> The current pavement condition shows the pavement to be in poor to failing condition on the Pavement Condition Index. Reconstruction of Catherine Street will address the street surface condition, and will also address the street width and storm water issues in the area. These improvements have been identified in the Street Master Plan. This project is being carried over from FY 15.	
	<b>Location:</b> Catherine Street	
<b>08-STR-005-15</b>	<b>St. Louis Street Mill and Overlay</b>	\$14,750
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 08-5-500-2005.000	
	<b>Description:</b> Mill 545 linear feet of St. Louis Street from Harwood Avenue to Catherine Street and overlay with 3 inches of new asphalt pavement.	
	<b>Justification:</b> During its most recent inspection the existing asphalt pavement was indicated to be in failing condition. This type of project will address the failing condition of the street and provide improved ride quality and reduce pavement distress. This project is being carried over from FY 15.	
	<b>Location:</b> St. Louis Street	
<b>08-STR-002-16</b>	<b>Fourth Street Asphalt Overlay</b>	\$75,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 08-5-500-2005.000	
	<b>Description:</b> Mill and replace 3,350 linear feet of asphalt pavement on Fourth Street from Jefferson Avenue to Garfield Avenue.	
	<b>Justification:</b> Street inspections show the existing pavement on this section of Fourth Street in the 25 to 54 range on the Pavement Condition Index. An overlay of new asphalt pavement is the best way to improve the surface and preserve the subsurface of Fourth Street. Lebanon Special Road District #1 is contributing an additional \$75,000 to this project, for a total project cost of \$150,000.	
	<b>Location:</b> Fourth Street	
<b>08-STR-003-16</b>	<b>Harwood Ave Asphalt Improvements</b>	\$143,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 08-5-500-2005.000	
	<b>Description:</b> Overlay 1,940 linear feet of existing asphalt street on Harwood Avenue between Lynn Street and St. Louis Street with reconstruction to address drainage issues and an asphalt surface treatment to 400 linear feet of existing asphalt street from Wood Street to St. Louis Street.	
	<b>Justification:</b> Drainage issues along this street are creating water infiltration issues which are accelerating damage to asphalt surface. As such the condition index indicates that the pavement is in failed condition.	

Project Number	Project Information	FY 2016 Budget
	<b>Location:</b> Harwood Avenue	
<b>08-STR-011-16</b>	<b>East Bland Road Sidewalk</b>	\$20,000
	<b>Improvement Type:</b> Infrastructure	
	<b>Account #:</b> 08-500-2030.000	
	<b>Description:</b> Acquire right of way and construct 2,375 linear feet of new sidewalk on East Bland Road from South Jefferson Avenue to Dara Drive.	
	<b>Justification:</b> Pedestrian traffic along East Bland Road demonstrates the need for a sidewalk in this area. Current right of way width will not permit construction of a sidewalk. Cost shown is the estimate for construction of the sidewalk; right of way acquisition cost is not shown.	
	<b>Location:</b> East Bland Road	
<b>08-STR-004-16</b>	<b>Residential Streets Overlay and Surface Treatment</b>	\$122,779
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 08-5-500-2005.000	
	<b>Description:</b> Asphalt overlay and chip and seal surface treatment of residential streets. Priority by results of street inspection for condition of pavement.	
	<b>Justification:</b> Asphalt overlay and chip/fog seal surface treatment is needed to protect the paved surface of residential streets.	
	<b>Location:</b> Wood, Broadway to Cherry; Cherry, Wood to Main; Greenwood, Maple to Jackson; Madison, Commercial to tracks and Elm to Maple; Drury, Maple to Kent; St. Louis, Apple to Cherry.	
<b>08-STR-009-16</b>	<b>Kent Drive</b>	\$90,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 08-5-500-2005.000	
	<b>Description:</b> Mill existing road surface and overlay with hot asphalt from Drury Lane to West Bland Road, install new curb and gutter from Utah to West Bland Road, and installed sidewalk connecting Nelson Park to Boswell Park.	
	<b>Justification:</b> The majority of the pavement on Kent Drive poor to fair condition on the Pavement Condition Index.	
	<b>Location:</b> Kent Drive	
<b>08-STR-011-20</b>	<b>Skid Steer Loader Replacement</b>	\$55,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 08-5-500-2020.000	
	<b>Description:</b> Purchase of one (1) skid steer loader to replace an existing 2000 model unit	
	<b>Justification:</b> A current 2000 model skid steer loader has reached the end of its service life and requires replacement.	
	<b>Department:</b> Street	
<b>08-STR-008-18</b>	<b>Backhoe Replacement</b>	\$85,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 08-5-500-2020.000	

Project Number	Project Information	FY 2016 Budget
	<b>Description:</b> Purchase of one (1) backhoe to replace an existing 2003 model unit	
	<b>Justification:</b> A current 2003 model backhoe is nearing the end of its service life. By trading it in now, we can obtain a trade-in credit of \$10,000, bringing the total purchase price of the new unit down to approximately \$85,000.	
	<b>Department:</b> Street	
<b>08-STR-012-14</b>	<b>Salt Spreader Replacement</b>	\$13,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 08-5-500-2020.000	
	<b>Description:</b> Purchase of one (1) salt spreader to replace an existing unit	
	<b>Justification:</b> The current painted stainless steel salt spreader unit has reached the end of its service life and a new unit is required.	
	<b>Department:</b> Street	
<b>08-STR-007-19</b>	<b>Snow Plow Replacement</b>	\$8,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 08-5-500-2020.000	
	<b>Description:</b> Purchase of one (1) snow plow	
	<b>Justification:</b> A new snow plow is needed to replace an existing snow plow that is no longer is usable condition.	
	<b>Department:</b> Street	
<b>08-STR-012-16</b>	<b>3/4 Ton Truck with Utility Bed Replacement</b>	\$30,000
	<b>Improvement Type:</b> Vehicles	
	<b>Account #:</b> 08-5-500-2025.000	
	<b>Description:</b> Purchase of one (1) three-quarter ton pickup truck with utility bed to replace 1999 model.	
	<b>Justification:</b> An existing 1999 model three quarter ton pickup truck has reached the end of its service life and requires replacement.	
	<b>Department:</b> Street	
<b>08-STR-010-16</b>	<b>Curb and Sidewalk Machine</b>	\$260,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 08-5-500-2020.000	
	<b>Description:</b> Purchase of one (1) curb and sidewalk machine	
	<b>Justification:</b> A curb and sidewalk machine is needed to improve productivity for installation of street curbing and sidewalks.	
	<b>Department:</b> Street	
<b>08-STR-001-15</b>	<b>Washington Ave Mill and Overlay (Grant)</b>	\$99,385
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 08-5-500-4005.002	

Project Number	Project Information	FY 2016 Budget
	<p><b>Description:</b> Mill 7,000 linear feet of Commercial Street and replace with 3 inch course of new asphalt pavement from Lynn Street to Jefferson Avenue. During this improvement the project intersections at Hardwood, Commercial, and Jefferson will be reviewed and improvements made to enhance geometrics, line of sight, and safety considerations.</p> <p><b>Justification:</b> Current street inspections show the existing pavement to be in fair to failing condition on the pavement condition index. This type of pavement preservation will reduce pavement distresses, maintain surface geometrics, reduce and provide increase the service life of the road. The project will be carried out in conjunction with MODOT's Statewide Transportation Improvement Program (STIP). This project is funded on an 80%-20% cost-share. Our share of this project will be \$19,877 with MODOT contributing \$79,508.</p> <p><b>Location:</b> Washington Avenue</p>	
<b>08-STR-008-14</b>	<b>Beck Lane Overlay - STP Funds (Grant)</b>	\$175,000
	<p><b>Improvement Type:</b> Land &amp; Land Improvements</p> <p><b>Account #:</b> 08-5-500-4005.002</p> <p><b>Description:</b> Mill 6,700 linear feet from West Commercial Street to Ivey Lane and apply a new lift of asphalt pavement.</p> <p><b>Justification:</b> Depending on the section of the street, current inspections indicated a pavement condition in the very poor to failed range of 39 to 10 on the pavement index. An overlay of new asphalt pavement is needed to improve the condition of paved surface. This project is funded on an 80%-20% cost-share. Our share of this project will be \$35,000 with MODOT contributing \$140,000.</p> <p><b>Location:</b> Beck Lane from West Commercial Street to Ivey Lane</p>	
<b>08-STR-002-14</b>	<b>ADA Curb Ramp Construction (Grant)</b>	\$164,694
	<p><b>Improvement Type:</b> Land &amp; Land Improvements</p> <p><b>Account #:</b> 08-5-500-4005.002</p> <p><b>Description:</b> Americans with Disabilities Act (ADA) compliant ramps on sidewalks.</p> <p><b>Justification:</b> Sidewalk curb ramps in the Downtown Lebanon area need to be improved to be compliant with Americans with Disabilities Act (ADA) regulations. This project is funded by Street Fund and a Statewide Transportation Improvement Program (STIP) Enhancement Grant (80%) of the total project cost for labor, equipment, and materials. Construction will take place in Spring and Summer of 2015, with 60% of the material invoices for this project arriving in July and August. Our share of this project will be \$24,694 with MODOT contributing \$140,000.</p> <p><b>Location:</b> Downtown Lebanon Area</p>	
<b>08-STR-011-16</b>	<b>Jefferson Ave Sidewalk Improvement (Grant)</b>	\$167,717
	<p><b>Improvement Type:</b> Land &amp; Land Improvements</p> <p><b>Account #:</b> 08-5-500-4005.002</p>	

Project Number	Project Information	FY 2016 Budget
	<p><b>Description:</b> Materials and consumables for the Jefferson Ave Sidewalk Improvement Project. Replace existing sidewalk and pedestrian facilities to comply with ADA standards beginning at Bennett Street and extending to Elm Street paralleling Jefferson Avenue. Approximately 10,400 linear feet of sidewalk improvements.</p> <p><b>Justification:</b> This projection is funded by Federal Highway Commission Enhancement Grant in conjunction with MoDOT. It will significantly improve pedestrian and bicycle facilities along a heavily trafficked road. This project is funded on an 80%-20% cost-share. Our share of this project will be \$167,117 with MODOT contributing \$497,770.</p> <p><b>Location:</b> Jefferson Avenue</p>	
<b>08-STR-011-14</b>	<b>Sidewalk Improvement Phase I (Grant)</b>	\$31,134
	<p><b>Improvement Type:</b> Land &amp; Land Improvements</p> <p><b>Account #:</b> 08-5-500-4005.002</p> <p><b>Description:</b> Installation of Americans with Disabilities Act (ADA) compliant sidewalks and curb ramps</p> <p><b>Justification:</b> This work will be done on Sherman in Summer 2015 with invoices arriving in FY 16. This project is funded on an 80%-20% cost-share. Our share of this project will be \$9,900 with MODOT contributing \$21,234.</p> <p><b>Location:</b> Sherman Sidewalk</p>	
<b>Street Fund Total</b>		<b>\$1,929,459</b>

Capital Fund		
Capital-Fire Department		
<b>22-FDE-003-14</b>	<b>Fleet-Staff Vehicle SUV Replacement</b>	\$32,000
	<p><b>Improvement Type:</b> Vehicles</p> <p><b>Account #:</b> 22-5-605-2025.000</p> <p><b>Description:</b> Replacement of a staff SUV 4x4 vehicle with a more versatile ¾ ton 4x4 pick-up</p> <p><b>Justification:</b> The SUV to be replaced is a 2003 SUV that was wrecked two years ago. The new vehicle will improve safety of staff by removing heavy equipment carried in the SUV from the passenger area. The new vehicle will also be more versatile as it can provide space for transporting equipment as needed. Once this new unit has been rotated out of staff use it could possibly be used as a brush unit or a utility type vehicle for the department. The new ¾-ton vehicle will have a new factory warranty which will help reduce maintenance cost for three years. Replacement vehicle includes accessories with a cover and cabinet in the rear.</p> <p><b>Location:</b> Fire Station 2</p>	
<b>01-FDE-001-15</b>	<b>Outdoor Warning Siren Replacement</b>	\$15,000
	<p><b>Improvement Type:</b> Machinery &amp; Equipment</p> <p><b>Account #:</b> 22-5-605-2020.000</p>	



Project Number	Project Information	FY 2016 Budget
	<b>Description:</b> Replacement of one (1) aging outdoor warning siren.	
	<b>Justification:</b> Current outdoor warning sirens are aging and no longer supported or manufactured. Many of Lebanon's current sirens rotate when sounding, which does not provide a continuous 360 degree sound during activation. Industry standards now recommend omni-directional sirens which do provide 360 degree sound at all times during activation. Additional coverage can also be obtained by purchasing sirens which are designed to cover larger areas than many of our current sirens. This project will utilize money from Fund 22.	
	<b>Location:</b> Ivey Lane at Timberwood.	
<b>22-FDE-001-14</b>	<b>Bunker Gear</b>	\$8,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 22-5-605-2020.000	
	<b>Description:</b> Purchase new bunker pants, coats, and boots for personnel.	
	<b>Justification:</b> Purchase will provide each full and part-time firefighter with two sets of gear.	
	<b>Location:</b> Fire Stations 1 and 2	
<b>Capital-Fire Department Total</b>		<b>\$55,000</b>
<b>Capital -Police Department</b>		
<b>22-PDA-003-15</b>	<b>Patrol Cars</b>	\$90,000
	<b>Improvement Type:</b> Vehicles	
	<b>Account #:</b> 22-5-605-2025.000	
	<b>Description:</b> Three 2015 Dodge Charger Police Vehicles	
	<b>Justification:</b> The Police Department has implemented a replacement cycle to replace three aging and high mileage patrol vehicles each year. This replacement program will keep the police department patrol fleet in reliable condition and eliminate the necessity of replacing large numbers of vehicles at one time. The three vehicles scheduled to be replaced in FY-15 are two 2010 and one 2011 model Dodge Charger used by the patrol division. At time of replacement based on current usage these vehicles will have in excess of 100,000 miles and be out of warranty. Under the City's fixed asset policy ordinance 5052 the anticipated service life of a patrol vehicle is three (3) years. The below cost estimate does not include ancillary equipment to transform these vehicles into a serviceable patrol vehicle. This might include but not limited to painting, striping, emergency equipment, push bumpers, cages and the computer consoles/docking station or other items which may not be transferable from the old to new vehicles. The vehicles removed from use by the patrol division will be rotated within the department to replace older vehicles or removed from police service and offered to other city departments, or for public sale.	
	<b>Location:</b> Police Department	
<b>22-ITS-005-16</b>	<b>Mobile Data Tough pads</b>	\$25,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 22-5-605-2020.000	

Project Number	Project Information	FY 2016 Budget
	<b>Description:</b> Purchase of five (5) Tough pad Tablets to replace five (5) outdated Mobile Data Terminals	
	<b>Justification:</b> The current 25 Mobile Data Terminals in the patrol cars in 2016 will be 5 years old. These computers are out of warranty and are subject to rough conditions and harsh environments. These computers will need to be replaced at 5 units each year. As tablets become available and the migration will begin towards those versus Tough pads.	
	<b>Location:</b> Police Department Vehicles	
<b>Capital -Police Department Total</b>		<b>\$115,000</b>
<b>Capital-Civic Center</b>		
<b>22-CCC-006-14</b>	<b>Replacement of HVAC Units</b>	\$280,000
	<b>Improvement Type:</b> Building & Building Improvements	
	<b>Account #:</b> 22-5-605-2010.000	
	<b>Description:</b> Replace two (2) rooftop HVAC units at CCC	
	<b>Justification:</b> In the 2014 budget, we began converting HVAC units to natural gas. The units for replacement in 2016 will be converted and controls upgraded to further this process. In 2016, the units will be 19 years old. Most units of this size have a life expectancy of 14 to 16 years. The units to be replaced are Nos. 3 and 9.	
	<b>Location:</b> Civic Center	
<b>22-CCC-019-14</b>	<b>Civic Center Parking Lot Light Repairs</b>	\$20,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 22-5-605-2005.000	
	<b>Description:</b> Replacement of 16 fixtures in CCC parking lot	
	<b>Justification:</b> The current lights utilize compressed gas bulbs which have a limited life are not very energy efficient. Replacement with LED fixtures would allow for lower energy consumption and increase the time between bulb failures. Presently the installed fixtures have lenses which are yellowing and in some cases burnt limiting their ability to illuminate the parking area. Additionally, some of the some poles are fed from overhead power lines, which is a not the typical practice for parking area lighting, and would be addressed during the project. Poles will be powder-coated to improve durability.	
	<b>Location:</b> Civic Center	
<b>22-CCC-000-15</b>	<b>Civic Center Fire Alarm and Access Card Upgrade</b>	\$30,000
	<b>Improvement Type:</b> Building & Building Improvements	
	<b>Account #:</b> 22-5-605-2010.000	
	<b>Description:</b> Upgrade the fire alarm system for the CCC and install of card access controls.	

Project Number	Project Information	FY 2016 Budget
	<p><b>Justification:</b> In a gathering place like the Civic Center having a high-quality fire monitoring and notification system is very important. Automatic fire alarm systems are intended to notify the occupants and staff to evacuate in the event of a fire or other emergency, report the event to an off-premises location, and prepare the building's systems to control the spread of fire and smoke. The existing fire alarm system is outdated, and was not designed with individual zone notification and monitoring. There are also design shortcomings that caused staff to disable some devices due to poor placement which caused recurring false alarms. At 15 years old the system has outlived its expected useful life, 10 years, and the manufacturer has discontinued support for software and hardware of this model line. Installing of access card control will improve safety and accountability among users of the facility.</p> <p><b>Location:</b> Civic Center</p>	
22-CCC-002-15	<b>Parking Lot Repair</b>	\$120,000
	<p><b>Improvement Type:</b> Land &amp; Land Improvements</p> <p><b>Account #:</b> 22-5-605-2005.000</p> <p><b>Description:</b> Repairs to the Civic Center parking areas</p> <p><b>Justification:</b> The parking areas at the Civic Center are 18 years old and in need of milling and a 2" overlay. This project will mill and overlay the lot section known as the "visitor event parking area", as well as paint new striping for parking spaces. The mill and overlay work for the remainder of the CCC parking lots will be completed from FY 2017 to 2019.</p> <p><b>Location:</b> Civic Center</p>	
22-CCC-001-17	<b>Repair Cowan Civic Center Main Entrance Walkway and Caterer Entrance</b>	\$40,000
	<p><b>Improvement Type:</b> Land &amp; Land Improvements</p> <p><b>Account #:</b> 22-5-605-2005.000</p> <p><b>Description:</b> Repairs to Civic Center Entrance Ways</p> <p><b>Justification:</b> The Civic Center entrance has seen extraordinary use over the last 18 years. It has experienced vehicles parked on it for days, 18 winters of ice-melt and shoveling, and thousands of people walking across it. The paver stones have deteriorated to the point of being unsafe. We have applied chemicals and bladed the concrete so many times that in many areas the concrete has broken and is now unsafe. The catering entrance has had the same chemicals applied to it as the main entrance. People entering the long hallway going to the kitchen are hampered because of the poor concrete surface. This project will remove the paver stones at the main entrance and replace them with new poured concrete. The catering entrance concrete will be removed and re-poured.</p> <p><b>Location:</b> Civic Center</p>	
<b>Capital-Civic Center Total</b>		<b>\$490,000</b>
<b>Capital-Community Buildings</b>		
22-CBN-006-16	<b>Show Arena at Fairgrounds</b>	\$100,000
	<p><b>Improvement Type:</b> Building &amp; Building Improvements</p> <p><b>Account #:</b> 22-5-605-2010.000</p> <p><b>Description:</b> Construction of a fully-enclosed show arena at Fairgrounds</p>	

Project Number	Project Information	FY 2016 Budget
	<p><b>Justification:</b> Currently, the Fairgrounds do not have a fully enclosed show arena. March, April, October, and November sales can be cold, wet and miserable for events. During the fair the show arena is very hot and uncomfortable for both showmen and spectators. A show area that is heated, cooled, and enclosed would benefit not only the sales in March, April, October, and November, but the facility could be used for other events. Benefit auctions, small gatherings, and estate auctions could also be held in this area. The arena would be attached to existing structure. In 2017, adding more space for animals to be housed under roof is one of the recommendations made by the Laclede County Fair Board.</p>	
	<b>Location:</b> Mills Center	
<b>Capital-Community Buildings Total</b>		<b>\$100,000</b>
<b>Capital-Parks Department</b>		
<b>22-PKD-004-16</b>	<b>Boswell Park Improvements</b>	\$35,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 22-5-65-2050.000	
	<b>Description:</b> Improvement of storm water controls and water retention on site.	
	<b>Justification:</b> Through the Parks master planning process these updates were identified to improve Boswell Park's utility and accessibility to the community. Improvements include installing better storm water controls to manage storm water from surrounding subdivisions, the removal of the drainage ditch from the Boswell Aquatic Center, and the replacement of all wooden utility poles with a single large pole featuring multiple lights shining in all directions. These improvements to Boswell Park will also enhance visitor perception of the community due to being adjacent to Route 66.	
	<b>Location:</b> Boswell Park	
<b>79-PKD-003-19</b>	<b>Atchley Park Lower Parking Lot Paved</b>	\$100,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 22-5-650-2005.000	
	<b>Description:</b> Paving the parking lot at Atchley park.	
	<b>Justification:</b> Provide more parking spaces for the numerous events that occur in the lower parking entrance to Atchley park.	
	<b>Location:</b> Atchley Park	
<b>Capital-Parks Department Total</b>		<b>\$135,000</b>
<b>Capital Improvement Total</b>		<b>\$895,000</b>
<b>Community Development Fund</b>		
<b>01-CDC-002-15</b>	<b>Comprehensive Plan Update</b>	\$75,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 01-5-100-6000.002	

Project Number	Project Information	FY 2016 Budget
	<b>Description:</b> Update of the City's Comprehensive Plan by an outside consulting firm.	
	<b>Justification:</b> City's Comprehensive Plan is due for an update, as it was last updated by City staff nearly 10 years ago. Environmental factors like changes in the local economy, development activity, and demographic trends have all changed from when the plan was last updated. It is recommended to utilize a consulting firm that specializes in comprehensive planning and community engagement.	
	<b>Department:</b> Community Development	
<b>01-CDC-001-15</b>	<b>Incode-Permits</b>	\$30,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 50-5-305-2020.000	
	<b>Description:</b> Purchase of Incode module for building and utility permits.	
	<b>Justification:</b> City utilizes FileMaker Pro at this time for issuance of all permits, which is not robust enough to meet current demands of Community Development operations. This program will upgrade the City's ability to monitor projects as well as improve the Developer's interactions with the City.	
	<b>Department:</b> Community Development	
<b>01-CDC-002-16</b>	<b>Subdivision Development</b>	\$390,000
	<b>Improvement Type:</b> Infrastructure	
	<b>Account #:</b> 50-5-305-2030.000	
	<b>Description:</b> The Falls \$330,000, and Wrinkle Avenue \$60,000.	
	<b>Justification:</b> Developers are planning to develop subdivision, or have shown interest in developing areas with city subdivision program.	
	<b>Location:</b> Various City Locations	
<b>Community Development Fund Total</b>		<b>\$495,000</b>

Service Fund		
Facility Management		
<b>01-FMS-002-14</b>	<b>60" Mower Replacement</b>	\$10,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 60-5-320-2020.000	
	<b>Description:</b> Purchase of one (1) 60" zero turn mower	
	<b>Justification:</b> The mower to be replaced is a 2010 model, bar code 10278. During their typical service life these units accrue significant numbers of hours on the chassis and mechanical parts. As they continue to age the cost to run per hour increases and the mowing crew experiences more breakdowns. These breakdowns are expensive from both a materials and time perspective. Purchase of a new mower, and trading in the current mowers while they have some residual value, will help to increase efficiency through less downtime and lower the acquisition price. It will also help in the plans to standardize the mowing fleet.	

Project Number	Project Information	FY 2016 Budget
	<b>Location:</b> Facilities Management	
<b>01-FMS-002-16</b>	<b>Half-Ton Pickup Replacement</b>	\$20,000
	<b>Improvement Type:</b> Vehicles	
	<b>Account #:</b> 60-5-320-2025.000	
	<b>Description:</b> Purchase of one (1) ½ ton pickup to replace 1994 model	
	<b>Justification:</b> Replacement of model year 1994 pickup used by Facilities Management. This vehicle is used to transport staff and supplies between job sites in the City network of facilities. While the vehicle has been maintained and will continue to be, many of the internal parts of the drive train have significant wear, and will have considerable cost associated with repair or replacement as the truck continues through its service life. The anticipated service life of such vehicles under the Capital Asset policy is anticipated to be seven (7) years. It is recommended that the units be offered for public auction as between the age and miles on the odometer they will have little to no trade-in value on a new vehicle.	
	<b>Location:</b> Facilities Management	
<b>Facility Management Total</b>		<b>\$30,000</b>
<b>Information Technology</b>		
<b>99-ITS-003-16</b>	<b>GASB 34 Asset and Work Management Software</b>	\$90,000
	<b>Improvement Type:</b> Furniture & Office Equipment	
	<b>Account #:</b> 60-5-315-2015.000	
	<b>Description:</b> Purchase of GASB 34 Compliant Assets and Operational Management Software	
	<b>Justification:</b> As we move city operations forward into a more efficient and digital format, the organization requires a cloud based program to manage citizen requests, create work orders, assign work, manage assets, maintain inventory, and maximize resources. This program will also aid city efforts in becoming GASB 34 compliant.	
	<b>Location:</b> City Wide	
<b>99-MLT-007-16</b>	<b>Fuel Management System Replacement</b>	\$58,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 60-5-315-2020.000	
	<b>Description:</b> Replacement/Upgrade of Gasboy motor fuel management system	
	<b>Justification:</b> Current system is at end of life and manufacturer will no longer offer support for the product and software. A new accurate fuel dispensing system is needed to manage consumption and subsequent records management.	
	<b>Location:</b> City Wide	
<b>Information Technology Total</b>		<b>\$148,000</b>
<b>Garage and Warehouse</b>		
<b>60-GFM-001-16</b>	<b>Garage Door Openers</b>	\$8,000
	<b>Improvement Type:</b> Machinery & Equipment	

Project Number	Project Information	FY 2016 Budget
	<b>Account #:</b> 60-5-305-2020.000	
	<b>Description:</b> Purchase four (4) garage door openers to finish the installation on all overhead doors accessing the Fleet Services facility.	
	<b>Justification:</b> Automatic openers extend the life and minimize maintenance expenses on large overhead doors.	
	<b>Location:</b> Public Works Garage	
<b>60-GFM-002-16</b>	<b>Garage Top Tool Box Replacement</b>	\$4,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 60-5-305-2020.000	
	<b>Description:</b> Purchase of one (1) large lockable top tool box to complete the replacement of Fleet Services tool storage.	
	<b>Justification:</b> Old tool box is worn and not lockable, allowing access to everyone. This will allow proper management of tools.	
	<b>Location:</b> Public Works Garage	
<b>Garage and Warehouse Total</b>		<b>\$12,000</b>
<b>Service Fund Total</b>		<b>\$190,000</b>

Airport Fund		
<b>73-APT-001-16</b>	<b>Airport Runway Edge Lighting and Precision Approach Indicators (Grant)</b>	\$661,631
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 73-5-100-2005.000 and 73-5-100-4005.002	
	<b>Description:</b> Replacement of the runway edge lighting and precision approach path indicator lights for the airport. 90/10 project	
	<b>Justification:</b> The lighting systems at the Floyd W. Jones Airport have been in use far beyond typically anticipated service life. Currently the lighting equipment occupies space in the old terminal building, space which could be better utilized by the FBO operating the airport services. Installation of new lighting, wiring, and an electrical vault would ensure continued reliability of these important lighting systems utilized by the airport patrons. A MODOT Grant will fund 90%, or \$595,467.90 of this project.	
	<b>Location:</b> Floyd W. Jones Airport	
<b>Airport Fund Total</b>		<b>\$661,631</b>

Downtown Business District Fund		
<b>75-DBD-001-16</b>	<b>Jefferson Railroad Crossing Christmas Display Refurbishment</b>	\$10,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 79-5-500-2030.000	
	<b>Description:</b> Refurbishment of Christmas display decorations including 7 pine trees, an elf with sailboat, an elf with presents, and a stag.	

Project Number	Project Information	FY 2016 Budget
	<p><b>Justification:</b> The current Christmas display at the Jefferson Railroad Crossing is approximately 20 years old. The lights and paint on the displays have long outlived their service life and are in dire need of replacement, stripping, and repainting. In FY 15 the Downtown Business District Board of Directors refurbished the Santa sleigh and four (4) reindeer. This project will refurbish the remaining decorations. Refurbishments include weather resistant paint on the display frames and the use of new LED lights, reducing energy costs and providing significantly longer service life for the displays.</p>	
	<b>Location:</b> Downtown Business District	
<b>Downtown Business District Fund Total</b>		<b>\$10,000</b>

Parks Fund		
<b>79-PKD-001-14</b>	<b>Vehicle and Motor Equipment Replacements</b>	
	<b>Improvement Type:</b> Machinery & Equipment	\$10,000
	<b>Account #:</b> 79-5-500-2020.000	
	<b>Improvement Type:</b> Vehicles	\$22,500
	<b>Account #:</b> 79-5-500-2025.000	
	<b>Description:</b> Replacement of one (1) 60 inch, zero turn, commercial grade mower with striping kit, bar code number 10158. Replacement of one (1) 2002 ½ ton 2-wheel drive Truck with trailer towing package, V8, limited slip-rear end, based off state bid.	
	<b>Justification:</b> These pieces of equipment are scheduled to be replaced per the equipment replacement schedule adopted by the Park Board. With the Parks Department assuming responsibility for the mowing of Park properties, securing a well maintained and functioning mower fleet has become mission critical.	
	<b>Location:</b> Atchley Park	
<b>79-PKD-003-14</b>	<b>Playground Fall Protection</b>	\$5,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 79-5-500-2005.000	
	<b>Description:</b> Engineered Mulch Fall Protection	
	<b>Justification:</b> The Consumer Product Safety Council estimates that 79% of playground injuries are caused by falls, which represents more than 200,000 children injured each year. Maintaining an adequate amount of mulch surfacing around the play structures provides a safer fall area for patrons enjoying park equipment. The remainder of this project is being carried over from FY 15.	
	<b>Location:</b> All Park Play Equipment	
<b>79-PKD-002-13</b>	<b>Atchley Walking Trail Lights</b>	\$5,500
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 79-5-500-2005.000	
	<b>Description:</b> Install additional lights around walking trail at Atchley Park	



Project Number	Project Information	FY 2016 Budget
	<b>Justification:</b> Patrons would be able to walk at night and also help with safety issues. The remainder of this project is being carried over from FY 15. <b>Location:</b> Atchley Park	
22-PKD-002-18	<b>ADA Playground at Atchley Park</b>	\$35,000
	<b>Improvement Type:</b> Machinery & Equipment <b>Account #:</b> 79-5-500-2020.000 <b>Description:</b> Complete installation of ADA Playground at Atchley Park by installing fall protection. <b>Justification:</b> The Park Board has identified a need to have an all inclusive ADA playground in the park system. The installation of fall protection will complete the remainder of this project which is being carried over from FY 15. <b>Location:</b> Atchley Park	
79-PKD-004-14	<b>Remodel Concession Stand at Atchley Park</b>	\$5,000
	<b>Improvement Type:</b> Building & Building Improvements <b>Account #:</b> 79-5-500-2010.000 <b>Description:</b> Remodeling of the concession stand at the Atchley Park ball fields. <b>Justification:</b> Atchley Park is the main hub of numerous youth and adult baseball and softball tournaments all summer. To compete with surrounding complexes the concession stand and restrooms need to be in great condition to draw teams from out of town. <b>Location:</b> Atchley Park	
79-PKD-012-14	<b>Boswell Aquatic Center Toys</b>	\$11,300
	<b>Improvement Type:</b> Machinery & Equipment <b>Account #:</b> 79-5-515-2020.000 <b>Description:</b> Install another log roll toy or obstacle course. <b>Justification:</b> Installing the new toys are ways to enhance the patrons experience at the BAC. It will also help bring people back to the pool on a regular basis by providing them with more attractions to experience. The remainder of this project is being carried over from FY 15. <b>Location:</b> Boswell Aquatic Center	
79-PKD-012-14	<b>Boswell Aquatic Center Guard Stand/Ladder</b>	\$5,000
	<b>Improvement Type:</b> Machinery & Equipment <b>Account #:</b> 79-5-515-2020.000 <b>Description:</b> Replace existing ladders and guard stands. <b>Justification:</b> The current ladders are old and out of date and make it difficult to find replacement parts when a step breaks. The new stands would be movable which will help best serve the patron's safety in the pool. The remainder of this project is being carried over from FY 15. <b>Location:</b> Boswell Aquatic Center	
22-PKD-004-16	<b>Boswell Park Improvements-Route 66 Park</b>	\$200,000
	<b>Improvement Type:</b> Land & Land Improvements	

Project Number	Project Information	FY 2016 Budget
	<b>Account #:</b> 79-5-500-2020.000 <b>Description:</b> This project will develop a Route 66-themed pocket park within the existing Boswell Park area. Proposed features of the new pocket park include a new shelter, a paved walking trail, benches, specialized Route 66 signage, a Route 66 replica road, and the reconstruction of the Nelson's Dream Village stone fountain. <b>Justification:</b> The City of Lebanon has a long and storied association with Route 66. The development of this pocket park will help attract and educate tourists and reinforce the association between Lebanon and Route 66 in the eyes of the travel community. <b>Location:</b> Boswell Park	
<b>79-PKD-000-16</b>	<b>Infield Surface Materials</b>	\$5,000
	<b>Improvement Type:</b> Land & Land Improvements <b>Account #:</b> 79-5-500-2020.000 <b>Description:</b> Add surface pro league red infield conditioner to the current infield surface material. <b>Justification:</b> New material will add color to the surface which will help with ball visibility. It will also allow the field to be in better playing condition when it rains and keep the surface from hardening during hot and dry weather <b>Location:</b> Nelson Park/Atchley Park/Boswell Park	
<b>79-PKD-003-19</b>	<b>Atchley Park Land Acquisitions and Soccer Field</b>	\$165,000
	<b>Improvement Type:</b> Land & Land Improvements <b>Account #:</b> 79-5-500-2005.000 <b>Description:</b> Purchase land and soccer fields at Atchley park. <b>Justification:</b> Additional land will provide more parking spaces for the numerous events that occur in the lower parking entrance to Atchley park. Plans also call for the installation of a multi field soccer complex at this site. <b>Location:</b> Atchley Park	
<b>79-PKD-012-14</b>	<b>Boswell Aquatic Center Improvement- Pool Shell Re-Caulk</b>	\$7,500
	<b>Improvement Type:</b> Building & Building Improvements	
	<b>Account #:</b> 79-5-515-2010.000 <b>Description:</b> Re-caulking of the pool shell at the BAC <b>Justification:</b> Many of the core components of the BAC are nearing 35 years of age and have reached or exceeded their expected service lives like the caulking of the pool shell. <b>Location:</b> Boswell Aquatic Center	
<b>79-PKD-003-16</b>	<b>Sprinkler System-Atchley Park Fields</b>	\$20,000
	<b>Improvement Type:</b> Land & Land Improvements <b>Account #:</b> 79-5-500-2005.000 <b>Description:</b> Install sprinkler system on outfield ball fields at Atchley Park	

Project Number	Project Information	FY 2016 Budget
	<b>Justification:</b> Being our premier tournament location a sprinkler system will allow better turf field practices which will result in a better and safer playing surface.	
	<b>Location:</b> Atchley Park	
<b>Park Fund Total</b>		<b>\$496,800</b>

Electric Fund		
<b>80-ELF-008-15</b>	<b>Overhead Wire Pulling Machine</b>	\$125,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 80-5-200-2020.000	
	<b>Description:</b> Purchase an overhead wire pulling machine.	
	<b>Justification:</b> Used in the replacement of existing conductors (overhead power lines). Existing conductors are nearing their capacity and need to have larger conductors installed; this machine will aid in the installation of the conductors and increase the safety factor for employees.	
	<b>Department:</b> Electric	
<b>80-ELF-003-14</b>	<b>Purchase and Install Automated Metering Infrastructure</b>	\$700,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 80-5-215-2020.000	
	<b>Description:</b> Purchase and install automated meters and database system for consumption and billing allowing utility customers to monitor utility usage via internet portal. Staff estimates the total cost of upgrading both water and electric systems to be approximately \$2.5 million, with \$1 million for automated electric meters and \$1.5 million for automated water meters. Staff is planning this project to be carried out over two fiscal years, with a 70% outlay in FY 16 and the remaining 30% in FY 17. The \$700,000 represented here reflects the 70% cost to upgrade our electric meters in FY16.	
	<b>Justification:</b> Installation of automated metering would result in reduction of overhead and equipment maintenance costs, improve inventory management, and enhance customer service. Additional benefits would be realized in improved system losses, and outage management.	
	<b>Location:</b> Various locations in system.	
<b>80-ELF-004-15</b>	<b>Distribution Pole Replacements</b>	\$90,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 80-5-200-2005.000	
	<b>Description:</b> Replacement of distribution poles due to age and condition.	
	<b>Justification:</b> As a component of the Electric Department's system reliability program the poles used in the distribution network are annually inspected. Through this inspection process the department identifies poles which should be replaced to ensure minimal service interruption to the consumers.	
	<b>Location:</b> Various locations in system.	

Project Number	Project Information	FY 2016 Budget
80-ELF-002-15	<b>Wire Storage Building</b>	\$125,000
	<b>Improvement Type:</b> Building & Building Improvements	
	<b>Account #:</b> 80-5-200-2010.000	
	<b>Description:</b> Build a 3,500 square feet building to store wire spools at Public Works.	
	<b>Justification:</b> Construct a building to store reels of wire inside. This will keep reels from rotting due to exposure, and protect from other damage to wire. Currently there is not enough inside storage available in warehouse located at Public Works.	
	<b>Location:</b> Public Works Facility	
80-ELF-008-14	<b>Line Reconductor/Extensions</b>	\$40,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 80-5-200-2005.000	
	<b>Description:</b> Replacement of exist conductors due to capacity limits, or line extensions to serve future developments.	
	<b>Justification:</b> Feeders that are at or near existing wire capacity, or the extension of lines to serve new customers.	
	<b>Location:</b> Feeder 1020 which feeds the North Side of Commercial Street and into the residential areas on Lincoln and Pearl.	
80-ELF-009-14	<b>Overhead/Underground Projects</b>	\$210,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 80-5-200-2005.000	
	<b>Description:</b> Replacement of existing overhead lines in the Osage and Highland area and also along East Bland Road with underground primary in areas that we have right of way restrictions, adding reliability while lowering maintenance cost.	
	<b>Justification:</b> Replace existing overhead lines in backyard easements that are costly to maintain due to yard fences and vegetative growth. The East Bland portion of this project is \$60,000 and the Osage and Highland area is \$150,000,	
	<b>Location:</b> Osage and Highland area and also East Bland Road.	
99-MLT-001-16	<b>Boring Machine</b>	\$130,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 80-5-200-2020.000	
	<b>Description:</b> Purchase a Directional Boring machine and tooling to install up to 8 inch water lines and up to 3- 3inch conduits for electric lines.	
	<b>Justification:</b> To be able to install underground primary, replace current overhead lines, and water and wastewater lines. Boring utilities will be a cost savings due to the cost of restoring properties after conventional trenching methods.	
	<b>Location:</b> Public Works	
80-ELF-015-14	<b>Replacement of 2006 Service Bucket Truck</b>	\$120,000

Project Number	Project Information	FY 2016 Budget
	<b>Improvement Type:</b> Vehicles	
	<b>Account #:</b> 80-5-200-2025.000	
	<b>Description:</b> Replace a 2006 model Ford F550 Service Bucket Truck	
	<b>Justification:</b> The current unit to be replaced has over 84,000 miles; unit will need major repairs made to aerial unit to say safety compliant. The utility bed is becoming rusted and will need attention.	
	<b>Location:</b> Public Works	
<b>80-ELF-007-15</b>	<b>Backhoe Replacement</b>	\$90,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 80-5-200-2020.000	
	<b>Description:</b> Purchase a backhoe for the department.	
	<b>Justification:</b> Currently use and maintain a 1994 John Deere that the Street services owns.	
	<b>Location:</b> Public Works	
<b>80-ELF-006-16</b>	<b>Dump Body for Existing 2000 GMC Truck</b>	\$22,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 80-5-200-2020.000	
	<b>Description:</b> Purchase a Dump Body for model 2000 GMC truck bar code 10098 that was removed from service.	
	<b>Justification:</b> Existing truck only has 25,000 miles; unit was taken off chassis and put into surplus.	
	<b>Location:</b> Public Works	
<b>80-ELF-003-15</b>	<b>LED Street Light Conversion</b>	\$55,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 80-5-200-2020.000	
	<b>Description:</b> Replace fifty (50) High Pressure Sodium with LED fixtures, and have steel pole sandblasted and repainted.	
	<b>Justification:</b> Some of the existing steel poles in service are in need of repainting, and replace the existing fixtures with LED as a saving in energy consumption, and maintenance cost.	
	<b>Location:</b> Various locations in system.	
<b>80-ELF-005-15</b>	<b>69kV Transmission Pole Replacements</b>	\$45,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 80-5-200-2005.000	
	<b>Description:</b> Replacement of nine wooden transmission poles and insulators installed in the early 1970's with new steel poles.	
	<b>Justification:</b> Existing wooden poles have been identified through system inspection program as requiring replacement to assure reliability. It is recommended to use steel poles in this application due to our ability to use them beyond their useful life of 35 years.	
	<b>Location:</b> 69 kV line from Substation #1 to Substation #7 on Wire Road	

Project Number	Project Information	FY 2016 Budget
<b>80-ELF-001-16</b>	<b>East Fremont Tie Line</b>	\$80,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 80-5-200-2020.000	
	<b>Description:</b> Build an underground tie line approximately 2,500 linear feet from Charlton Lane to South Tower Road converting radial feed to loop feed to add reliability and minimize outages.	
	<b>Justification:</b> Existing system has two (2) radial feeds that serve medium to large residential sub-divisions that can be interrupted for extend time with a way to back feed power.	
	<b>Location:</b> East Fremont to South Tower Road.	
<b>99-MLT-009-16</b>	<b>Substation Security</b>	\$17,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 80-5-200-2020.000	
	<b>Description:</b> Install video monitoring equipment at all City substations for security of equipment.	
	<b>Justification:</b> This system will allow us to monitor activity at substations and aid in crime prevention.	
	<b>Location:</b> Existing substations.	
<b>Electric Fund Total</b>		<b>\$1,849,000</b>

Fiber Fund		
<b>83-FBR-001-15</b>	<b>Fiber to New Lebanon Jr. High School</b>	\$30,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 83-5-200-2005.000	
	<b>Description:</b> Install fiber to new Junior High School on West Fremont Road, we will install cable from the round-about to the school property and also from the school property to the North end of the Airport property to make a loop for system reliability.	
	<b>Justification:</b> Lebanon Public schools has requested that the City provide fiber service to their new school.	
	<b>Location:</b> West Fremont Road to South Highway 5	
<b>87-WTR-014-15</b>	<b>Scada Communications Improvements</b>	\$35,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 83-5-200-2020.000	
	<b>Description:</b> Install fiber optic cable for communications to the water wells (removing existing radio communication).	
	<b>Justification:</b> This will provide more reliable communication with the water wells. The SCADA system allows staff to remotely monitor and operate the water wells. It will create enhanced reporting as the system would log the run hours from the meters on each pump, as well as provide alarm notification if there was a change in the operating condition of the lift station or well.	

Project Number	Project Information	FY 2016 Budget
	<b>Location:</b> Various Locations	
<b>83-ITS-010-16</b>	<b>Windows XP Migration</b>	\$12,500
	<b>Improvement Type:</b> Furniture & Office Equipment	
	<b>Account #:</b> 83-5-200-2015.000	
	<b>Description:</b> Upgrades and replacement of city wide desktop computing.	
	<b>Justification:</b> XP is no longer supported by Microsoft and will continue to degrade our network and make the city vulnerable to attacks. Criminal Justice Information Systems, Highway Patrol and FBI mandate all systems be upgraded connected to their network. Peripherals will no longer support XP and servers will continue to degrade and slow all computing down. Connections for PD will be terminated. Must replace 8 systems to be compliant and secure the desktops.	
	<b>Location:</b> City Wide	
<b>83-ITS-001-16</b>	<b>Capital Hardware/Software Purchase</b>	\$82,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 83-5-200-2020.000	
	<b>Description:</b> Upgrades and replacement of city wide computing infrastructure.	
	<b>Justification:</b> Updating of routers, switches, servers, wireless devices, peripherals, and miscellaneous items (tools, cabling, etc.) nearing the end of their expected lifecycle. In FY 16 all non-1GB switches will be replaced to enhance degraded internal speeds.	
	<b>Location:</b> City Wide	
<b>Fiber Fund Total</b>		<b>\$159,500</b>

Wastewater Fund		
<b>85-WWO-008-14</b>	<b>Harwood &amp; Mayfield Lift Station</b>	\$10,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 85-5-200-2005.000	
	<b>Description:</b> Install grinder pump and 250 linear feet of 2" pressure main.	
	<b>Justification:</b> This lift station is required to provide adequate sewer service on west side of Harwood.	
	<b>Location:</b> Harwood & Mayfield	
<b>85-WWO-003-15</b>	<b>Marathon Lift Station</b>	\$140,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 85-5-200-2005.000	
	<b>Description:</b> Extend existing 8" gravity sewer approximately 3,100 linear feet to the east tying to the existing gravity sewer line on the east side of South Highway 5 that will require a road bore, eliminating two aging lift stations with a new, more efficient station.	

Project Number	Project Information	FY 2016 Budget
	<b>Justification:</b> The project will help to increase operational efficiency and reliability for customers served by the lift station. It will lower the maintenance cost associated with servicing two aging lift stations and lessen reliability concerns associated with antiquated equipment.	
	<b>Location:</b> Fremont & Highway 5	
85-WWT-005-15	<b>Sewer Replacement: Beverly</b>	\$21,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 85-5-200-2005.000	
	<b>Description:</b> Dig up and replace five (5) manholes and approximately 900 linear feet of 8 inch diameter clay tile pipe with 8 inch diameter PVC pipe.	
	<b>Justification:</b> Existing sewer mains that have countless defects identified during routine collection system inspections are 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. Replacement with new PVC pipe is recommended.	
	<b>Location:</b> Beverly	
85-WWT-006-15	<b>Sewer Replacement: Catherine</b>	\$30,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 85-5-200-2005.000	
	<b>Description:</b> Dig up and replace four manholes and 900 linear feet of 8 inch diameter clay tile pipe with four new manholes and 8 inch diameter PVC pipe, will be in conjunction with planned street rehabilitation.	
	<b>Justification:</b> 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.	
	<b>Location:</b> Catherine Street	
85-WWT-004-16	<b>Sewer Main Replacement: St. Louis Street</b>	\$10,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 85-5-200-2005.000	
	<b>Description:</b> Dig up and replace 1 manhole and 300 linear feet of 8 inch diameter Clay Tile pipe with 8 inch diameter PVC. This will be in conjunction with planned street rehabilitation.	
	<b>Justification:</b> 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.	
	<b>Location:</b> St. Louis Street	
85-WWT-005-16	<b>Sewer Main Replacement: Cherry Street</b>	\$22,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 85-5-200-2005.000	



Project Number	Project Information	FY 2016 Budget
	<b>Description:</b> Dig up and replace 3 manholes and 600 linear feet of 8 inch diameter Clay Tile pipe with 8 inch diameter PVC. This will be in conjunction with planned street rehabilitation.	
	<b>Justification:</b> 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.	
	<b>Location:</b> Cherry Street	
<b>85-WWT-006-16</b>	<b>Sewer Main Replacement: Wood Street</b>	\$18,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 85-5-200-2005.000	
	<b>Description:</b> Dig up and replace 4 manholes and 410 linear feet of 8 inch diameter Clay Tile pipe with 8 inch diameter PVC. This will be in conjunction with planned street rehabilitation.	
	<b>Justification:</b> 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.	
	<b>Location:</b> Wood Street	
<b>85-WWO-008-15</b>	<b>Combination Cleaning Machine</b>	\$80,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 85-5-200-3020.000	
	<b>Description:</b> Combination Cleaning Unit	
	<b>Justification:</b> The existing 2005 Vactor combination unit will be 10 years old and at its useful service life. The cleaning truck is a critical piece of equipment used to assist the department in quality wastewater service to our customers and protecting the environment. The Hydro excavating function is also utilized by the water and electric utilities for excavating in sensitive areas. This replacement unit will be a lease/purchase at a cost of \$80,000 per year for 5 years, for a total cost of \$400,000.	
	<b>Location:</b> Public Works	
<b>85-WWO-002-16</b>	<b>Sewer Main Rehabilitation: Frank Street</b>	\$18,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 85-5-200-2005.000	
	<b>Description:</b> Dig up and replace three manholes and approximately 875 linear feet of 8 inch diameter clay tile pipe with 8 inch diameter PVC pipe.	
	<b>Justification:</b> 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.	
	<b>Location:</b> East of Frank Street in backyards/easement	
<b>85-WWO-004-16</b>	<b>Sewer Main Replacement: Wood and Sarah</b>	\$7,000

Project Number	Project Information	FY 2016 Budget
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 85-5-200-2005.000	
	<b>Description:</b> Dig up and replace two manholes and 350 linear feet of 8 inch diameter clay tile pipe with two new manholes and 8 inch diameter PVC pipe.	
	<b>Justification:</b> 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.	
	<b>Location:</b> 600 block of Sarah and Wood	
<b>85-WWO-005-16</b>	<b>Sewer Main Replacement: South King and West Madison</b>	\$10,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 85-5-200-2005.000	
	<b>Description:</b> Dig up and replace two manholes and 300 linear feet of 8 inch diameter clay tile pipe with two new manholes and 8 inch diameter PVC pipe.	
	<b>Justification:</b> 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.	
	<b>Location:</b> Drainage ditch near intersection of South King and West Madison flowing northwest.	
<b>85-WWO-012-16</b>	<b>Closed Circuit TV Camera Transporter</b>	\$15,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 85-5-200-2020.000	
	<b>Description:</b> Purchase of one (1) IBAK T66 Camera Transporter	
	<b>Justification:</b> This transporter will allow our camera to fit into 4 inch lines providing greater versatility while inspecting the wastewater collection system on a 5 year rotation as stated in the federal consent decree.	
	<b>Location:</b> Wastewater Treatment Plant	
<b>85-WWO-010-16</b>	<b>Case Tractor Improvements</b>	\$5,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 85-5-200-2020.000	
	<b>Description:</b> This tractor is used to maintain and brush hog approximately 4.5 miles of the City's sanitary sewer easements, Also used on the fields at the wastewater treatment plant, industrial park and the airport.	
	<b>Justification:</b> This will replace all the lighting, hood, floor mat, seat, steps and install a shield to protect the back window from flying debris.	
	<b>Location:</b> Public Works	
<b>85-WWO-013-16</b>	<b>Biosolids Application Truck Replacement</b>	\$175,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 85-5-200-2020.000	
	<b>Description:</b> Purchase of one (1) tanker truck	

Project Number	Project Information	FY 2016 Budget
	<b>Justification:</b> This will replace the 1992 GMC Kodiak (bar code 10034) used to haul and apply approximately 1200 loads of Biosolids yearly. The existing truck will be 23 years old and is past the end of its useful life. <b>Location:</b> Wastewater Treatment Plant	
85-WWO-014-16	<b>Sonetics Wireless Headset System</b>	\$6,500
	<b>Improvement Type:</b> Machinery & Equipment <b>Account #:</b> 85-5-200-2020.000 <b>Description:</b> Purchase of Sonetics Portable Wireless System <b>Justification:</b> The wireless headsets will improve employee hearing protection while allowing crews to effectively communicate in high noise environments. <b>Location:</b> Vactor & Camera Units	
85-WWO-009-16	<b>Confined Space Equipment</b>	\$5,500
	<b>Improvement Type:</b> Machinery & Equipment <b>Account #:</b> 85-5-200-2020.000 <b>Description:</b> Confined space equipment consisting of winch, Tripod and secondary lifeline <b>Justification:</b> This is a critical piece of safety equipment used to safely raise and lower employees in and out of confined spaces. <b>Location:</b> Public Works	
85-WWT-007-15	<b>WWTP Phase II Engineering</b>	\$35,000
	<b>Improvement Type:</b> Building & Building Improvements <b>Account #:</b> 85-5-200-2010.000 <b>Description:</b> Engineering for Phase II of WWTP Improvements. <b>Justification:</b> This portion of the WWTP Phase II project will complete the design stage and address any questions or concerns stemming from DNR's review. <b>Location:</b> Wastewater Treatment Plant	
85-WWT-004-15	<b>Sampler Replacements</b>	\$6,000
	<b>Improvement Type:</b> Machinery & Equipment <b>Account #:</b> 85-5-200-2020.000	
	<b>Description:</b> Purchase of portable sampler replacement units and an all-weather refrigerated sampler unit. <b>Justification:</b> The all weather refrigerated sampler will replace the effluent sampler that has reached the end of its useful life. The portable samplers will replace the samplers that are used in the department's industrial pretreatment program and have reached the end of their useful service life. <b>Location:</b> Wastewater Treatment Plant	
85-WWT-002-14	<b>Clarifier Skirting Replacement</b>	\$21,000
	<b>Improvement Type:</b> Machinery & Equipment <b>Account #:</b> 85-5-200-2020.000 <b>Description:</b> Replacement of clarifier skirting	

Project Number	Project Information	FY 2016 Budget
	<b>Justification:</b> The skirting needs replaced because the existing skirting is aging with holes developing causing short circuiting of water flows which degrade water quality. <b>Location:</b> Wastewater Treatment Plant	
85-WWT-003-16	<b>Lab/Portable LBOD Meter Replacement</b>	\$2,000
	<b>Improvement Type:</b> Machinery & Equipment <b>Account #:</b> 85-5-200-2020.000 <b>Description:</b> Purchase of one (1) EPA compliant multi-parameter digital portable LBOD meter <b>Justification:</b> This will replace the existing meter that is used in daily DNR compliance testing. The meter has reached the end of its useful service life. <b>Location:</b> Wastewater Treatment Plant	
<b>Wastewater Fund Total</b>		<b>\$637,000</b>

Water Fund		
87-WTR-013-16	<b>West Fremont Water Line</b>	\$10,000
	<b>Improvement Type:</b> Land & Land Improvements <b>Account #:</b> 87-5-200-2005.000 <b>Description:</b> Upgrade 6 inch cast iron water line to 12 inch pvc water line. <b>Justification:</b> This will eliminate approximately 4200 feet of aged 6 inch cast iron water main line, improving the water distribution system in this area of the distribution system. <b>Location:</b> Fremont Road between Fremont Ct. and South Hwy 5.	
87-WTR-003-14	<b>Purchase and Install Automated Metering Infrastructure</b>	\$750,000
	<b>Improvement Type:</b> Machinery & Equipment <b>Account #:</b> 87-5-200-2020.000	
	<b>Description:</b> Purchase and install automated meters and database system for consumption and billing allowing utility customers to monitor utility usage via internet portal. Staff estimates the total cost of upgrading both water and electric systems to be approximately \$2.5 million, with \$1 million for automated electric meters and \$1.5 million for automated water meters. Staff is planning this project to be carried out over two fiscal years, with a 70% outlay in FY 16 and the remaining 30% in FY 17. The \$1,050,000 represented here reflects the 70% cost to upgrade our water meters in FY16. <b>Justification:</b> Installation of automated metering would result in reduction of personnel and equipment maintenance costs, improve water system management, and enhance customer service. Additional benefits would be realized in decreased water losses from leaks or older meters. <b>Location:</b> City wide	
87-WTR-003-16	<b>Lebanon Housing Authority Water Line</b>	\$30,000
	<b>Improvement Type:</b> Land & Land Improvements	

Project Number	Project Information	FY 2016 Budget
	<b>Account #:</b> 87-5-200-2005.000	
	<b>Description:</b> Replace approximately 2,000 linear feet of 11/4 inch galvanized water line and 30 services with a 2 inch pvc water line.	
	<b>Justification:</b> The existing 11/4 inch galvanized line has a history of leaks.	
	<b>Location:</b> Yates Avenue, Lewis Avenue, Lopeman Avenue.	
<b>87-WTR-004-16</b>	<b>Sunrise Drive Water</b>	\$12,500
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 87-5-200-2005.000	
	<b>Description:</b> Tie services to the 6 inch pvc main line located in the front.	
	<b>Justification:</b> The existing 6 inch asbestos concrete and 2 inch cast iron lines have a history of leaks. This will allow approximately 700 linear feet of 6 inch asbestos concrete and 700 linear feet of 2 inch cast iron water line to be removed from the distribution system.	
	<b>Location:</b> Sunrise Drive	
<b>87-WTR-013-16</b>	<b>Cherry Street Water</b>	\$32,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 87-5-200-2005.000	
	<b>Description:</b> Replace approximately 600 linear feet of 6 inch cast iron water line and with an 8 inch pvc water line.	
	<b>Justification:</b> The existing 6 inch cast iron is aged and this project is in conjunction with the street program.	
	<b>Location:</b> Cherry Street	
<b>87-WTR-002-15</b>	<b>Water Tower Piping Improvements</b>	\$50,000
	<b>Improvement Type:</b> Building & Building Improvements	
	<b>Account #:</b> 87-5-200-2010.000	
	<b>Description:</b> Modify piping from wells and water towers to achieve recommended chlorine contact time.	
	<b>Justification:</b> DNR Water system inspection recommendation.	
	<b>Location:</b> Various towers and wells	
<b>87-WTR-008-15</b>	<b>Catherine Street Water Line Replace</b>	\$36,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 87-5-200-2005.000	
	<b>Description:</b> Replace approximately 1,300 linear feet of 6 inch cast iron water line and 12 services with 6 inch PVC water line.	
	<b>Justification:</b> The existing 6 inch cast iron piping has reached the end of its expected service life. This project is being undertaken in conjunction with the street rehabilitation project.	
	<b>Location:</b> Catherine Street	
<b>87-WTR-008-16</b>	<b>St. Louis Water</b>	\$12,000
	<b>Improvement Type:</b> Land & Land Improvements	

Project Number	Project Information	FY 2016 Budget
	<b>Account #:</b> 87-5-200-2005.000	
	<b>Description:</b> Install approximately 330 linear feet of 6 inch pvc water line.	
	<b>Justification:</b> This will provide water service and loop the water system piping to improve the distribution system in this area. This project is in conjunction with the street program.	
	<b>Location:</b> St. Louis Street	
<b>87-WTR-009-16</b>	<b>Reeves Well Water Piping</b>	\$25,000
	<b>Improvement Type:</b> Land & Land Improvements	
	<b>Account #:</b> 87-5-200-2005.000	
	<b>Description:</b> Install approximately 700 linear feet of 12 inch pvc water line between the Reeves Well and Tower.	
	<b>Justification:</b> Install piping from well to the water tower will achieve suggested chlorine contact time as recommended in the DNR Water system inspection.	
	<b>Location:</b> Reeves Well	
<b>87-WTR-010-16</b>	<b>Soft Starter for the Reeves Well</b>	\$7,500
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 87-5-200-2020.000	
	<b>Description:</b> New soft starter for the 125 horsepower well pump.	
	<b>Justification:</b> This will replace the existing outdated starter with a safer designed starter.	
	<b>Location:</b> Reeves Well	
<b>87-WTR-011-16</b>	<b>Rod Pusher</b>	\$27,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 87-5-200-2020.000	
	<b>Description:</b> Purchase a Rod Pusher for the placement of 2 inch thru 4 inch water lines under hard surfaces	
	<b>Justification:</b> This will give the Water Department the ability to install small Water Lines without disturbing expensive infrastructure and landscaping.	
	<b>Location:</b> Public Works	
<b>87-WTR-006-16</b>	<b>Backhoe Replacement</b>	\$95,000
	<b>Improvement Type:</b> Machinery & Equipment	
	<b>Account #:</b> 87-5-200-2020.000	
	<b>Description:</b> Purchase of one (1) backhoe to replace existing 1999 Case Super L Series II, bar code 10203, backhoe.	
	<b>Justification:</b> The 1999 backhoe has reached the end of its service life and requires replacement.	
	<b>Location:</b> Public Works	
<b>Water Fund Total</b>		<b>\$1,087,000</b>
<b>All Capital Improvements</b>		<b>\$8,648,090</b>

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

	Estimated Beginning Balance	Revenues	Expenditures	Projected Ending Balance	Percent Change in Fund balance
General	\$1,749,770	\$6,571,350	\$6,998,391	\$1,322,729	-24.41%
Street	\$1,030,115	\$2,898,512	\$3,482,293	\$446,334	-56.67%
Capital	\$778,832	\$1,590,000	\$2,064,030	\$304,802	-60.86%
Tourism	\$48,889	\$207,000	\$204,057	\$51,833	6.02%
Economic Development	\$163,172	\$1,310,725	\$1,341,832	\$132,065	-19.06%
Community Development	\$146,847	\$788,100	\$848,100	\$86,847	-40.86%
Service	\$0	\$1,088,151	\$1,088,151	\$0	0.00%
Benefits	\$393,772	\$2,621,996	\$2,479,396	\$536,372	36.21%
Airport	-\$45,569	\$971,874	\$1,062,117	-\$135,812	-198.03%
Downtown Business District	\$31,720	\$37,540	\$31,842	\$37,418	17.96%
Parks	\$2,282,094	\$617,750	\$1,117,845	\$1,781,999	-21.91%
Electric	\$8,338,474	\$27,708,500	\$28,289,554	\$7,757,420	-6.97%
Fiber	\$332,329	\$103,000	\$210,805	\$224,524	-32.44%
Wastewater	\$918,856	\$2,392,000	\$2,666,375	\$644,481	-29.86%
Water	\$1,356,756	\$1,846,000	\$2,790,891	\$411,865	-69.64%
GRAND TOTAL	\$17,526,057	\$50,752,498	\$54,675,677	\$13,602,877	-22.38%

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

The **General Fund** is scheduled to decrease by 24.41% due to capital investment in storm water projects and other capital purchases.

The **Street Fund** is scheduled to decrease by 56.67% due to projects carrying over from one fiscal year to another along with planned capital activity. Projected Ending Balance will be a 15% reserve of recurring revenue.

The **Capital Fund** is scheduled to decrease by 60.86% will occur if all planned investment in the Civic Center, Park, and Public Safety are completed within the fiscal year. Each project will require additional action by Council.

The **Economic Development Fund** is scheduled to decrease by 19.06% due to planned decrease in revenues and planned program activity.

The **Community Development Fund** is scheduled to decrease by 40.86% due to planned subdivision development.

The **Benefits Fund** is scheduled to increase by 36.21% due to increase funding from other funds paying the benefits portion of the health insurance administration cost.

The **Airport Fund** is scheduled to decrease by 198.03% due to planned capital project to improve the lighting of the runway.

The **Downtown Business District Fund** is scheduled to increase by 17.96% due to grant income for improvements.

The **Parks Fund** is scheduled to decrease by 21.91% due to planned spending of the Park Master Plan projects in addition to spending funds from one-time proceeds in the prior fiscal year.

The **Fiber Fund** is scheduled to decrease by 32.44% due to planned investment in information technology, and a loop connecting substation 5 and 6 to feed the new middle school.

The **Wastewater Fund** is scheduled to decrease by 29.86% due to planned capital improvements and purchases.

The **Water Fund** is scheduled to decrease 69.64% due to anticipating planned capital improvements, purchases, and the implementation of automated reading infrastructure.



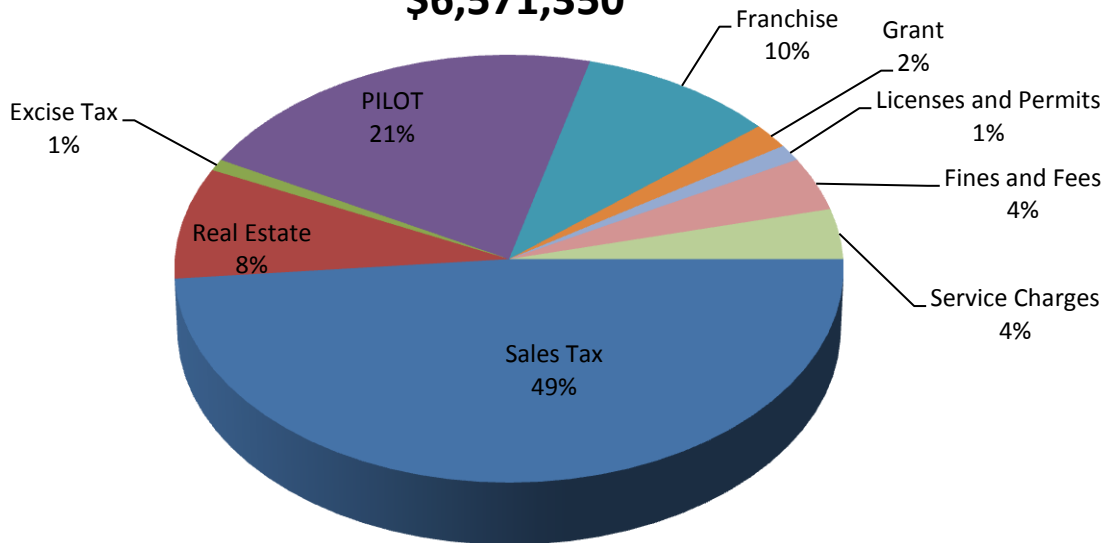
# Departmental Summaries



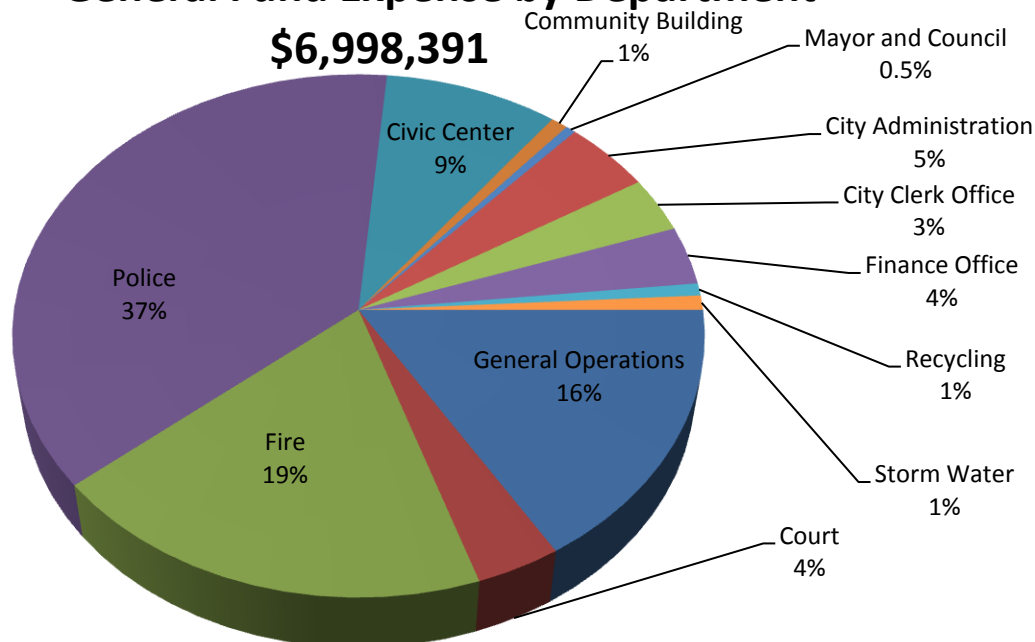
## General Fund

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 general 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 \$6,571,350



### General Fund Expense by Department \$6,998,391



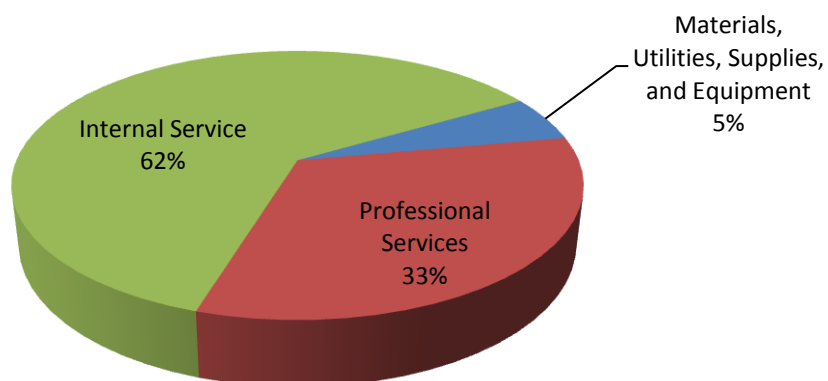
## General Fund Revenue and Expenses by Category

General Fund	2014 Actual	2015 Budget	2015 Estimated	2016 Proposed
<b>Revenues</b>				
Taxes	\$3,827,842	\$3,806,400	\$4,028,914	\$3,803,000
Franchise Fees	\$629,232	\$601,000	\$859,888	\$648,900
PILOTs	\$1,207,438	\$1,327,650	\$1,233,120	\$1,393,150
Intergovernmental	\$9,073	\$26,000	\$17,800	\$52,000
Service Charges	\$25,847	\$22,450	\$20,021	\$22,400
Rentals	\$239,433	\$238,600	\$202,600	\$249,300
Licenses and Permits	\$40,244	\$37,000	\$79,000	\$50,000
Fines	\$265,493	\$265,600	\$209,800	\$267,000
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$81,226	\$92,250	\$91,955	\$85,600
Internal Service Revenue	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$6,325,828</b>	<b>\$6,416,950</b>	<b>\$6,743,098</b>	<b>\$6,571,350</b>
<b>Expenses</b>				
Personnel	\$4,192,035	\$4,409,309	\$4,189,690	\$4,522,114
Capital	\$86,760	\$149,620	\$47,670	\$237,700
Debt	\$0	\$0	\$0	\$0
Grants	\$14,841	\$22,000	\$10,300	\$47,500
Utilities	\$358,690	\$301,773	\$333,723	\$347,300
Professional Services	\$636,422	\$759,630	\$610,790	\$774,435
Supplies and Materials	\$90,806	\$113,950	\$105,930	\$114,600
Tools, Equipment, and Vehicles	\$214,987	\$246,800	\$207,735	\$252,300
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$572,584	\$664,935	\$626,000	\$702,442
<b>Total Expensee</b>	<b>\$6,167,125</b>	<b>\$6,668,017</b>	<b>\$6,131,838</b>	<b>\$6,998,391</b>

## General Administration

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

### General Expenses by Category \$1,135,292



General Fund-General Revenues			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	4-100-1000.001	Tax-Sales 1%	\$3,160,000	\$3,190,000	\$3,409,604	\$3,190,000
01	4-100-1000.003	Tax-Real Estate	\$578,000	\$555,000	\$558,890	\$555,000
01	4-100-1000.004	Tax-Cigarette	\$58,000	\$58,000	\$60,960	\$58,000
01	4-100-1000.005	Tax-Financial Institute	\$3,400	\$3,400	\$0	\$0
	<b>Total Tax Revenue</b>		<b>\$3,799,400</b>	<b>\$3,806,400</b>	<b>\$4,028,914</b>	<b>\$3,803,000</b>
01	4-100-1005.001	Franchise-Telephone	\$70,000	\$60,000	\$24,000	\$26,500
01	4-100-1005.002	Franchise-Natural Gas	\$135,000	\$190,000	\$249,188	\$225,000
01	4-100-1005.003	Franchise-Cable Television	\$73,000	\$78,000	\$79,000	\$74,400
01	4-100-1005.004	Franchise-Cellular	\$152,500	\$180,000	\$376,000	\$230,000
01	4-100-1005.005	Franchise-Laclede Electric	\$90,000	\$93,000	\$94,500	\$93,000
01	4-100-1005.006	Franchise-Telephone Protest	\$0	\$0	\$37,200	\$0
	<b>Total Franchise Revenue</b>		<b>\$520,500</b>	<b>\$601,000</b>	<b>\$859,888</b>	<b>\$648,900</b>
01	4-100-1010.001	PILOT-Electric	\$1,135,000	\$1,235,000	\$1,140,870	\$1,300,000
01	4-100-1010.002	PILOT-Water	\$87,500	\$87,500	\$87,500	\$88,000
01	4-100-1010.003	PILOT-Fiber	\$5,150	\$5,150	\$4,750	\$5,150

General Fund-General Revenues			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	<b>Total PILOT Revenue</b>		<b>\$1,227,650</b>	<b>\$1,327,650</b>	<b>\$1,233,120</b>	<b>\$1,393,150</b>
	<b>Total Local Taxes</b>		<b>\$5,547,550</b>	<b>\$5,735,050</b>	<b>\$6,121,922</b>	<b>\$5,845,050</b>
01	4-100-3000.005	House Inspections	\$16,000	\$16,000	\$14,000	\$16,000
01	4-100-3000.006	Compliance Cleanup	\$1,000	\$3,000	\$706	\$3,000
01	4-100-3000.007	Advertising Reimbursement	\$350	\$350	\$1,755	\$500
	<b>Total Service Charges and Fees Revenue</b>		<b>\$17,350</b>	<b>\$19,350</b>	<b>\$16,461</b>	<b>\$19,500</b>
01	4-100-3010.003	Misc.-Interest Income	\$15,000	\$15,000	\$9,000	\$7,500
01	4-100-3010.006	Misc.-Miscellaneous	\$6,000	\$6,000	\$3,750	\$5,000
01	4-100-3010.008	Misc-Gain/Loss Asset Disposal	\$0	\$0	\$9,405	\$0
	<b>Total Miscellaneous Revenue</b>		<b>\$21,000</b>	<b>\$21,000</b>	<b>\$22,155</b>	<b>\$12,500</b>
	<b>Total Services Charges, Rentals, Miscellaneous</b>		<b>\$38,350</b>	<b>\$40,350</b>	<b>\$38,616</b>	<b>\$32,000</b>
01	4-100-4000.001	Licenses-Beverage	\$20,000	\$25,000	\$25,000	\$25,000
01	4-100-4005.001	Permits-Building	\$12,000	\$12,000	\$54,000	\$25,000
	<b>Total Licenses and Permits</b>		<b>\$32,000</b>	<b>\$37,000</b>	<b>\$79,000</b>	<b>\$50,000</b>
	<b>Total General Revenue</b>		<b>\$5,617,900</b>	<b>\$5,812,400</b>	<b>\$6,239,538</b>	<b>\$5,927,050</b>

General Fund-General Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-100-5000.001	Utilities-Electric	\$44,000	\$44,000	\$45,700	\$44,000
01	5-100-5000.002	Utilities-Water	\$500	\$500	\$105	\$200
01	5-100-5000.003	Utilities-Sewer	\$200	\$200	\$140	\$200
01	5-100-5005.002	Utilities-Natural Gas	\$2,000	\$2,000	\$920	\$2,000
01	5-100-5010.001	Utilities-Landline and Fiber	\$12,000	\$12,000	\$11,000	\$12,000
	<b>Total Utilities Expense</b>		<b>\$58,700</b>	<b>\$58,700</b>	<b>\$57,865</b>	<b>\$58,400</b>
01	5-100-6000.001	Prof Services-Legal	\$60,000	\$61,000	\$55,000	\$61,000
01	5-100-6000.002	Prof Services-Engineering	\$0	\$50,000	\$0	\$75,000

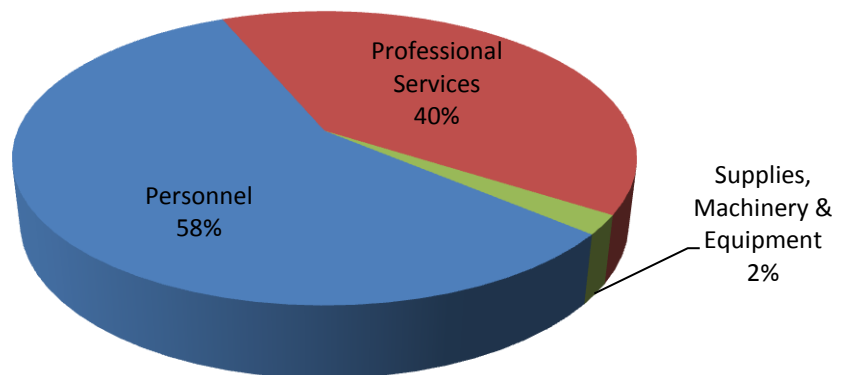
General Fund-General Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-100-6000.006	Prof Services-Auditing	\$50,000	\$45,000	\$41,400	\$40,000
01	5-100-6000.011	Prof Services-Dues and License	\$3,500	\$3,500	\$8,295	\$8,300
01	5-100-6000.014	Prof Services-Events & Functions	\$5,000	\$5,000	\$5,355	\$7,000
01	5-100-6000.015	Prof Services-Service Contracts	\$8,000	\$9,500	\$7,500	\$12,500
01	5-100-6000.016	Prof Services-Taxes and Fees	\$600	\$600	\$455	\$450
	<b>Total General Professional Service Expense</b>		<b>\$127,100</b>	<b>\$174,600</b>	<b>\$118,005</b>	<b>\$204,250</b>
01	5-100-6005.003	Insurance-Building & Property	\$5,700	\$8,100	\$8,400	\$9,000
01	5-100-6005.004	Insurance-Boiler & Machinery	\$22,500	\$22,500	\$23,540	\$23,750
01	5-100-6005.006	Insurance-Terrorism	\$1,500	\$0	\$0	\$0
01	5-100-6005.007	Insurance-City Government	\$85,000	\$91,000	\$83,790	\$85,000
01	5-100-6005.008	Insurance-City Street	\$1,500	\$2,000	\$1,650	\$1,700
01	5-100-6005.009	Insurance-Directors and Officers	\$2,000	\$1,500	\$1,905	\$2,000
01	5-100-6005.010	Insurance-Umbrella	\$33,000	\$33,000	\$37,900	\$40,000
01	5-100-6005.011	Insurance-Uninsured	\$2,100	\$2,100	\$0	\$0
01	5-100-6005.017	Insurance-Employee Benefits	\$350	\$500	\$310	\$350
01	5-100-6005.018	Insurance-Employee Practices	\$4,200	\$4,500	\$4,110	\$4,250
	<b>Total Insurance Expense</b>		<b>\$157,850</b>	<b>\$165,200</b>	<b>\$161,605</b>	<b>\$166,050</b>
01	5-100-6010.003	Advertising-Print	\$350	\$350	\$100	\$200
	<b>Total Advertising Expense</b>		<b>\$350</b>	<b>\$350</b>	<b>\$100</b>	<b>\$200</b>
01	5-100-6015.000	Service Agreements-General	\$33,000	\$33,000	\$18,300	\$0
	<b>Total Service Agreement Expense</b>		<b>\$33,000</b>	<b>\$33,000</b>	<b>\$18,300</b>	<b>\$0</b>
	<b>Total Professional Service Expense</b>		<b>\$318,300</b>	<b>\$373,150</b>	<b>\$298,010</b>	<b>\$370,500</b>
01	5-100-7000.001	Supplies-Operational	\$3,000	\$3,000	\$3,600	\$2,500
01	5-100-7005.003	Supplies-Postage	\$200	\$200	\$200	\$200
01	5-100-7010.003	Supplies-Breakroom	\$250	\$250	\$315	\$250
	<b>Total General Office Supplies Expense</b>		<b>\$3,450</b>	<b>\$3,450</b>	<b>\$4,115</b>	<b>\$2,950</b>
01	5-100-7500.004	Materials-Landscaping	\$0	\$0	\$1525	\$0

General Fund-General Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	<b>Total Materials Expense</b>		<b>\$0</b>	<b>\$0</b>	<b>\$1525</b>	<b>\$0</b>
01	5-100-8300.001	Equipment-Repair	\$0	\$250	\$350	\$500
01	5-100-8300.002	Equipment-Maintenance	\$0	\$0	\$350	\$500
	<b>Total Equipment Expense</b>		<b>\$0</b>	<b>\$250</b>	<b>\$700</b>	<b>\$1,000</b>
01	5-100-9910.000	Internal Service-Personnel	\$545,885	\$626,935	\$588,000	\$672,442
	<b>Total Internal Service-Personnel</b>		<b>\$545,885</b>	<b>\$626,935</b>	<b>\$588,000</b>	<b>\$672,442</b>
01	5-100-9999.000	Interfund Transfer	\$54,600	\$38,000	\$38,000	\$30,000
	<b>Total Interfund Transfer</b>		<b>\$54,600</b>	<b>\$38,000</b>	<b>\$38,000</b>	<b>\$30,000</b>
	<b>Total Internal Service</b>		<b>\$600,485</b>	<b>\$664,935</b>	<b>\$626,000</b>	<b>\$702,442</b>
	<b>Total General Expense</b>		<b>\$980,935</b>	<b>\$1,100,485</b>	<b>\$988,215</b>	<b>\$1,135,292</b>

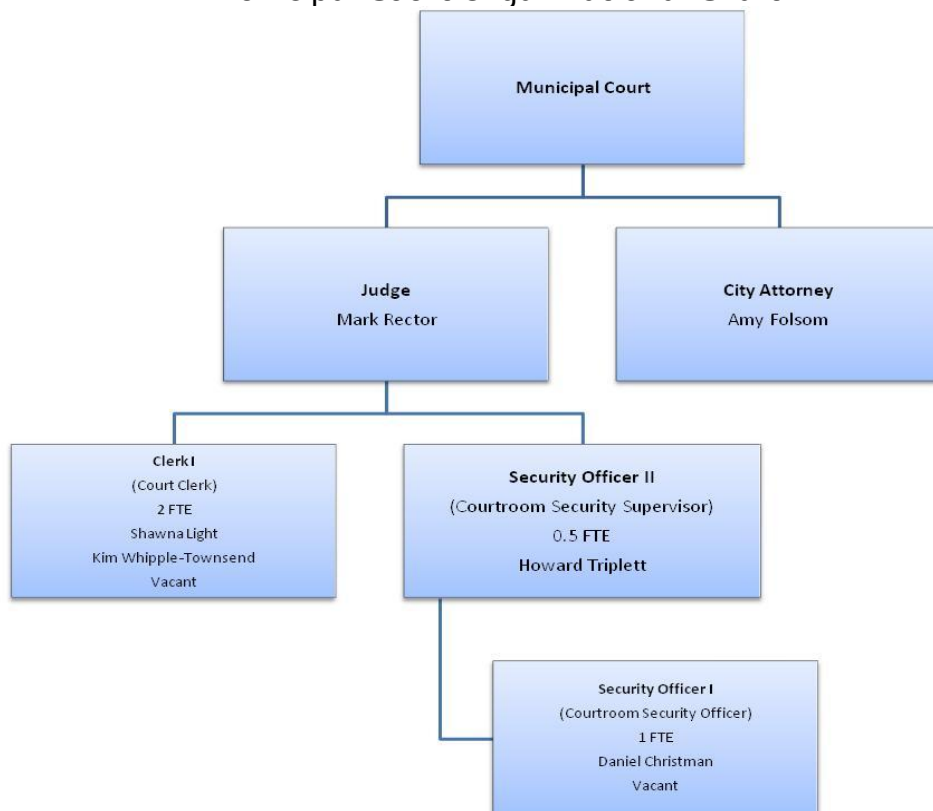
## Municipal Court

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

**Municipal Court Expense by Category**  
**\$254,300**



**Municipal Court Organizational Chart**





General Fund-Municipal Court Revenues			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	4-105-3010.006	Misc.-Miscellaneous	\$1,000	\$1,000	-\$250	\$1,000
	<b>Total Miscellaneous Revenue</b>		<b>\$1,000</b>	<b>\$1,000</b>	<b>-\$250</b>	<b>\$1,000</b>
01	4-105-5000.001	Fines-Court Fines and Costs	\$125,000	\$195,000	\$145,000	\$195,000
01	4-105-5000.002	Fines-Court Ordered Payments	\$65,000	\$65,000	\$57,300	\$65,000
	<b>Total Fines Revenue</b>		<b>\$190,000</b>	<b>\$260,000</b>	<b>\$202,300</b>	<b>\$260,000</b>
	<b>Total Municipal Court Revenues</b>		<b>\$191,000</b>	<b>\$261,000</b>	<b>\$202,050</b>	<b>\$261,000</b>

General Fund-Municipal Court Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-105-1000.001	Fulltime Salary	\$27,000	\$29,000	\$27,800	\$29,870
01	5-105-1000.002	Part Time Salary	\$92,000	\$90,000	\$75,000	\$92,700
01	5-105-1000.005	Fulltime Overtime	\$1,250	\$500	\$0	\$515
	<b>Total Salaries Expense</b>		<b>\$120,250</b>	<b>\$119,500</b>	<b>\$102,800</b>	<b>\$123,085</b>
01	5-105-1005.001	Health Premium-Employee	\$3,900	\$5,280	\$5,280	\$5,280
01	5-105-1005.003	Dental Premium-Employee	\$300	\$300	\$300	\$325
	<b>Total Insurance Expense</b>		<b>\$4,200</b>	<b>\$5,580</b>	<b>\$5,580</b>	<b>\$5,605</b>
01	5-105-1010.001	Life Insurance	\$55	\$110	\$55	\$110
	<b>Total Life Insurance Expense</b>		<b>\$55</b>	<b>\$110</b>	<b>\$55</b>	<b>\$110</b>
01	5-105-1015.001	Lagers-General	\$3,870	\$4,010	\$3,554	\$4,010
01	5-105-1015.004	Deferred Comp-Employer	\$650	\$650	\$650	\$650
	<b>Total Retirement Expense</b>		<b>\$4,520</b>	<b>\$4,660</b>	<b>\$4,204</b>	<b>\$4,660</b>
01	5-105-1020.001	FICA-Employer	\$7,460	\$7,410	\$6,320	\$7,630
01	5-105-1020.002	Medicare-Employer	\$1,740	\$1,730	\$1,485	\$1,780
01	5-105-1020.003	Unemployment Compensation	\$1,203	\$1,195	\$1,020	\$1,230
	<b>Total Payroll Taxes Expense</b>		<b>\$10,403</b>	<b>\$10,335</b>	<b>\$8,825</b>	<b>\$10,640</b>
01	5-105-1025.001	Employee-Uniforms	\$500	\$500	\$0	\$500
01	5-105-1025.002	Employee-Dues/License/Membership	\$400	\$400	\$930	\$400

General Fund-Municipal Court Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-105-1025.004	Employee-Travel/Hotel	\$500	\$500	\$500	\$500
01	5-105-1025.005	Employee-Training	\$750	\$750	\$500	\$750
	<b>Total Employee Expense</b>		<b>\$2,150</b>	<b>\$2,150</b>	<b>\$1,930</b>	<b>\$2,150</b>
	<b>Total Personnel Expense</b>		<b>\$141,578</b>	<b>\$142,335</b>	<b>\$123,394</b>	<b>\$146,250</b>
01	5-105-6000.005	Prof Services-Temporary Employees	\$1,500	\$1,500	\$0	\$1,500
01	5-105-6000.007	Prof services-Toxicology Test	\$0	\$100	\$25	\$100
01	5-105-6000.011	Prof Services-Dues and License	\$2,000	\$1,000	\$0	\$1,000
01	5-105-6000.015	Prof Services-Service Contracts	\$150,000	\$150,000	\$80,000	\$100,000
	<b>Total General Professional Service Expense</b>		<b>\$153,500</b>	<b>\$152,600</b>	<b>\$80,025</b>	<b>\$102,600</b>
01	5-105-6005.002	Insurance-Equipment	\$100	\$100	\$25	\$50
	<b>Total Insurance Expense</b>		<b>\$100</b>	<b>\$100</b>	<b>\$25</b>	<b>\$50</b>
	<b>Total Professional Service Expense</b>		<b>\$153,600</b>	<b>\$152,700</b>	<b>\$80,050</b>	<b>\$102,650</b>
01	5-105-7000.001	Supplies-Operational	\$0	\$0	\$1,500	\$1,000
01	5-105-7000.003	Supplies-Desk Accessories-Small Office Equipment	\$750	\$250	\$300	\$200
01	5-105-7005.001	Supplies-Printing	\$750	\$250	\$550	\$750
01	5-105-7005.002	Supplies-Mailing	\$350	\$250	\$300	\$500
01	5-105-7005.003	Supplies-Postage	\$200	\$100	\$100	\$100
01	5-105-7005.004	Supplies-Paper	\$500	\$250	\$210	\$250
	<b>Total General Office Supplies Expense</b>		<b>\$2,550</b>	<b>\$1,100</b>	<b>\$2,960</b>	<b>\$2,800</b>
01	5-105-8300.002	Equipment-Maintenance	\$2,000	\$2,500	\$2,515	\$2,500
	<b>Total Machinery and Equipment Expense</b>		<b>\$2,000</b>	<b>\$2,500</b>	<b>\$2,515</b>	<b>\$2,500</b>
01	5-105-8600.005	Vehicle-Fuel	\$250	\$100	\$100	\$100
	<b>Total Vehicle Expense</b>		<b>\$250</b>	<b>\$100</b>	<b>\$100</b>	<b>\$100</b>
	<b>Total Tools, Machinery, and Vehicle Expense</b>		<b>\$2,250</b>	<b>\$2,600</b>	<b>\$2,615</b>	<b>\$2,600</b>
	<b>Total Municipal Court Expense</b>		<b>\$299,978</b>	<b>\$298,735</b>	<b>\$209,019</b>	<b>\$254,300</b>

## Fire Department

The City of Lebanon Fire Department is committed to providing the highest level of public safety to the community, visitors, and neighbors. The department protects lives and property through fire suppression, emergency medical care, technical rescue, hazardous material mitigation, disaster management, fire prevention and public education. This department supports training, equipment, supplies, and personnel that are needed.

Goal: Enhance firefighter safety and effectiveness by initiating a pre-fire planning process for commercial structures

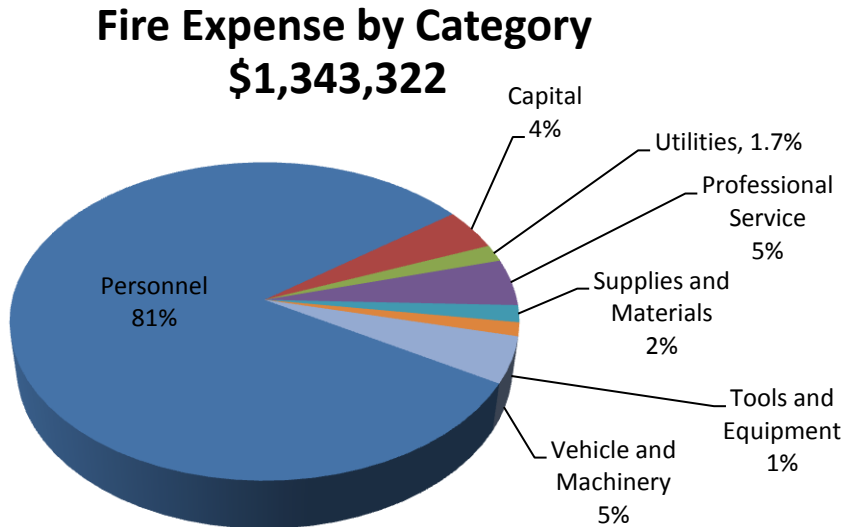
Strategy: Provide laptop computers or tablets which will contain information collected including building construction, nearest hydrant, needed water flow, and hazards associated with a specific property.

Budgetary Factor: Subject to availability of funds.

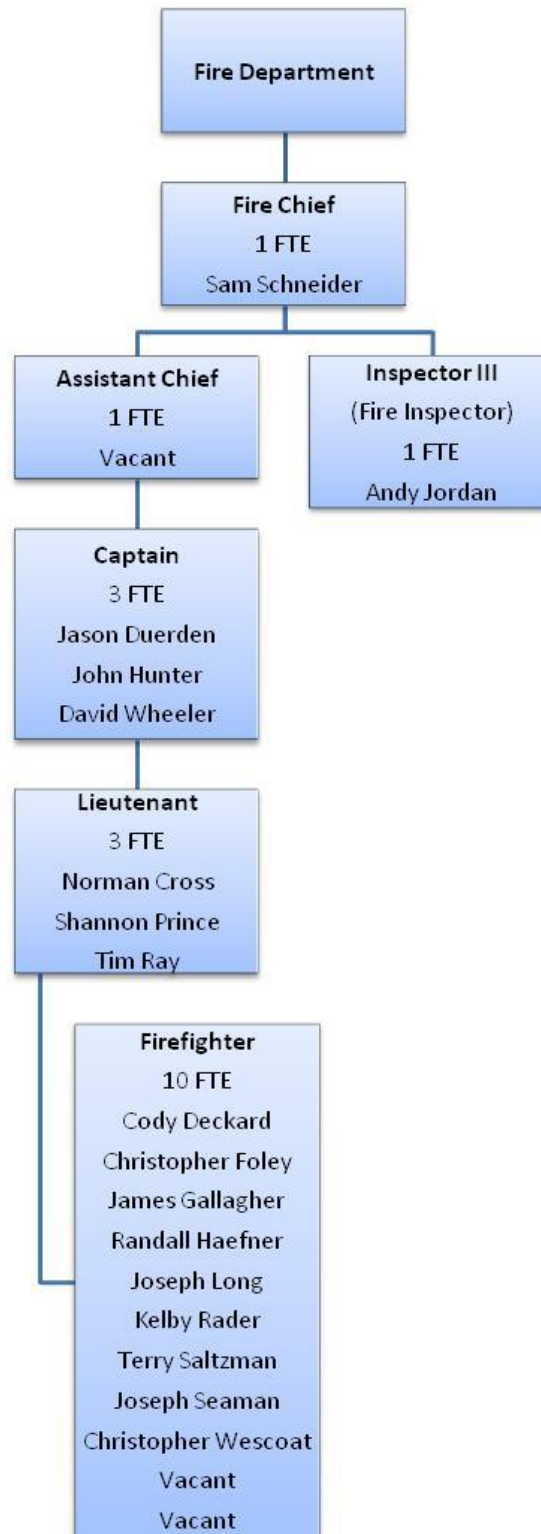
Goal: Provide personnel with equipment necessary to perform the primary tasks of the Fire Department, which include the delivery of fire suppression, emergency medical care, technical rescue, and hazard material mitigation.

Strategy: Provide equipment that is both associated with identified hazards and supported by the manufacturer.

Budgetary Factor: Subject to the availability of funds.



## Fire Department Organizational Chart



General Fund-Fire Department Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-110-1000.001	Fulltime Salary	\$677,000	\$656,000	\$594,995	\$673,174
01	5-110-1000.002	Part Time Salary	\$128,000	\$11,000	\$11,000	\$21,266
01	5-110-1000.008	Fire Call Back Pay	\$26,000	\$40,100	\$51,850	\$42,672
	<b>Total Salaries Expense</b>		<b>\$831,000</b>	<b>\$707,100</b>	<b>\$657,845</b>	<b>\$737,112</b>
01	5-110-1005.001	Health Premium-Employee	\$42,900	\$52,800	\$38,460	\$36,960
01	5-110-1005.002	Health Premium-Family	\$58,800	\$64,920	\$77,710	\$94,560
01	5-110-1005.003	Dental Premium-Employee	\$4,800	\$4,800	\$4,630	\$5,100
01	5-110-1005.004	Dental Premium-Family	\$600	\$600	\$430	\$600
	<b>Total Insurance Expense</b>		<b>\$107,100</b>	<b>\$123,120</b>	<b>\$121,230</b>	<b>\$137,220</b>
01	5-110-1010.001	Life Insurance	\$1,320	\$1,540	\$905	\$1,100
	<b>Total Life Insurance Expense</b>		<b>\$1,320</b>	<b>\$1,540</b>	<b>\$905</b>	<b>\$1,100</b>
01	5-110-1015.003	Lagers-Fire	\$73,815	\$66,130	\$59,655	\$62,279
01	5-110-1015.004	Deferred Comp-Employer	\$8,450	\$9,464	\$7,925	\$11,700
	<b>Total Retirement Expense</b>		<b>\$82,265</b>	<b>\$75,594</b>	<b>\$67,580</b>	<b>\$73,979</b>
01	5-110-1020.001	FICA-Employer	\$51,520	\$43,840	\$38,300	\$45,700
01	5-110-1020.002	Medicare-Employer	\$12,050	\$10,250	\$8,967	\$10,690
01	5-110-1020.003	Unemployment Compensation	\$8,310	\$7,071	\$6,570	\$7,370
01	5-110-1020.004	Workman's Compensation	\$43,780	\$43,780	\$45,246	\$48,007
	<b>Total Payroll Taxes Expense</b>		<b>\$115,660</b>	<b>\$104,941</b>	<b>\$99,083</b>	<b>\$111,767</b>
01	5-110-1025.001	Employee-Uniforms	\$8,475	\$14,000	\$9,480	\$14,000
01	5-110-1025.002	Employee-Dues/License/Membership	\$565	\$564	\$2,975	\$564
01	5-110-1025.003	Employee-Books	\$0	\$0	\$208	\$0
01	5-110-1025.004	Employee-Travel/Hotel	\$1,800	\$1,800	\$0	\$1,500
01	5-110-1025.005	Employee-Training	\$14,450	\$14,450	\$3,500	\$14,450

General Fund-Fire Department Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-110-1025.006	Employee-Recognition	\$500	\$500	\$2,400	\$1,000
01	5-110-1025.008	Employee-Hazmat Physicals	\$8,960	\$1,000	\$350	\$1,000
01	5-110-1025.009	Employee-Tuition Assistance	\$0	\$2,000	\$0	\$2,000
	<b>Total Employee Expense</b>		<b>\$34,750</b>	<b>\$34,314</b>	<b>\$18,913</b>	<b>\$34,514</b>
	<b>Total Personnel Expense</b>		<b>\$1,172,095</b>	<b>\$1,046,609</b>	<b>\$965,556</b>	<b>\$1,095,692</b>
01	5-110-2010.000	Capital Exp-Building and Improvement	\$14,000	\$6,000	\$4,500	\$14,000
01	5-110-2015.000	Capital Exp-Furniture and Fixtures	\$14,600	\$0	\$0	\$7,000
01	5-110-2020.000	Capital Exp-Machinery and Equipment	\$0	\$14,500	\$11,500	\$35,300
	<b>Total Capital Expense</b>		<b>\$28,600</b>	<b>\$20,500</b>	<b>\$16,000</b>	<b>\$56,300</b>
01	5-110-5000.001	Utilities-Electric	\$20,700	\$14,500	\$18,800	\$18,000
01	5-110-5000.002	Utilities-Water	\$600	\$240	\$175	\$300
01	5-110-5000.003	Utilities-Sewer	\$210	\$300	\$200	\$350
01	5-110-5010.001	Utilities-Landline and Fiber	\$1,200	\$1,200	\$1,100	\$1,200
01	5-110-5015.001	Utilities-Cell Phones	\$1,155	\$1,155	\$1,200	\$480
01	5-110-5020.002	Utilities-Internet Mobile	\$2,400	\$2,400	\$1,200	\$1,950
01	5-110-5025.001	Utilities-Solid Waste	\$720	\$720	\$720	\$850
	<b>Total Utilities Expense</b>		<b>\$26,985</b>	<b>\$20,515</b>	<b>\$23,395</b>	<b>\$23,130</b>
01	5-110-6000.001	Prof Services-Legal	\$8,000	\$22,500	\$22,500	\$15,000
01	5-110-6000.007	Prof Services-Toxicology Testing	\$1,700	\$1,500	\$850	\$1,000
01	5-110-6000.008	Prof Services-MSHP Background Checks	\$100	\$100	\$50	\$100
01	5-110-6000.015	Prof Services-Service Contracts	\$0	\$0	\$0	\$7,500
01	5-110-6000.018	Prof Services-Damage Claims	\$1,000	\$1,000	\$300	\$1,000
	<b>Total General Professional Service Expense</b>		<b>\$10,800</b>	<b>\$25,100</b>	<b>\$23,700</b>	<b>\$24,600</b>
01	5-110-6005.001	Insurance-Vehicle	\$30,400	\$30,400	\$23,930	\$30,400

General Fund-Fire Department Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-110-6005.002	Insurance-Equipment	\$100	\$740	\$517	\$850
01	5-110-6005.003	Insurance-Building & Property	\$800	\$700	\$1,186	\$1,350
	<b>Total Insurance Expense</b>		<b>\$31,300</b>	<b>\$31,840</b>	<b>\$25,633</b>	<b>\$32,600</b>
01	5-110-6010.002	Advertising-Employee Recruitment	\$250	\$100	\$0	\$100
01	5-110-6010.003	Advertising-Print	\$250	\$200	\$200	\$200
	<b>Total Advertising Expense</b>		<b>\$500</b>	<b>\$300</b>	<b>\$200</b>	<b>\$300</b>
01	5-110-6020.000	Software-Annual Renewal/Maintenance-General	\$4,725	\$4,725	\$5,050	\$6,000
	<b>Total Software Expense</b>		<b>\$4,725</b>	<b>\$4,725</b>	<b>\$5,050</b>	<b>\$6,000</b>
	<b>Total Professional Service Expense</b>		<b>\$47,325</b>	<b>\$61,965</b>	<b>\$54,583</b>	<b>\$63,500</b>
01	5-110-7000.001	Supplies-Operational	\$2,750	\$2,750	\$0	\$2,750
01	5-110-7000.002	Supplies-Computer Accessories	\$500	\$250	\$100	\$250
01	5-110-7000.003	Supplies-Desk Accessories-Small Office Equipment	\$1,100	\$500	\$1,100	\$500
01	5-110-7005.001	Supplies-Printing	\$500	\$500	\$100	\$300
01	5-110-7005.002	Supplies-Mailing	\$220	\$200	\$50	\$200
01	5-110-7005.003	Supplies-Postage	\$575	\$500	\$100	\$500
01	5-110-7005.004	Supplies-Paper	\$650	\$350	\$100	\$300
01	5-110-7005.005	Supplies-Forms	\$250	\$100	\$0	\$100
01	5-110-7005.006	Supplies-Promo-Education	\$1,000	\$2,400	\$5,200	\$2,500
01	5-110-7010.001	Supplies-Janitorial	\$2,500	\$2,500	\$2,300	\$2,500
01	5-110-7010.002	Supplies-Cleaning and Sanitation	\$500	\$400	\$500	\$500
01	5-110-7010.003	Supplies-Break Room	\$1,300	\$1,300	\$950	\$1,200
	<b>Total General Office Supplies Expense</b>		<b>\$11,845</b>	<b>\$11,750</b>	<b>\$10,500</b>	<b>\$11,600</b>
01	5-110-7015.001	Supplies-Medical	\$2,750	\$2,750	\$2,500	\$2,750
01	5-110-7015.002	Supplies-Hazmat	\$5,500	\$5,000	\$4,250	\$5,000

General Fund-Fire Department Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-110-7015.004	Supplies-Safety	\$750	\$500	\$250	\$500
	<b>Total Medical and Safety Supplies Expense</b>		<b>\$9,000</b>	<b>\$8,250</b>	<b>\$7,000</b>	<b>\$8,250</b>
	<b>Total Supplies Expense</b>		<b>\$20,845</b>	<b>\$20,000</b>	<b>\$17,500</b>	<b>\$19,850</b>
01	5-110-7510.004	Materials-Hardware	\$2,650	\$2,250	\$1,000	\$2,000
01	5-110-7510.005	Materials-Fixtures	\$1,250	\$1,250	\$700	\$1,250
	<b>Total Material Expense</b>		<b>\$3,900</b>	<b>\$3,500</b>	<b>\$1,700</b>	<b>\$3,250</b>
01	5-110-8000.001	Tools-Repair	\$500	\$500	\$50	\$300
01	5-110-8000.002	Tools- Maintenance	\$500	\$250	\$20	\$300
01	5-110-8000.003	Tools-Supplies	\$2,000	\$1,500	\$200	\$1,000
	<b>Total Tools and Portable Equipment Expense</b>		<b>\$3,000</b>	<b>\$2,250</b>	<b>\$270</b>	<b>\$1,600</b>
01	5-110-8300.001	Equipment-Repair	\$10,500	\$6,000	\$5,500	\$6,000
01	5-110-8300.002	Equipment-Maintenance	\$2,000	\$6,000	\$3,300	\$6,000
01	5-110-8300.003	Equipment-Supplies	\$3,250	\$3,000	\$1,450	\$2,000
01	5-110-8300.004	Equipment-Equipment	\$750	\$2,000	\$250	\$2,000
01	5-110-8300.005	Equipment-Fuel	\$2,500	\$2,000	\$300	\$1,000
	<b>Total Machinery and Equipment Expense</b>		<b>\$19,000</b>	<b>\$19,000</b>	<b>\$10,800</b>	<b>\$17,000</b>
01	5-110-8600.001	Vehicle-Repair	\$26,000	\$26,000	\$39,000	\$27,000
01	5-110-8600.002	Vehicle-Maintenance	\$10,000	\$7,000	\$3,000	\$6,000
01	5-110-8600.003	Vehicle-Supplies	\$1,000	\$4,500	\$1,350	\$4,500
01	5-110-8600.004	Vehicle-Equipment	\$500	\$500	\$50	\$500
01	5-110-8600.005	Vehicle-Fuel	\$33,900	\$30,000	\$19,500	\$25,000
	<b>Total Vehicle Expense</b>		<b>\$71,400</b>	<b>\$68,000</b>	<b>\$62,900</b>	<b>\$63,000</b>
	<b>Total Tools, Machinery, and Vehicle Expense</b>		<b>\$93,400</b>	<b>\$89,250</b>	<b>\$73,970</b>	<b>\$81,600</b>
	<b>Total Fire Department Expense</b>		<b>\$1,393,150</b>	<b>\$1,262,339</b>	<b>\$1,152,704</b>	<b>\$1,343,322</b>



## Police Department

The Lebanon Police Department is committed to providing excellent law enforcement services to the citizens of the community. This department is for the salaries, equipment and supplies that are needed to provide professional police services that meet the expectations of the community and maximize use of department resources.

Goal: Reduce crime and ensure the safety of the citizens while providing most community focused, efficient and effective police service available within the confines of existing resources.

Strategy: Provide realistic departmental guidelines and policies.

- ✓ Recruit and retain the best possible police officers.
- ✓ Provide quality training for every entry level of the organization.
- ✓ Promote police conduct that is responsive and sensitive to the needs of the community.
- ✓ Require aggressive crime fighting to improve the utilization of patrol and investigative resources in the identification and conviction of individuals committing criminal activity within our jurisdiction.
- ✓ Require a professional work ethic and professional work product by officers engaged in routine police duties, and follow-up investigations.
- ✓ Enhance the role of department personnel in the planning and development process.
- ✓ Stress the responsibility of all employees to be accountable to the department and the community for all his/her actions.
- ✓ Establish a citizen's volunteer program to serve as a volunteer support service to the police department, enhancing the effectiveness of community policing.

Budgetary Factor: Availability of grant funds, Capital Improvement Plan funds, and the City's ability to provide for the required local funding for the life-cycle management for recruitment, training, and resources.

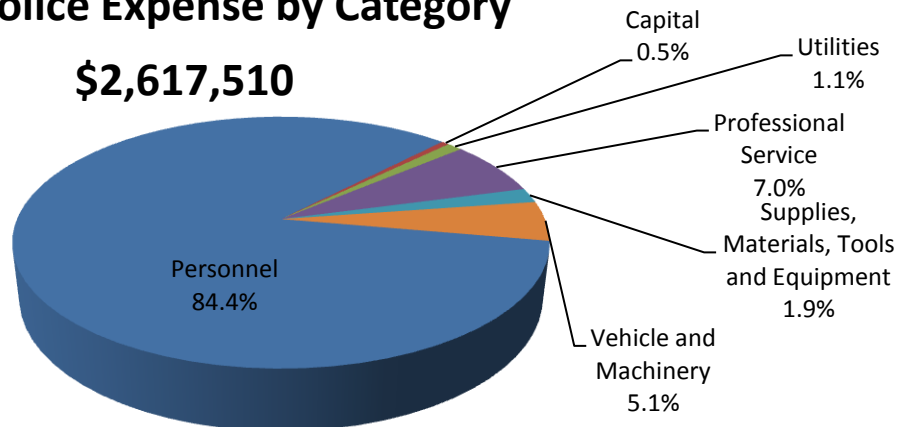
Goal: Provide a police department (Multi-Year) plan in order to ensure objectives and strategies are developed and revised effectively.

Strategy: Collaborate with City Staff to revise objectives and strategies with due consideration to maintained and sustained training and resources impacted over a period of several years to coincide with changing economic, political, and community needs.

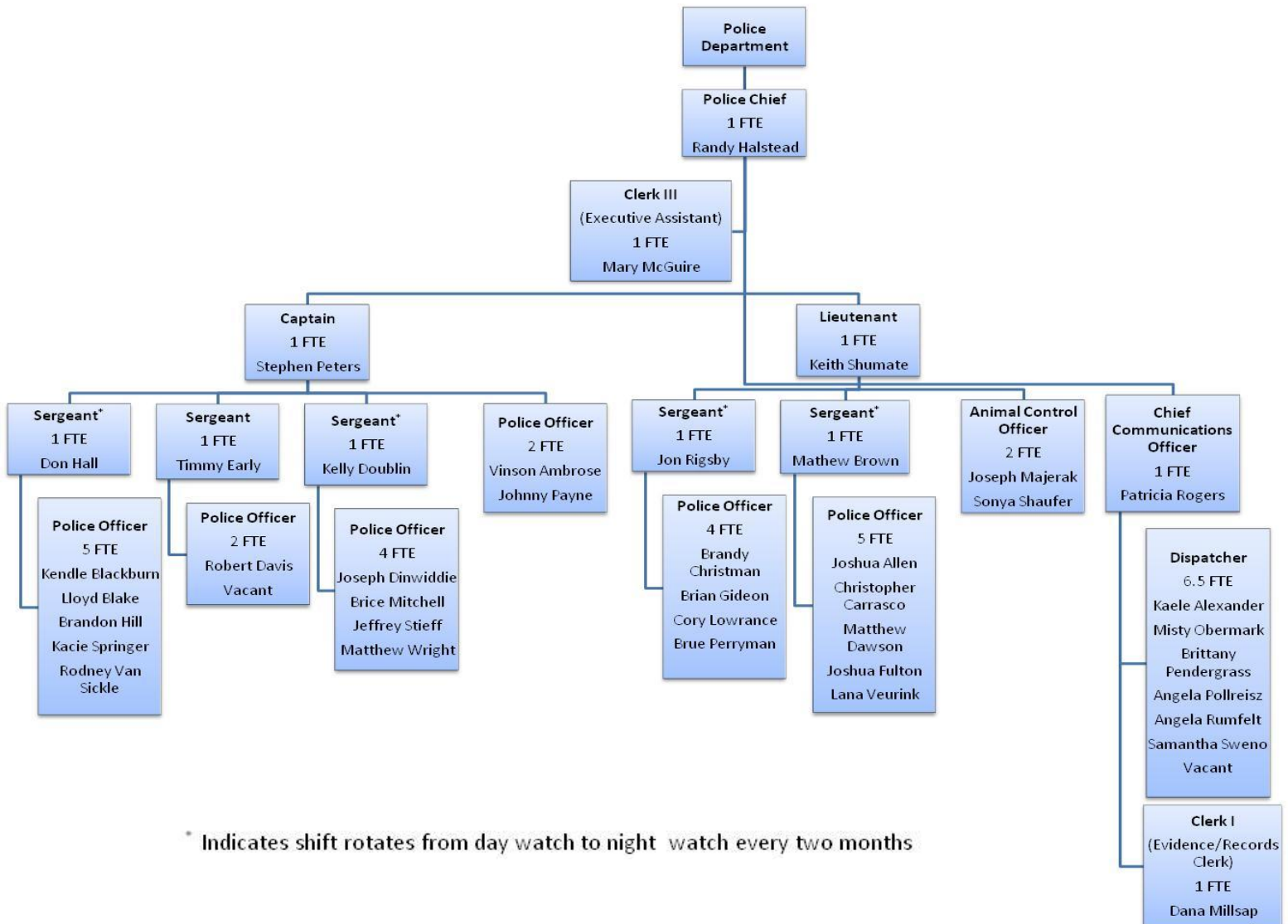
Budgetary Factor: Availability of grant funds, Capital Improvement Plan funds, and the City's ability to provide for the required local funding for the life-cycle management for recruitment, training, and resources.

### Police Expense by Category

**\$2,617,510**



## Police Department Organizational Chart



\* Indicates shift rotates from day watch to night watch every two months

General Fund-Police Department Revenues			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	4-115-2005.001	Grant-Operational	\$0	\$5,000	\$6,800	\$0
	<b>Total Grant Revenue</b>		<b>\$0</b>	<b>\$5,000</b>	<b>\$6,800</b>	<b>\$0</b>
01	4-115-3000.001	Impound Fees	\$600	\$600	\$300	\$400
01	4-115-3000.002	Animal Removal	\$1,000	\$1,000	\$1,260	\$1,000
	<b>Total Service Charges and Fees Revenue</b>		<b>\$1,600</b>	<b>\$1,600</b>	<b>\$1,560</b>	<b>\$1,400</b>
01	4-115-3010.006	Misc.-Miscellaneous	\$70,000	\$70,000	\$69,800	\$0
01	4-115-3010.009	Misc.-Agreements	\$0	\$0	\$0	\$72,100
	<b>Total Miscellaneous Revenue</b>		<b>\$70,000</b>	<b>\$70,000</b>	<b>\$69,800</b>	<b>\$72,100</b>
	<b>Total Services Charges, Rentals, Miscellaneous</b>		<b>\$71,600</b>	<b>\$71,600</b>	<b>\$71,360</b>	<b>\$73,500</b>
01	4-115-5000.005	Fines-Recoupment Fees	\$3,000	\$3,000	\$4,000	\$3,500
	<b>Total Fines Revenue</b>		<b>\$3,000</b>	<b>\$3,000</b>	<b>\$4,000</b>	<b>\$3,500</b>
	<b>Total Police Revenues</b>		<b>\$74,600</b>	<b>\$79,600</b>	<b>\$82,160</b>	<b>\$77,000</b>
01	4-120-5000.004	Fines-Police Training Fees	\$2,400	\$2,600	\$3,500	\$3,500
	<b>Total Fines Revenue</b>		<b>\$2,400</b>	<b>\$2,600</b>	<b>\$3,500</b>	<b>\$3,500</b>
	<b>Total Police Officer Training Revenues</b>		<b>\$2,400</b>	<b>\$2,600</b>	<b>\$3,500</b>	<b>\$3,500</b>

General Fund-Police Department Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-115-1000.001	Fulltime Salary	\$1,340,000	\$1,406,000	\$1,393,500	\$1,448,180
01	5-115-1000.002	Part Time Salary	\$14,000	\$14,000	\$10,000	\$14,420
01	5-115-1000.005	Fulltime Overtime	\$53,000	\$21,000	\$24,000	\$28,840
	<b>Total Salaries Expense</b>		<b>\$1,407,000</b>	<b>\$1,441,000</b>	<b>\$1,427,500</b>	<b>\$1,491,440</b>
01	5-115-1005.001	Health Premium-Employee	\$74,100	\$105,600	\$98,660	\$100,320
01	5-115-1005.002	Health Premium-Family	\$203,400	\$200,400	\$188,000	\$183,240
01	5-115-1005.003	Dental Premium-Employee	\$11,700	\$11,700	\$10,400	\$11,700
01	5-115-1005.004	Dental Premium-Family	\$0	\$0	\$1,020	\$1,200

General Fund-Police Department Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	<b>Total Insurance Expense</b>		<b>\$289,200</b>	<b>\$317,700</b>	<b>\$298,080</b>	<b>\$296,460</b>
01	5-115-1010.001	Life Insurance	\$2,255	\$2,255	\$2,180	\$2,275
	<b>Total Life Insurance Expense</b>		<b>\$2,255</b>	<b>\$2,255</b>	<b>\$2,180</b>	<b>\$2,275</b>
01	5-115-1015.001	Lagers-General	\$43,590	\$43,270	\$37,850	\$42,000
01	5-115-1015.002	Lagers-Police	\$147,250	\$163,000	\$162,500	\$163,400
01	5-115-1015.004	Deferred Comp-Employer	\$11,700	\$11,700	\$13,425	\$12,500
	<b>Total Retirement Expense</b>		<b>\$202,540</b>	<b>\$217,970</b>	<b>\$213,775</b>	<b>\$217,900</b>
01	5-115-1020.001	FICA-Employer	\$87,230	\$89,340	\$83,200	\$92,470
01	5-115-1020.002	Medicare-Employer	\$20,400	\$20,890	\$19,715	\$21,630
01	5-115-1020.003	Unemployment Compensation	\$14,070	\$14,410	\$14,250	\$14,910
01	5-115-1020.004	Workman's Compensation	\$38,440	\$38,440	\$34,418	\$35,355
	<b>Total Payroll Taxes Expense</b>		<b>\$160,140</b>	<b>\$163,080</b>	<b>\$151,583</b>	<b>\$164,365</b>
01	5-115-1025.001	Employee-Uniforms	\$18,000	\$16,000	\$15,225	\$16,000
01	5-115-1025.002	Employee-Dues/License/Membership	\$2,500	\$2,500	\$925	\$2,500
01	5-115-1025.004	Employee-Travel/Hotel	\$4,000	\$3,000	\$2,525	\$3,000
01	5-115-1025.005	Employee-Training	\$8,500	\$7,500	\$8,925	\$8,500
01	5-115-1025.006	Employee-Recognition	\$500	\$1,000	\$900	\$1,000
	<b>Total Employee Expense</b>		<b>\$33,500</b>	<b>\$30,000</b>	<b>\$28,500</b>	<b>\$31,000</b>
	<b>Total Personnel Expense</b>		<b>\$2,094,635</b>	<b>\$2,172,005</b>	<b>\$2,121,618</b>	<b>\$2,203,440</b>
01	5-115-2010.000	Capital Exp-Building and Improvement	\$3,230	\$0	\$70	\$0
01	5-115-2015.000	Capital Exp-Furniture and Fixtures	\$1,800	\$0	\$0	\$4,800
01	5-115-2020.000	Capital Exp-Machinery and Equipment	\$10,000	\$12,100	\$12,100	\$9,500
	<b>Total Capital Expense</b>		<b>\$15,030</b>	<b>\$12,100</b>	<b>\$12,170</b>	<b>\$14,300</b>
01	5-115-4005.001	Grant-Capital Equipment	\$1,000	\$1,000	\$0	\$0
	<b>Total Grant Expense</b>		<b>\$1,000</b>	<b>\$1,000</b>	<b>\$0</b>	<b>\$0</b>
01	5-115-5000.001	Utilities-Electric	\$4,000	\$4,500	\$4,500	\$4,500
01	5-115-5000.002	Utilities-Water	\$510	\$510	\$200	\$510

General Fund-Police Department Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-115-5000.003	Utilities-Sewer	\$510	\$510	\$263	\$510
01	5-115-5005.001	Utilities-Propane	\$6,500	\$6,500	\$6,400	\$6,500
01	5-115-5010.001	Utilities-Landline and Fiber	\$8,800	\$500	\$400	\$500
01	5-115-5015.001	Utilities-Cell Phones	\$1,800	\$1,800	\$1,700	\$1,800
01	5-115-5020.001	Utilities-Internet	\$500	\$500	\$465	\$500
01	5-115-5020.002	Utilities-Internet Mobile	\$13,500	\$13,500	\$13,910	\$13,500
01	5-115-5025.001	Utilities-Solid Waste	\$500	\$500	\$250	\$500
	<b>Total Utilities Expense</b>		<b>\$36,620</b>	<b>\$28,820</b>	<b>\$28,088</b>	<b>\$28,820</b>
01	5-115-6000.001	Prof Services-Legal	\$2,500	\$2,500	\$15,000	\$25,000
01	5-115-6000.007	Prof Services-Toxicology Testing	\$1,000	\$1,000	\$1000	\$2,000
01	5-115-6000.008	Prof Services-MSHP Background Checks	\$500	\$150	\$150	\$150
01	5-115-6000.010	Prof Services-Animal Euthanization	\$3,150	\$3,150	\$1,850	\$3,150
01	5-115-6000.011	Prof Services-Dues-Fees	\$4,000	\$4,000	\$3,000	\$4,000
	<b>Total General Professional Service Expense</b>		<b>\$11,150</b>	<b>\$10,800</b>	<b>\$21,000</b>	<b>\$34,300</b>
01	5-115-6005.001	Insurance-Vehicle	\$25,000	\$25,000	\$22,021	\$27,500
01	5-115-6005.002	Insurance-Equipment	\$525	\$500	\$93	\$100
01	5-115-6005.003	Insurance-Building & Property	\$650	\$650	\$348	\$500
01	5-115-6005.012	Insurance-Crime Insurance	\$1,155	\$1,155	\$1,079	\$1,100
01	5-115-6005.013	Insurance-Law Enforcement	\$23,100	\$23,100	\$24,757	\$26,000
	<b>Total Insurance Expense</b>		<b>\$50,430</b>	<b>\$50,405</b>	<b>\$48,298</b>	<b>\$55,200</b>
01	5-115-6010.002	Advertising-Employee Recruitment	\$1,500	\$1,000	\$1,500	\$2,500
01	5-115-6010.003	Advertising-Print	\$750	\$500	\$300	\$500
	<b>Total Advertising Expense</b>		<b>\$2,250</b>	<b>\$1,500</b>	<b>\$1,800</b>	<b>\$3,000</b>
01	5-115-6015.000	Service Agreements-General	\$10,250	\$10,250	\$10,250	\$10,250
	<b>Total Service Agreement Expense</b>		<b>\$10,250</b>	<b>\$10,250</b>	<b>\$10,250</b>	<b>\$10,250</b>
01	5-115-6020.000	Software-Annual Renewal/Maintenance	\$33,500	\$48,000	\$48,000	\$80,000
	<b>Total Software Expense</b>		<b>\$33,500</b>	<b>\$48,000</b>	<b>\$48,000</b>	<b>\$80,000</b>

General Fund-Police Department Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	<b>Total Professional Service Expense</b>		<b>\$107,580</b>	<b>\$120,955</b>	<b>\$129,348</b>	<b>\$182,750</b>
01	5-115-7000.001	Supplies-Operational	\$7,000	\$7,000	\$7,000	\$7,000
01	5-115-7000.002	Supplies-Computer Accessories	\$750	\$750	\$300	\$750
01	5-115-7000.003	Supplies-Desk Accessories-Small Office Equip	\$4,000	\$4,000	\$4,000	\$5,500
01	5-115-7005.001	Supplies-Printing	\$4,000	\$4,000	\$4,000	\$5,000
01	5-115-7005.002	Supplies-Mailing	\$1,500	\$1,000	\$850	\$1,000
01	5-115-7005.003	Supplies-Postage	\$1,000	\$1,000	\$650	\$1,000
01	5-115-7005.004	Supplies-Paper	\$1,300	\$1,300	\$750	\$1,300
01	5-115-7005.005	Supplies-Forms	\$1,000	\$1,000	\$800	\$1,000
01	5-115-7005.006	Supplies-Promo-Education	\$3,000	\$4,000	\$3,500	\$4,000
01	5-115-7010.002	Supplies-Cleaning and Sanitation	\$500	\$500	\$300	\$500
01	5-115-7010.003	Supplies-Break Room	\$1,800	\$1,800	\$1,800	\$1,800
	<b>Total General Office Supplies Expense</b>		<b>\$25,850</b>	<b>\$26,350</b>	<b>\$23,950</b>	<b>\$28,850</b>
01	5-115-7015.004	Supplies-Safety	\$6,000	\$6,000	\$6,000	\$6,000
	<b>Total Medical and Safety Supplies Expense</b>		<b>\$6,000</b>	<b>\$6,000</b>	<b>\$6,000</b>	<b>\$6,000</b>
01	5-115-7020.001	Supplies-Animal Control	\$3,500	\$3,500	\$3,000	\$3,500
01	5-115-7020.002	Supplies-K-9	\$2,250	\$2,250	\$2,250	\$2,250
	<b>Total Animal Supplies Expense</b>		<b>\$5,750</b>	<b>\$5,750</b>	<b>\$5,250</b>	<b>\$5,750</b>
	<b>Total Supplies Expense</b>		<b>\$37,600</b>	<b>\$38,100</b>	<b>\$35,200</b>	<b>\$40,600</b>
01	5-115-7525.001	Materials-Infrastructure Maintenance	\$1,000	\$1,000	\$525	\$1,000
	<b>Total Material Expense</b>		<b>\$1,000</b>	<b>\$1,000</b>	<b>\$525</b>	<b>\$1,000</b>
01	5-115-8000.002	Tools- Maintenance	\$1,000	\$1,000	\$850	\$1,000
	<b>Total Tools and Portable Equipment Expense</b>		<b>\$1,000</b>	<b>\$1,000</b>	<b>\$850</b>	<b>\$1,000</b>
01	5-115-8300.002	Equipment-Maintenance	\$4,750	\$5,000	\$5,000	\$6,500
	<b>Total Machinery and Equipment Expense</b>		<b>\$4,750</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$6,500</b>
01	5-115-8600.001	Vehicle-Repair	\$22,000	\$18,000	\$26,600	\$20,000
01	5-115-8600.002	Vehicle-Maintenance	\$5,500	\$5,000	\$4,500	\$11,000

General Fund-Police Department Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-115-8600.003	Vehicle-Supplies	\$9,000	\$5,000	\$7,300	\$8,000
01	5-115-8600.004	Vehicle-Equipment	\$14,100	\$14,100	\$9,000	\$14,100
01	5-115-8600.005	Vehicle-Fuel	\$80,000	\$80,000	\$62,600	\$80,000
	Total Vehicle Expense		\$130,600	\$122,100	\$110,000	\$133,100
	Total Tools, Machinery, and Vehicle Expense		\$136,350	\$128,100	\$115,850	\$140,600
	Total Police Department Expense		\$2,429,815	\$2,502,080	\$2,442,799	\$2,611,510
General Fund-Police Officer Training Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Proposed	Estimated Ending	Proposed
01	5-120-1025-005	Employee-Training	\$10,525	\$6,000	\$1,000	\$6,000
	Total Employee Expense		\$10,525	\$6,000	\$1,000	\$6,000
	Total Police Officer Training Expense		\$10,525	\$6,000	\$1,000	\$6,000

## 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.

Goal: Increase the number of events at the civic center

Strategy: Create environments and spaces that are well maintained. Offer a more extensive level of service. Utilize additional marketing options to attract more events.

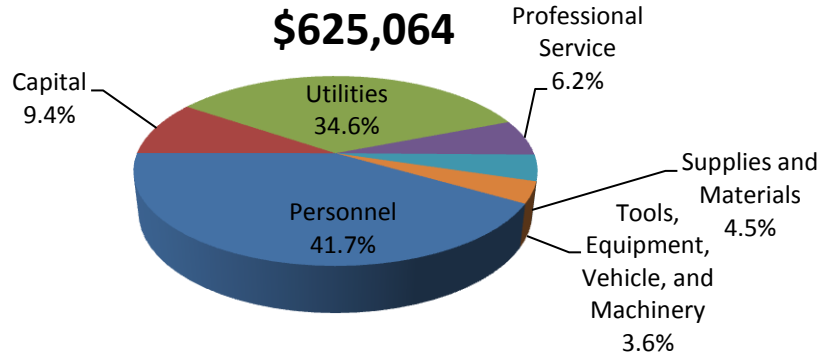
Budgetary Factor: Availability of funds for additional resources as required.

Goal: Maintain an efficient Civic Center

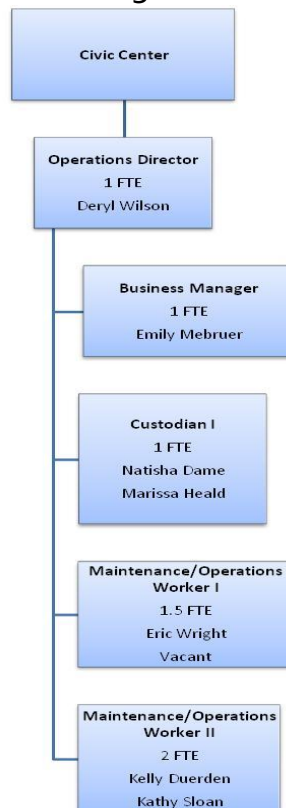
Strategy: Establish quality safety guidelines and implement energy and resource conservation.

Budgetary Factor: Availability of funds for additional resources as required.

### Civic Center Expense by Category



### Civic Center Organizational Chart





General Fund-Civic Center Revenues			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	4-130-3005.001	Rental-Buildings	\$0	\$67,500	\$67,800	\$120,000
01	4-130-3005.002	Rental-Contract Concessions	\$7,100	\$7,100	\$6,500	\$6,800
01	4-130-3005.003	Rental-Exhibition Hall	\$71,000	\$84,000	\$70,400	\$65,000
01	4-130-3005.004	Rental-Meeting Rooms	\$21,000	\$20,000	\$15,300	\$15,000
01	4-130-3005.005	Rental-Theatre	\$19,000	\$20,000	\$19,300	\$17,500
	<b>Total Rental Revenue</b>		<b>\$118,100</b>	<b>\$198,600</b>	<b>\$179,300</b>	<b>\$224,300</b>
01	4-130-3010.006	Misc.-Miscellaneous	\$250	\$250	\$500	\$0
	<b>Total Civic Center Revenues</b>		<b>\$118,350</b>	<b>\$198,850</b>	<b>\$179,350</b>	<b>\$224,300</b>

General Fund-Civic Center Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-130-1000.001	Fulltime Salary	\$160,000	\$160,000	\$150,200	\$164,800
01	5-130-1000.002	Part Time Salary	\$7,000	\$16,000	\$11,020	\$16,480
01	5-130-1000.005	Fulltime Overtime	\$1,700	\$1,000	\$0	\$1,100
01	5-130-1000.006	Part Time Overtime	\$500	\$500	\$50	\$550
	<b>Total Salaries Expense</b>		<b>\$169,200</b>	<b>\$177,500</b>	<b>\$161,270</b>	<b>\$182,930</b>
01	5-130-1005.001	Health Premium-Employee	\$19,500	\$21,120	\$23,560	\$26,400
01	5-130-1005.002	Health Premium- Family	\$0	\$8,040	\$3,891	\$0
01	5-130-1005.003	Dental Premium-Employee	\$1,500	\$1,500	\$1,480	\$1,500
	<b>Total Insurance Expense</b>		<b>\$21,000</b>	<b>\$30,660</b>	<b>\$28,931</b>	<b>\$27,900</b>
01	5-130-1010.001	Life Insurance	\$275	\$275	\$271	\$275
	<b>Total Life Insurance Expense</b>		<b>\$275</b>	<b>\$275</b>	<b>\$271</b>	<b>\$275</b>
01	5-130-1015.001	Lagers-General	\$22,150	\$21,900	\$18,268	\$21,900
01	5-130-1015.004	Deferred Comp-Employer	\$2,600	\$2,600	\$1,975	\$2,100
	<b>Total Retirement Expense</b>		<b>\$24,750</b>	<b>\$24,500</b>	<b>\$20,243</b>	<b>\$24,000</b>
01	5-130-1020.001	FICA-Employer	\$10,490	\$11,010	\$9,875	\$11,340

General Fund-Civic Center Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-130-1020.002	Medicare-Employer	\$2,450	\$2,570	\$2,320	\$2,650
01	5-130-1020.003	Unemployment Compensation	\$1,690	\$1,780	\$1,620	\$1,830
01	5-130-1020.004	Workman's Compensation	\$12,800	\$12,800	\$8,560	\$8,789
	<b>Total Payroll Taxes Expense</b>		<b>\$27,430</b>	<b>\$28,160</b>	<b>\$22,375</b>	<b>\$24,609</b>
01	5-130-1025.001	Employee-Uniforms	\$250	\$250	\$175	\$250
01	5-130-1025.002	Employee-Dues/License/Membership	\$200	\$200	\$0	\$200
01	5-130-1025.005	Employee-Training	\$500	\$500	\$0	\$500
	<b>Total Employee Expense</b>		<b>\$950</b>	<b>\$950</b>	<b>\$175</b>	<b>\$950</b>
	<b>Total Personnel Expense</b>		<b>\$243,605</b>	<b>\$262,045</b>	<b>\$233,265</b>	<b>\$260,664</b>
01	5-130-2010.000	Capital Exp-Building and Improvement	\$9,000	\$0	\$0	\$39,000
01	5-130-2015.000	Capital Exp-Furniture and Fixtures	\$0	\$5,100	\$0	\$0
01	5-130-2020.000	Capital Exp-Machinery and Equipment	\$24,500	\$20,594	\$6,600	\$0
01	5-130-2025.000	Capital Exp-Vehicles	\$16,000	\$21,326	\$0	\$20,000
	<b>Total Capital Expense</b>		<b>\$49,500</b>	<b>\$47,020</b>	<b>\$6,600</b>	<b>\$59,000</b>
01	5-130-5000.001	Utilities-Electric	\$180,000	\$130,000	\$145,080	\$130,000
01	5-130-5000.002	Utilities-Water	\$2,200	\$2,200	\$1,800	\$2,200
01	5-130-5000.003	Utilities-Sewer	\$2,600	\$2,600	\$1,700	\$2,600
01	5-130-5005.002	Utilities-Natural Gas	\$2,500	\$32,000	\$55,000	\$75,000
01	5-130-5010.001	Utilities-Landline and Fiber	\$2,550	\$2,550	\$2,275	\$2,600
01	5-130-5015.001	Utilities-Cell Phones	\$1,300	\$1,300	\$1,830	\$1,700
01	5-130-5025.001	Utilities-Solid Waste	\$2,250	\$2,250	\$1,750	\$2,250
	<b>Total Utilities Expense</b>		<b>\$193,400</b>	<b>\$172,900</b>	<b>\$209,435</b>	<b>\$216,350</b>
01	5-130-6000.001	Prof Services-Legal	\$500	\$500	\$425	\$500
01	5-130-6000.007	Prof Services-Toxicology Testing	\$250	\$250	\$305	\$250
01	5-130-6000.008	Prof Services-MSHP Background Checks	\$150	\$150	\$50	\$150
01	5-130-6000.011	Prof Services-Dues and License	\$800	\$1,000	\$750	\$1,000
01	5-130-6000.014	Prof Services-Events and Functions	\$8,000	\$5,000	\$4,800	\$6,000

General Fund-Civic Center Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-130-6000.015	Prof Services-Service Contracts	\$5,500	\$6,000	\$6,800	\$6,000
01	5-130-6000.019	Prof Services –CC Fees	\$0	\$0	\$50	\$300
	<b>Total General Professional Service Expense</b>		<b>\$15,200</b>	<b>\$12,900</b>	<b>\$13,180</b>	<b>\$14,200</b>
01	5-130-6005.001	Insurance-Vehicle	\$1,000	\$1,500	\$1,500	\$2,000
01	5-130-6005.002	Insurance-Equipment	\$1,200	\$1,500	\$1,500	\$1,500
01	5-130-6005.003	Insurance-Building & Property	\$15,000	\$16,000	\$16,000	\$20,000
	<b>Total Insurance Expense</b>		<b>\$17,200</b>	<b>\$19,000</b>	<b>\$19,000</b>	<b>\$23,500</b>
01	5-130-6010.003	Advertising-Print	\$400	\$250	\$250	\$250
01	5-130-6010.006	Advertising-Radio	\$250	\$250	\$0	\$500
	<b>Total Advertising Expense</b>		<b>\$650</b>	<b>\$500</b>	<b>\$250</b>	<b>\$750</b>
	<b>Total Professional Service Expense</b>		<b>\$33,050</b>	<b>\$32,400</b>	<b>\$32,430</b>	<b>\$38,450</b>
01	5-130-7000.001	Supplies-Operational	\$9,000	\$9,000	\$13,000	\$9,000
01	5-130-7000.003	Supplies-Desk Accessories-Small Office Equip	\$500	\$500	\$400	\$500
01	5-130-7000.004	Supplies-Small Tools	\$500	\$400	\$150	\$500
01	5-130-7005.001	Supplies-Printing	\$100	\$100	\$100	\$100
01	5-130-7005.002	Supplies-Mailing	\$100	\$100	\$50	\$100
01	5-130-7005.003	Supplies-Postage	\$150	\$150	\$25	\$200
01	5-130-7005.004	Supplies-Paper	\$1,100	\$1,100	\$1,415	\$1,200
01	5-130-7010.001	Supplies-Janitorial	\$3,000	\$2,750	\$2,335	\$2,750
01	5-130-7010.002	Supplies-Cleaning and Sanitation	\$5,000	\$5,000	\$9,000	\$5,000
01	5-130-7010.004	Supplies-Chemicals	\$6,000	\$7,000	\$4,640	\$7,000
	<b>Total General Office Supplies Expense</b>		<b>\$25,450</b>	<b>\$26,100</b>	<b>\$31,115</b>	<b>\$26,350</b>
01	5-130-7015.003	Supplies-First Aid	\$200	\$100	\$0	\$100
01	5-130-7015.004	Supplies-Safety	\$200	\$100	\$0	\$100
	<b>Total Medical and Safety Supplies Expense</b>		<b>\$400</b>	<b>\$200</b>	<b>\$0</b>	<b>\$200</b>
	<b>Total Supplies Expense</b>		<b>\$25,850</b>	<b>\$26,300</b>	<b>\$31,115</b>	<b>\$26,550</b>
01	5-130-7500.002	Materials-Rock	\$500	\$250	\$200	\$250

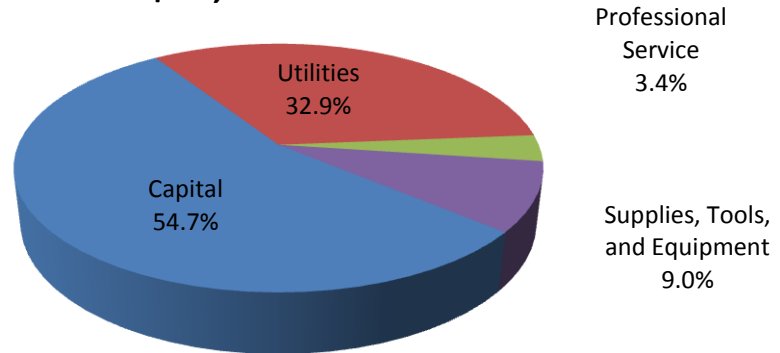
General Fund-Civic Center Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-130-7500.004	Materials-Landscaping	\$500	\$250	\$175	\$250
01	5-130-7505.002	Materials-Pipe-PVC	\$250	\$100	\$10	\$100
01	5-130-7510.006	Materials-Wire	\$250	\$200	\$500	\$200
01	5-130-7525.001	Materials-Infrastructure Maintenance	\$700	\$500	\$0	\$500
	<b>Total Material Expense</b>		<b>\$2,200</b>	<b>\$1,300</b>	<b>\$885</b>	<b>\$1,300</b>
01	5-130-8000.002	Tools- Maintenance	\$250	\$250	\$0	\$250
	<b>Total Tools and Portable Equipment Expense</b>		<b>\$250</b>	<b>\$250</b>	<b>\$0</b>	<b>\$250</b>
01	5-130-8300.001	Equipment-Repair	\$12,000	\$12,000	\$7,000	\$12,000
01	5-130-8300.002	Equipment-Maintenance	\$750	\$2,500	\$2,000	\$2,500
01	5-130-8300.003	Equipment-Supplies	\$12,000	\$5,000	\$2,000	\$5,000
01	5-130-8300.005	Equipment-Fuel	\$400	\$400	\$1,000	\$600
	<b>Total Machinery and Equipment Expense</b>		<b>\$25,150</b>	<b>\$19,900</b>	<b>\$12,000</b>	<b>\$20,100</b>
01	5-130-8600.001	Vehicle-Repair	\$500	\$500	\$100	\$500
01	5-130-8600.002	Vehicle-Maintenance	\$500	\$500	\$200	\$500
01	5-130-8600.005	Vehicle-Fuel	\$1,400	\$1,400	\$1,400	\$1,400
	<b>Total Vehicle Expense</b>		<b>\$2,400</b>	<b>\$2,400</b>	<b>\$1,700</b>	<b>\$2,400</b>
	<b>Total Tools, Machinery, and Vehicle Expense</b>		<b>\$27,800</b>	<b>\$22,550</b>	<b>\$13,700</b>	<b>\$22,750</b>
	<b>Total Civic Center Expense</b>		<b>\$575,405</b>	<b>\$564,515</b>	<b>\$527,430</b>	<b>\$625,064</b>

# Community Buildings

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

## Community Buildings Expense by Category

**\$61,250**



General Fund-Community Buildings Revenues			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	4-135-3005.001	Rental-Buildings	\$82,000	\$40,000	\$23,300	\$25,000
<b>Total Community Buildings Revenues</b>			<b>\$82,000</b>	<b>\$40,000</b>	<b>\$23,300</b>	<b>\$25,000</b>

General Fund-Community Buildings Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-135-2010.000	Capital Exp-Building and Improvement	\$59,000	\$0	\$0	\$33,500
	<b>Total Capital Expense</b>		<b>\$59,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$33,500</b>
01	5-135-5000.001	Utilities-Electric	\$30,000	\$13,100	\$11,000	\$16,700
01	5-135-5000.002	Utilities-Water	\$3,500	\$1,635	\$600	\$1,860
01	5-135-5000.003	Utilities-Sewer	\$750	\$265	\$150	\$290
01	5-135-5005.002	Utilities-Natural Gas	\$6,000	\$2,200	\$1,400	\$0
01	5-135-5025.001	Utilities-Solid Waste	\$2,000	\$1,448	\$1,290	\$1,300
	<b>Total Utilities Expense</b>		<b>\$42,250</b>	<b>\$18,648</b>	<b>\$14,440</b>	<b>\$20,150</b>
01	5-135-6000.002	Prof Services-Engineering	\$5,000	\$500	\$0	\$500
01	5-135-6000.015	Prof Services-Service Contracts	\$100	\$0	\$1,780	\$0

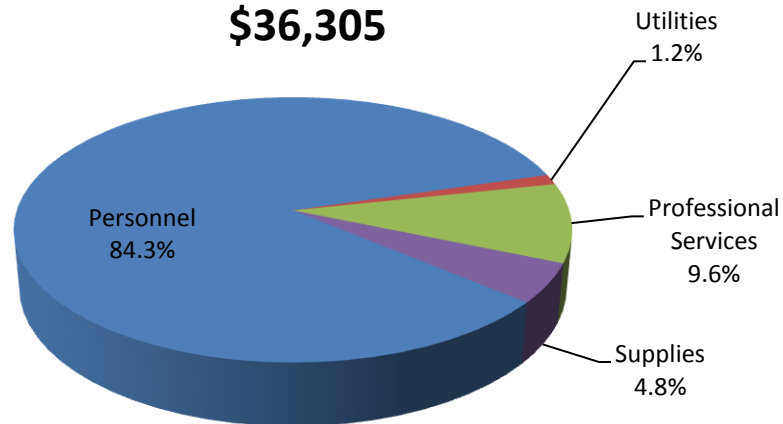
General Fund-Community Buildings Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	<b>Total General Professional Services Expense</b>		<b>\$5,100</b>	<b>\$500</b>	<b>\$1,780</b>	<b>\$500</b>
01	5-135-6005.003	Insurance-Building & Property	\$3,000	\$3,500	\$3,000	\$1,600
	<b>Total Insurance Expense</b>		<b>\$3,000</b>	<b>\$3,500</b>	<b>\$3,000</b>	<b>\$1,600</b>
01	5-135-7000.001	Supplies-Operational	\$3,900	\$3,900	\$1050	\$500
01	5-135-7010.001	Supplies-Janitorial	\$800	\$800	\$200	\$500
01	5-135-7010.002	Supplies-Cleaning and Sanitation	\$2,700	\$1,000	\$600	\$1,000
	<b>Total General Office Supplies Expense</b>		<b>\$7,400</b>	<b>\$5,700</b>	<b>\$1850</b>	<b>\$2,000</b>
01	5-135-7510.005	Materials-Fixtures	\$0	\$0	\$2,165	\$2,400
01	5-135-7525.001	Materials-Infrastructure	\$0	\$0	\$1,300	\$1,000
	<b>Total Materials Expense</b>		<b>\$0</b>	<b>\$0</b>	<b>\$3,465</b>	<b>\$3,400</b>
01	5-135-8000.003	Tools-Supplies	\$100	\$100	\$25	\$100
	<b>Total Tools and Portable Equipment Expense</b>		<b>\$100</b>	<b>\$100</b>	<b>\$25</b>	<b>\$100</b>
	<b>Total Community Buildings Expense</b>		<b>\$116,850</b>	<b>\$28,448</b>	<b>\$24,560</b>	<b>\$61,250</b>

## Mayor and Council

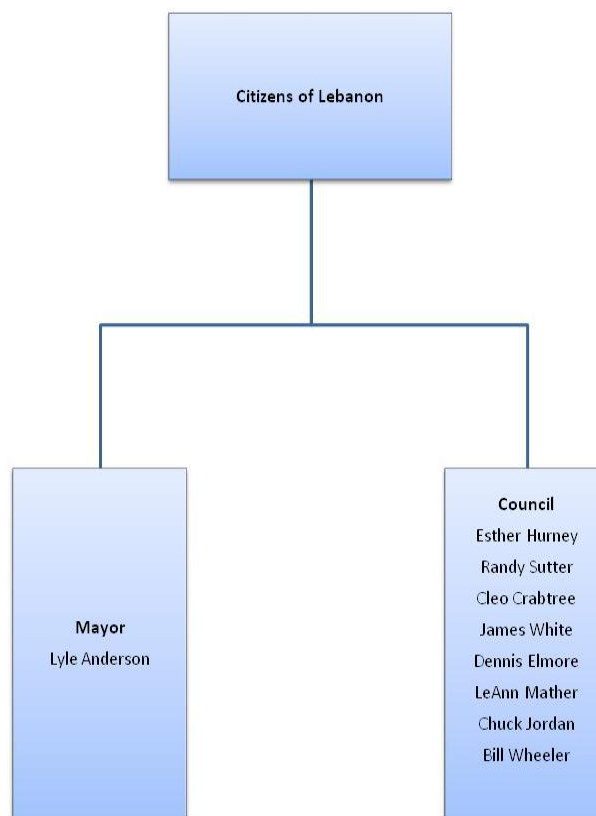
The Mayor and eight Councilmember's are elected at large with the Mayor serving a term of four and Council two years. The duties and responsibilities of the Mayor and Council are outlined in City Ordinances.

### Mayor Expense by Category

**\$36,305**



### Mayor and Council Organizational Chart



General Fund-Mayor and Council Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-140-1000.002	Part Time Salary	\$24,000	\$24,000	\$24,200	\$24,000
	<b>Total Salaries Expense</b>		<b>\$24,000</b>	<b>\$24,000</b>	<b>\$24,200</b>	<b>\$24,000</b>
01	5-140-1020.001	FICA-Employer	\$1,490	\$1,490	\$1,505	\$1,490
01	5-140-1020.002	Medicare-Employer	\$350	\$350	\$355	\$350
01	5-140-1020.003	Unemployment Compensation	\$240	\$240	\$245	\$240
	<b>Total Payroll Taxes Expense</b>		<b>\$2,080</b>	<b>\$2,080</b>	<b>\$2,105</b>	<b>\$2,080</b>
01	5-140-1025.001	Employee-Uniforms	\$400	\$250	\$0	\$100
01	5-140-1025.002	Employee-Dues/License/Membership	\$500	\$150	\$0	\$0
01	5-140-1025.004	Employee-Travel/Hotel	\$750	\$1,250	\$1,200	\$1,750
01	5-140-1025.005	Employee-Training	\$1,000	\$1,500	\$2,000	\$2,500
01	5-140-1025.007	Employee-Bonds	\$175	\$175	\$175	\$175
	<b>Total Employee Expense</b>		<b>\$2,825</b>	<b>\$3,325</b>	<b>\$3,375</b>	<b>\$4,525</b>
	<b>Total Personnel Expense</b>		<b>\$28,905</b>	<b>\$29,405</b>	<b>\$29,680</b>	<b>\$30,605</b>
01	5-140-5015.001	Utilities-Cell Phones	\$450	\$450	\$500	\$450
	<b>Total Utilities Expense</b>		<b>\$450</b>	<b>\$450</b>	<b>\$500</b>	<b>\$450</b>
01	5-140-6000.014	Prof Services-Events and Functions	\$3,000	\$3,000	\$1,350	\$3,500
	<b>Total General Professional Service Expense</b>		<b>\$3,000</b>	<b>\$3,000</b>	<b>\$1,350</b>	<b>\$3,500</b>
01	5-140-7000.001	Supplies-Operational	\$250	\$250	\$100	\$250
01	5-140-7005.006	Supplies-Promo-Education	\$500	\$500	\$100	\$1,500
	<b>Total General Office Supplies Expense</b>		<b>\$750</b>	<b>\$750</b>	<b>\$200</b>	<b>\$1,750</b>
	<b>Total Mayor &amp; Council Expense</b>		<b>\$33,105</b>	<b>\$33,605</b>	<b>\$31,730</b>	<b>\$36,305</b>

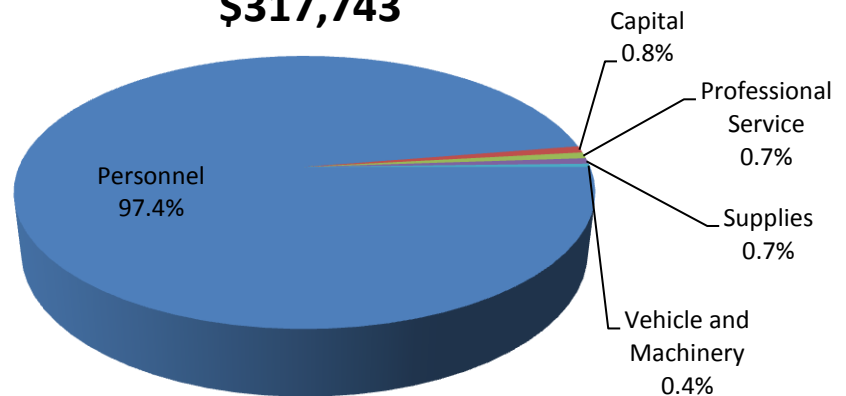


## City Administration

The General Administration Department is comprised of the City Administrator and Human Resources Department. 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

**\$317,743**



#### 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.

Goal: Update HR Employee Policy Manual

Strategy: To provide administration and management of the City's employee compensation and benefits package, coordinate employee recruitments, coordinate safety and risk management, and coordinate ongoing workforce development and training.

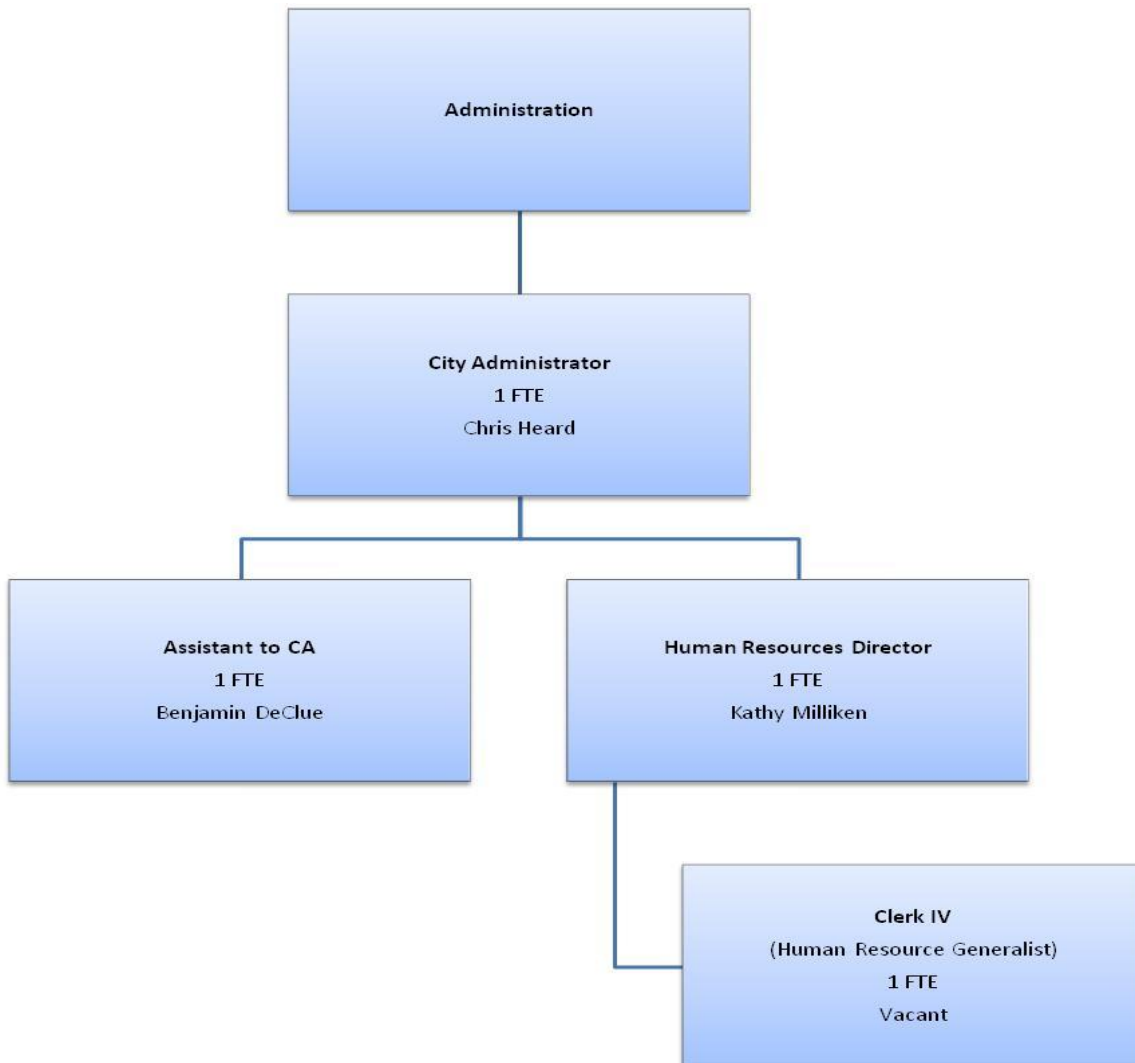
Budgetary Factors: Non-budgeted. No additional funding.

Goal: Conduct position recruitment as vacancies occur.

Strategy: Promote the use of retention and recruiting flexibilities as well as providing career management opportunities. Focus on sustaining the highest levels of performance across all occupations and locations from recruiting and retention through recognition of service and separation from the City of Lebanon workforce.

Budgetary Factors: Non-budgeted. No additional funding.

## City Administration Organizational Chart



General Fund-City Administration Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-145-1000.001	Fulltime Salary	\$210,000	\$210,000	\$199,350	\$216,300
01	5-145-1000.002	Part Time Salary	\$4,000	\$0	\$0	\$0
	<b>Total Salaries Expense</b>		<b>\$214,000</b>	<b>\$210,000</b>	<b>\$197,055</b>	<b>\$216,300</b>
01	5-145-1005.001	Health Premium-Employee	\$15,600	\$21,120	\$19,050	\$15,840
01	5-145-1005.002	Health Premium-Family	\$0	\$0	\$0	\$11,760
01	5-145-1005.003	Dental Premium-Employee	\$900	\$900	\$810	\$900
01	5-145-1005.004	Dental Premium-Family	\$600	\$600	\$455	\$600
	<b>Total Insurance Expense</b>		<b>\$17,100</b>	<b>\$22,620</b>	<b>\$20,315</b>	<b>\$29,100</b>
01	5-145-1010.001	Life Insurance	\$220	\$220	\$215	\$220
	<b>Total Life Insurance Expense</b>		<b>\$220</b>	<b>\$220</b>	<b>\$215</b>	<b>\$220</b>
01	5-145-1015.001	Lagers-General	\$28,770	\$28,560	\$22,800	\$28,552
01	5-145-1015.004	Deferred Comp-Employer	\$2,600	\$2,600	\$2,175	\$2,600
	<b>Total Retirement Expense</b>		<b>\$31,370</b>	<b>\$31,160</b>	<b>\$24,975</b>	<b>\$31,152</b>
01	5-145-1020.001	FICA-Employer	\$13,270	\$13,020	\$12,200	\$13,410
01	5-145-1020.002	Medicare-Employer	\$3,100	\$3,050	\$2,860	\$3,140
01	5-145-1020.003	Unemployment Compensation	\$2,140	\$2,100	\$1,955	\$2,160
01	5-145-1020.004	Workman's Compensation	\$840	\$840	\$711	\$686
	<b>Total Payroll Taxes Expense</b>		<b>\$19,350</b>	<b>\$19,010</b>	<b>\$17,726</b>	<b>\$19,396</b>
01	5-145-1025.001	Employee-Uniforms	\$300	\$150	\$0	\$200
01	5-145-1025.002	Employee-Dues/License/Membership	\$2,000	\$2,000	\$1,200	\$2,000
01	5-145-1025.003	Employee-Books	\$750	\$750	\$0	\$750
01	5-145-1025.004	Employee-Travel/Hotel	\$3,000	\$3,000	\$3,000	\$3,250
01	5-145-1025.005	Employee-Training	\$2,500	\$3,500	\$2,000	\$3,500
01	5-145-1025.006	Employee-Recognition	\$3,500	\$3,500	\$3,300	\$3,500
01	5-145-1025.007	Employee-Bonds	\$250	\$250	\$350	\$175
	<b>Total Employee Expense</b>		<b>\$12,300</b>	<b>\$13,150</b>	<b>\$9,850</b>	<b>\$13,375</b>
	<b>Total Personnel Expense</b>		<b>\$294,340</b>	<b>\$296,160</b>	<b>\$270,136</b>	<b>\$309,543</b>

General Fund-City Administration Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-145-2015.000	Capital Exp-Furniture and Fixtures	\$2,500	\$2,500	\$0	\$2,500
	<b>Total Capital Expense</b>		<b>\$2,500</b>	<b>\$2,500</b>	<b>\$0</b>	<b>\$2,500</b>
01	5-145-6000.007	Prof Services-Toxicology Testing	\$150	\$150	\$110	\$150
01	5-145-6000.008	Prof Services-MSHP Background Checks	\$100	\$100	\$50	\$100
01	5-145-6000.014	Prof Services-Events and Functions	\$2,000	\$1,500	\$250	\$1,750
01	5-145-6010.002	Prof Services-Employee Recruitment	\$0	\$0	\$700	\$300
	<b>Total General Professional Service Expense</b>		<b>\$2,250</b>	<b>\$1,750</b>	<b>\$1,110</b>	<b>\$2,300</b>
01	5-145-7000.001	Supplies-Operational	\$500	\$100	\$700	\$600
01	5-145-7000.002	Supplies-Computer Accessories	\$250	\$100	\$0	\$100
01	5-145-7005.001	Supplies-Printing	\$250	\$100	\$40	\$100
01	5-145-7005.002	Supplies-Mailing	\$0	\$1,250	\$0	\$100
01	5-145-7005.003	Supplies-Postage	\$300	\$500	\$100	\$500
01	5-145-7005.004	Supplies-Paper	\$500	\$250	\$150	\$250
01	5-145-7005.005	Supplies-Forms	\$250	\$250	\$205	\$0
01	5-145-7005.006	Supplies-Promo-Education	\$250	\$250	\$50	\$250
	<b>Total General Office Supplies Expense</b>		<b>\$2,300</b>	<b>\$2,800</b>	<b>\$1,245</b>	<b>\$1,900</b>
01	5-145-7015.004	Supplies-Safety	\$500	\$250	\$0	\$250
	<b>Total Supplies Expense</b>		<b>\$2,800</b>	<b>\$3,050</b>	<b>\$1,245</b>	<b>\$2,150</b>
01	5-145-8300.001	Equipment-Repair	\$250	\$250	\$0	\$250
	<b>Total Machinery and Equipment Expense</b>		<b>\$250</b>	<b>\$250</b>	<b>\$0</b>	<b>\$250</b>
01	5-145-8600.001	Vehicle-Repair	\$250	\$250	\$0	\$250
01	5-145-8600.002	Vehicle-Maintenance	\$250	\$250	\$0	\$250
01	5-145-8600.005	Vehicle-Fuel	\$500	\$500	\$500	\$500
	<b>Total Vehicle Expense</b>		<b>\$1,000</b>	<b>\$1,000</b>	<b>\$500</b>	<b>\$1,000</b>
	<b>Total Tools, Machinery, and Vehicle Expense</b>		<b>\$1,250</b>	<b>\$1,250</b>	<b>\$500</b>	<b>\$1,250</b>
	<b>Total City Administration Expense</b>		<b>\$303,140</b>	<b>\$304,710</b>	<b>\$272,991</b>	<b>\$317,743</b>

## City Clerk

The City Clerk's Office is responsible for official City records, ordinances and resolutions, official notices, and advertisements, the Official City Seal, preparation of meeting minutes and certification of official documents.

**Goal:** Dispose of records which have reached or exceeded the state's retention schedule and put a yearly disposition process in place.

**Strategy:** Identify records for disposition, present to Council for approval, note meeting minutes accordingly, and securely dispose of records.

**Budgetary Factors:** Records have not been destroyed for 10 plus years, so the initial impact to the budget will be more significant than years to follow.

**Goal:** Improve processes within Cash Collection and Utility Billing.

**Strategy:** Identify areas of inefficiencies and make necessary improvements.

**Budgetary Factors:** Improvements in these areas should have a positive impact on the budget as a reduction in operational costs is foreseen.

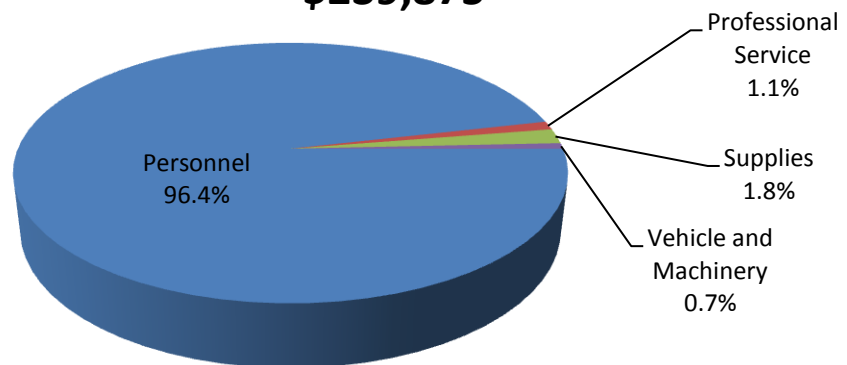
**Goal:** Establish a Cash Collections and Utility Billing policy.

**Strategy:** Review, make appropriate changes to, and put into written format all policies and practices.

**Budgetary Factors:** Non-budgeted. No additional funding required.

### City Clerk Expense by Category

**\$239,875**



City Clerk Organizational Chart



General Fund-City Clerk Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-150-1000.001	Fulltime Salary	\$147,000	\$147,000	\$147,650	\$155,100
01	5-150-1000.005	Fulltime Overtime	\$0	\$0	\$0	\$2,100
	<b>Total Salaries Expense</b>		<b>\$147,000</b>	<b>\$147,000</b>	<b>\$147,650</b>	<b>\$157,200</b>
01	5-150-1005.001	Health Premium-Employee	\$7,800	\$10,560	\$10,565	\$10,560
01	5-150-1005.002	Health Premium-Family	\$16,800	\$19,800	\$16,045	\$15,240
01	5-150-1005.003	Dental Premium-Employee	\$900	\$900	\$1,220	\$1,300
01	5-150-1005.004	Dental Premium-Family	\$600	\$600	\$640	\$600
	<b>Total Insurance Expense</b>		<b>\$26,100</b>	<b>\$31,860</b>	<b>\$28,470</b>	<b>\$27,700</b>
01	5-150-1010.001	Life Insurance	\$220	\$220	\$225	\$250
	<b>Total Life Insurance Expense</b>		<b>\$220</b>	<b>\$220</b>	<b>\$225</b>	<b>\$250</b>
01	5-150-1015.001	Lagers-General	\$20,140	\$19,990	\$20,080	\$20,470
01	5-150-1015.004	Deferred Comp-Employer	\$2,600	\$2,600	\$2,600	\$2,600
	<b>Total Retirement Expense</b>		<b>\$22,740</b>	<b>\$22,590</b>	<b>\$22,680</b>	<b>\$23,070</b>
01	5-150-1020.001	FICA-Employer	\$9,110	\$9,110	\$8,500	\$9,750
01	5-150-1020.002	Medicare-Employer	\$2,130	\$2,130	\$2,000	\$2,280
01	5-150-1020.003	Unemployment Compensation	\$1,470	\$1,470	\$1,500	\$1,570
01	5-150-1020.004	Workman's Compensation	\$2,490	\$2,490	\$2,039	\$1,980
	<b>Total Payroll Taxes Expense</b>		<b>\$15,200</b>	<b>\$15,200</b>	<b>\$14,039</b>	<b>\$15,580</b>
01	5-150-1025.001	Employee-Uniforms	\$375	\$300	\$0	\$300
01	5-150-1025.002	Employee-Dues/License/Membership	\$150	\$150	\$75	\$150
01	5-150-1025.003	Employee-Books	\$200	\$200	\$0	\$200
01	5-150-1025.004	Employee-Travel/Hotel	\$1,500	\$1,500	\$1,000	\$1,600
01	5-150-1025.005	Employee-Training	\$5,000	\$5,000	\$1,100	\$5,000
01	5-150-1025.006	Employee-Recognition	\$200	\$200	\$0	\$200
01	5-150-1025.007	Employee-Bonds	\$250	\$0	\$175	\$0
	<b>Total Employee Expense</b>		<b>\$7,675</b>	<b>\$7,350</b>	<b>\$2,350</b>	<b>\$7,450</b>

General Fund-City Clerk Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	<b>Total Personnel Expense</b>		<b>\$218,935</b>	<b>\$224,220</b>	<b>\$215,414</b>	<b>\$231,250</b>
01	5-150-2015.000	Capital Exp-Furniture and Fixtures	\$750	\$0	\$0	\$0
	<b>Total Capital Expense</b>		<b>\$750</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
01	5-150-6000.001	Prof Services-Legal	\$2,500	\$0	\$0	\$0
01	5-150-6000.007	Prof Services-Toxicology Testing	\$200	\$200	\$70	\$200
01	5-150-6000.008	Prof Services-MSHP Background Checks	\$200	\$200	\$0	\$200
	<b>Total General Professional Service Expense</b>		<b>\$2,900</b>	<b>\$400</b>	<b>\$70</b>	<b>\$400</b>
01	5-150-6005.001	Insurance-Vehicle	\$1,000	\$1,000	\$839	\$1,000
01	5-150-6005.015	Insurance-Notary Public	\$0	\$50	\$0	\$175
	<b>Total Insurance Expense</b>		<b>\$1,000</b>	<b>\$1,050</b>	<b>\$839</b>	<b>\$1,175</b>
01	5-150-6010.001	Advertising-Public Notices	\$100	\$150	\$70	\$200
01	5-150-6010.002	Advertising-Employee Recruitment	\$500	\$100	\$125	\$500
01	5-150-6010.003	Advertising-Print	\$500	\$250	\$250	\$250
	<b>Total Advertising Expense</b>		<b>\$1,100</b>	<b>\$500</b>	<b>\$445</b>	<b>\$950</b>
01	5-150-6020.000	Software-Annual Renewal/Maintenance-General	\$250	\$0	\$0	\$0
	<b>Total Software Expense</b>		<b>\$250</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>Total Professional Service Expense</b>		<b>\$5,250</b>	<b>\$1,950</b>	<b>\$1,354</b>	<b>\$2,525</b>
01	5-150-7000.001	Supplies-Operational	\$2,500	\$1,500	\$700	\$1,500
01	5-150-7000.002	Supplies-Computer Accessories	\$500	\$100	\$100	\$100
01	5-150-7000.003	Supplies-Desk Accessories-Small Office Equipment	\$500	\$100	\$0	\$100
01	5-150-7000.004	Supplies-Small Tools	\$200	\$100	\$0	\$100
01	5-150-7005.001	Supplies-Printing	\$100	\$100	\$0	\$100
01	5-150-7005.002	Supplies-Mailing	\$0	\$1,700	\$0	\$300
01	5-150-7005.003	Supplies-Postage	\$200	\$200	\$200	\$200
01	5-150-7005.004	Supplies-Paper	\$1,000	\$500	\$75	\$500
01	5-150-7005.005	Supplies-Forms	\$500	\$500	\$0	\$500



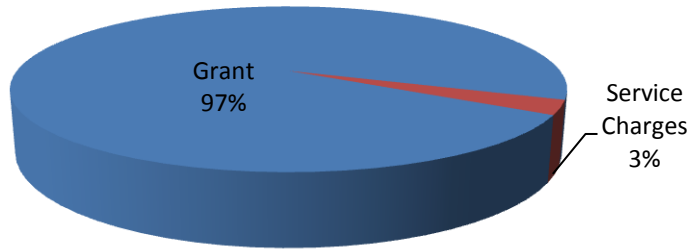
General Fund-City Clerk Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-150-7005.006	Supplies-Promo-Education	\$1,000	\$1,000	\$900	\$1,000
	<b>Total General Office Supplies Expense</b>		<b>\$6,500</b>	<b>\$5,800</b>	<b>\$1,975</b>	<b>\$4,400</b>
01	5-150-8600.001	Vehicle-Repair	\$500	\$500	\$0	\$500
01	5-150-8600.002	Vehicle-Maintenance	\$500	\$500	\$0	\$500
01	5-150-8600.005	Vehicle-Fuel	\$700	\$700	\$300	\$700
	<b>Total Vehicle Expense</b>		<b>\$1,700</b>	<b>\$1,700</b>	<b>\$300</b>	<b>\$1,700</b>
	<b>Total Tools, Machinery, and Vehicle Expense</b>		<b>\$1,700</b>	<b>\$1,700</b>	<b>\$650</b>	<b>\$1,700</b>
	<b>Total City Clerk Expense</b>		<b>\$233,135</b>	<b>\$233,670</b>	<b>\$219,043</b>	<b>\$239,875</b>

# Recycling

This program was established to fund recycling services for the City to reduce the amount of refuse transferred into local landfills. Funding is provided mostly from grant funding.

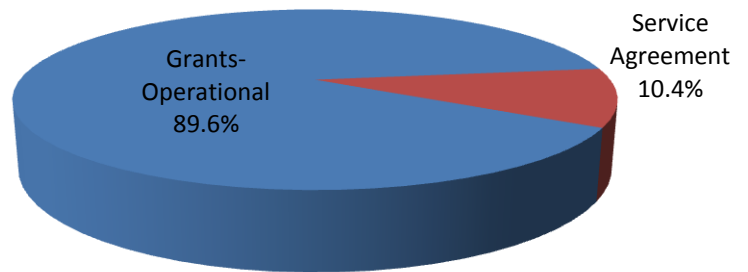
## Recycling Revenue by Category

**\$53,500**



## Recycling Expense by Category

**\$53,035**



General Fund-Recycling Revenues			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	4-155-2005.001	Grant-Operational	\$21,000	\$21,000	\$10,000	\$52,000
01	4-155-3000.004	Brush Drop-off & Scrap	\$1,500	\$1,500	\$2,000	\$1,500
	<b>Total Recycling Revenues</b>		<b>\$22,500</b>	<b>\$22,500</b>	<b>\$12,000</b>	<b>\$53,500</b>
	<b>Total General Fund Revenues</b>		<b>\$6,108,750</b>	<b>\$6,416,950</b>	<b>\$6,743,098</b>	<b>\$6,571,350</b>

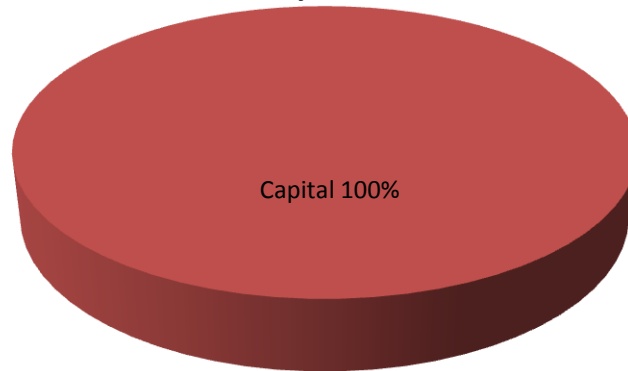
General Fund-Recycling Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-155-4010.000	Grants-Operational	\$21,000	\$21,000	\$10,300	\$47,500
	<b>Total Grant Expense</b>		<b>\$21,000</b>	<b>\$21,000</b>	<b>\$10,300</b>	<b>\$47,500</b>
01	5-155-6000.015	Prof Services-Service Contracts	\$0	\$0	\$0	\$5,535
01	5-155-6015.000	Service Agreements-General	\$5,535	\$5,535	\$5,535	\$0
	<b>Total Professional Services Expense</b>		<b>\$5,535</b>	<b>\$5,535</b>	<b>\$5,535</b>	<b>\$5,535</b>
	<b>Total Recycling Expense</b>		<b>\$26,535</b>	<b>\$26,535</b>	<b>\$15,835</b>	<b>\$53,035</b>

## Storm Water

This program is responsible for managing storm water maintenance and improvements

### Storm Water Expense by Category

**\$62,500**



General Fund-Storm Water Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-165-2030.000	Capital Exp-Infrastructure	\$15,000	\$67,500	\$12,900	\$62,500
	<b>Total Capital Expense</b>		<b>\$15,000</b>	<b>\$67,500</b>	<b>\$12,900</b>	<b>\$62,500</b>
01	5-165-6000.003	Prof Services – Surveying	\$0	\$0	\$2,100	\$0
	<b>Total Professional Services Expense</b>		<b>\$0</b>	<b>\$0</b>	<b>\$2,100</b>	<b>\$62,500</b>
	<b>Total Storm Water Expense</b>		<b>\$15,000</b>	<b>\$67,500</b>	<b>\$15,000</b>	<b>\$62,500</b>

## Finance Department

The Finance Department performs a variety of comprehensive fiduciary functions. 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 and paying accounts payable invoices in an accurate and timely manner. Responsibilities include accounting and financial reporting of all City operations and the collecting, depositing and investing of City funds.

Goal: Provide finance department workforce development opportunities to support career progression and growth.

Strategy: Create opportunities for finance department workforce development based on a competency framework. Establish process and methodology to identify and measure workforce competencies and requirements. Foster the department, professional growth, and success of the finance department that provides the highest quality training and education.

Budgetary Factors: Availability of funds.

Goal: Provide finance department accounts receivable module.

Strategy: Update from the manual method of accounts receivable reconciliation to the new Incode Accounts Receivable Module to reduce the current workload by half. This new software provides customer history, financial recap, and pending activity; provides full integration and posting to General Ledger; allows for full invoice processing, including pricing and quantities and integrates with Microsoft® Office for letter generation and data analysis.

Budgetary Factors: Availability of funds.

Goal: Present audit of fiscal year 2015 to City Council by September 30, 2015.

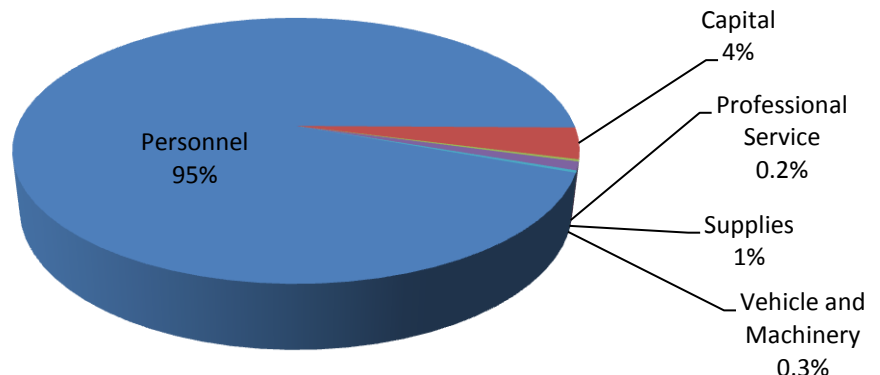
Strategy: Provide information to Auditors in a timely manner.

Budgetary Factors: Non-budgeted. No additional funding required.

Goal: Prepare the budget in conformity with the Government Finance Officers Association Standards.

### Finance Office Expense by Category

**\$252,196**



Strategy: Review and make appropriate changes to all policies, budgets, and practices, as well as submitting a timely and accurate annual budget.

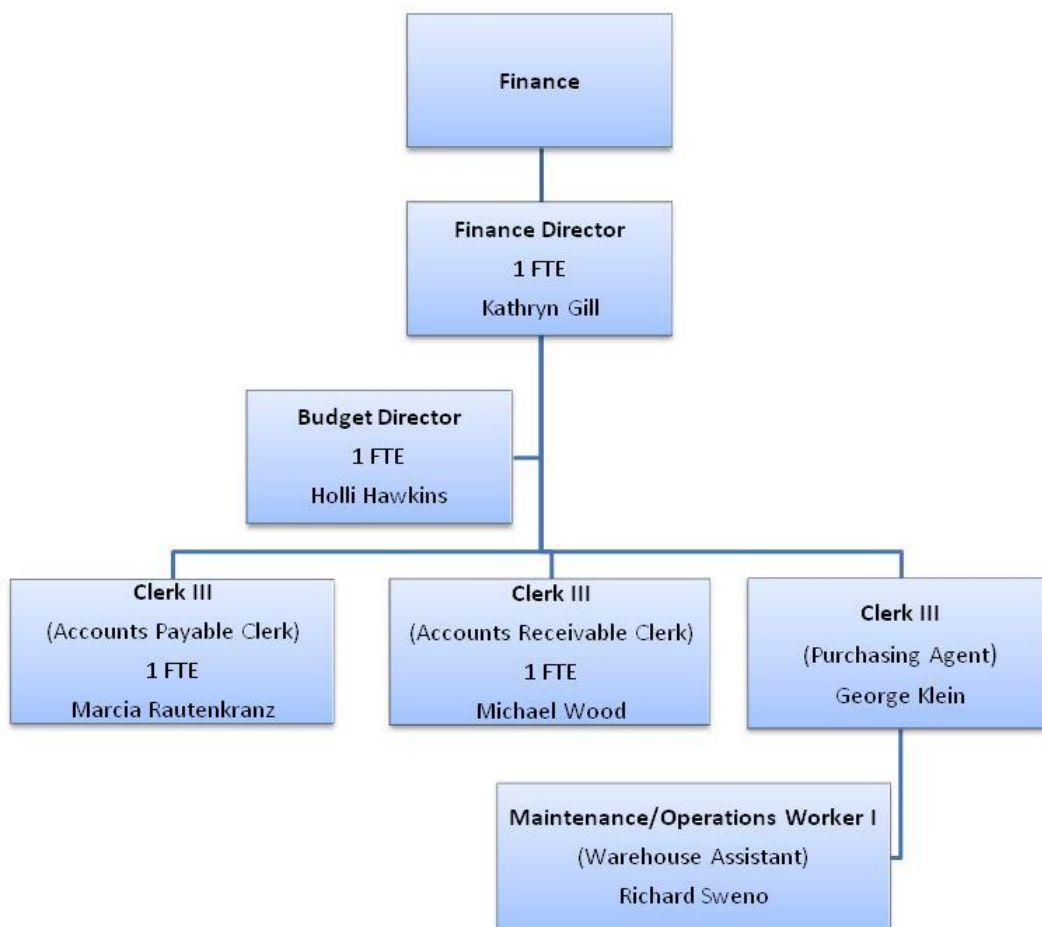
Budgetary Factors: Non-budgeted. No additional funding required.

Goal: Continue developing the tracking of fixed assets.

Strategy: Work in conjunction with IT and City departments to develop the fixed asset database and input the fixed assets.

Budgetary Factors: Non-budgeted. No additional funding.

### Finance Department Organizational Chart



General Fund-Finance Office Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-170-1000.001	Fulltime Salary	\$158,000	\$158,000	\$159,105	\$162,870
	<b>Total Salaries Expense</b>		<b>\$158,000</b>	<b>\$158,000</b>	<b>\$159,105</b>	<b>\$162,870</b>
01	5-170-1005.001	Health Premium-Employee	\$7,800	\$15,840	\$15,840	\$15,840
01	5-170-1005.002	Health Premium-Family	\$21,000	\$11,760	\$12,330	\$11,760
01	5-170-1005.003	Dental Premium-Employee	\$900	\$900	\$610	\$625
01	5-170-1005.004	Dental Premium-Family	\$600	\$600	\$450	\$450
	<b>Total Insurance Expense</b>		<b>\$30,300</b>	<b>\$29,100</b>	<b>\$29,231</b>	<b>\$28,675</b>
01	5-170-1010.001	Life Insurance	\$330	\$330	\$230	\$250
	<b>Total Life Insurance Expense</b>		<b>\$330</b>	<b>\$330</b>	<b>\$230</b>	<b>\$250</b>
01	5-170-1015.001	Lagers-General	\$21,650	\$21,490	\$20,825	\$21,500
01	5-170-1015.004	Deferred Comp-Employer	\$2,600	\$2,600	\$2,600	\$2,600
	<b>Total Retirement Expense</b>		<b>\$24,250</b>	<b>\$24,090</b>	<b>\$23,425</b>	<b>\$24,100</b>
01	5-170-1020.001	FICA-Employer	\$9,800	\$9,800	\$9,520	\$10,100
01	5-170-1020.002	Medicare-Employer	\$2,290	\$2,290	\$2,225	\$2,360
01	5-170-1020.003	Unemployment Compensation	\$1,580	\$1,580	\$1,590	\$1,630
01	5-170-1020.004	Workman's Compensation	\$840	\$840	\$711	\$686
	<b>Total Payroll Taxes Expense</b>		<b>\$14,510</b>	<b>\$14,510</b>	<b>\$14,046</b>	<b>\$14,776</b>
01	5-170-1025.001	Employee-Uniforms	\$1,475	\$250	\$0	\$175
01	5-170-1025.002	Employee-Dues/Lics/Membership	\$1,000	\$1,000	\$615	\$750
01	5-170-1025.003	Employee-Books	\$500	\$500	\$0	\$500
01	5-170-1025.004	Employee-Travel/Hotel	\$250	\$250	\$800	\$1,800
01	5-170-1025.005	Employee-Training	\$2,500	\$2,500	\$1,950	\$4,600
01	5-170-1025.007	Employee-Bonds	\$0	\$0	\$225	\$175
	<b>Total Employee Expense</b>		<b>\$5,725</b>	<b>\$4,500</b>	<b>\$3,590</b>	<b>\$8,000</b>
	<b>Total Personnel Expense</b>		<b>\$233,115</b>	<b>\$230,530</b>	<b>\$229,627</b>	<b>\$238,671</b>
01	5-170-2020.000	Capital Exp-Machinery and Equipment	\$1,250	\$0	\$0	\$9,600
	<b>Total Capital Expense</b>		<b>\$1,250</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,600</b>

General Fund-Finance Office Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
01	5-170-5010.001	Utilities-Landline and Fiber	\$300	\$300	\$0	\$0
01	5-170-5015.001	Utilities-Cell Phones	\$1,440	\$1,440	\$0	\$0
	<b>Total Utilities Expense</b>		<b>\$1,740</b>	<b>\$1,740</b>	<b>\$0</b>	<b>\$0</b>
01	5-170-6000.007	Prof Services-Toxicology Testing	\$200	\$200	\$0	\$100
01	5-170-6000.008	Prof Services-MSHP Background Checks	\$75	\$75	\$0	\$75
01	5-170-6000.014	Prof Services-Events and Functions	\$750	\$750	\$0	\$150
	<b>Total General Professional Service Expense</b>		<b>\$1,025</b>	<b>\$1,025</b>	<b>\$0</b>	<b>\$325</b>
01	5-170-6010.002	Advertising-Employee Recruitment	\$1,000	\$1,000	\$0	\$100
01	5-170-6010.003	Advertising-Print	\$200	\$200	\$140	\$200
	<b>Total Advertising Expense</b>		<b>\$1,200</b>	<b>\$1,200</b>	<b>\$140</b>	<b>\$300</b>
	<b>Total Professional Service Expense</b>		<b>\$2,225</b>	<b>\$2,225</b>	<b>\$140</b>	<b>\$625</b>
01	5-170-7000.001	Supplies-Operational	\$1,000	\$500	\$900	\$1,000
01	5-170-7000.002	Supplies-Computer Accessories	\$1,665	\$500	\$0	\$250
01	5-170-7000.004	Supplies-Small Tools	\$400	\$250	\$0	\$0
01	5-170-7005.001	Supplies-Printing	\$150	\$150	\$25	\$100
01	5-170-7005.002	Supplies-Mailing	\$0	\$1,750	\$600	\$750
01	5-170-7005.003	Supplies-Postage	\$200	\$200	\$50	\$50
01	5-170-7005.004	Supplies-Paper	\$250	\$150	\$75	\$100
01	5-170-7005.005	Supplies-Forms	\$500	\$250	\$20	\$350
	<b>Total General Office Supplies Expense</b>		<b>\$4,165</b>	<b>\$3,750</b>	<b>\$1,670</b>	<b>\$2,600</b>
01	5-170-7015.004	Supplies-Safety	\$150	\$150	\$0	\$0
	<b>Total Medical and Safety Supplies Expense</b>		<b>\$150</b>	<b>\$150</b>	<b>\$0</b>	<b>\$0</b>
	<b>Total Supplies</b>		<b>\$4,315</b>	<b>\$3,900</b>	<b>\$1,670</b>	<b>\$2,600</b>
01	5-170-8600.001	Vehicle-Repair	\$250	\$250	\$0	\$100
01	5-170-8600.002	Vehicle-Maintenance	\$250	\$250	\$0	\$100
01	5-170-8600.005	Vehicle-Fuel	\$500	\$500	\$75	\$500
	<b>Total Vehicle Expense</b>		<b>\$1,000</b>	<b>\$1,000</b>	<b>\$75</b>	<b>\$700</b>

General Fund-Finance Office Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
		<b>Total Tools, Machinery, and Vehicle Expense</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$75</b>	<b>\$700</b>
		<b>Total Finance Office Expense</b>	<b>\$243,645</b>	<b>\$239,395</b>	<b>\$231,512</b>	<b>\$252,196</b>
		<b>Total General Fund Expenses</b>	<b>\$6,661,218</b>	<b>\$6,668,017</b>	<b>\$6,131,838</b>	<b>\$6,998,391</b>



# Street Fund

The Street Fund is used for transportation purposes in the City of Lebanon. It provides for the maintenance and expansion of transportation needs of our citizens; such as, repair and maintenance of existing public road system, and upgrades to local transportation system. Revenue sources are transportation tax; state gas and motor vehicle tax; and funding grants for projects.

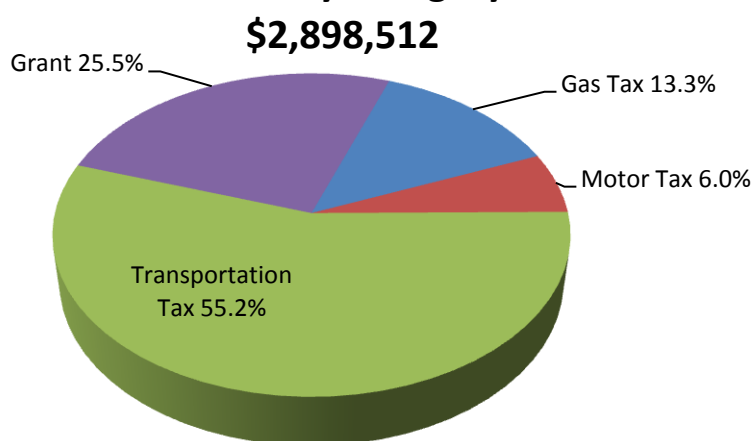
Goal: Provide adequate infrastructure to meet the needs of our citizens and members of our business community, with the ability to adjust to the changing needs of our users.

Strategy: Continue to review, update and follow the improvements defined in the Street Maintenance Plan to ensure all possible funds are being allocated to improving our street and traffic corridors in efforts to meet the targeted goals adopted.

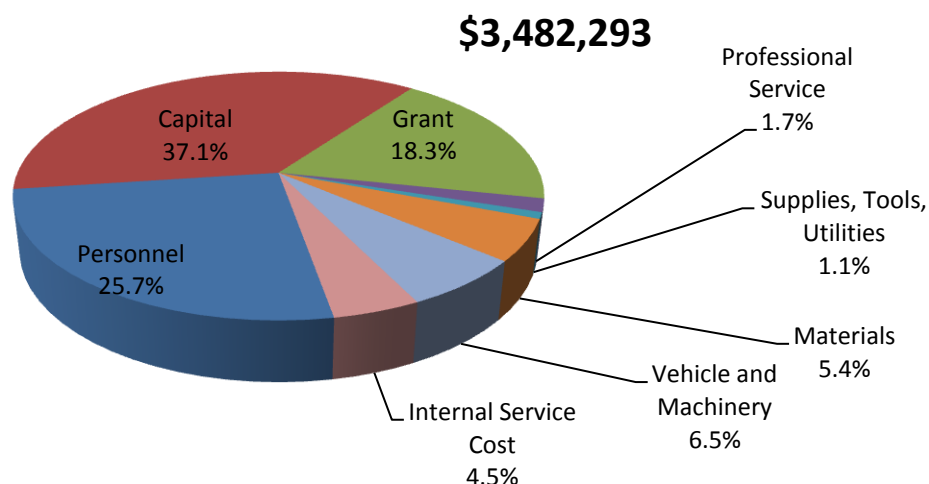
- ✓ Finish inspections local streets to complete entire street network inspections, and complete crack filling/fog seal on arterial and collector streets, and capital improvements to increase PCI scores

Budgetary Factor: Availability of Capital Improvement Plan funds, and the City's ability to provide for the required local funding

## Street Funds Available by Category



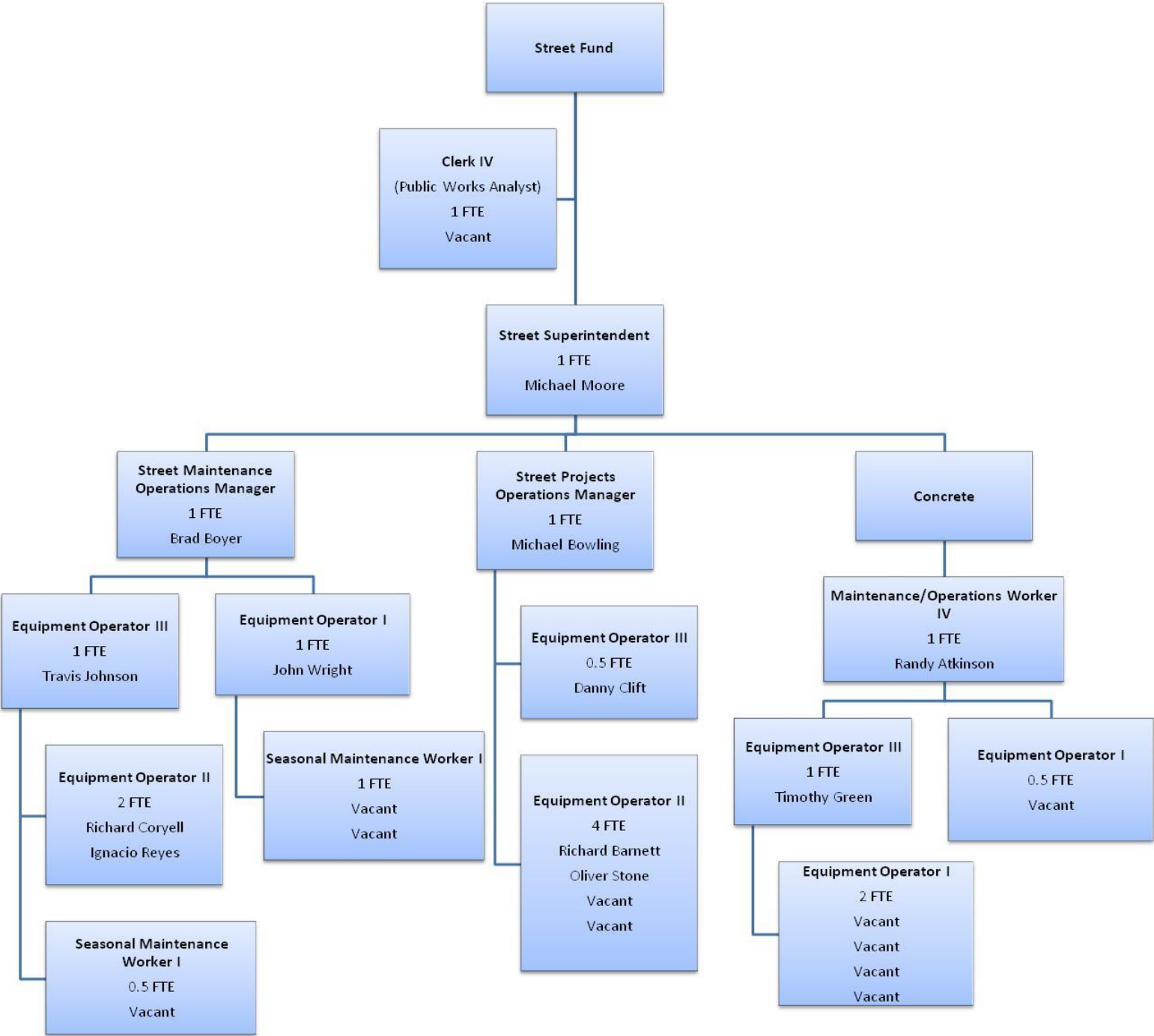
## Street Expense by Category



## Street Fund Revenue and Expense by Category

Street Fund	2014 Actual	2015 Budget	2015 Estimated	2016 Proposed
<b>Revenues</b>				
Taxes	\$1,536,048	\$1,525,000	\$1,641,575	\$1,600,000
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$643,828	\$1,064,731	\$684,665	\$1,298,512
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	\$3,355,883	\$2,673	\$2,673	\$0
Internal Service Revenue				
<b>Total Revenues</b>	<b>\$5,535,759</b>	<b>\$2,592,404</b>	<b>\$2,328,913</b>	<b>\$2,898,512</b>
<b>Expenses</b>				
Personnel	\$788,425	\$796,750	\$730,493	\$893,765
Capital	\$278,000	\$468,450	\$282,310	\$1,291,529
Debt	\$3,666,303	\$0	\$0	\$0
Grants	\$38,381	\$831,133	\$320,050	\$637,930
Utilities	\$18,781	\$17,950	\$20,925	\$18,505
Professional Services	\$40,012	\$55,520	\$52,020	\$59,840
Supplies and Materials	\$103,722	\$88,800	\$106,550	\$190,033
Tools, Equipment, and Vehicles	\$157,454	\$197,450	\$185,850	\$233,396
Benefit Expense				
Other				
Internal Service Expense	\$127,141	\$173,820	\$168,969	\$157,295
<b>Total Expensee</b>	<b>\$5,218,221</b>	<b>\$2,629,873</b>	<b>\$1,867,167</b>	<b>\$3,482,293</b>

# Street Fund Organizational Chart



Street-Revenues			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
08	4-500-1000.002	Tax-Sales 0.5%	\$1,525,000	\$1,525,000	\$1,641,575	\$1,600,000
	<b>Total Tax Revenue</b>		<b>\$1,525,000</b>	<b>\$1,525,000</b>	<b>\$1,641,575</b>	<b>\$1,600,000</b>
08	4-500-2000.001	State Tax-Gas	\$350,000	\$365,000	\$370,000	\$385,000
08	4-500-2000.002	State Tax-Motor Vehicle	\$150,000	\$155,000	\$165,000	\$175,000
	<b>Total State Tax Revenue</b>		<b>\$500,000</b>	<b>\$520,000</b>	<b>\$535,000</b>	<b>\$560,000</b>
08	4-500-2005.003	Grant-Capital	\$322,640	\$544,731	\$149,665	\$738,512
	<b>Total Grant Revenue</b>		<b>\$322,640</b>	<b>\$544,731</b>	<b>\$149,665</b>	<b>\$738,512</b>
	<b>Total Intergovernmental Revenue</b>		<b>\$822,640</b>	<b>\$1,064,731</b>	<b>\$684,665</b>	<b>\$1,298,512</b>
08	4-500-3010.006	Misc-Miscellaneous	\$0	\$0	\$623	\$0
08	4-500-3010.008	Misc- Gain/Loss Asset Disposal	\$0	\$0	\$2,050	\$0
	<b>Total Miscellaneous Revenue</b>		<b>\$0</b>	<b>\$0</b>	<b>\$2,673</b>	<b>\$0</b>
	<b>Total Street Revenues</b>		<b>\$2,347,640</b>	<b>\$2,589,731</b>	<b>\$2,328,913</b>	<b>\$2,898,512</b>

Street-Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
08	5-500-1000.001	Fulltime Salary	\$483,000	\$488,441	\$449,725	\$501,650
08	5-500-1000.002	Part Time Salary	\$41,000	\$36,703	\$26,875	\$99,910
08	5-500-1000.005	Fulltime Overtime	\$10,000	\$8,581	\$10,200	\$9,720
08	5-500-1000.006	Part Time Overtime	\$0	\$0	\$150	\$0
	<b>Total Salaries Expense</b>		<b>\$534,000</b>	<b>\$533,725</b>	<b>\$486,950</b>	<b>\$611,280</b>
08	5-500-1005.001	Health Premium-Employee	\$27,300	\$31,680	\$31,215	\$31,680
08	5-500-1005.002	Health Premium-Family	\$68,700	\$66,600	\$67,775	\$78,360
08	5-500-1005.003	Dental Premium-Employee	\$3,900	\$3,900	\$3,070	\$3,900
08	5-500-1005.004	Dental Premium-Family	\$600	\$600	\$855	\$1,200
	<b>Total Insurance Expense</b>		<b>\$100,500</b>	<b>\$102,780</b>	<b>\$102,915</b>	<b>\$115,140</b>
08	5-500-1010.001	Life Insurance	\$825	\$825	\$654	\$825

Street-Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	<b>Total Life Insurance Expense</b>		<b>\$825</b>	<b>\$825</b>	<b>\$654</b>	<b>\$825</b>
08	5-500-1015.001	Lagers-General	\$67,540	\$65,110	\$57,450	\$67,500
08	5-500-1015.004	Deferred Comp-Employer	\$7,150	\$7,150	\$6,500	\$7,150
	<b>Total Retirement Expense</b>		<b>\$74,690</b>	<b>\$72,260</b>	<b>\$63,950</b>	<b>\$74,650</b>
08	5-500-1020.001	FICA-Employer	\$33,110	\$33,090	\$27,625	\$37,900
08	5-500-1020.002	Medicare-Employer	\$7,740	\$7,740	\$6,525	\$8,860
08	5-500-1020.003	Unemployment Compensation	\$5,340	\$5,340	\$4,800	\$6,110
08	5-500-1020.004	Workman's Compensation	\$28,490	\$28,490	\$25,359	\$25,894
	<b>Total Payroll Taxes Expense</b>		<b>\$74,680</b>	<b>\$74,660</b>	<b>\$64,309</b>	<b>\$78,764</b>
08	5-500-1025.001	Employee-Uniforms	\$8,000	\$9,000	\$8,725	\$9,500
08	5-500-1025.002	Employee-Dues/License/Membership	\$750	\$750	\$1,115	\$773
08	5-500-1025.003	Employee-Books	\$250	\$250	\$0	\$258
08	5-500-1025.005	Employee-Training	\$2,500	\$2,500	\$1,875	\$2,575
	<b>Total Employee Expense</b>		<b>\$11,500</b>	<b>\$12,500</b>	<b>\$11,715</b>	<b>\$13,106</b>
	<b>Total Personnel Expense</b>		<b>\$796,195</b>	<b>\$796,750</b>	<b>\$730,493</b>	<b>\$893,765</b>
08	5-500-2005.000	Capital Exp-Land	\$0	\$0	\$0	\$840,529
08	5-500-2020.000	Capital Exp-Machinery	\$24,125	\$0	\$8,890	\$421,000
08	5-500-2025.000	Capital Exp-Vehicles	\$48,000	\$95,000	\$50,000	\$30,000
08	5-500-2030.000	Capital Exp-Infrastructure	\$408,500	\$373,450	\$223,450	\$0
	<b>Total Capital Expense</b>		<b>\$480,625</b>	<b>\$468,450</b>	<b>\$282,310</b>	<b>\$1,291,529</b>
08	5-500-3005.000	Debt-COPS	\$371,875	\$0	\$0	\$0
	<b>Total Debt Expense</b>		<b>\$371,875</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
08	5-500-4005.002	Grants-Capital Improvement	\$193,895	\$831,133	\$320,050	\$637,930
	<b>Total Grant Expense</b>		<b>\$193,895</b>	<b>\$831,133</b>	<b>\$320,050</b>	<b>\$637,930</b>
08	5-500-5000.001	Utilities-Electric	\$250	\$250	\$0	\$275
08	5-500-5005.001	Utilities-Propane	\$12,000	\$12,000	\$14,325	\$12,360
08	5-500-5010.001	Utilities-Landline and Fiber	\$0	\$0	\$500	\$0

Street-Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
08	5-500-5015.001	Utilities-Cell Phones	\$3,700	\$3,700	\$4,100	\$3,810
08	5-500-5025.001	Utilities-Solid Waste	\$2,000	\$2,000	\$2,000	\$2,060
	<b>Total Utilities Expense</b>		<b>\$17,950</b>	<b>\$17,950</b>	<b>\$20,925</b>	<b>\$18,505</b>
08	5-500-6000.002	Prof Services-Engineering	\$15,000	\$25,000	\$25,000	\$25,000
08	5-500-6000.003	Prof Services-Surveying	\$3,500	\$3,500	\$3,500	\$9,500
08	5-500-6000.007	Prof Services-Toxicology Test	\$1,000	\$1,000	\$1,000	\$1,030
08	5-500-6000.008	Prof Services-MSHP Background Check	\$1,000	\$1,000	\$500	\$1,030
08	5-500-6000.018	Prof Services-Damage Claims	\$3,000	\$3,000	\$1,000	\$3,090
	<b>Total General Professional Service Expense</b>		<b>\$23,500</b>	<b>\$33,500</b>	<b>\$31,000</b>	<b>\$39,650</b>
08	5-500-6005.001	Insurance-Vehicle	\$12,500	\$12,500	\$12,500	\$12,875
08	5-500-6005.002	Insurance-Equipment	\$7,300	\$7,300	\$7,300	\$6,500
08	5-500-6005.003	Insurance-Building & Property	\$220	\$220	\$320	\$300
08	5-500-6005.008	Insurance-City Street	\$1,500	\$1,500	\$0	\$0
	<b>Total Insurance Expense</b>		<b>\$21,520</b>	<b>\$21,520</b>	<b>\$20,120</b>	<b>\$19,675</b>
08	5-500-6010.003	Advertising-Print	\$500	\$500	\$900	\$515
	<b>Total Advertising Expense</b>		<b>\$500</b>	<b>\$500</b>	<b>\$900</b>	<b>\$515</b>
	<b>Total Professional Service Expense</b>		<b>\$45,520</b>	<b>\$55,520</b>	<b>\$52,020</b>	<b>\$59,840</b>
08	5-500-7000.001	Supplies-Operational	\$600	\$750	\$750	\$773
	<b>Total General Office Supplies Expense</b>		<b>\$600</b>	<b>\$750</b>	<b>\$750</b>	<b>\$773</b>
08	5-500-7015.004	Supplies-Safety	\$2,000	\$4,100	\$4,100	\$2,060
	<b>Total Medical and Safety Supplies Expense</b>		<b>\$2,000</b>	<b>\$4,100</b>	<b>\$4,100</b>	<b>\$2,060</b>
	<b>Total Supplies</b>		<b>\$2,600</b>	<b>\$4,850</b>	<b>\$4,850</b>	<b>\$2,833</b>
08	5-500-7500.001	Materials-Asphalt	\$55,000	\$26,500	\$29,150	\$104,000
08	5-500-7500.002	Materials-Rock	\$6,500	\$6,700	\$2,200	\$6,900
08	5-500-7505.003	Materials-Pipe-Misc.	\$1,000	\$1,000	\$1,100	\$1,000
08	5-500-7510.001	Materials-Paint	\$5,000	\$8,250	\$8,250	\$13,500
08	5-500-7510.002	Materials-Signs	\$10,000	\$10,000	\$10,000	\$10,300

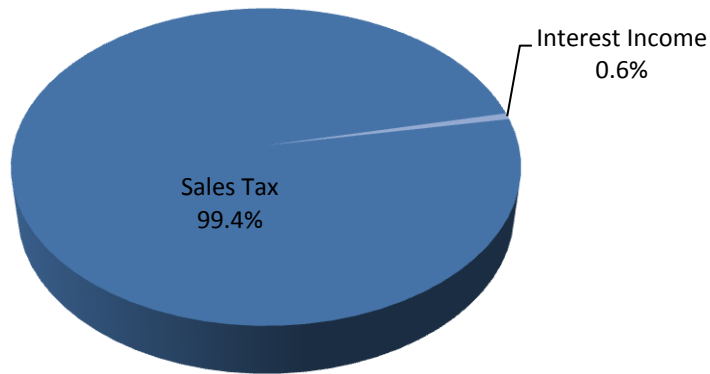
Street-Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
08	5-500-7525.001	Materials-Infrastructure Maintenance	\$30,000	\$31,500	\$51,000	\$51,500
	<b>Total Material Expense</b>		<b>\$107,500</b>	<b>\$83,950</b>	<b>\$101,700</b>	<b>\$187,200</b>
08	5-500-8000.001	Tools-Repair	\$1,250	\$1,250	\$100	\$1,288
08	5-500-8000.002	Tools- Maintenance	\$1,250	\$1,250	\$400	\$1,288
08	5-500-8000.003	Tools-Supplies	\$5,000	\$5,000	\$5,000	\$5,150
	<b>Total Tools and Portable Equipment Expense</b>		<b>\$7,500</b>	<b>\$7,500</b>	<b>\$5,500</b>	<b>\$7,726</b>
08	5-500-8300.001	Equipment-Repair	\$10,500	\$24,750	\$34,750	\$39,500
08	5-500-8300.002	Equipment-Maintenance	\$25,000	\$15,500	\$24,200	\$26,000
08	5-500-8300.003	Equipment-Supplies	\$500	\$500	\$500	\$500
08	5-500-8300.004	Equipment-Equipment	\$5,000	\$1,000	\$1,000	\$1,000
08	5-500-8300.005	Equipment-Fuel	\$32,000	\$37,500	\$22,000	\$33,000
	<b>Total Machinery and Equipment Expense</b>		<b>\$73,000</b>	<b>\$79,250</b>	<b>\$82,450</b>	<b>\$100,000</b>
08	5-500-8600.001	Vehicle-Repair	\$15,000	\$38,100	\$38,100	\$39,250
08	5-500-8600.002	Vehicle-Maintenance	\$15,000	\$15,450	\$23,300	\$31,920
08	5-500-8600.003	Vehicle-Supplies	\$500	\$500	\$500	\$500
08	5-500-8600.004	Vehicle-Equipment	\$3,500	\$1,000	\$1,000	\$1,000
08	5-500-8600.005	Vehicle-Fuel	\$52,000	\$55,650	\$35,000	\$53,000
	<b>Total Vehicle Expense</b>		<b>\$86,000</b>	<b>\$110,700</b>	<b>\$97,900</b>	<b>\$125,670</b>
	<b>Total Tools, Machinery, and Vehicle Expense</b>		<b>\$166,500</b>	<b>\$197,450</b>	<b>\$185,850</b>	<b>\$233,396</b>
08	5-500-9910.000	Internal Service-Personnel	\$180,400	\$173,820	\$168,969	\$157,295
	<b>Total Internal Service</b>		<b>\$180,400</b>	<b>\$173,820</b>	<b>\$168,969</b>	<b>\$157,295</b>
	<b>Total Street Expense</b>		<b>\$2,363,060</b>	<b>\$2,629,873</b>	<b>\$1,867,167</b>	<b>\$3,482,293</b>

## Capital Fund

The Capital Fund is used for capital infrastructure and recreational projects. Additionally the fund pays for the debt service related to these types of projects. The monies collected are from a ½ cent voters approved sales tax.

### Capital Funds Available by Category

**\$1,590,000**



### Capital Expense by Category

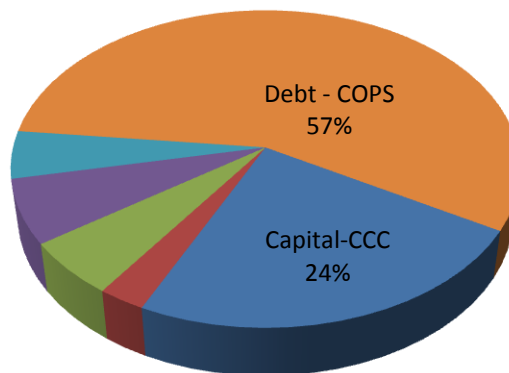
**\$2,064,030**

Capital-  
Community Bldgs  
5%

Capital-Park  
6%

Capital-Police  
5%

Capital-Fire  
3%





## Capital Fund Revenue and Expense by Category

Capital Fund	2014 Actual	2015 Budget	2015 Estimated	2016 Proposed
<b>Revenues</b>				
Taxes	\$1,535,794	\$1,580,000	\$1,641,125	\$1,580,000
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	\$807,407	\$10,000	\$0	\$10,000
Internal Service Revenue	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$2,343,200</b>	<b>\$1,590,000</b>	<b>\$1,641,125</b>	<b>\$1,590,000</b>
<b>Expenses</b>				
Personnel	\$0	\$0	\$0	\$0
Capital	\$527,980	\$2,652,874	\$1,959,161	\$895,000
Debt	\$2,564,299	\$1,173,000	\$1,170,609	\$1,169,030
Grants	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0
Supplies and Materials	\$0	\$0	\$0	\$0
Tools, Equipment, and Vehicles	\$0	\$0	\$0	\$0
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$0	\$0	\$0	\$0
<b>Total Expensee</b>	<b>\$3,092,280</b>	<b>\$3,825,874</b>	<b>\$3,129,770</b>	<b>\$2,064,030</b>

Capital-Administration Revenue			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
22	4-600-1000.002	Tax-Sales 0.5%	\$1,580,000	\$1,580,000	\$1,641,125	\$1,580,000
	<b>Total Tax Revenue</b>		<b>\$1,580,000</b>	<b>\$1,580,000</b>	<b>\$1,641,125</b>	<b>\$1,580,000</b>
22	4-600-3010.003	Misc.-Interest Income	\$10,000	\$10,000	\$0	\$10,000
	<b>Total Miscellaneous Revenue</b>		<b>\$10,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$10,000</b>
	<b>Total Administration Revenue</b>		<b>\$1,590,000</b>	<b>\$1,590,000</b>	<b>\$1,641,125</b>	<b>\$1,590,000</b>

Capital-Administration Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
22	5-600-3005.000	Debt-COPS	\$800,945	\$1,173,000	\$1,170,609	\$1,169,030
	Total Administration Expense		\$800,945	\$1,173,000	\$1,170,609	\$1,169,030
Capital-General Expenses						
22	5-605-2005.000	Capital Exp-Land and Improvement	\$52,000	\$0	\$0	\$180,000
22	5-605-2010.000	Capital Exp-Building and Improvement	\$968,400	\$1,289,500	\$1,300,000	\$410,000
22	5-605-2015.000	Capital Exp-Furniture and Fixtures	\$0	\$124,186	\$0	\$0
22	5-605-2020.000	Capital Exp-Machinery and Equipment	\$31,900	\$122,750	\$105,750	\$48,000
22	5-605-2025.000	Capital Exp-Vehicles	\$170,000	\$90,000	\$86,200	\$122,000
22	5-605-2030.000	Capital Exp-Infrastructure	\$0	\$120,000	\$11,211	\$0
	Total Capital-General Expense		\$1,222,300	\$1,746,436	\$1,503,161	\$760,000
Capital-Street Expenses						
22	5-610-2005.000	Capital Exp-Land and Improvement	\$317,000	\$236,438	\$153,000	\$0
	Total Capital-Street Expense		\$317,000	\$236,438	\$153,000	\$0
Capital-Park Expenses						
22	5-650-2005.000	Capital Exp-Land and Improvement	\$438,890	\$335,000	\$303,000	\$135,000
	Total Capital-Park Expense		\$513,890	\$670,000	\$303,000	\$135,000
	Total Capital Expense		\$2,854,135	\$3,825,874	\$3,129,770	\$2,064,030

## Tourism Fund

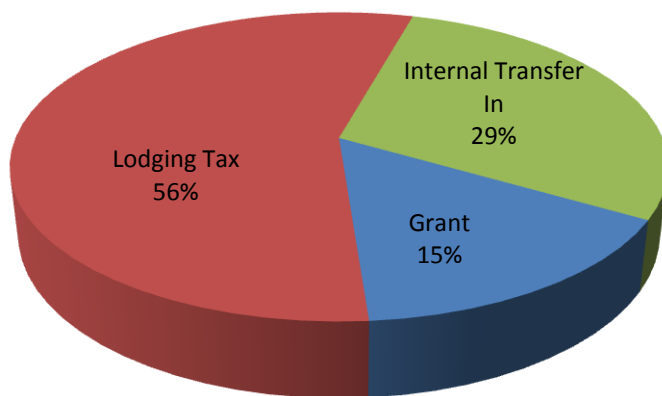
Tourism is responsible for providing marketing and educational opportunities for the many events and visitors to the Lebanon area. This is accomplished through both conventional and non-conventional marketing channels. The Tourism Department attends trade shows and other events during the year marketing all the resources available in Lebanon and the surrounding area for visitors to do during their stay. The main revenue source is the lodging tax paid by hoteliers located in the city.

Goal: Increase the economic impact of tourism in Lebanon Laclede County Missouri through increased visitation.

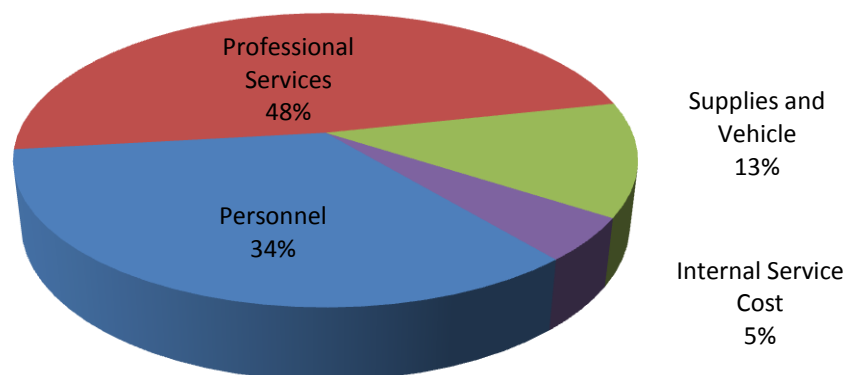
Strategy: The utilization of a variety of marketing mixtures to attract out-of-town visitors to the community through awareness of local area events and attractions.

Budgetary Factor: Availability of lodging tax revenue, state grant revenue and internal Interfund transfer.

### Tourism Funds Available by Category \$207,000



### Tourism Expense by Category \$204,057



## Tourism Fund Revenue and Expense by Category

Tourism Fund	2014 Actual	2015 Budget	2015 Estimated	2016 Proposed
<b>Revenues</b>				
Taxes	\$114,073	\$115,000	\$114,900	\$115,000
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	\$35,665	\$40,000	\$27,970	\$32,000
Internal Service Revenue	\$0	\$60,000	\$60,000	\$60,000
<b>Total Revenues</b>	<b>\$149,738</b>	<b>\$215,000</b>	<b>\$202,870</b>	<b>\$207,000</b>
<b>Expenses</b>				
Personnel	\$33,829	\$65,820	\$65,513	\$69,981
Capital	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Professional Services	\$85,384	\$105,750	\$95,467	\$98,750
Supplies and Materials	\$20,577	\$20,150	\$17,615	\$23,750
Tools, Equipment, and Vehicles	\$505	\$1,800	\$950	\$1,800
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$3,974	\$9,599	\$8,000	\$9,776
<b>Total Expensee</b>	<b>\$144,269</b>	<b>\$203,119</b>	<b>\$187,545</b>	<b>\$204,057</b>

## Tourism Organizational Chart



Tourism-Revenue			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
40	4-500-1000.006	Tax-Lodging	\$110,000	\$115,000	\$114,900	\$115,000
	Total Tax Revenue		\$110,000	\$115,000	\$114,900	\$115,000
40	4-500-2005.001	Grant-Operative	\$42,000	\$40,000	\$27,970	\$32,000
	Total Grant Revenue		\$42,000	\$40,000	\$27,970	\$32,000
40	4-500-9999.001	Interfund Transfer	\$9,000	\$60,000	\$60,000	\$60,000
	Total Interfund Transfer		\$9,000	\$60,000	\$60,000	\$60,000
	Total Tourism Revenue		\$161,000	\$215,000	\$202,870	\$207,000

Tourism-Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
40	5-500-1000.001	Fulltime Salary	\$45,000	\$45,000	\$44,525	\$45,840
	<b>Total Salaries Expense</b>		<b>\$45,000</b>	<b>\$45,000</b>	<b>\$44,525</b>	<b>\$45,840</b>
40	5-500-1005.001	Health Premium-Employee	\$3,900	\$5,280	\$5,675	\$5,280
40	5-500-1005.003	Dental Premium-Employee	\$300	\$300	\$305	\$300
	<b>Total Insurance Expense</b>		<b>\$4,200</b>	<b>\$5,580</b>	<b>\$5,980</b>	<b>\$5,580</b>
40	5-500-1010.001	Life Insurance	\$55	\$55	\$60	\$60
	<b>Total Life Insurance Expense</b>		<b>\$55</b>	<b>\$55</b>	<b>\$60</b>	<b>\$60</b>
40	5-500-1015.001	Lagers-General	\$6,165	\$5,895	\$5,830	\$6,051
40	5-500-1015.004	Deferred Comp-Employer	\$650	\$650	\$325	\$650
	<b>Total Retirement Expense</b>		<b>\$6,815</b>	<b>\$6,545</b>	<b>\$6,155</b>	<b>\$6,701</b>
40	5-500-1020.001	FICA-Employer	\$2,790	\$2,790	\$2,728	\$2,840
40	5-500-1020.002	Medicare-Employer	\$650	\$650	\$640	\$660
40	5-500-1020.003	Unemployment Compensation	\$450	\$450	\$450	\$460
	<b>Total Payroll Taxes Expense</b>		<b>\$3,890</b>	<b>\$3,890</b>	<b>\$3,818</b>	<b>\$3,960</b>
40	5-500-1025.002	Employee-Dues/License/Membership	\$650	\$750	\$750	\$750
40	5-500-1025.004	Employee-Travel/Hotel	\$3,200	\$3,250	\$3,670	\$5,870

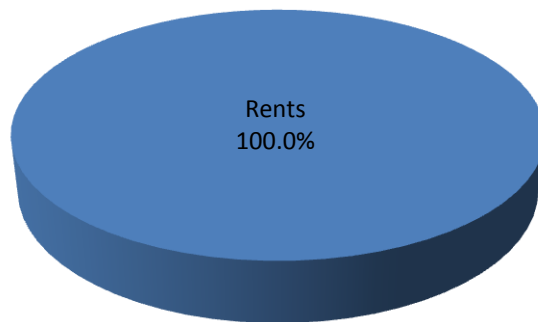
Tourism-Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
40	5-500-1025.005	Employee-Training	\$1,000	\$750	\$555	\$1,220
	<b>Total Employee Expense</b>		<b>\$4,850</b>	<b>\$4,750</b>	<b>\$4,975</b>	<b>\$7,840</b>
	<b>Total Personnel Expense</b>		<b>\$64,810</b>	<b>\$65,820</b>	<b>\$65,513</b>	<b>\$69,981</b>
40	5-500-6000.007	Prof Services-Toxicology Test	\$0	\$50	\$0	\$50
40	5-500-6000.014	Prof Services-Event Planning	\$12,005	\$15,000	\$13,000	\$10,000
	<b>Total General Professional Service Expense</b>		<b>\$12,005</b>	<b>\$15,050</b>	<b>\$13,000</b>	<b>\$10,050</b>
40	5-500-6005.001	Insurance-Vehicle	\$700	\$700	\$467	\$700
	<b>Total Insurance Expense</b>		<b>\$700</b>	<b>\$700</b>	<b>\$467</b>	<b>\$700</b>
40	5-500-6010.003	Advertising-Print	\$41,785	\$41,000	\$38,000	\$41,000
40	5-500-6010.004	Advertising-Internet	\$21,025	\$24,000	\$20,000	\$21,000
40	5-500-6010.005	Advertising-Billboard	\$11,700	\$11,500	\$11,000	\$12,000
40	5-500-6010.007	Advertising-Television	\$13,850	\$13,500	\$13,000	\$14,000
	<b>Total Advertising Expense</b>		<b>\$88,360</b>	<b>\$90,000</b>	<b>\$82,000</b>	<b>\$88,000</b>
	<b>Total Professional Services Expense</b>		<b>\$101,065</b>	<b>\$105,750</b>	<b>\$95,467</b>	<b>\$98,750</b>
40	5-500-7000.001	Supplies-Operational	\$500	\$1,000	\$1,000	\$2,600
40	5-500-7005.002	Supplies-Mailing	\$150	\$150	\$115	\$150
40	5-500-7005.003	Supplies-Postage	\$4,000	\$4,000	\$1,500	\$4,000
40	5-500-7005.006	Supplies-Promo-Education	\$19,875	\$15,000	\$15,000	\$17,000
	<b>Total General Office Supplies Expense</b>		<b>\$24,525</b>	<b>\$20,150</b>	<b>\$17,615</b>	<b>\$23,750</b>
40	5-500-8600.002	Vehicle-Maintenance	\$500	\$500	\$0	\$500
40	5-500-8600.003	Vehicle-Supplies	\$500	\$500	\$150	\$500
40	5-500-8600.005	Vehicle-Fuel	\$800	\$800	\$800	\$800
	<b>Total Vehicle Expense</b>		<b>\$1,800</b>	<b>\$1,800</b>	<b>\$950</b>	<b>\$1,800</b>
40	5-500-9910.000	Internal Service-Personnel	\$9,000	\$9,599	\$8,000	\$9,776
	<b>Total Internal Service-Personnel</b>		<b>\$9,000</b>	<b>\$9,599</b>	<b>\$8,000</b>	<b>\$9,776</b>
	<b>Total Internal Service</b>		<b>\$9,000</b>	<b>\$9,599</b>	<b>\$8,000</b>	<b>\$9,776</b>
	<b>Total Tourism Expense</b>		<b>\$201,200</b>	<b>\$203,119</b>	<b>\$187,545</b>	<b>\$204,057</b>

## Economic Development

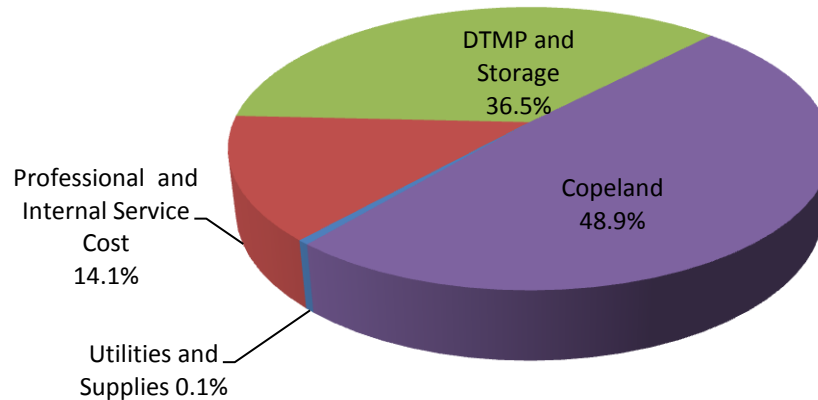
The Economic Development Fund accounts for revenue and expenditures associated with city owned properties that are rented to various businesses and industries.

### Economic Development Sources of Revenue

**\$1,310,725**



### Economic Development Expense **\$1,341,832**



## Economic Development Fund Revenue and Expense by Category

Economic Development Fund	2014 Actual	2015 Budget	2015 Estimated	2016 Proposed
<b>Revenues</b>				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$265,407	\$287,900	\$268,374	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Service Charges	\$0	\$0	\$0	\$0
Rentals	\$1,318,085	\$2,279,750	\$1,381,841	\$1,304,725
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$396,287	\$421,168	\$426,705	\$6,000
Internal Service Revenue	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$1,979,779</b>	<b>\$2,988,818</b>	<b>\$2,076,920</b>	<b>\$1,310,725</b>
<b>Expenses</b>				
Personnel	\$82,667	\$0	\$0	\$0
Capital	\$2,006,963	\$0	\$16,325	\$0
Debt	\$1,327,496	\$2,137,711	\$1,179,111	\$1,133,211
Grants	\$0	\$0	\$0	\$0
Utilities	\$11,741	\$750	\$3,130	\$3,200
Professional Services	\$88,085	\$89,525	\$88,635	\$87,325
Supplies and Materials	\$3,110	\$3,100	\$3,025	\$10,800
	\$1,310	\$1,500	\$1,500	\$5,400
Tools, Equipment, and Vehicles				
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$44,274	\$98,910	\$77,000	\$101,896
<b>Total Expensee</b>	<b>\$3,565,646</b>	<b>\$2,331,496</b>	<b>\$1,368,726</b>	<b>\$1,341,832</b>



Economic Development-Revenues			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
45	4-700-1010.001	PILOT-Electric	\$227,000	\$247,000	\$228,174	\$0
45	4-700-1010.002	PILOT-Water	\$17,500	\$17,500	\$17,500	\$0
45	4-700-1010.003	PILOT-Waste Water	\$23,400	\$23,400	\$22,700	\$0
	<b>Total PILOT Revenue</b>		<b>\$267,900</b>	<b>\$287,900</b>	<b>\$268,374</b>	<b>\$0</b>
45	4-700-3010.006	Misc. Miscellaneous	\$0	\$0	\$6,000	\$6,000
	<b>Total Economic Development General Revenue</b>		<b>\$267,900</b>	<b>\$287,900</b>	<b>\$274,374</b>	<b>\$6,000</b>
45	4-715-2005.002	Grant-Capital	\$839,480	\$421,168	\$420,705	\$0
	<b>Total Grant Revenue</b>		<b>\$839,480</b>	<b>\$421,168</b>	<b>\$420,705</b>	<b>\$0</b>
45	4-715-3005.001	Rental-Buildings	\$405,700	\$557,350	\$574,072	\$557,325
	<b>Total Rental Revenue</b>		<b>\$405,700</b>	<b>\$557,350</b>	<b>\$574,072</b>	<b>\$557,325</b>
	<b>Total DTMP Revenues</b>		<b>\$1,245,180</b>	<b>\$978,518</b>	<b>\$994,777</b>	<b>\$557,325</b>
45	4-730-3005.001	Rental-Buildings	\$747,500	\$747,400	\$747,394	\$747,400
	<b>Total Copeland Revenues</b>		<b>\$747,500</b>	<b>\$747,400</b>	<b>\$747,394</b>	<b>\$747,400</b>
45	4-720-3005.001	Rental-Buildings	\$107,200	\$975,000	\$35,364	\$0
45	4-720-3010.008	Misc-Gain/Loss Asset Disposal	\$0	\$0	\$15,710	
	<b>Total Rental Revenue</b>		<b>\$107,200</b>	<b>\$975,000</b>	<b>\$51,074</b>	<b>\$0</b>
	<b>Total Dowco Revenues</b>		<b>\$107,200</b>	<b>\$975,000</b>	<b>\$51,074</b>	<b>\$0</b>
45	4-735-3005.001	Rental-Buildings	\$12,000	\$0	\$0	\$0
	<b>Total Rental Revenue</b>		<b>\$12,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>Total Allen Building Revenues</b>		<b>\$12,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
45	4-745-3005.001	Rental-Buildings	\$12,000	\$0	\$3,000	\$0
	<b>Total Rental Revenue</b>		<b>\$12,000</b>	<b>\$0</b>	<b>\$3,000</b>	<b>\$0</b>
	<b>Total DTMP Storage Revenues</b>		<b>\$12,000</b>	<b>\$0</b>	<b>\$3,000</b>	<b>\$0</b>
45	4-755-3005.001	Rental-Buildings	\$27,600	\$0	\$6,300	\$0
	<b>Total Rental Revenue</b>		<b>\$27,600</b>	<b>\$0</b>	<b>\$6,300</b>	<b>\$0</b>
	<b>Total Cerensis Revenues</b>		<b>\$27,600</b>	<b>\$0</b>	<b>\$6,300</b>	<b>\$0</b>
	<b>Total Economic Development Revenue</b>		<b>\$2,419,380</b>	<b>\$2,988,818</b>	<b>\$2,076,920</b>	<b>\$1,310,725</b>

Economic Development-General Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
45	5-700-1000.001	Fulltime Salary	\$57,000	\$0	\$0	\$0
	<b>Total Salaries Expense</b>		<b>\$57,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
45	5-700-1005.002	Health Premium-Family	\$10,500	\$0	\$0	\$0
45	5-700-1005.003	Dental Premium-Employee	\$300	\$0	\$0	\$0
	<b>Total Insurance Expense</b>		<b>\$10,800</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
45	5-700-1010.001	Life Insurance	\$55	\$0	\$0	\$0
	<b>Total Life Insurance Expense</b>		<b>\$55</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
45	5-700-1015.001	Lagers-General	\$7,810	\$0	\$0	\$0
45	5-700-1015.004	Deferred Comp-Employer	\$650	\$0	\$0	\$0
	<b>Total Retirement Expense</b>		<b>\$8,460</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
45	5-700-1020.001	FICA-Employer	\$3,530	\$0	\$0	\$0
45	5-700-1020.002	Medicare-Employer	\$830	\$0	\$0	\$0
45	5-700-1020.003	Unemployment Compensation	\$570	\$0	\$0	\$0
	<b>Total Payroll Taxes Expense</b>		<b>\$4,930</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>Total Personnel Expense</b>		<b>\$81,245</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
45	5-700-1025.001	Employee-Uniforms	\$350	\$0	\$0	\$0
45	5-700-1025.002	Employee-Dues/License/Membership	\$500	\$0	\$0	\$0
45	5-700-1025.004	Employee-Travel/Hotel	\$250	\$0	\$0	\$0
45	5-700-1025.005	Employee-Training	\$250	\$0	\$0	\$0
45	5-700-1025.006	Employee-Recognition	\$250	\$0	\$0	\$0
	<b>Total Employee Expense</b>		<b>\$1,600</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
45	5-700-3025.000	Debt-Internal Obligation	\$0	\$29,500	\$29,500	\$0
	<b>Total Debt Expense</b>		<b>\$0</b>	<b>\$29,500</b>	<b>\$29,500</b>	<b>\$0</b>
45	5-700-5000.001	Utilities-Electric	\$750	\$750	\$1,750	\$1,800
45	5-700-5000.002	Utilities-Water	\$0	\$0	\$405	\$400
45	5-700-5000.003	Utilities-Sewer	\$0	\$0	\$405	\$400
45	5-700-5010.000	Utilities-Landline & Fiber	\$0	\$0	\$570	\$600

Economic Development-General Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
45	5-700-5015.001	Utilities-Cell Phones	\$450	\$0	\$0	\$0
	<b>Total Utilities Expense</b>		<b>\$1,200</b>	<b>\$750</b>	<b>\$3,130</b>	<b>\$3,200</b>
45	5-700-6000.002	Prof Services-Engineering	\$5,000	\$2,500	\$1,500	\$5,000
45	5-700-6000.007	Prof Services-Toxicology Test	\$50	\$0	\$0	\$0
45	5-700-6000.011	Prof Services-Dues and License	\$500	\$500	\$0	\$0
45	5-700-6000.012	Prof Services-Planning	\$500	\$500	\$0	\$0
45	5-700-6000.013	Prof Services-Studies	\$500	\$500	\$0	\$0
45	5-700-6000.016	Prof Services- Taxes and Fees	\$0	\$25	\$25	\$25
	<b>Total General Professional Service Expense</b>		<b>\$6,550</b>	<b>\$4,025</b>	<b>\$1,525</b>	<b>\$5,025</b>
45	5-700-6005.003	Insurance-Building & Property	\$250	\$250	\$2,110	\$2,200
	<b>Total Insurance Expense</b>		<b>\$250</b>	<b>\$250</b>	<b>\$2,110</b>	<b>\$2,200</b>
45	5-700-6010.001	Advertising-Public Notices	\$250	\$250	\$0	\$100
	<b>Total Advertising Expense</b>		<b>\$250</b>	<b>\$250</b>	<b>\$0</b>	<b>\$100</b>
45	5-700-6015.000	Service Agreements-General	\$85,000	\$85,000	\$85,000	\$80,000
	<b>Total Service Agreement Expense</b>		<b>\$85,000</b>	<b>\$85,000</b>	<b>\$85,000</b>	<b>\$80,000</b>
	<b>Total Professional Service Expense</b>		<b>\$92,050</b>	<b>\$89,525</b>	<b>\$88,635</b>	<b>\$87,325</b>
45	5-700-7000.001	Supplies-Operational	\$250	\$0	\$400	\$0
45	5-700-7005.002	Supplies-Mailing	\$0	\$250	\$0	\$0
45	5-700-7005.004	Supplies-Paper	\$0	\$0	\$25	\$0
45	5-700-7005.006	Supplies-Promo-Education	\$2,000	\$1,000	\$2,000	\$2,500
	<b>Total General Office Supplies Expense</b>		<b>\$2,250</b>	<b>\$1,250</b>	<b>\$2,425</b>	<b>\$2,500</b>
45	5-700-7510.003	Materials-Fitting	\$0	\$0	\$50	\$150
45	5-700-7525.001	Materials-Infrastructure	\$0	\$0	\$500	\$1,000
	<b>Total Material Expense</b>		<b>\$0</b>	<b>\$0</b>	<b>\$550</b>	<b>\$1,150</b>
45	5-700-8300.001	Equipment-Repair	\$0	\$0	\$150	\$250
	<b>Total Equipment Expense</b>		<b>\$0</b>	<b>\$0</b>	<b>\$150</b>	<b>\$250</b>
45	5-700-9910.000	Internal Service-Personnel	\$26,810	\$38,910	\$17,000	\$41,896

Economic Development-General Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
45	5-700-9999.000	Interfund Transfer	\$0	\$60,000	\$60,000	\$60,000
	<b>Total Internal Service</b>		<b>\$26,810</b>	<b>\$98,910</b>	<b>\$77,000</b>	<b>\$101,896</b>
	<b>Total Economic Development General Expense</b>		<b>\$205,155</b>	<b>\$219,935</b>	<b>\$200,690</b>	<b>\$196,321</b>
	<b>Total Detroit Tool Metal Products Expense</b>		<b>\$2,191,550</b>	<b>\$485,000</b>	<b>\$499,600</b>	<b>\$489,500</b>
	<b>Total Dowco Expense</b>		<b>\$150,475</b>	<b>\$975,000</b>	<b>\$16,400</b>	<b>\$0</b>
	<b>Total Copeland Expense</b>		<b>\$659,061</b>	<b>\$651,561</b>	<b>\$652,036</b>	<b>\$656,011</b>
	<b>Total Economic Development Expense</b>		<b>\$3,286,016</b>	<b>2,331,496</b>	<b>\$1,368,726</b>	<b>\$1,341,832</b>

# Detroit Tool Metal Products

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

Economic Development-Detroit Tools Metal Products Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
45	5-715-2010.000	Capital Exp-Building and Improvement	\$1,701,640	\$0	\$15,000	\$0
	<b>Total Capital Expense</b>		<b>\$1,701,640</b>	<b>\$0</b>	<b>\$15,000</b>	<b>\$0</b>
45	5-715-3025.000	Debt-Internal Obligation	\$484,410	\$484,000	\$484,000	\$484,000
	<b>Total Debt Expense</b>		<b>\$484,410</b>	<b>\$484,000</b>	<b>\$484,000</b>	<b>\$484,000</b>
45	5-715-7000.001	Supplies-Operational	\$500	\$250	\$100	\$250
45	5-715-7000.004	Supplies-Small Tools	\$250	\$250	\$0	\$250
	<b>Total General Office Supplies Expense</b>		<b>\$750</b>	<b>\$500</b>	<b>\$100</b>	<b>\$500</b>
45	5-715-7500.001	Materials-Asphalt	\$1,000	\$500	\$500	\$2,500
45	5-715-7500.002	Materials-Rock	\$1,000	\$0	\$0	\$0
45	5-715-7500.003	Materials-Concrete	\$1,000	\$0	\$0	\$1,000
45	5-715-7510.001	Materials-Paint	\$250	\$0	\$0	\$0
45	5-715-7510.003	Materials-Fittings	\$750	\$0	\$0	\$500
45	5-715-7510.004	Materials-Hardware	\$750	\$0	\$0	\$1,000
	<b>Total Material Expense</b>		<b>\$4,750</b>	<b>\$500</b>	<b>\$500</b>	<b>\$5,000</b>
	<b>Total Detroit Tool Metal Products Expense</b>		<b>\$2,191,550</b>	<b>\$485,000</b>	<b>\$499,600</b>	<b>\$489,500</b>

# Copeland

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

Economic Development-Copeland Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
45	5-730-2010.000	Capital Exp-Building and Improvement	\$0	\$0	\$1,225	\$0
	<b>Total Capital Expense</b>		<b>\$0</b>	<b>\$0</b>	<b>\$1,225</b>	<b>\$0</b>
45	5-730-3025.000	Debt-Internal Obligation	\$649,211	\$649,211	\$649,211	\$649,211
	<b>Total Debt Expense</b>		<b>\$649,211</b>	<b>\$649,211</b>	<b>\$649,211</b>	<b>\$649,211</b>
45	5-730-6000.002	Prof Services-Engineering	\$2,000	\$0	\$0	\$0
	<b>Total General Professional Service Expense</b>		<b>\$2,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
45	5-730-7000.001	Supplies-Operational	\$750	\$750	\$0	\$250
45	5-730-7000.004	Supplies-Small Tools	\$100	\$100	\$0	\$50
	<b>Total General Office Supplies Expense</b>		<b>\$850</b>	<b>\$850</b>	<b>\$0</b>	<b>\$300</b>
45	5-730-7500.001	Materials-Asphalt	\$1,250	\$0	\$0	\$1,500
45	5-730-7500.002	Materials-Rock	\$1,250	\$0	\$0	\$250
45	5-730-7500.003	Materials-Concrete	\$750	\$0	\$0	\$250
45	5-730-7510.001	Materials-Paint	\$250	\$0	\$0	\$250
45	5-730-7510.003	Materials-Fittings	\$750	\$0	\$100	\$150
45	5-730-7510.004	Materials-Hardware	\$750	\$0	\$0	\$100
	<b>Total Material Expense</b>		<b>\$5,000</b>	<b>\$0</b>	<b>\$100</b>	<b>\$2,500</b>
45	5-730-8300.001	Equipment-Repair	\$1,000	\$500	\$500	\$2,000
45	5-730-8300.002	Equipment-Maintenance	\$1,000	\$1,000	\$1,000	\$2,000
	<b>Total Equipment Expense</b>		<b>\$2,000</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>\$4,000</b>
	<b>Total Copeland Expense</b>		<b>\$659,061</b>	<b>\$651,561</b>	<b>\$652,036</b>	<b>\$656,011</b>

## Dowco

This program was established to manage the expenses for the lease agreement between DOWCO Inc dba DOWCO Marine and the City.

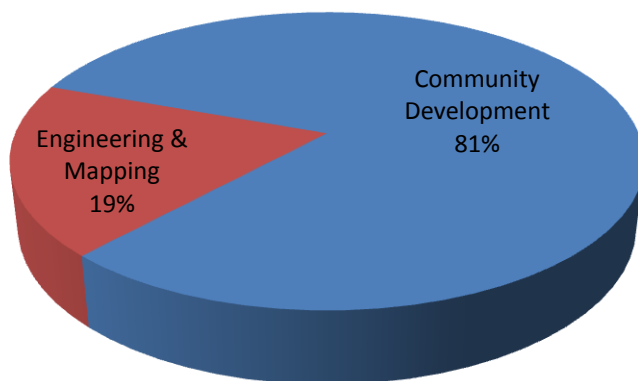
Economic Development-Dowco Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
45	5-720-2010.000	Capital Exp-Building and Improvement	\$37,000	\$0	\$0	\$0
	<b>Total Capital Expense</b>		<b>\$37,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
45	5-720-3025.000	Debt-Internal Obligation	\$109,375	\$975,000	\$16,400	\$0
	<b>Total Debt Expense</b>		<b>\$109,375</b>	<b>\$975,000</b>	<b>\$16,400</b>	<b>\$0</b>
45	5-720-6000.002	Prof Services-Engineering	\$0	\$0	\$0	\$0
	<b>Total General Professional Service Expense</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
45	5-720-7000.001	Supplies-Operational	\$500	\$0	\$0	\$0
45	5-720-7000.004	Supplies-Small Tools	\$100	\$0	\$0	\$0
	<b>Total General Office Supplies Expense</b>		<b>\$600</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
45	5-720-7500.001	Materials-Asphalt	\$1,000	\$0	\$0	\$0
45	5-720-7500.002	Materials-Rock	\$500	\$0	\$0	\$0
45	5-720-7500.003	Materials-Concrete	\$750	\$0	\$0	\$0
45	5-720-7510.001	Materials-Paint	\$250	\$0	\$0	\$0
45	5-720-7510.003	Materials-Fittings	\$500	\$0	\$0	\$0
45	5-720-7510.004	Materials-Hardware	\$500	\$0	\$0	\$0
	<b>Total Material Expense</b>		<b>\$3,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>Total Dowco Expense</b>		<b>\$150,475</b>	<b>\$975,000</b>	<b>\$16,400</b>	<b>\$0</b>

# Community Development Fund

Community Development Fund is made up of the Community Development Department and Engineering and Mapping.

## Community Development Expense by Category

**\$848,100**



## Community Development Fund Revenue and Expense by Category

Community Development Fund	2014 Actual	2015 Budget	2015 Estimated	2016 Proposed
<b>Revenues</b>				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Service Charges	\$0	\$0	\$35,000	\$330,000
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	\$221,448	\$402,475	\$323,268	\$523,985
<b>Total Revenues</b>	<b>\$221,448</b>	<b>\$402,475</b>	<b>\$358,268</b>	<b>\$853,985</b>
<b>Expenses</b>				
Personnel	\$206,036	\$336,565	\$296,816	\$368,925
Capital	\$5,263	\$8,000	\$14,000	\$420,000
Debt	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0
Utilities	\$1,443	\$2,410	\$1,940	\$2,410
Professional Services	\$5,250	\$42,400	\$1,062	\$47,200
Supplies and Materials	\$1,633	\$6,650	\$5,200	\$8,400
Tools, Equipment, and Vehicles	\$1,824	\$6,450	\$4,250	\$7,050
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$0	\$0	\$0	\$0
<b>Total Expensee</b>	<b>\$221,448</b>	<b>\$402,475</b>	<b>\$323,268</b>	<b>\$853,985</b>



## Community Development Administration

The City of Lebanon Community Development 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.

Certify Housing Inspector/ Compliance Officer in all aspects of the

2006 Residential Code such as Building Inspector, Electrical Inspector, Plumbing Inspector and HVAC Inspector. Certify Code Administrator in all aspects of the 2006 International Building Code such as Commercial Building/Electrical/ Plumbing and HVAC Inspector.

Strategy: Make available to inspectors resource manuals and materials to insure completion of testing and certification.

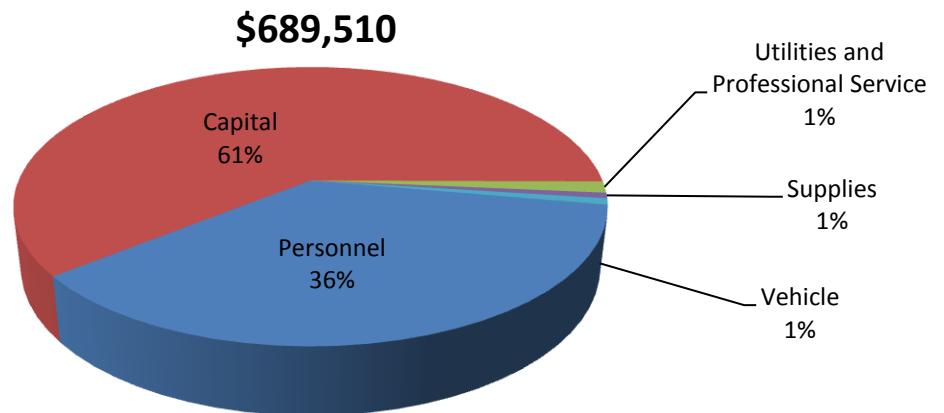
Budgetary Factor: Availability of funds for training.

Goal: Implement data base system to electronically store recorded plats and subdivision for ease of access.

Strategy: Availability of time will be a definite factor in this goal, but when construction of housing and commercial construction slows in the winter. I feel this will be the opportune time to accomplish this goal.

Budgetary Factor: Non-budgeted No additional funding required.

### Community Development Admin Expense by Category



## Community Development Administration Organizational Chart



Community Development-Administration Revenue			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
50	4-300-3000.008	Subdivision Reimbursement	\$0	\$0	\$111,195	\$330,000
	<b>Total Miscellaneous Revenue</b>		<b>\$0</b>	<b>\$0</b>	<b>\$111,195</b>	<b>\$330,000</b>
	<b>Total Administration Revenue</b>		<b>\$0</b>	<b>\$0</b>	<b>\$111,195</b>	<b>\$330,000</b>

Community Development-Administration Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
50	5-305-1000.001	Fulltime Salary	\$121,000	\$150,000	\$128,410	\$163,770
	<b>Total Salaries Expense</b>		<b>\$121,000</b>	<b>\$150,000</b>	<b>\$128,410</b>	<b>\$163,770</b>
50	5-305-1005.002	Health Premium-Family	\$24,300	\$31,560	\$29,020	\$39,600
50	5-305-1005.003	Dental Premium-Employee	\$900	\$1,200	\$905	\$1,200
	<b>Total Insurance Expense</b>		<b>\$25,200</b>	<b>\$32,760</b>	<b>\$29,925</b>	<b>\$40,800</b>
50	5-305-1010.001	Life Insurance	\$165	\$165	\$170	\$165
	<b>Total Life Insurance Expense</b>		<b>\$165</b>	<b>\$165</b>	<b>\$170</b>	<b>\$165</b>
50	5-305-1015.001	Lagers-General	\$16,580	\$19,650	\$16,825	\$21,620
50	5-305-1015.004	Deferred Comp-Employer	\$1,950	\$1,950	\$1,950	\$1,950
	<b>Total Retirement Expense</b>		<b>\$18,530</b>	<b>\$21,600</b>	<b>\$18,775</b>	<b>\$23,570</b>
50	5-305-1020.001	FICA-Employer	\$7,500	\$9,300	\$7,325	\$10,150
50	5-305-1020.002	Medicare-Employer	\$1,750	\$2,180	\$1,712	\$2,370
50	5-305-1020.003	Unemployment Compensation	\$1,210	\$1,500	\$1,295	\$1,640
50	5-305-1020.004	Workman's Compensation	\$1,250	\$1,250	\$1,004	\$975
	<b>Total Payroll Taxes Expense</b>		<b>\$11,710</b>	<b>\$14,230</b>	<b>\$11,336</b>	<b>\$15,135</b>
50	5-305-1025.001	Employee-Uniforms	\$0	\$1,910	\$930	\$1,910
50	5-305-1025.002	Employee-Dues/License/Membership	\$250	\$500	\$310	\$700
50	5-305-1025.003	Employee-Books	\$0	\$300	\$0	\$1,000
50	5-305-1025.004	Employee-Travel/Hotel	\$0	\$500	\$425	\$2,000
50	5-305-1025.005	Employee-Training	\$250	\$1,000	\$1,000	\$2,000
	<b>Total Employee Expense</b>		<b>\$500</b>	<b>\$4,210</b>	<b>\$2,665</b>	<b>\$7,610</b>
	<b>Total Personnel Expense</b>		<b>\$177,105</b>	<b>\$222,965</b>	<b>\$191,281</b>	<b>\$251,050</b>
50	5-305-2015.000	Capital Exp-Furniture and Fixtures	\$0	\$8,000	\$0	\$0
50	5-305-2020.000	Capital Exp-Machinery and Equipment	\$0	\$0	\$0	\$30,000
50	5-305-2030.000	Capital Exp-Infrastructure	\$15,000	\$0	\$52,640	\$390,000
	<b>Total Capital Expense</b>		<b>\$15,000</b>	<b>\$8,000</b>	<b>\$52,640</b>	<b>\$420,000</b>
50	5-305-5015.001	Utilities-Cell Phones	\$960	\$1,410	\$1,200	\$1,410
	<b>Total Utilities Expense</b>		<b>\$960</b>	<b>\$1,410</b>	<b>\$1,200</b>	<b>\$1,410</b>
50	5-305-6000.007	Prof Services-Toxicology Testing	\$100	\$200	\$620	\$200
50	5-305-6000.015	Prof Services-Service Contract	\$0	\$0	\$1,500	\$5,000
50	5-305-6000.019	Prof Services-CC Fees	\$	\$0	\$20	\$150

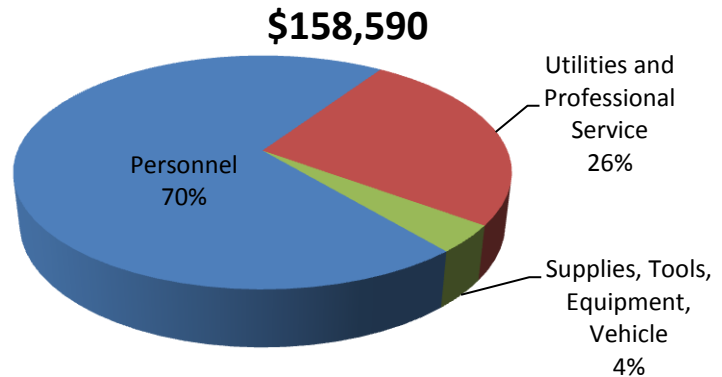
Community Development-Administration Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	<b>Total General Professional Service Expense</b>		<b>\$100</b>	<b>\$200</b>	<b>\$2,140</b>	<b>\$5,350</b>
50	5-305-6005.001	Insurance-Vehicle	\$800	\$800	\$0	\$800
	<b>Total Insurance Expense</b>		<b>\$800</b>	<b>\$800</b>	<b>\$0</b>	<b>\$800</b>
50	5-305-6010.001	Advertising-Public Notices	\$500	\$500	\$0	\$1,500
	<b>Total Advertising Expense</b>		<b>\$500</b>	<b>\$500</b>	<b>\$1,015</b>	<b>\$1,500</b>
	<b>Total Professional Service Expense</b>		<b>\$1,400</b>	<b>\$1,500</b>	<b>\$3,155</b>	<b>\$7,650</b>
50	5-305-7000.001	Supplies-Operational	\$750	\$750	\$750	\$1,000
50	5-305-7000.002	Supplies-Computer Accessories	\$100	\$500	\$500	\$1,000
50	5-305-7000.004	Supplies-Small Tools	\$100	\$200	\$200	\$200
50	5-305-7005.001	Supplies-Printing	\$100	\$200	\$200	\$200
50	5-305-7005.003	Supplies-Postage	\$750	\$1,250	\$1,000	\$1,250
50	5-305-7005.004	Supplies-Paper	\$750	\$750	\$700	\$750
	<b>Total General Office Supplies Expense</b>		<b>\$2,550</b>	<b>\$3,650</b>	<b>\$3,350</b>	<b>\$4,400</b>
50	5-305-8600.001	Vehicle-Repair	\$2,000	\$2,000	\$900	\$2,000
50	5-305-8600.002	Vehicle-Maintenance	\$1,000	\$1,000	\$800	\$1,000
50	5-305-8600.005	Vehicle-Fuel	\$2,000	\$2,000	\$1,000	\$2,000
	<b>Total Vehicle Expense</b>		<b>\$5,000</b>	<b>\$5,000</b>	<b>\$2,700</b>	<b>\$5,000</b>
	<b>Total Administration Expense</b>		<b>\$202,015</b>	<b>\$242,525</b>	<b>\$254,326</b>	<b>\$689,510</b>

## Engineering and Mapping

This program provides the administration of all Public Works activities and technical engineering assistance to other City departments. Major functions include management of the department's

operating divisions;  
preparing engineering studies, designs, plans, and specifications;  
management of design and construction contracts; soliciting grant funding for street, bridge and storm water improvement projects; inspections for right-of-way work; maintaining and providing plat book information, parcel identification and property owner information; administering easement agreements; and the investigation and response to citizen inquiries and complaints.

### Engineering and Mapping Expense by Category



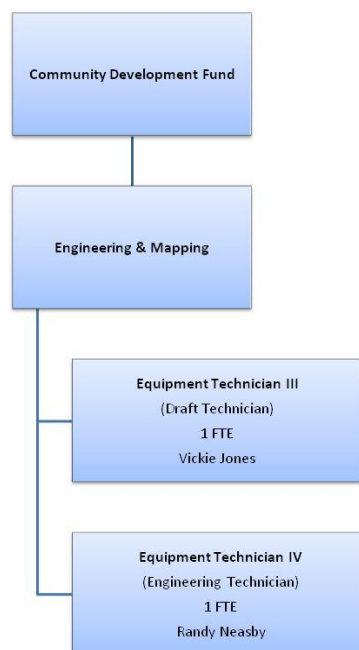
Goal: Manage infrastructure and assets to ensure customer satisfaction and reliability.

Strategy- Continue to collect data to provide critical mapping and asset information through GIS services and work order management system.

- ✓ Collect location and detailed information on infrastructure assets with data collectors

Budgetary Factor: Non Budgetary Factor

### Engineering and Mapping Organizational Chart



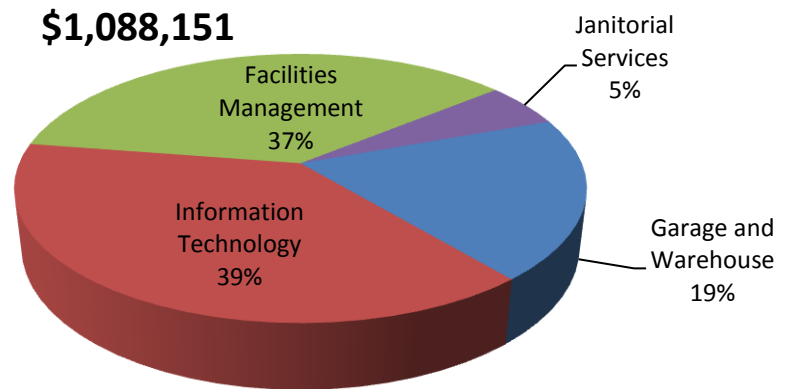
Community Development-Engineering and Mapping Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
50	5-310-1000.001	Fulltime Salary	\$43,000	\$76,000	\$75,120	\$77,370
	<b>Total Salaries Expense</b>		<b>\$43,000</b>	<b>\$76,000</b>	<b>\$75,120</b>	<b>\$77,370</b>
50	5-310-1005.001	Health Premium-Employee	\$3,900	\$10,560	\$11,340	\$10,560
50	5-310-1005.003	Dental Premium-Employee	\$300	\$600	\$605	\$600
	<b>Total Insurance Expense</b>		<b>\$4,200</b>	<b>\$11,160</b>	<b>\$11,945</b>	<b>\$11,160</b>
50	5-310-1010.001	Life Insurance	\$55	\$110	\$115	\$110
	<b>Total Life Insurance Expense</b>		<b>\$55</b>	<b>\$110</b>	<b>\$115</b>	<b>\$110</b>
50	5-310-1015.001	Lagers-General	\$5,890	\$9,960	\$9,842	\$10,210
50	5-310-1015.004	Deferred Comp-Employer	\$650	\$1,300	\$1,300	\$1,300
	<b>Total Retirement Expense</b>		<b>\$6,540</b>	<b>\$11,260</b>	<b>\$11,142</b>	<b>\$11,510</b>
50	5-310-1020.001	FICA-Employer	\$2,670	\$4,710	\$4,485	\$4,800
50	5-310-1020.002	Medicare-Employer	\$620	\$1,100	\$1,050	\$1,120
50	5-310-1020.003	Unemployment Compensation	\$430	\$760	\$756	\$770
	<b>Total Payroll Taxes Expense</b>		<b>\$3,720</b>	<b>\$6,570</b>	<b>\$6,291</b>	<b>\$6,690</b>
50	5-310-1025.001	Employee-Uniforms	\$400	\$800	\$1,050	\$800
50	5-310-1025.002	Employee-Dues/Lics/Membership	\$200	\$3,700	\$0	\$200
50	5-310-1025.005	Employee-Training	\$4,000	\$4,000	\$0	\$4,000
	<b>Total Employee Expense</b>		<b>\$4,600</b>	<b>\$8,500</b>	<b>\$1,050</b>	<b>\$5,000</b>
	<b>Total Personnel Expense</b>		<b>\$62,115</b>	<b>\$113,600</b>	<b>\$105,663</b>	<b>\$111,840</b>
50	5-310-2020.000	Capital Exp-Machinery and Equipment	\$3,000	\$0	\$0	\$0
	<b>Total Capital Expense</b>		<b>\$3,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
50	5-310-5015.001	Utilities-Cell Phones	\$500	\$0	\$220	\$0
50	5-310-5020.002	Utilities-Internet Mobile	\$1,000	\$1,000	\$720	\$1,000
	<b>Total Utilities Expense</b>		<b>\$1,500</b>	<b>\$1,000</b>	<b>\$940</b>	<b>\$1,000</b>
50	5-310-6000.002	Prof Services-Engineering	\$30,000	\$30,000	\$4225	\$30,000
50	5-310-6000.007	Prof Services-Toxicology Test	\$50	\$100	\$0	\$100
	<b>Total General Professional Service Expense</b>		<b>\$30,050</b>	<b>\$30,100</b>	<b>\$4225</b>	<b>\$30,100</b>

Community Development-Engineering and Mapping Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
50	5-310-6005.001	Insurance-Vehicle	\$300	\$300	\$890	\$1,000
	<b>Total Insurance Expense</b>		<b>\$300</b>	<b>\$300</b>	<b>\$890</b>	<b>\$1,000</b>
50	5-310-6020.000	Software-Annual Renewal/Maintenance	\$2,500	\$10,500	\$0	\$8,600
	<b>Total Software Expense</b>		<b>\$2,500</b>	<b>\$10,500</b>	<b>\$0</b>	<b>\$8,600</b>
	<b>Total Professional Service Expense</b>		<b>\$32,850</b>	<b>\$40,900</b>	<b>\$5,115</b>	<b>\$39,700</b>
50	5-310-7000.003	Supplies-Desk Accessories-Small Office Equipment	\$0	\$0	\$0	\$1,000
50	5-310-7005.001	Supplies-Printing	\$0	\$1,500	\$70	\$1,500
50	5-310-7005.004	Supplies-Paper	\$0	\$1,500	\$300	\$1,500
	<b>Total General Office Supplies Expense</b>		<b>\$0</b>	<b>\$3,000</b>	<b>\$1,000</b>	<b>\$4,000</b>
50	5-310-8000.002	Tools- Maintenance	\$500	\$0	\$100	\$500
50	5-310-8000.003	Tools-Supplies	\$500	\$0	\$25	\$100
	<b>Total Tools and Portable Equipment Expense</b>		<b>\$1,000</b>	<b>\$0</b>	<b>\$125</b>	<b>\$600</b>
50	5-310-8600.001	Vehicle-Repair	\$500	\$500	\$0	\$500
50	5-310-8600.002	Vehicle-Maintenance	\$250	\$250	\$0	\$250
50	5-310-8600.005	Vehicle-Fuel	\$700	\$700	\$700	\$700
	<b>Total Vehicle Expense</b>		<b>\$1,450</b>	<b>\$1,450</b>	<b>\$700</b>	<b>\$1,450</b>
	<b>Total Engineering and Mapping Expense</b>		<b>\$101,915</b>	<b>\$159,950</b>	<b>\$113,543</b>	<b>\$158,590</b>
	<b>Total Community Development Expense</b>		<b>\$303,930</b>	<b>\$402,475</b>	<b>\$367,869</b>	<b>\$848,100</b>

## Internal Service Fund

The Service Fund is comprised of Garage 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 Expense



### Internal Service Fund Revenue and Expense by Category

Internal Service Fund	2014 Actual	2015 Budget	2015 Estimated	2016 Proposed
<b>Revenues</b>				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTS	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Service Charges	\$0	\$0	\$0	\$0
Rentals	\$0	\$0	\$0	\$0
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Revenue	\$781,018	\$840,529	\$760,005	\$1,088,151
<b>Total Revenues</b>	<b>\$781,018</b>	<b>\$840,529</b>	<b>\$760,005</b>	<b>\$1,088,151</b>
<b>Expenses</b>				
Personnel	\$612,864	\$642,789	\$603,321	\$745,636
Capital	\$44,517	\$47,500	\$22,140	\$190,000
Debt	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0
Utilities	\$8,472	\$14,880	\$10,580	\$19,980
Professional Services	\$62,548	\$69,190	\$64,956	\$63,065
Supplies and Materials	\$17,389	\$25,550	\$20,710	\$25,650
Tools, Equipment, and Vehicles	\$35,228	\$40,620	\$38,298	\$43,820
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$0	\$0	\$0	\$0
<b>Total Expensee</b>	<b>\$781,018</b>	<b>\$840,529</b>	<b>\$760,005</b>	<b>\$1,088,151</b>



## Garage and Warehouse

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. The warehouse provides for the purchasing and receiving of freight deliveries, as well as stocking and maintaining the inventory of parts for water, sewer, electric, construction and street departments.

Goal: Minimize equipment downtime and costly repairs on equipment and vehicles.

Strategy – Identify defects and worn items needing replaced or repair on equipment and vehicles before failure.

- ✓ Conduct comprehensive inspections on equipment and vehicles during routine service

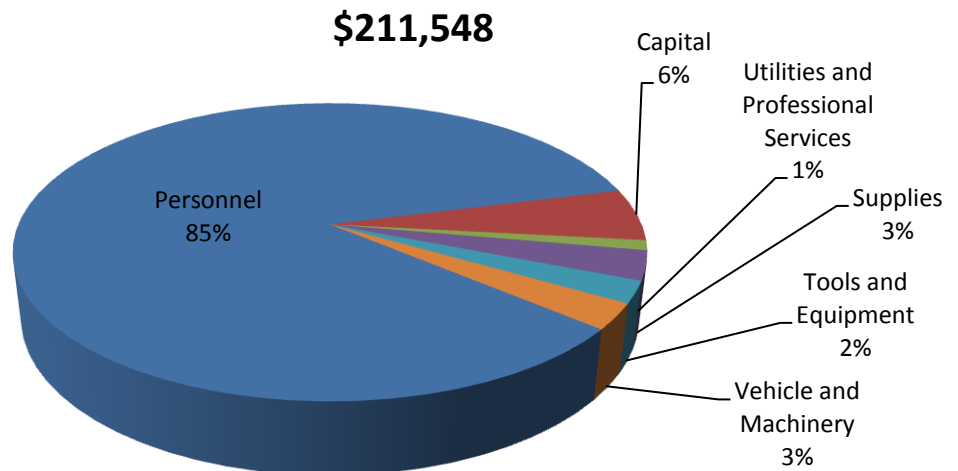
Budgetary Factor: Non Budgetary Factor

Goal: Utilize current inventory software to improve inventory control.

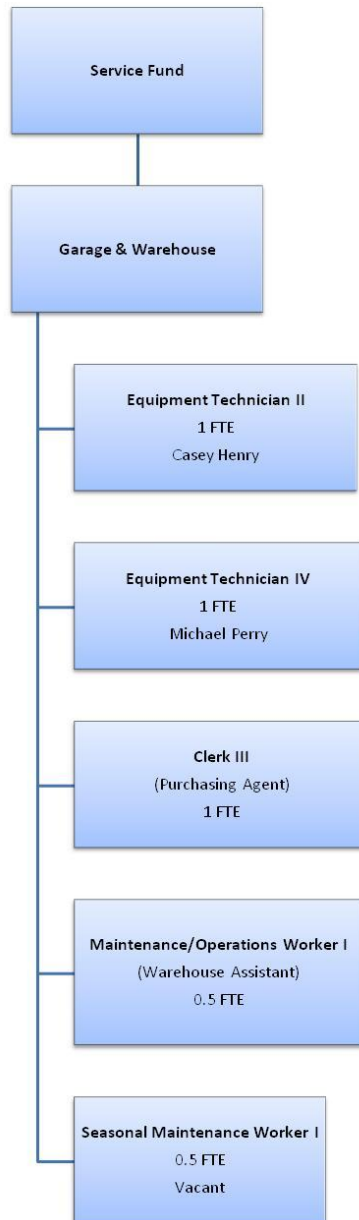
Strategy – Continue to update database and utilize it to its full potential in order to maintain inventory records.

Budgetary Factor: Non Budgetary Factor

### Garage and Warehouse Expense by Category



## Garage and Warehouse Organizational Chart



Internal Service-Garage and Warehouse Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
60	5-305-1000.001	Fulltime Salary	\$64,000	\$95,100	\$94,020	\$97,840
60	5-305-1000.002	Part Time Salary	\$0	\$8,000	\$7,350	\$20,990
60	5-305-1000.005	Fulltime Overtime	\$1,000	\$3,000	\$4,000	\$4,750
	<b>Total Salaries Expense</b>		<b>\$65,000</b>	<b>\$106,100</b>	<b>\$105,370</b>	<b>\$123,580</b>
60	5-305-1005.001	Health Premium-Employee	\$3,900	\$10,560	\$10,555	\$10,560
60	5-305-1005.002	Health Premium-Family	\$10,500	\$11,760	\$12,125	\$11,760
60	5-305-1005.003	Dental Premium-Employee	\$300	\$300	\$600	\$750
60	5-305-1005.004	Dental Premium-Family	\$600	\$1,200	\$425	\$600
	<b>Total Insurance Expense</b>		<b>\$15,300</b>	<b>\$23,820</b>	<b>\$23,705</b>	<b>\$23,670</b>
60	5-305-1010.001	Life Insurance	\$110	\$165	\$165	\$165
	<b>Total Life Insurance Expense</b>		<b>\$110</b>	<b>\$165</b>	<b>\$165</b>	<b>\$165</b>
60	5-305-1015.001	Lagers-General	\$8,905	\$12,850	\$12,880	\$13,540
60	5-305-1015.004	Deferred Comp-Employer	\$1,300	\$1,950	\$1,950	\$1,950
	<b>Total Retirement Expense</b>		<b>\$10,205</b>	<b>\$14,800</b>	<b>\$14,830</b>	<b>\$15,490</b>
60	5-305-1020.001	FICA-Employer	\$4,030	\$6,580	\$6,175	\$7,660
60	5-305-1020.002	Medicare-Employer	\$940	\$1,540	\$1,465	\$1,790
60	5-305-1020.003	Unemployment Compensation	\$650	\$1,060	\$1,053	\$1,240
60	5-305-1020.004	Workman's Compensation	\$2,500	\$2,500	\$1,794	\$1,828
	<b>Total Payroll Taxes Expense</b>		<b>\$8,120</b>	<b>\$11,680</b>	<b>\$10,487</b>	<b>\$12,518</b>
60	5-305-1025.001	Employee-Uniforms	\$1,100	\$1,650	\$1,305	\$1,650
60	5-305-1025.002	Employee-Dues/Lic/Mem	\$0	\$0	\$100	\$100
60	5-305-1025.003	Employee-Books	\$500	\$500	\$0	\$400
60	5-305-1025.004	Employee-Travel/Hotel	\$300	\$300	\$800	\$300
60	5-305-1025.005	Employee-Training	\$1,000	\$1,500	\$1,200	\$1,800
	<b>Total Employee Expense</b>		<b>\$2,900</b>	<b>\$3,950</b>	<b>\$3,405</b>	<b>\$4,250</b>
	<b>Total Personnel Expense</b>		<b>\$101,635</b>	<b>\$160,515</b>	<b>\$157,962</b>	<b>\$179,673</b>
60	5-305-2010.000	Capital Exp-Building & Improvements	\$2,500	\$0	\$0	\$0

Internal Service-Garage and Warehouse Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
60	5-305-2020.000	Capital-Machinery & Equipment	\$0	\$12,000	\$12,000	\$12,000
	<b>Total Capital Expense</b>		<b>\$2,500</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$12,000</b>
60	5-305-5010.001	Utilities-Landline and Fiber	\$0	\$300	\$300	\$150
60	5-305-5015.001	Utilities-Cell Phones	\$490	\$400	\$400	\$250
	<b>Total Utilities Expense</b>		<b>\$490</b>	<b>\$400</b>	<b>\$700</b>	<b>\$400</b>
60	5-305-6000.007	Prof Services-Toxicology	\$150	\$200	\$75	\$100
	<b>Total General Professional Service Expense</b>		<b>\$150</b>	<b>\$200</b>	<b>\$75</b>	<b>\$100</b>
60	5-305-6005.001	Insurance-Vehicle	\$350	\$950	\$1,280	\$1,400
60	5-305-6005.002	Insurance-Equipment	\$0	\$125	\$150	\$175
	<b>Total Insurance Expense</b>		<b>\$350</b>	<b>\$1,075</b>	<b>\$1,430</b>	<b>\$1,575</b>
60	5-305-6010.003	Advertising-Print	\$0	\$200	\$100	\$200
	<b>Total Advertising Expense</b>		<b>\$0</b>	<b>\$200</b>	<b>\$100</b>	<b>\$200</b>
	<b>Total Professional Service Expense</b>		<b>\$500</b>	<b>\$1,475</b>	<b>\$1,605</b>	<b>\$1,875</b>
60	5-305-7000.001	Supplies-Operational	\$5,400	\$5,900	\$7,000	\$5,900
60	5-305-7000.002	Supplies-Computer Accessories	\$0	\$250	\$300	\$250
60	5-305-7000.004	Supplies-Small Tools	\$0	\$200	\$200	\$200
60	5-305-7005.003	Supplies-Postage	\$0	\$100	\$50	\$100
60	5-305-7010.004	Supplies-Chemicals	\$500	\$250	\$350	\$250
	<b>Total General Office Supplies Expense</b>		<b>\$5,900</b>	<b>\$6,700</b>	<b>\$7,900</b>	<b>\$6,700</b>
60	5-305-8000.001	Tools-Repair	\$2,000	\$2,000	\$2,000	\$2,000
60	5-305-8000.002	Tools- Maintenance	\$1,000	\$1,000	\$1,000	\$1,000
60	5-305-8000.003	Tools-Supplies	\$2,000	\$2,000	\$2,000	\$2,000
	<b>Total Tools and Portable Equipment Expense</b>		<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>
60	5-305-8300.001	Equipment-Repair	\$0	\$300	\$600	\$1,000
60	5-305-8300.002	Equipment-Maintenance	\$0	\$200	\$200	\$200
60	5-305-8300.003	Equipment-Supplies	\$0	\$0	\$125	0
60	5-305-8300.005	Equipment-Fuel	\$0	\$500	\$500	\$500

Internal Service-Garage and Warehouse Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	Total Machinery and Equipment Expense		\$0	\$1,000	\$1,425	\$1,700
60	5-305-8600.001	Vehicle-Repair	\$500	\$1,000	\$100	\$1,000
60	5-305-8600.002	Vehicle-Maintenance	\$500	\$1,000	\$150	\$1,000
60	5-305-8600.005	Vehicle-Fuel	\$1,200	\$2,200	\$1,700	\$2,200
	Total Vehicle Expense		\$2,200	\$4,200	\$1,950	\$4,200
	Total Tools, Machinery, and Vehicle Expense		\$7,200	\$10,200	\$8,375	\$10,900
	Total Garage and Warehouse Expense		\$118,225	\$191,290	\$188,542	\$211,548

## 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.

Goal: Leverage Information Technology as the enabler to collect, store, digitize, transport, display, analyze, categorize, and disseminate information in support of the City's lines of business and initiatives.

Strategy: Provide effective and efficient IT solutions to produce accurate and actionable information.

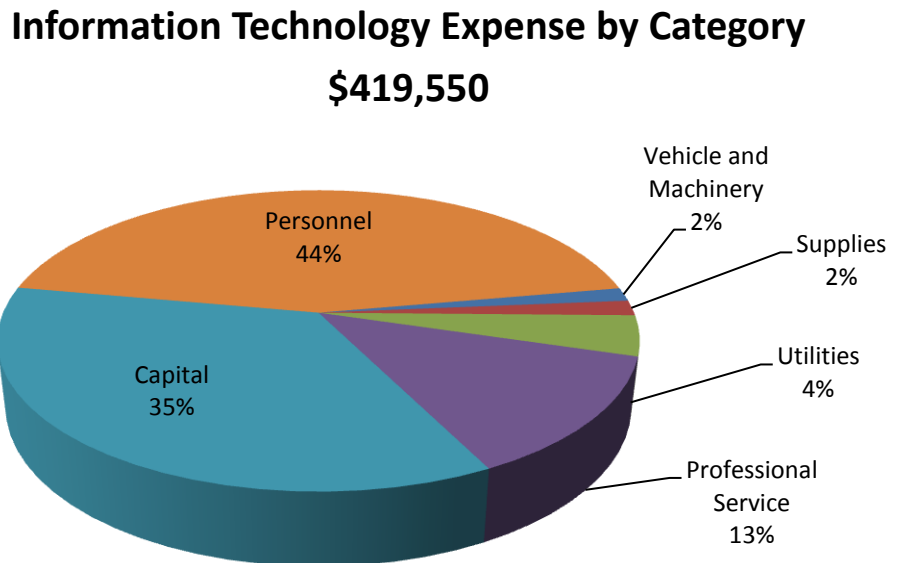
- ✓ Produce an agile IT environment will better serve an increasingly proactive enterprise.
- ✓ Optimize current infrastructure and update components to enhance internal and external operation.
- ✓ Optimize collaboration efforts, through available software, to enhance project management and document sharing.
- ✓ Internally, all users will be able to share and participate in projects without having to share the file in multiple locations.

Budgetary Factors: Availability of funds for life-cycle management of updated software and hardware solutions outlined in the City Council and Capital Improvement Plan.

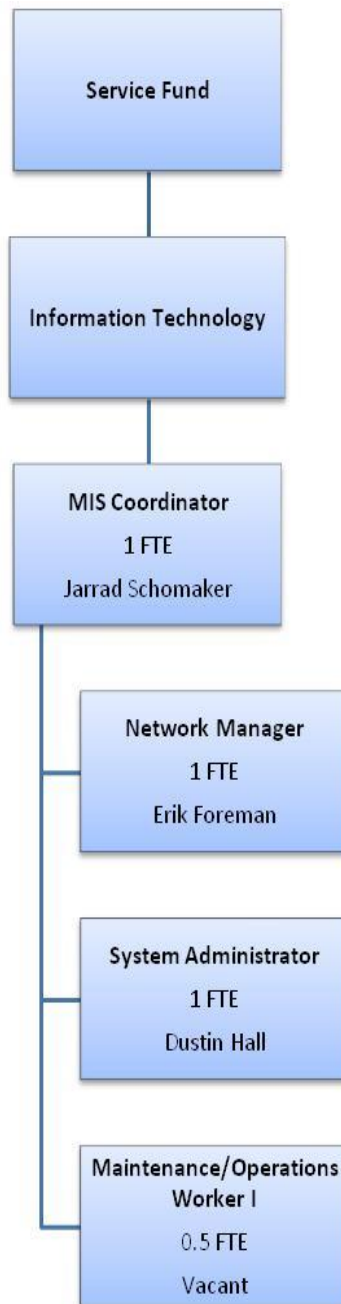
Goal: Implement tablets into the city network, while providing same level of security and enhancing efficiency.

Strategy: The IT Department will continue implementing strategies to increase computing capabilities. In FY15, the IT Department tested and evaluated multiple tablet options. Field operations such as emergency services, electric and street departments, will continue to rely on computing power while outside the fixed building. Our strategy will focus on enabling tablets with VPN capabilities to provide a mobile work environment in FY16.

Budgetary Factors: Availability of funds for life-cycle management of updated software and hardware solutions outlined in the City Council and Capital Improvement Plan.



## Information Technology Organizational Chart



Internal Service-Information Technology Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
60	5-315-1000.001	Fulltime Salary	\$114,000	\$114,000	\$113,850	\$117,980
60	5-315-1000.002	Part Time Salary	\$12,000	\$0	\$0	\$13,390
60	5-315-1000.004	On Call	\$0	\$0	\$200	\$0
60	5-315-1000.005	Fulltime Overtime	\$4,000	\$1,250	\$105	\$515
	<b>Total Salaries Expense</b>		<b>\$130,000</b>	<b>\$115,250</b>	<b>\$114,155</b>	<b>\$131,885</b>
60	5-315-1005.001	Health Premium-Employee	\$7,800	\$10,560	\$10,334	\$10,560
60	5-315-1005.002	Health Premium-Family	\$6,300	\$7,200	\$6,930	\$7,200
60	5-315-1005.003	Dental Premium-Employee	\$900	\$900	\$870	\$900
	<b>Total Insurance Expense</b>		<b>\$15,000</b>	<b>\$18,660</b>	<b>\$18,134</b>	<b>\$18,660</b>
60	5-315-1010.001	Life Insurance	\$165	\$165	\$160	\$165
	<b>Total Life Insurance Expense</b>		<b>\$165</b>	<b>\$165</b>	<b>\$160</b>	<b>\$165</b>
60	5-315-1015.001	Lagers-General	\$16,170	\$15,100	\$14,955	\$15,640
60	5-315-1015.004	Deferred Comp-Employer	\$1,300	\$1,300	\$1,250	\$1,300
	<b>Total Retirement Expense</b>		<b>\$17,470</b>	<b>\$16,400</b>	<b>\$16,205</b>	<b>\$16,940</b>
60	5-315-1020.001	FICA-Employer	\$8,060	\$7,146	\$6,585	\$8,180
60	5-315-1020.002	Medicare-Employer	\$1,885	\$1,671	\$1,540	\$1,910
60	5-315-1020.003	Unemployment Compensation	\$1,300	\$1,153	\$1,100	\$1,320
	<b>Total Payroll Taxes Expense</b>		<b>\$11,245</b>	<b>\$9,969</b>	<b>\$9,225</b>	<b>\$11,410</b>
60	5-315-1025.001	Employee-Uniforms	\$600	\$600	\$820	\$600
60	5-315-1025.003	Employee-Books	\$500	\$500	\$400	\$500
60	5-315-1025.004	Employee-Travel/Hotel	\$1,000	\$1,000	\$0	\$1,000
60	5-315-1025.005	Employee-Training	\$7,500	\$5,000	\$4,500	\$5,000
	<b>Total Employee Expense</b>		<b>\$9,600</b>	<b>\$7,100</b>	<b>\$5,720</b>	<b>\$7,100</b>
	<b>Total Personnel Expense</b>		<b>\$183,480</b>	<b>\$167,544</b>	<b>\$163,599</b>	<b>\$186,160</b>
60	5-315-2015.000	Capital Exp-Furniture & Fixtures	\$0	\$0	\$0	\$90,000
60	5-315-2020.000	Capital Exp-Machinery & Equipment	\$0	\$0	\$0	\$58,000
	<b>Total Capital Expense</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$148,000</b>



Internal Service-Information Technology Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
60	5-315-5015.001	Utilities-Cell Phones	\$420	\$780	\$780	\$780
60	5-315-5020.001	Utilities-Internet	\$9,000	\$10,200	\$6,000	\$15,600
60	5-315-5020.002	Utilities-Internet Mobile	\$1,620	\$1,800	\$1,800	\$1,800
	<b>Total Utilities Expense</b>		<b>\$11,040</b>	<b>\$12,780</b>	<b>\$8,580</b>	<b>\$18,180</b>
60	5-315-6000.007	Prof Services-Toxicology	\$180	\$180	\$0	\$180
60	5-315-6000.008	Prof Services-MSHP Background Checks	\$200	\$50	\$00	\$50
60	5-315-6000.015	Prof Services-Service Contracts	\$38,000	\$35,000	\$33,000	\$28,000
	<b>Total General Professional Service Expense</b>		<b>\$38,380</b>	<b>\$35,230</b>	<b>\$33,000</b>	<b>\$28,230</b>
60	5-315-6005.002	Insurance-Equipment	\$250	\$750	\$535	\$600
	<b>Total Insurance Expense</b>		<b>\$250</b>	<b>\$750</b>	<b>\$535</b>	<b>\$600</b>
60	5-315-6020.000	Software-Annual Renewal/Maintenance-General	\$30,000	\$24,160	\$24,160	\$25,560
	<b>Total Software Expense</b>		<b>\$30,000</b>	<b>\$24,160</b>	<b>\$24,160</b>	<b>\$25,560</b>
	<b>Total Professional Service Expense</b>		<b>\$68,630</b>	<b>\$60,140</b>	<b>\$57,695</b>	<b>\$54,390</b>
60	5-315-7000.001	Supplies-Operational	\$5,000	\$6,000	\$6,000	\$6,000
60	5-315-7000.004	Supplies-Small Tools	\$500	\$800	\$300	\$800
60	5-315-7005.004	Supplies-Paper	\$0	\$0	\$10	\$0
	<b>Total General Office Supplies Expense</b>		<b>\$5,500</b>	<b>\$6,800</b>	<b>\$6,310</b>	<b>\$6,800</b>
60	5-315-8300.001	Equipment-Repair	\$2,100	\$2,100	\$2,050	\$2,100
60	5-315-8300.002	Equipment-Maintenance	\$2,400	\$3,200	\$3,200	\$3,200
	<b>Total Machinery and Equipment Expense</b>		<b>\$4,500</b>	<b>\$5,300</b>	<b>\$5,250</b>	<b>\$5,300</b>
60	5-315-8600.005	Vehicle-Fuel	\$720	\$720	\$1,435	\$720
	<b>Total Vehicle Expense</b>		<b>\$720</b>	<b>\$720</b>	<b>\$1,435</b>	<b>\$720</b>
	<b>Total Tools, Machinery, and Vehicle Expense</b>		<b>\$5,220</b>	<b>\$6,020</b>	<b>\$6,685</b>	<b>\$6,020</b>
	<b>Total Information Technology Expense</b>		<b>\$273,870</b>	<b>\$253,284</b>	<b>\$242,869</b>	<b>\$419,550</b>

## Facilities Management

This program was established to maintain and improve City property and grounds.

Goal: Ensure that the city buildings are attractive, functional, and properly maintained.

Strategy: Inspect and assess buildings annually and ensure proper planning of needed repairs/replacements.

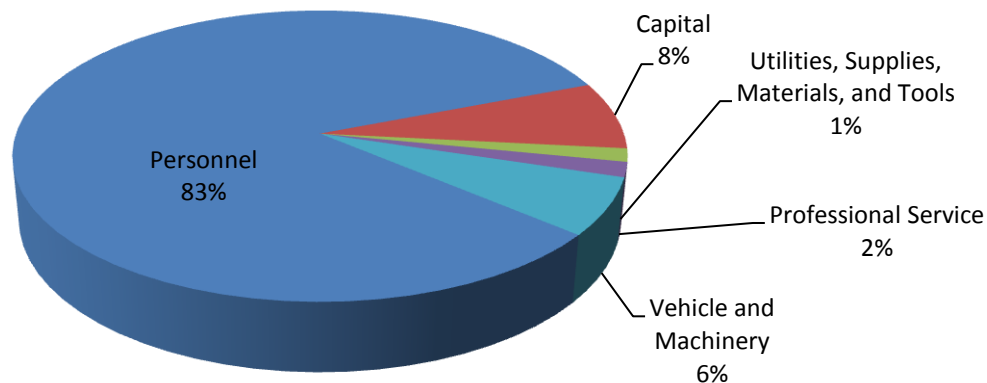
Budgetary Factor: Availability of funds for additional resources as required.

Goal: Develop a well trained and motivated staff

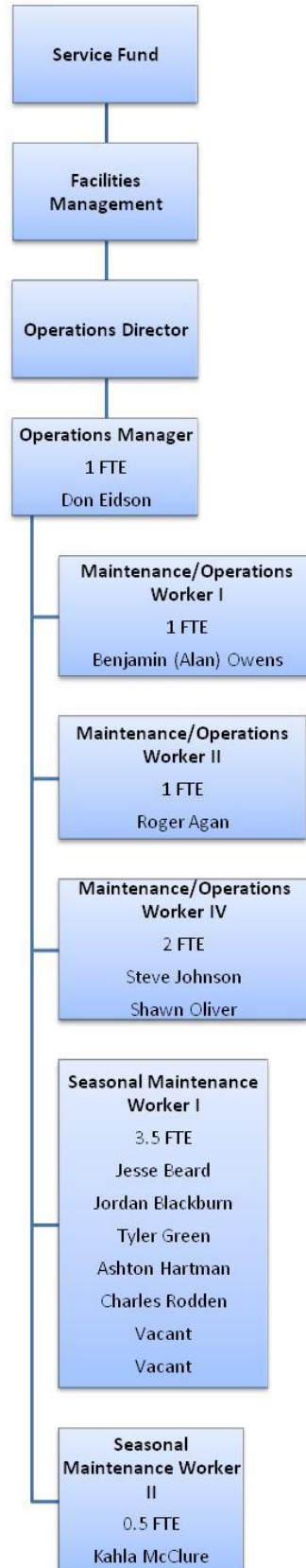
Strategy: Increase training for all positions and decrease turnover ratio of seasonal positions.

Budgetary Factor: Availability of funds for additional resources as required.

### Facilities Management Expense by Category \$399,183



## Facilities Management Organizational Chart



Internal Service-Facilities Management Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
60	5-320-1000.001	Fulltime Salary	\$162,000	\$116,400	\$127,100	\$175,100
60	5-320-1000.002	Part Time Salary	\$58,000	\$59,500	\$44,630	\$61,285
60	5-320-1000.004	On Call	\$0	\$0	\$600	\$0
60	5-320-1000.005	Fulltime Overtime	\$5,500	\$5,500	\$50	\$0
	<b>Total Salaries Expense</b>		<b>\$225,500</b>	<b>\$181,400</b>	<b>\$172,380</b>	<b>\$236,385</b>
60	5-320-1005.001	Health Premium-Employee	\$15,600	\$10,560	\$12,705	\$21,120
60	5-320-1005.002	Health Premium-Family	\$8,100	\$19,800	\$15,435	\$11,760
60	5-320-1005.003	Dental Premium-Employee	\$1,200	\$1,200	\$855	\$900
60	5-320-1005.004	Dental Premium-Family	\$600	\$600	\$395	\$600
	<b>Total Insurance Expense</b>		<b>\$25,500</b>	<b>\$32,160</b>	<b>\$29,390</b>	<b>\$34,380</b>
60	5-320-1010.001	Life Insurance	\$275	\$275	\$210	\$275
	<b>Total Life Insurance Expense</b>		<b>\$275</b>	<b>\$275</b>	<b>\$210</b>	<b>\$275</b>
60	5-320-1015.001	Lagers-General	\$22,950	\$15,970	\$16,720	\$23,110
60	5-320-1015.004	Deferred Comp-Employer	\$2,600	\$2,600	\$2,445	\$2,600
	<b>Total Retirement Expense</b>		<b>\$25,550</b>	<b>\$18,570</b>	<b>\$19,165</b>	<b>\$25,710</b>
60	5-320-1020.001	FICA-Employer	\$13,980	\$11,250	\$9,800	\$14,660
60	5-320-1020.002	Medicare-Employer	\$3,270	\$2,630	\$2,300	\$3,430
60	5-320-1020.003	Unemployment Compensation	\$2,255	\$1,810	\$1,645	\$2,360
60	5-320-1020.004	Workman's Compensation	\$15,865	\$15,865	\$11,875	\$10,433
	<b>Total Payroll Taxes Expense</b>		<b>\$35,370</b>	<b>\$31,555</b>	<b>\$25,620</b>	<b>\$30,883</b>
60	5-320-1025.001	Employee-Uniforms	\$3,000	\$3,000	\$1,435	\$3,000
60	5-320-1025.002	Employee-Dues/License/Membership	\$200	\$200	\$0	\$200
60	5-320-1025.005	Employee-Training	\$500	\$500	\$0	\$500
	<b>Total Employee Expense</b>		<b>\$3,700</b>	<b>\$3,700</b>	<b>\$1,435</b>	<b>\$3,700</b>
	<b>Total Personnel Expense</b>		<b>\$315,895</b>	<b>\$267,660</b>	<b>\$248,200</b>	<b>\$331,333</b>
60	5-320-2010.000	Capital Exp-Building and Improvement	\$0	\$6,000	\$0	\$0
60	5-320-2020.000	Capital Exp-Machinery and Equipment	\$9,000	\$9,500	\$10,140	\$10,000

Internal Service-Facilities Management Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
60	5-320-2025.000	Capital Exp-Vehicles	\$30,000	\$20,000	\$0	\$20,000
	<b>Total Capital Expense</b>		<b>\$39,000</b>	<b>\$35,500</b>	<b>\$10,140</b>	<b>\$30,000</b>
60	5-320-5015.001	Utilities-Cell Phones	\$1,750	\$1,400	\$1,300	\$1,400
	<b>Total Utilities Expense</b>		<b>\$1,750</b>	<b>\$1,400</b>	<b>\$1,300</b>	<b>\$1,400</b>
60	5-320-6000.007	Prof Services-Toxicology Testing	\$400	\$400	\$315	\$400
60	5-320-6000.008	Prof Services-MSHP Background Checks	\$200	\$200	\$81	\$200
60	5-320-6000.011	Prof Services – Dues and Licenses	\$0	\$0	\$15	\$0
60	5-320-6000.018	Prof Services-Damage Claims	\$300	\$500	\$200	\$500
	<b>Total General Professional Service Expense</b>		<b>\$900</b>	<b>\$1,100</b>	<b>\$611</b>	<b>\$1,100</b>
60	5-320-6005.001	Insurance-Vehicle	\$3,400	\$4,000	\$4,000	\$4,250
60	5-320-6005.002	Insurance-Equipment	\$400	\$400	\$750	\$850
60	5-320-6005.003	Insurance-Building & Property	\$0	\$1,675	\$0	\$0
	<b>Total Insurance Expense</b>		<b>\$3,800</b>	<b>\$6,075</b>	<b>\$4,750</b>	<b>\$5,100</b>
60	5-320-6010.002	Advertising-Employee Recruitment	\$200	\$200	\$250	\$400
	<b>Total Advertising Expense</b>		<b>\$200</b>	<b>\$200</b>	<b>\$250</b>	<b>\$400</b>
	<b>Total Professional Service Expense</b>		<b>\$4,900</b>	<b>\$7,375</b>	<b>\$5,611</b>	<b>\$6,600</b>
60	5-320-7000.001	Supplies-Operational	\$1,300	\$1,350	\$700	\$1,350
60	5-320-7000.004	Supplies-Small Tools	\$700	\$500	\$600	\$600
	<b>Total General Office Supplies Expense</b>		<b>\$2,000</b>	<b>\$1,850</b>	<b>\$1,300</b>	<b>\$1,950</b>
60	5-320-7015.004	Supplies-Safety	\$300	\$600	\$200	\$600
	<b>Total Medical and Safety Supplies Expense</b>		<b>\$300</b>	<b>\$600</b>	<b>\$200</b>	<b>\$600</b>
	<b>Total Supplies Expense</b>		<b>\$2,300</b>	<b>\$2,450</b>	<b>\$1,500</b>	<b>\$2,550</b>
60	5-320-7525.001	Materials-Infrastructure Maintenance	\$400	\$400	\$0	\$400
	<b>Total Material Expense</b>		<b>\$400</b>	<b>\$400</b>	<b>\$0</b>	<b>\$400</b>
60	5-320-8000.002	Tools- Maintenance	\$500	\$500	\$25	\$500
60	5-320-8000.003	Tools-Supplies	\$750	\$750	\$700	\$1,000
	<b>Total Tools and Portable Equipment Expense</b>		<b>\$1,250</b>	<b>\$1,250</b>	<b>\$725</b>	<b>\$1,500</b>

Internal Service-Facilities Management Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
60	5-320-8300.001	Equipment-Repair	\$5,000	\$5,000	\$4,563	\$5,000
60	5-320-8300.002	Equipment-Maintenance	\$1,400	\$1,400	\$1,400	\$1,400
60	5-320-8300.003	Equipment-Supplies	\$750	\$750	\$2,100	\$2,000
	<b>Total Machinery and Equipment Expense</b>		<b>\$7,150</b>	<b>\$7,150</b>	<b>\$8,063</b>	<b>\$8,400</b>
60	5-320-8600.001	Vehicle-Repair	\$1,000	\$1,000	\$1,450	\$2,000
60	5-320-8600.002	Vehicle-Maintenance	\$1,000	\$1,000	\$1,000	\$1,000
60	5-320-8600.005	Vehicle-Fuel	\$12,000	\$14,000	\$12,000	\$14,000
	<b>Total Vehicle Expense</b>		<b>\$14,000</b>	<b>\$16,000</b>	<b>\$14,450</b>	<b>\$17,000</b>
	<b>Total Tools, Machinery, and Vehicle Expense</b>		<b>\$22,400</b>	<b>\$24,400</b>	<b>\$23,238</b>	<b>\$26,900</b>
	<b>Total Facilities Management Expense</b>		<b>\$386,645</b>	<b>\$339,185</b>	<b>\$289,989</b>	<b>\$399,183</b>

# Janitorial Services

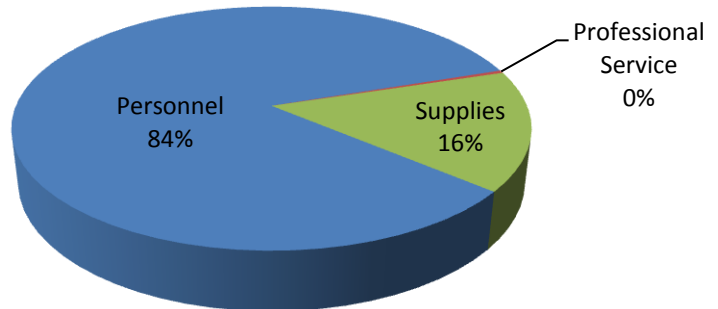
This program was established to ensure a sanitary working environment.

Goal: Maintain cleanliness of city buildings

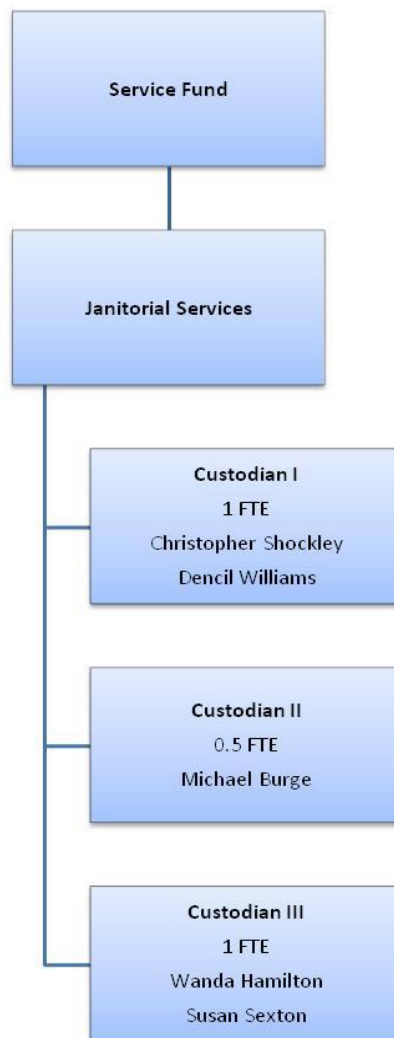
Strategy: Review cleaning methods and tasks regularly and inform Facilities Maintenance of damaged or non-working items.

Budgetary Factor: Availability of funds for additional resources as required.

## Janitorial Service Expense by Category \$57,870



## Janitorial Service Organizational Chart



Internal Service-Janitorial Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
60	5-325-1000.002	Part Time Salary	\$32,000	\$42,100	\$30,925	\$43,360
60	5-325-1000.006	Part Time Overtime	\$500	\$1,000	\$50	\$1,030
	<b>Total Salaries Expense</b>		<b>\$32,500</b>	<b>\$43,100</b>	<b>\$30,975</b>	<b>\$44,390</b>
60	5-325-1020.001	FICA-Employer	\$2,020	\$2,670	\$1,850	\$2,750
60	5-325-1020.002	Medicare-Employer	\$470	\$620	\$435	\$640
60	5-325-1020.003	Unemployment Compensation	\$330	\$430	\$300	\$440
	<b>Total Payroll Taxes Expense</b>		<b>\$2,820</b>	<b>\$3,720</b>	<b>\$2,585</b>	<b>\$3,830</b>
60	5-325-1025.001	Employee-Uniforms	\$250	\$250	\$0	\$250
	<b>Total Employee Expense</b>		<b>\$250</b>	<b>\$250</b>	<b>\$0</b>	<b>\$250</b>
	<b>Total Personnel Expense</b>		<b>\$35,570</b>	<b>\$47,070</b>	<b>\$33,560</b>	<b>\$48,470</b>
60	5-325-6000.007	Prof Services-Toxicology Testing	\$100	\$100	\$30	\$100
60	5-325-6000.008	Prof Services-MSHP Background Checks	\$100	\$100	\$165	\$100
	<b>Total General Professional Service Expense</b>		<b>\$200</b>	<b>\$200</b>	<b>\$45</b>	<b>\$200</b>
60	5-325-7010.001	Supplies-Janitorial	\$7,000	\$6,500	\$2,000	\$6,500
60	5-325-7010.002	Supplies-Cleaning and Sanitation	\$2,500	\$2,500	\$3,000	\$2,500
	<b>Total General Office Supplies Expense</b>		<b>\$9,500</b>	<b>\$9,000</b>	<b>\$5,000</b>	<b>\$9,000</b>
60	5-325-7015.003	Supplies-First Aid	\$100	\$100	\$0	\$100
60	5-325-7015.004	Supplies-Safety	\$100	\$100	\$0	\$100
	<b>Total Medical and Safety Supplies Expense</b>		<b>\$200</b>	<b>\$200</b>	<b>\$0</b>	<b>\$200</b>
	<b>Total Supplies Expense</b>		<b>\$9,700</b>	<b>\$9,200</b>	<b>\$5,000</b>	<b>\$9,200</b>
	<b>Total Janitorial Service Expense</b>		<b>\$45,470</b>	<b>\$56,470</b>	<b>\$38,605</b>	<b>\$57,870</b>
	<b>Total Internal Service Fund Expense</b>		<b>\$824,210</b>	<b>\$845,529</b>	<b>\$760,005</b>	<b>\$1,088,151</b>

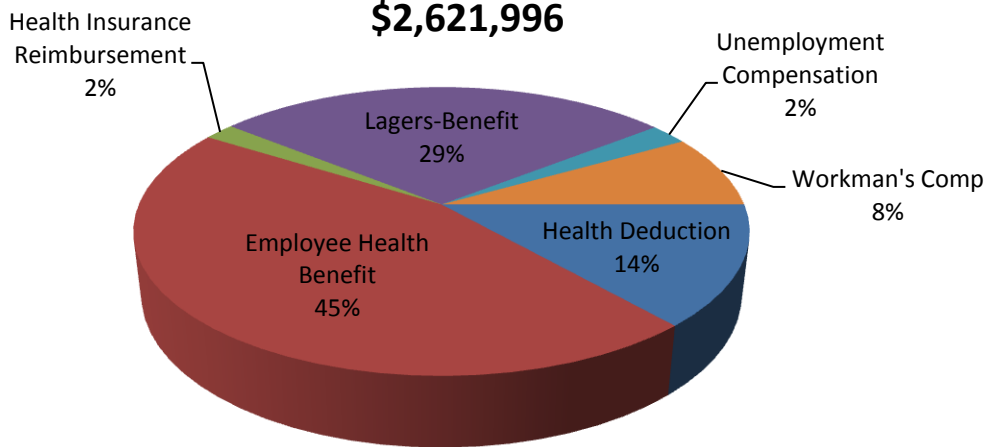


## Benefits

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

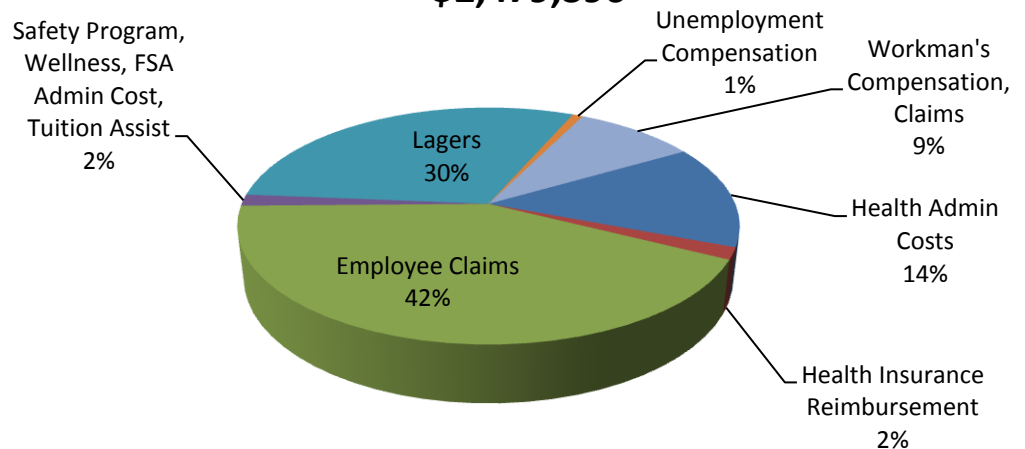
### Benefits Funds Available by Category

**\$2,621,996**



### Benefits Expense by Category

**\$2,479,396**



## Benefits Fund Revenue and Expense by Category

Benefits Fund	2014 Actual	2015 Budget	2015 Estimated	2016 Proposed
<b>Revenues</b>				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Service Charges	\$0	\$0	\$0	\$0
Rentals	\$0	\$0	\$0	\$0
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$2,492,679	\$2,627,878	\$2,506,938	\$2,621,996
Other	\$0	\$0	\$0	\$0
Internal Service Revenue	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$2,492,679</b>	<b>\$2,627,878</b>	<b>\$2,506,938</b>	<b>\$2,621,996</b>
<b>Expenses</b>				
Personnel	\$0	\$0	\$0	\$0
Capital	\$0	\$0	\$0	\$0
Debt	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0
Supplies and Materials	\$0	\$0	\$0	\$0
Tools, Equipment, and Vehicles	\$0	\$0	\$0	\$0
Benefit Expense	\$2,750,949	\$2,558,700	\$2,371,526	\$2,479,396
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$0	\$0	\$0	\$0
<b>Total Expensee</b>	<b>\$2,750,949</b>	<b>\$2,558,700</b>	<b>\$2,371,526</b>	<b>\$2,479,396</b>

Benefits-Revenue			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
70	4-400-9500.001	Health-Health Deductions	\$355,320	\$329,558	\$289,194	\$353,220
70	4-400-9500.002	Health-Employee Benefits	\$1,032,300	\$1,146,120	\$1,207,796	\$1,190,880
70	4-400-9500.003	Health-Health Insurance Reimb.	\$100,000	\$100,000	\$41,647	\$50,000
	<b>Total Health Revenue</b>		<b>\$1,487,620</b>	<b>\$1,575,678</b>	<b>\$1,538,637</b>	<b>\$1,594,100</b>
70	4-400-9505.001	Retirement-LAGERS	\$750,000	\$750,000	\$700,000	\$750,000
	<b>Total Retirement Revenue</b>		<b>\$750,000</b>	<b>\$750,000</b>	<b>\$700,000</b>	<b>\$750,000</b>
70	4-400-9510.001	Work Comp-Unemployment Comp.	\$62,200	\$62,200	\$59,460	\$62,200
70	4-400-9510.002	Work Comp-Workman's Comp.	\$240,000	\$240,000	\$208,841	\$215,696
	<b>Total Work Comp Revenue</b>		<b>\$302,200</b>	<b>\$302,200</b>	<b>\$268,301</b>	<b>\$277,896</b>
	<b>Total Benefits Revenues</b>		<b>\$2,539,820</b>	<b>\$2,627,878</b>	<b>\$2,506,938</b>	<b>\$2,621,996</b>

Benefits-Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
70	5-400-9500.001	Health-Health Admin	\$390,550	\$350,000	\$329,900	\$350,000
70	5-400-9500.002	Health-Health Insurance	\$30,000	\$30,000	\$50,300	\$40,000
70	5-400-9500.003	Health-Employee Claims	\$1,446,460	\$1,100,000	\$1,027,557	\$1,050,000
70	5-400-9500.004	Health-FSA Admin Cost	\$1,200	\$1,200	\$1,200	\$1,200
	<b>Total Health Expense</b>		<b>\$1,868,210</b>	<b>\$1,481,200</b>	<b>\$1,408,957</b>	<b>\$1,441,200</b>
70	5-400-9505.001	Retirement-LAGERS	\$750,000	\$750,000	\$703,500	\$750,000
	<b>Total Retirement Expense</b>		<b>\$750,000</b>	<b>\$750,000</b>	<b>\$703,500</b>	<b>\$750,000</b>
70	5-400-9510.001	Work Comp-Unemploy. Comp.	\$80,000	\$25,000	\$16,780	\$20,000
70	5-400-9510.002	Work Comp-Workman's Comp.	\$240,000	\$240,000	\$208,890	\$215,696
70	5-400-9510.003	Work Comp-Workman's Comp. Claims	\$15,000	\$15,000	\$5,600	\$15,000
	<b>Total Work Comp Expense</b>		<b>\$335,000</b>	<b>\$280,000</b>	<b>\$231,270</b>	<b>\$250,696</b>
70	5-400-9515.001	Emp Relations-Tuition	\$5,000	\$2,500	\$0	\$2,500
70	5-400-9515.002	Emp Relations-Safety	\$20,000	\$20,000	\$9,000	\$15,000

Benefits-Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
70	5-400-9515.003	Emp Relations-Wellness	\$25,000	\$25,000	\$18,800	\$20,000
	Total Employee Relations Expense		\$50,000	\$47,500	\$27,800	\$37,500
	Total Benefits Expenses		\$3,003,210	\$2,558,700	\$2,371,526	\$2,479,396

## Airport Fund

The Airport Fund is responsible for the operation of the Floyd W. Jones, Lebanon Airport. Expenditures from this fund provides for maintenance and upgrades of facilities to address the needs of airport patrons. Expenditures include maintenance and upgrades to the pavement, hangers, navigational aids, or fueling facilities. Revenue sources are hanger and ground leases; aviation fuel sales; and state and federal grants.

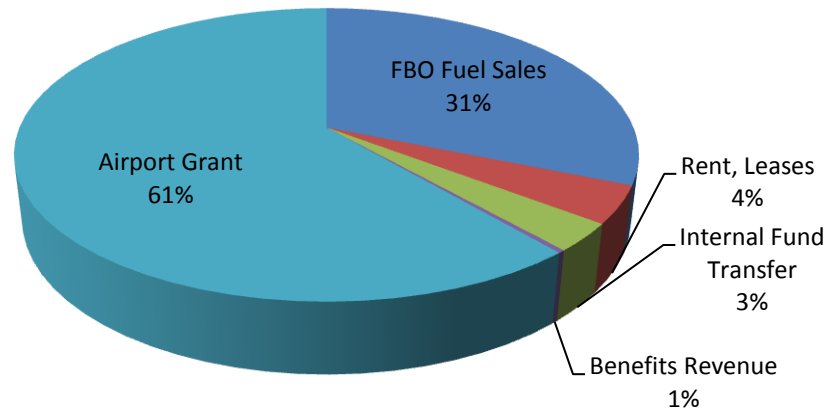
Goal: Maintain a safe and functional airport

Strategy: Ensure that taxiways and runways are clear and unobstructed of debris

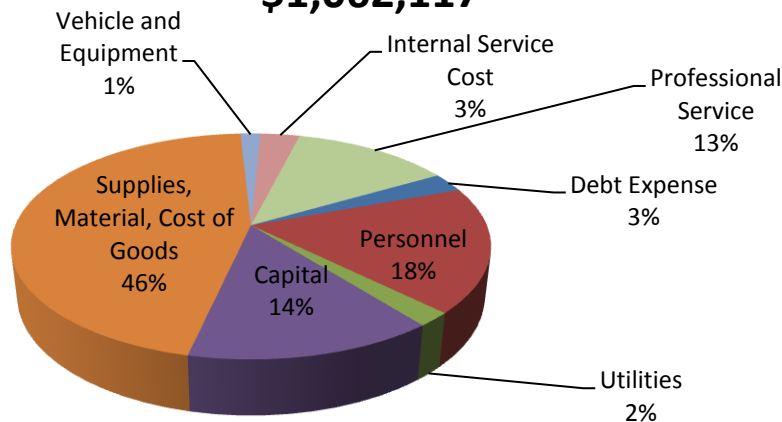
Ensure compliant and safe access to airport grounds for workers and customers

Budgetary Factor: Availability of funds for additional resources as required.

### Airport Funds Available by Category \$971,874



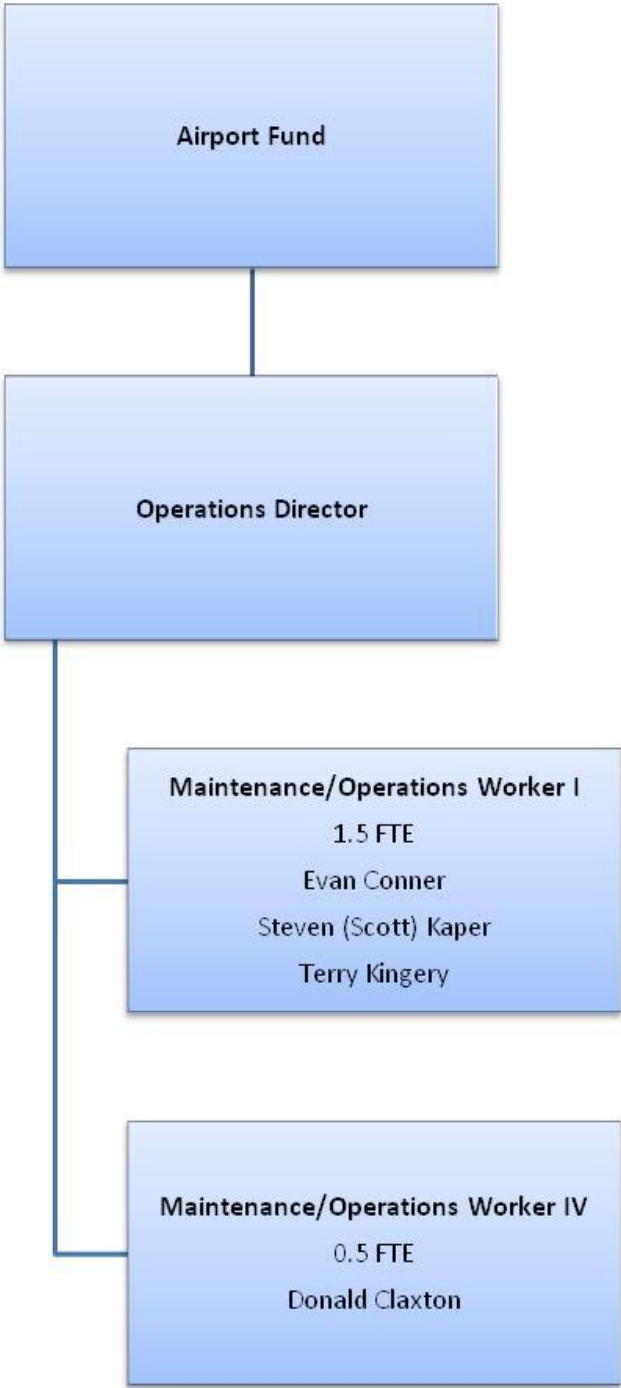
### Airport Expense by Category \$1,062,117



## Airport Fund Revenue and Expense by Category

Airport Fund	2014 Actual	2015 Budget	2015 Estimated	2016 Proposed
<b>Revenues</b>				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTS	\$0	\$0	\$0	\$0
Intergovernmental	\$38,137	\$340,000	\$341,607	\$595,468
Service Charges	\$0	\$1,500	\$135,620	\$303,406
Rentals	\$28,890	\$35,100	\$40,215	\$40,000
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$3,000
Other	\$0	\$0	\$0	\$0
Internal Service Revenue	\$25,600	\$38,000	\$38,000	\$30,000
<b>Total Revenues</b>	<b>\$92,627</b>	<b>\$414,600</b>	<b>\$555,442</b>	<b>\$971,874</b>
<b>Expenses</b>				
Personnel	\$0	\$0	\$60,625	\$83,738
Capital	\$687	\$0	\$3,360	\$66,163
Debt	\$12,750	\$12,750	\$12,750	\$12,750
Grants	\$43,756	\$359,900	\$359,600	\$595,468
Utilities	\$2,961	\$3,650	\$10,245	\$9,300
Professional Services	\$27,527	\$32,350	\$52,230	\$59,470
Supplies and Materials	\$221	\$4,500	\$100,835	\$212,960
Tools, Equipment, and Vehicles	\$2,331	\$3,750	\$8,400	\$7,500
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$0	\$0	\$0	\$14,767
<b>Total Expensee</b>	<b>\$90,232</b>	<b>\$416,900</b>	<b>\$608,045</b>	<b>\$1,062,117</b>

Airport Organizational Chart



Airport-Revenue			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
73	4-100-2005.002	Grant-Capital	\$270,000	\$340,000	\$341,607	\$595,468
	<b>Total Grant Revenue</b>		<b>\$270,000</b>	<b>\$340,000</b>	<b>\$341,607</b>	<b>\$595,468</b>
73	4-100-3000.009	FBO Fuel Sales	\$1,500	\$1,500	\$135,120	\$302,656
73	4-100-3000.022	Lubricant Sales	\$0	\$0	\$500	\$750
	<b>Total Service Charges and Fees Revenue</b>		<b>\$1,500</b>	<b>\$1,500</b>	<b>\$135,620</b>	<b>\$303,406</b>
73	4-100-3005.001	Rental-Buildings	\$35,100	\$35,100	\$40,215	\$40,000
	<b>Total Rental Revenue</b>		<b>\$35,100</b>	<b>\$35,100</b>	<b>\$40,215</b>	<b>\$40,000</b>
	<b>Total Service Charges, Fees, &amp; Rental Revenue</b>		<b>\$36,600</b>	<b>\$36,600</b>	<b>\$175,835</b>	<b>\$343,406</b>
73	4-100-9500.001	Health-Health Deductions Family	\$0	\$0	\$2,178	\$3,000
	<b>Total Benefits Revenue</b>		<b>\$0</b>	<b>\$0</b>	<b>\$2,178</b>	<b>\$3,000</b>
73	4-100-9999.001	Interfund Transfer	\$45,600	\$38,000	\$38,000	\$30,000
	<b>Total Airport Revenues</b>		<b>\$352,200</b>	<b>\$414,600</b>	<b>\$555,442</b>	<b>\$971,874</b>

Airport-Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
73	5-100-1000.001	Fulltime Salary	\$0	\$0	\$8,005	\$0
73	5-100-1000.002	Part Time Salary	\$0	\$0	\$40,600	\$66,950
73	5-100-1000.004	On Call	\$0	\$0	\$1,090	\$6,000
73	5-100-1000.006	Full Time Overtime	\$0	\$0	\$100	\$0
73	5-100-1000.006	Part Time Overtime	\$0	\$0	\$1,100	\$0
	<b>Total Salaries Expense</b>		<b>\$0</b>	<b>\$0</b>	<b>\$50,895</b>	<b>\$72,950</b>
73	5-100-1005.001	Health Premium-Employee	\$0	\$0	\$1,120	\$0
73	5-100-1005.002	Health Premium-Family	\$0	\$0	\$585	\$0
73	5-100-1005.003	Dental Premium-Employee	\$0	\$0	\$65	\$0
73	5-100-1005.004	Dental Premium-Family	\$0	\$0	\$25	\$0
	<b>Total Insurance Expense</b>		<b>\$0</b>	<b>\$0</b>	<b>\$1,795</b>	<b>\$0</b>
73	5-100-1010.001	Life Insurance	\$0	\$0	\$15	\$0
	<b>Total Life Insurance Expense</b>		<b>\$0</b>	<b>\$0</b>	<b>\$15</b>	<b>\$0</b>
73	5-100-1015.001	Lagers-General	\$0	\$0	\$1,050	\$0
73	5-100-1015.004	Deferred Comp-Employer	\$0	\$0	\$170	\$0
	<b>Total Retirement Expense</b>		<b>\$0</b>	<b>\$0</b>	<b>\$1,220</b>	<b>\$0</b>
73	5-100-1020.001	FICA-Employer	\$0	\$0	\$3,135	\$4,520
73	5-100-1020.002	Medicare-Employer	\$0	\$0	\$735	\$1,060
73	5-100-1020.003	Unemployment Compensation	\$0	\$0	\$510	\$730
73	5-100-1020.004	Workman's Compensation	\$0	\$0	\$2,015	\$3,478
	<b>Total Payroll Taxes Expense</b>		<b>\$0</b>	<b>\$0</b>	<b>\$6,395</b>	<b>\$9,788</b>
73	5-100-1025.001	Employee-Uniforms	\$0	\$0	\$305	\$1,000



Airport-Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	<b>Total Employee Expense</b>		<b>\$0</b>	<b>\$0</b>	<b>\$305</b>	<b>\$1,000</b>
	<b>Total Personnel Expense</b>		<b>\$0</b>	<b>\$0</b>	<b>\$60,625</b>	<b>\$83,738</b>
73	5-100-2010.000	Capital Exp-Building & Improvements	\$0	\$0	\$2,010	\$66,163
73	5-100-2015.000	Capital Exp – Furniture and Fixtures	\$0	\$0	\$850	\$0
73	5-100-2020.000	Capital Exp-Machinery and Equip	\$0	\$0	\$500	\$0
	<b>Total Capital Expense</b>		<b>\$0</b>	<b>\$0</b>	<b>\$3,360</b>	<b>\$66,163</b>
73	5-100-3025.000	Debt-Internal Obligation	\$12,750	\$12,750	\$12,750	\$12,750
	<b>Total Debt Expense</b>		<b>\$12,750</b>	<b>\$12,750</b>	<b>\$12,750</b>	<b>\$12,750</b>
73	5-100-4005.002	Grants-Capital Improvement	\$300,000	\$359,900	\$359,600	\$595,468
	<b>Total Grant Expense</b>		<b>\$300,000</b>	<b>\$359,900</b>	<b>\$359,600</b>	<b>\$595,468</b>
73	5-100-5000.001	Utilities-Electric	\$3,250	\$3,300	\$5,500	\$7,500
73	5-100-5000.002	Utilities-Water	\$0	\$0	\$60	\$250
73	5-100-5000.003	Utilities-Sewer	\$0	\$0	\$80	\$250
73	5-100-5005.002	Utilities-Natural Gas	\$0	\$0	\$1,050	\$0
73	5-100-5010.001	Utilities-Landline and Fiber	\$350	\$350	\$2,915	\$500
73	5-100-5015.001	Utilities-Cell Phones	\$0	\$0	\$170	\$400
73	5-100-5025.001	Utilities-Solid Waste	\$0	\$0	\$470	\$400
	<b>Total Utilities Expense</b>		<b>\$3,600</b>	<b>\$3,650</b>	<b>\$10,245</b>	<b>\$9,300</b>
73	5-100-6000.007	Prof Services-Toxicology Testing	\$0	\$0	\$125	\$120
73	5-100-6000.008	Prof Services-MSHP Background Check	\$0	\$0	\$35	\$100
73	5-100-6000.011	Prof Services-Dues & Fees	\$0	\$0	\$1,800	\$1,500
73	5-100-6000.014	Prof Services-Event & Functions	\$0	\$0	\$3,200	\$5,000
73	5-100-6000.015	Prof Services-Service Contracts	\$19,000	\$24,000	\$20,000	\$24,000
73	5-100-6000.018	Prof Services-Damage Claims	\$0	\$0	\$0	\$500
73	5-100-6000.019	Prof Services-Credit Card Fees	\$0	\$0	\$2,725	\$5,000
	<b>Total General Professional Service Expense</b>		<b>\$19,000</b>	<b>\$24,000</b>	<b>\$27,885</b>	<b>\$36,220</b>
73	5-100-6005.001	Insurance-General	\$0	\$0	\$10,660	\$12,000
73	5-100-6005.001	Insurance-Vehicle	\$2,100	\$2,100	\$2,065	\$3,500
73	5-100-6005.002	Insurance-Equipment	\$250	\$250	\$470	\$1,000
73	5-100-6005.003	Insurance-Building & Property	\$5,750	\$6,000	\$5,905	\$6,000
73	5-100-6005.003	Insurance-City Government	\$0	\$0	\$5,245	\$750
	<b>Total Insurance Expense</b>		<b>\$8,100</b>	<b>\$8,350</b>	<b>\$24,345</b>	<b>\$23,250</b>
	<b>Total Professional Service Expense</b>		<b>\$27,100</b>	<b>\$32,350</b>	<b>\$52,230</b>	<b>\$59,470</b>
73	5-100-7000.001	Supplies-Operational	\$500	\$500	\$550	\$1,000
73	5-100-7000.003	Supplies-Small Office Equipment	\$0	\$0	\$200	\$500
73	5-100-7000.004	Supplies-Small Tool	\$0	\$0	\$100	\$750
73	5-100-7010.003	Supplies-Breakroom	\$0	\$0	\$560	\$1,200

Airport-Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	<b>Total Supplies Expense</b>		<b>\$500</b>	<b>\$500</b>	<b>\$1,410</b>	<b>\$3,450</b>
73	5-100-7500.001	Materials-Asphalt	\$2,000	\$2,000	\$0	\$500
73	5-100-7500.003	Materials-Concrete	\$2,000	\$2,000	\$100	\$600
73	5-100-7510.001	Materials-Paint	\$0	\$0	\$500	\$750
73	5-100-7510.004	Materials-Hardware	\$0	\$0	\$1,345	\$2,500
73	5-100-7999.001	Cost of Goods Sold	\$0	\$0	\$97,480	\$205,160
	<b>Total Material Expense</b>		<b>\$4,000</b>	<b>\$4,000</b>	<b>\$99,425</b>	<b>\$209,510</b>
73	5-100-8300.001	Equipment-Repair	\$2,000	\$1,500	\$5,000	\$5,000
73	5-100-8300.002	Equipment-Maintenance	\$2,000	\$2,000	\$2,650	\$1,500
	<b>Total Machinery and Equipment Expense</b>		<b>\$4,000</b>	<b>\$3,500</b>	<b>\$7,650</b>	<b>\$6,500</b>
73	5-100-8600.001	Vehicle-Repair	\$0	\$0	\$350	\$500
73	5-100-8600.005	Vehicle-Fuel	\$250	\$250	\$400	\$500
	<b>Total Vehicle Expense</b>		<b>\$250</b>	<b>\$250</b>	<b>\$750</b>	<b>\$1,000</b>
	<b>Total Tools, Machinery, and Vehicle Expense</b>		<b>\$4,250</b>	<b>\$3,750</b>	<b>\$8,400</b>	<b>\$7,500</b>
73	5-100-9910.000	Internal Service-Personnel	\$0	\$0	\$0	\$14,767
	<b>Total Internal Service</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$14,767</b>
	<b>Total Airport Expense</b>		<b>\$352,200</b>	<b>\$416,900</b>	<b>\$608,045</b>	<b>\$1,062,117</b>

## Downtown Business District Fund

The Downtown Business District Fund is used to make improvements or enhancements to the district as established in Ordinance 1979. 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 exempted by statute.

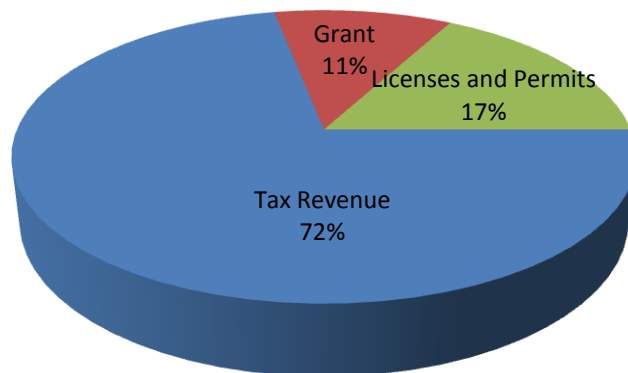
Goal: Improve the aesthetic appeal of Lebanon's downtown in order to provide a more pleasing shopping and living experience for downtown patrons and residents.

Strategy: Remove remaining Ash trees and Ash tree stumps along Commercial Street and plant new appropriate street tree varieties. Remove and replace soil in planter beds and install new plants.

Budgetary Factor: Scope of is contingent upon availability of funds and possible grant funding through the Missouri Department of Conservation.

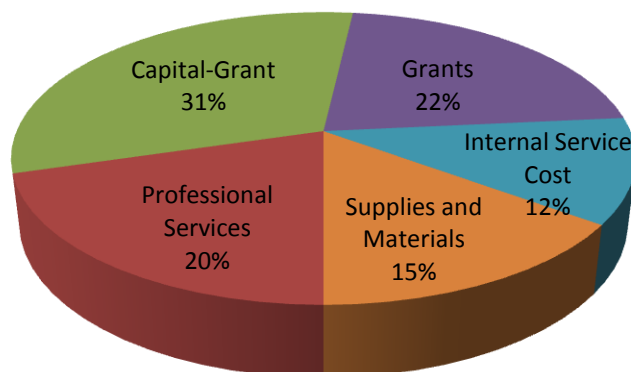
### Downtown Business Funds Available by Category

**\$37,540**



### Downtown Business Expense by Category

**\$31,842**



## Downtown Business District Fund Revenue and Expense by Category

Downtown Business District Fund	2014 Actual	2015 Budget	2015 Estimated	2016 Proposed
<b>Revenues</b>				
Taxes	\$24,786	\$28,185	\$28,910	\$27,000
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	\$5,618	\$5,750	\$5,890	\$5,400
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$55,000	\$750	\$1,000	\$5,140
Internal Service Revenue	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$85,404</b>	<b>\$34,685</b>	<b>\$35,800</b>	<b>\$37,540</b>
<b>Expenses</b>				
Personnel	\$0	\$0	\$0	\$0
Capital	\$20,294	\$0	\$7,005	\$10,000
Debt	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$6,900
Utilities	\$0	\$0	\$0	\$0
Professional Services	\$1,147	\$17,000	\$3,230	\$6,500
Supplies and Materials	\$2,146	\$4,750	\$5,960	\$4,750
Tools, Equipment, and Vehicles	\$0	\$0	\$0	\$0
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$5,640	\$0	\$3,900	\$3,692
<b>Total Expensee</b>	<b>\$29,226</b>	<b>\$21,750</b>	<b>\$20,095</b>	<b>\$31,842</b>

Downtown Business District-Revenue			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
75	4-500-1000.003	Tax-Real Estate	\$27,100	\$28,185	\$25,970	\$26,000
75	4-500-1000.005	Tax-Financial Institute	\$0	\$0	\$2,940	\$1,000
	<b>Total Tax Revenue</b>		<b>\$27,100</b>	<b>\$28,185</b>	<b>\$28,910</b>	<b>\$27,000</b>
75	4-500-2005.001	Grants-Operational	\$0	\$0	\$0	\$4,140
	<b>Total Miscellaneous Revenue</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,140</b>
75	4-500-3010.006	Misc.-Miscellaneous	\$750	\$750	\$1,000	\$1,000
	<b>Total Miscellaneous Revenue</b>		<b>\$750</b>	<b>\$750</b>	<b>\$1,000</b>	<b>\$1,000</b>
75	4-500-4000.002	Licenses-Merchant	\$5,800	\$5,750	\$5,600	\$5,400
	<b>Total Licenses Revenue</b>		<b>\$5,800</b>	<b>\$5,750</b>	<b>\$5,890</b>	<b>\$5,400</b>
	<b>Total Downtown Business District Revenue</b>		<b>\$33,650</b>	<b>\$34,685</b>	<b>\$35,800</b>	<b>\$37,540</b>

Downtown Business District-Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
75	5-500-2005.000	Capital Exp-Land and Improvement	\$2,500	\$0	\$0	\$0
75	5-500-2020.000	Capital Exp-Machinery and Equipment	\$0	\$0	\$1,755	\$0
75	5-500-2030.000	Capital Exp-Infrastructure	\$2,500	\$0	\$5,250	\$10,000
	<b>Total Capital Expense</b>		<b>\$5,000</b>	<b>\$0</b>	<b>\$7,005</b>	<b>\$10,000</b>
75	5-500-3025.000	Debt-Internal Obligation	\$10,000	\$0	\$0	\$0
	<b>Total Debt Expense</b>		<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
75	5-500-4010.000	Grant-Operational	\$0	\$0	\$0	\$6,900
	<b>Total Grant Expense</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,900</b>
75	5-500-6000.001	Prof Services-Legal	\$0	\$0	\$70	\$0
75	5-500-6000.014	Prof Services-Events and Functions	\$9,500	\$12,500	\$1,240	\$2,000
75	5-500-6000.015	Prof Services-Service Contract	\$0	\$3,000	\$1,920	\$3,000
	<b>Total General Professional Service Expense</b>		<b>\$9,500</b>	<b>\$15,500</b>	<b>\$3,230</b>	<b>\$5,000</b>
75	5-500-6010.003	Advertising-Print	\$1,300	\$1,500	\$0	\$1,500

Downtown Business District-Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	<b>Total Advertising Expense</b>		<b>\$1,300</b>	<b>\$1,500</b>	<b>\$0</b>	<b>\$1,500</b>
	<b>Total Professional Service Expense</b>		<b>\$10,800</b>	<b>\$17,000</b>	<b>\$3,230</b>	<b>\$6,500</b>
75	5-500-7000.001	Supplies-Operational	\$500	\$750	\$200	\$750
	<b>Total Supplies Expense</b>		<b>\$500</b>	<b>\$750</b>	<b>\$200</b>	<b>\$750</b>
75	5-500-7500.004	Materials-Landscaping	\$3,000	\$4,000	\$5,760	\$4,000
	<b>Total Material Expense</b>		<b>\$3,000</b>	<b>\$4,000</b>	<b>\$5,760</b>	<b>\$4,000</b>
75	5-500-9910.000	Internal Service-Personnel	\$0	\$0	\$3,900	\$3,692
	<b>Total Internal Service Expense</b>		<b>\$0</b>	<b>\$0</b>	<b>\$3,900</b>	<b>\$3,692</b>
	<b>Total Downtown Business District Expense</b>		<b>\$29,300</b>	<b>\$21,750</b>	<b>\$20,095</b>	<b>\$31,842</b>

## Parks Fund

The Parks and Recreation Department is responsible for maintaining eight parks that cover over 100 acres. Located within these parks are 27 holes of disc golf, nine baseball/softball fields, several playground areas, three paved walking trails, 11 shelters, the Boswell Aquatic Center, Nelson Pond, and a skate park.

Goals: Controlling the overall losses of the Boswell Aquatic Center.

Strategy: Cut back hours of staffing for special features at the pool. Adjust the opening hours of the pool to better reflect its hours of usage.

Budgetary Factor: Lowering salary expenses

Goals: Control the cost and quality of mowing and landscaping throughout the park system.

Strategy: Maintain a parks crew to handle all mowing and landscaping within the park system.

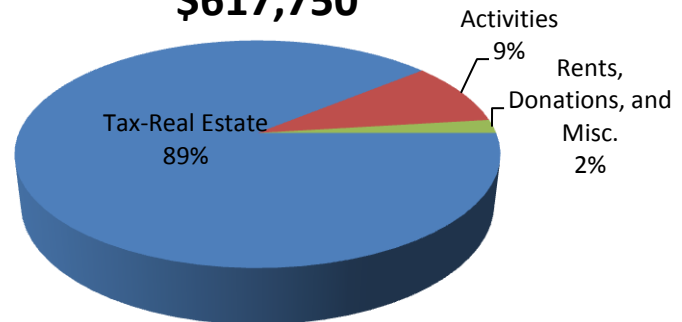
Budgetary Factor: Availability of funds for the maintenance and purchasing of new equipment for landscaping and mowing as a new cost to the department as well as additional salaries .

Goal: Continue to upgrade the park system and have a professional master plan completed.

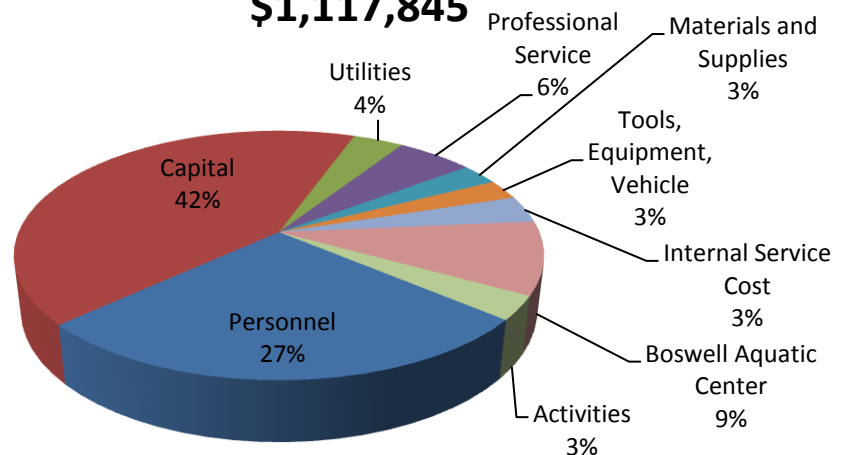
Strategy: The Board has budgeted about \$500,000 for the improvement of Boswell Park as well as another \$300,000 for other improvements throughout the park system and the purchase of a master plan.

Budgetary Factor: Availability of funds for cost in materials, labor, prevailing wage, and the increased cost of operations and maintenance of the park system.

### Parks Funds Available by Category \$617,750



### Parks Expense by Category \$1,117,845

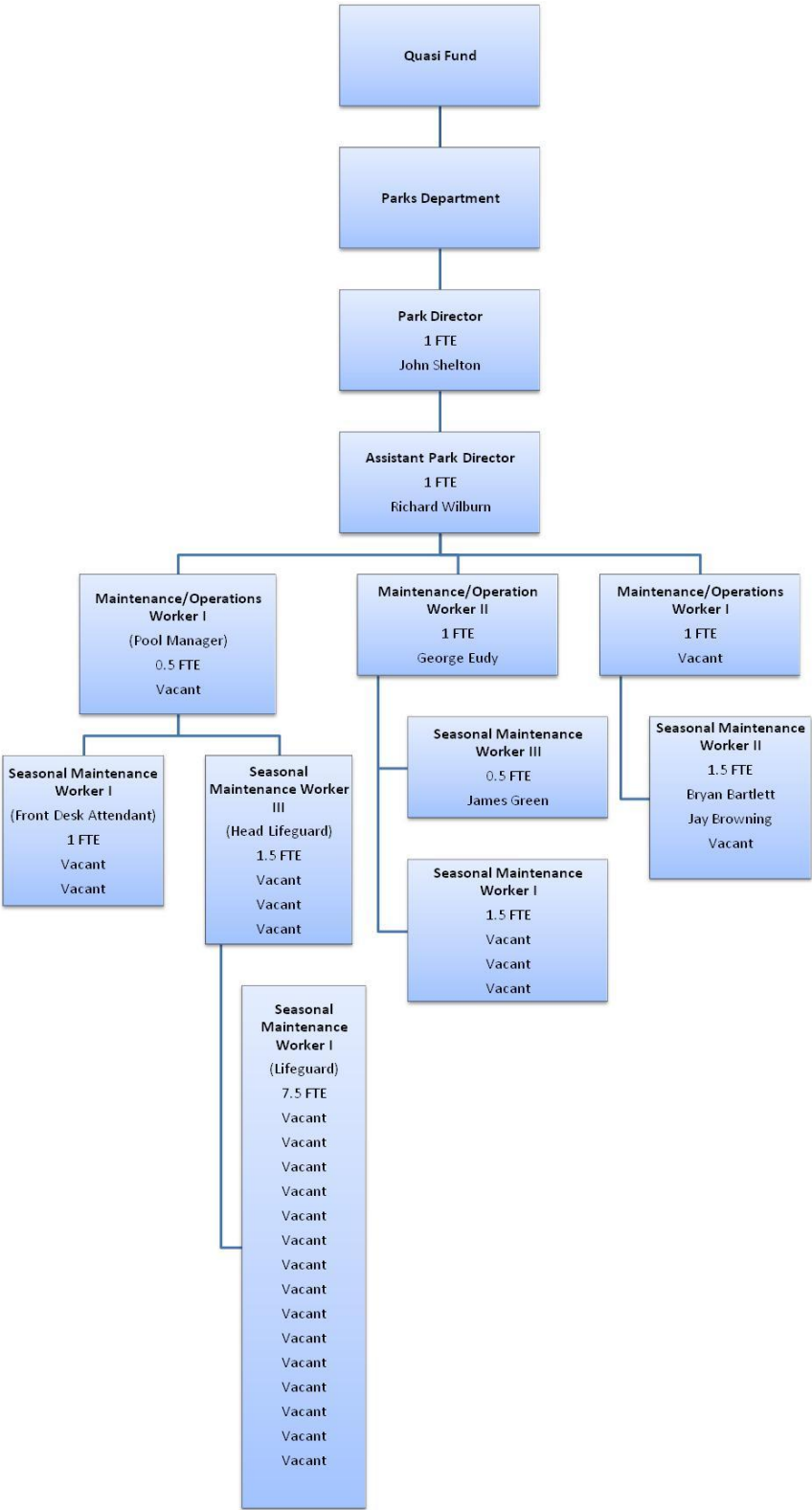


## Parks Fund Revenue and Expense by Category

Parks Fund	2014 Actual	2015 Budget	2015 Estimated	2016 Proposed
<b>Revenues</b>				
Taxes	\$553,150	\$540,000	\$558,890	\$550,000
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Service Charges	\$27,247	\$55,750	\$50,463	\$55,750
Rentals	\$11,385	\$31,800	\$24,000	\$11,000
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$4,552	\$1,000	\$2,001,166	\$1,000
Internal Service Revenue	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$596,334</b>	<b>\$628,550</b>	<b>\$2,634,519</b>	<b>\$617,750</b>
<b>Expenses</b>				
Personnel	\$212,861	\$336,810	\$327,270	\$352,776
Capital	\$155,501	\$382,480	\$358,545	\$496,800
Debt	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0
Utilities	\$29,056	\$48,350	\$50,639	\$52,800
Professional Services	\$21,403	\$41,750	\$42,657	\$92,800
Supplies and Materials	\$39,600	\$42,250	\$45,000	\$50,100
Tools, Equipment, and Vehicles	\$17,223	\$21,350	\$24,185	\$33,850
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$86,248	\$62,322	\$55,000	\$38,719
<b>Total Expensee</b>	<b>\$561,892</b>	<b>\$935,312</b>	<b>\$903,296</b>	<b>\$1,117,845</b>



# Parks Organizational Chart



Parks-Operations and Administration Revenue			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
79	4-500-1000.003	Tax-Real Estate	\$560,000	\$540,000	\$558,890	\$550,000
	<b>Total Tax Revenue</b>		<b>\$560,000</b>	<b>\$540,000</b>	<b>\$558,890</b>	<b>\$550,000</b>
79	4-500-3000.010	Park Activities	\$18,000	\$55,750	\$54,463	\$55,750
	<b>Total Service Charges and Fees Revenue</b>		<b>\$18,000</b>	<b>\$55,750</b>	<b>\$54,463</b>	<b>\$55,750</b>
79	4-500-3005.001	Rental-Buildings	\$4,000	\$24,000	\$18,000	\$4,000
79	4-500-3005.002	Rental-Contract Concessions	\$7,500	\$7,800	\$6,000	\$7,000
	<b>Total Rental Revenue</b>		<b>\$11,500</b>	<b>\$31,800</b>	<b>\$24,000</b>	<b>\$11,000</b>
79	4-500-4010.002	Misc.-Donations	\$1,000	\$1,000	\$1,578	\$1,000
79	4-500-4010.006	Misc.-Miscellaneous	\$17,500	\$0	\$0	\$0
79	4-500-3010.008	Misc-Misc Gain/Loss Asset Disposal	\$0	\$0	\$1,999,588	\$0
	<b>Total Miscellaneous Revenue</b>		<b>\$18,500</b>	<b>\$1,000</b>	<b>\$2,001,166</b>	<b>\$1,000</b>
	<b>Total Parks Revenues</b>		<b>\$608,000</b>	<b>\$628,550</b>	<b>\$2,634,519</b>	<b>\$617,750</b>

Parks-Operations and Administration Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
79	5-500-1000.001	Fulltime Salary	\$107,000	\$143,580	\$140,370	\$136,990
79	5-500-1000.002	Part Time Salary	\$53,000	\$53,000	\$58,460	\$75,710
79	5-500-1000.005	Fulltime Overtime	\$2,000	\$2,000	\$3,055	\$3,090
79	5-500-1000.006	Part Time Overtime	\$1,750	\$1,750	\$1,155	\$2,160
	<b>Total Salaries Expense</b>		<b>\$163,750</b>	<b>\$200,330</b>	<b>\$203,040</b>	<b>\$217,950</b>
79	5-500-1005.001	Health Premium-Employee	\$7,800	\$15,840	\$10,790	\$10,560
79	5-500-1005.002	Health Premium-Family	\$6,300	\$7,200	\$18,250	\$23,520
79	5-500-1005.003	Dental Premium-Employee	\$600	\$750	\$1,090	\$1,500
79	5-500-1005.004	Dental Premium-Family	\$600	\$750	\$100	\$0
	<b>Total Insurance Expense</b>		<b>\$15,300</b>	<b>\$24,540</b>	<b>\$30,230</b>	<b>\$35,580</b>
79	5-500-1010.001	Life Insurance	\$165	\$165	\$215	\$225

Parks-Operations and Administration Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	<b>Total Life Insurance Expense</b>		<b>\$165</b>	<b>\$165</b>	<b>\$215</b>	<b>\$225</b>
79	5-500-1015.001	Lagers-General	\$14,930	\$19,070	\$17,435	\$18,490
79	5-500-1015.004	Deferred Comp-Employer	\$1,300	\$1,300	\$2,480	\$1,300
	<b>Total Retirement Expense</b>		<b>\$16,230</b>	<b>\$20,370</b>	<b>\$19,915</b>	<b>\$19,790</b>
79	5-500-1020.001	FICA-Employer	\$10,150	\$12,420	\$12,115	\$13,510
79	5-500-1020.002	Medicare-Employer	\$2,370	\$2,900	\$2,835	\$3,160
79	5-500-1020.003	Unemployment Compensation	\$1,640	\$2,000	\$2,015	\$2,180
79	5-500-1020.004	Workman's Compensation	\$5,085	\$5,085	\$4,335	\$4,796
	<b>Total Payroll Taxes Expense</b>		<b>\$19,245</b>	<b>\$22,405</b>	<b>\$21,300</b>	<b>\$23,646</b>
79	5-500-1025.001	Employee-Uniforms	\$1,500	\$1,500	\$1,215	\$1,500
79	5-500-1025.002	Employee-Dues/License/Membership	\$750	\$750	\$750	\$750
79	5-500-1025.004	Employee-Travel/Hotel	\$1,000	\$1,500	\$900	\$1,500
79	5-500-1025.005	Employee-Training	\$1,500	\$2,000	\$2,550	\$2,000
	<b>Total Employee Expense</b>		<b>\$4,750</b>	<b>\$5,750</b>	<b>\$5,415</b>	<b>\$5,750</b>
	<b>Total Personnel Expense</b>		<b>\$219,440</b>	<b>\$273,560</b>	<b>\$280,185</b>	<b>\$302,941</b>
79	5-500-2005.000	Capital Exp-Land and Improvement	\$106,500	\$42,500	\$42,500	\$400,500
79	5-500-2010.000	Capital Exp-Building and Improvements	\$77,500	\$96,480	\$105,000	\$5,000
79	5-500-2015.000	Capital Exp-Furniture and Fixtures	\$0	\$0	\$4,160	\$0
79	5-500-2020.000	Capital Exp-Machinery and Equipment	\$0	\$125,000	\$165,400	\$45,000
79	5-500-2025.000	Capital Exp-Vehicles	\$25,000	\$0	\$0	\$22,500
79	5-500-2030.000	Capital Exp-Infrastructure	\$0	\$96,000	\$32,700	\$0
	<b>Total Capital Expense</b>		<b>\$209,000</b>	<b>\$359,980</b>	<b>\$349,760</b>	<b>\$473,000</b>
79	5-500-5000.001	Utilities-Electric	\$10,000	\$17,450	\$22,500	\$23,500
79	5-500-5000.002	Utilities-Water	\$4,000	\$4,430	\$4,250	\$4,430
79	5-500-5000.003	Utilities-Sewer	\$3,000	\$3,240	\$3,240	\$3,240
79	5-500-5005.001	Utilities-Propane	\$1,200	\$2,000	\$1,607	\$2,000
79	5-500-5005.002	Utilities-Natural Gas	\$1,200	\$1,900	\$752	\$0

Parks-Operations and Administration Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
79	5-500-5010.001	Utilities-Landline and Fiber	\$1,200	\$1,200	\$1,400	\$1,500
79	5-500-5015.001	Utilities-Cell Phones	\$1,500	\$1,500	\$1,660	\$1,500
79	5-500-5020.001	Utilities-Internet	\$500	\$500	\$500	\$1,500
79	5-500-5020.002	Utilities-Internet Mobile	\$1,000	\$1,000	\$1,000	\$0
79	5-500-5025.001	Utilities-Solid Waste	\$3,000	\$3,280	\$3,280	\$3,280
	<b>Total Utilities Expense</b>		<b>\$26,600</b>	<b>\$36,500</b>	<b>\$40,189</b>	<b>\$40,950</b>
79	5-500-6000.001	Prof Services-Legal	\$0	\$0	\$9,000	\$5,000
79	5-500-6000.002	Prof Services-Engineering	\$0	\$0	\$0	\$50,000
79	5-500-6000.007	Prof Services-Toxicology Test	\$500	\$500	\$350	\$500
79	5-500-6000.008	Prof Services- MSHP Background Checks	\$0	\$0	\$125	\$0
79	5-500-6000.011	Prof Services-Dues & Fees	\$0	\$500	\$100	\$250
79	5-500.6000.019	Prof Services-CC Fees	\$0	\$0	\$250	\$250
	<b>Total General Professional Service Expense</b>		<b>\$500</b>	<b>\$1,000</b>	<b>\$9,825</b>	<b>\$56,000</b>
79	5-500-6005.001	Insurance-Vehicle	\$3,000	\$3,000	\$2,465	\$3,300
79	5-500-6005.002	Insurance-Equipment	\$500	\$500	\$246	\$700
79	5-500-6005.003	Insurance-Building & Property	\$15,000	\$15,000	\$2,221	\$2,500
	<b>Total Insurance Expense</b>		<b>\$18,500</b>	<b>\$18,500</b>	<b>\$4,932</b>	<b>\$6,500</b>
	<b>Total Professional Service Expense</b>		<b>\$19,000</b>	<b>\$19,500</b>	<b>\$14,757</b>	<b>\$62,500</b>
79	5-500-7000.001	Supplies-Operational	\$2,000	\$2,000	\$2,750	\$2,500
79	5-500-7000.002	Supplies-Computer Accessories	\$250	\$250	\$265	\$400
79	5-500-7000.003	Supplies-Desk Accessories-Small Office Equipment	\$250	\$250	\$305	\$300
79	5-500-7000.004	Supplies-Small Tools	\$2,000	\$2,500	\$3,120	\$2,500
79	5-500-7005.001	Supplies-Printing	\$250	\$250	\$200	\$250
79	5-500-7005.002	Supplies-Mailing	\$250	\$250	\$50	\$250
79	5-500-7005.003	Supplies-Postage	\$250	\$250	\$125	\$250
79	5-500-7005.004	Supplies-Paper	\$500	\$500	\$200	\$400

Parks-Operations and Administration Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
79	5-500-7010.001	Supplies-Janitorial	\$3,000	\$2,500	\$3,120	\$3,000
79	5-500-7010.002	Supplies-Cleaning and Sanitation	\$1,000	\$750	\$1,000	\$1,000
79	5-500-7010.004	Supplies-Chemicals	\$2,000	\$1,500	\$1,500	\$1,000
	<b>Total General Office Supplies Expense</b>		<b>\$11,750</b>	<b>\$11,000</b>	<b>\$12,635</b>	<b>\$11,850</b>
79	5-500-7015.001	Supplies-Medical	\$150	\$150	\$75	\$150
79	5-500-7015.003	Supplies-First Aid	\$150	\$150	\$75	\$150
79	5-500-7015.004	Supplies-Safety	\$150	\$150	\$200	\$150
	<b>Total Medical and Safety Supplies Expense</b>		<b>\$450</b>	<b>\$450</b>	<b>\$350</b>	<b>\$450</b>
	<b>Total Supplies Expense</b>		<b>\$12,200</b>	<b>\$11,450</b>	<b>\$12,985</b>	<b>\$12,300</b>
79	5-500-7500.002	Materials-Rock	\$3,000	\$2,500	\$1,750	\$2,500
79	5-500-7500.003	Materials-Concrete	\$2,500	\$2,000	\$2,055	\$2,000
79	5-500-7500.004	Materials-Landscaping	\$3,000	\$3,000	\$2,250	\$3,000
79	5-500-7505.002	Materials-Pipe-PVC	\$500	\$500	\$350	\$500
79	5-500-7505.003	Materials-Pipe-Misc.	\$250	\$250	\$50	\$250
79	5-500-7505.004	Materials-Pipe-Conduit	\$250	\$300	\$50	\$300
79	5-500-7510.001	Materials-Paint	\$2,500	\$3,000	\$2,710	\$3,000
79	5-500-7510.002	Materials-Signs	\$1,000	\$750	\$700	\$750
79	5-500-7510.004	Materials-Hardware	\$500	\$500	\$750	\$750
79	5-500-7510.006	Materials-Wire	\$1,000	\$1,500	\$1,750	\$1,750
79	5-500-7510.007	Materials-Lumber	\$1,000	\$2,000	\$1,250	\$2,000
79	5-500-7510.008	Materials-Steel	\$1,000	\$1,000	\$1,000	\$1,500
	<b>Total Material Expense</b>		<b>\$16,500</b>	<b>\$17,300</b>	<b>\$14,665</b>	<b>\$18,300</b>
79	5-500-8000.001	Tools-Repair	\$100	\$100	\$50	\$100
79	5-500-8000.002	Tools- Maintenance	\$250	\$250	\$60	\$250
79	5-500-8000.003	Tools-Supplies	\$1,000	\$1,000	\$1,500	\$2,500
	<b>Total Tools and Portable Equipment Expense</b>		<b>\$1,350</b>	<b>\$1,350</b>	<b>\$1,610</b>	<b>\$2,850</b>
79	5-500-8300.001	Equipment-Repair	\$1,500	\$1,500	\$3,500	\$3,000

Parks-Operations and Administration Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
79	5-500-8300.002	Equipment-Maintenance	\$1,500	\$1,500	\$1,800	\$2,500
79	5-500-8300.003	Equipment-Supplies	\$250	\$250	\$120	\$250
79	5-500-8300.004	Equipment-Equipment	\$1,000	\$2,000	\$2,255	\$2,000
79	5-500-8300.005	Equipment-Fuel	\$1,500	\$1,500	\$2,000	\$9,000
	<b>Total Machinery and Equipment Expense</b>		<b>\$5,750</b>	<b>\$6,750</b>	<b>\$9,675</b>	<b>\$16,750</b>
79	5-500-8600.001	Vehicle-Repair	\$1,500	\$1,500	\$1,250	\$1,500
79	5-500-8600.002	Vehicle-Maintenance	\$500	\$500	\$500	\$500
79	5-500-8600.003	Vehicle-Supplies	\$500	\$500	\$150	\$500
79	5-500-8600.004	Vehicle-Equipment	\$250	\$250	\$0	\$250
79	5-500-8600.005	Vehicle-Fuel	\$6,500	\$6,500	\$6,000	\$6,500
	<b>Total Vehicle Expense</b>		<b>\$9,250</b>	<b>\$9,250</b>	<b>\$7,900</b>	<b>\$9,250</b>
	<b>Total Tools, Machinery, and Vehicle Expense</b>		<b>\$16,350</b>	<b>\$17,350</b>	<b>\$19,185</b>	<b>\$28,850</b>
79	5-500-9910.000	Internal Service-Personnel	\$88,780	\$62,322	\$55,000	\$38,719
	<b>Total Internal Service-Personnel</b>		<b>\$88,780</b>	<b>\$62,322</b>	<b>\$55,000</b>	<b>\$38,719</b>
	<b>Total Internal Service</b>		<b>\$88,780</b>	<b>\$62,322</b>	<b>\$55,000</b>	<b>\$38,719</b>
	<b>Total Parks Expense</b>		<b>\$607,870</b>	<b>\$797,962</b>	<b>\$786,656</b>	<b>\$977,560</b>
	<b>Total Boswell Aquatic Center Expense</b>		<b>\$58,800</b>	<b>\$110,850</b>	<b>\$81,740</b>	<b>\$105,785</b>
	<b>Total Park Activities Expense</b>		<b>\$21,500</b>	<b>\$26,500</b>	<b>\$34,900</b>	<b>\$34,500</b>
	<b>Total Park Expense</b>		<b>\$688,170</b>	<b>\$935,312</b>	<b>\$903,296</b>	<b>\$1,117,845</b>

# Boswell Aquatic Center

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

Parks-Boswell Aquatic Center Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
79	5-515-1000.002	Part Time Salary	\$0	\$54,000	\$42,385	\$44,290
79	5-515-1000.006	Part Time Overtime	\$0	\$1,000	\$285	\$515
	<b>Total Salaries Expense</b>		<b>\$0</b>	<b>\$55,000</b>	<b>\$42,670</b>	<b>\$44,805</b>
79	5-515-1020.001	FICA-Employer	\$0	\$3,400	\$2,650	\$2,780
79	5-515-1020.002	Medicare-Employer	\$0	\$800	\$620	\$650
79	5-515-1020.003	Unemployment Compensation	\$0	\$600	\$430	\$450
79	5-515-1020.004	Workman's Compensation	\$0	\$2,300	\$0	\$0
	<b>Total Payroll Taxes Expense</b>		<b>\$0</b>	<b>\$7,100</b>	<b>\$3,700</b>	<b>\$3,880</b>
79	5-515-1025.001	Employee-Uniforms	\$0	\$1,150	\$785	\$1,150
	<b>Total Employee Expense</b>		<b>\$0</b>	<b>\$1,150</b>	<b>\$785</b>	<b>\$1,150</b>
	<b>Total Personnel Expense</b>		<b>\$0</b>	<b>\$63,250</b>	<b>\$47,155</b>	<b>\$49,835</b>
79	5-515-2010.000	Capital Exp-Building and Improvements	\$0	\$0	\$0	\$7,500
79	5-515-2020.000	Capital Exp-Machinery and Equipment	\$23,000	\$22,500	\$8,785	\$16,300
	<b>Total Capital Expense</b>		<b>\$23,000</b>	<b>\$22,500</b>	<b>\$8,785</b>	<b>\$23,800</b>
79	5-515-5000.001	Utilities-Electric	\$7,500	\$7,500	\$6,250	\$7,500
79	5-515-5000.002	Utilities-Water	\$2,500	\$2,500	\$2,500	\$2,500
79	5-515-5000.003	Utilities-Sewer	\$500	\$500	\$200	\$500
79	5-515-5010.001	Utilities-Landline and Fiber	\$250	\$250	\$200	\$250
79	5-515-5020.001	Utilities-Internet	\$250	\$300	\$500	\$300
79	5-515-5025.001	Utilities-Solid Waste	\$300	\$300	\$300	\$300
	<b>Total Utilities Expense</b>		<b>\$11,300</b>	<b>\$11,350</b>	<b>\$9,950</b>	<b>\$11,350</b>
79	5-515-6000.005	Prof Services-Temporary Employees	\$10,000	\$0	\$0	\$0
79	5-515-6000.007	Prof Services-Toxicology Testing	\$0	\$950	\$950	\$500
79	5-515-6000.008	Prof Services-MSHP Background Chk	\$0	\$300	\$300	\$300

Parks-Boswell Aquatic Center Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	<b>Total Professional Expense</b>		<b>\$10,000</b>	<b>\$1,250</b>	<b>\$1,250</b>	<b>\$800</b>
79	5-515-6005.002	Insurance-Equipment	\$1,500	\$1,500	\$0	\$1,500
79	5-515-6005.003	Insurance-Building & Property	\$4,000	\$4,000	\$7,600	\$9,000
	<b>Total Insurance Expense</b>		<b>\$5,500</b>	<b>\$5,500</b>	<b>\$7,600</b>	<b>\$10,500</b>
79	5-515-6010.002	Advertising-Employee Recruitment	\$0	\$2,000	\$1,250	\$2,000
	<b>Total Advertising Expense</b>		<b>\$0</b>	<b>\$2,000</b>	<b>\$1,250</b>	<b>\$2,000</b>
	<b>Total Professional Service Expense</b>		<b>\$15,500</b>	<b>\$8,750</b>	<b>\$10,100</b>	<b>\$13,300</b>
79	5-515-7010.004	Supplies-Chemicals	\$5,000	\$1,000	\$750	\$2,500
	<b>Total General Office Supplies Expense</b>		<b>\$5,000</b>	<b>\$1,000</b>	<b>\$750</b>	<b>\$2,500</b>
79	5-515-8300.001	Equipment-Repair	\$2,000	\$2,000	\$2,000	\$2,000
79	5-515-8300.002	Equipment-Maintenance	\$1,000	\$1,000	\$1,000	\$1,000
79	5-515-8300.003	Equipment-Supplies	\$1,000	\$1,000	\$2,000	\$2,000
	<b>Total Machinery and Equipment Expense</b>		<b>\$4,000</b>	<b>\$4,000</b>	<b>\$5,000</b>	<b>\$5,000</b>
	<b>Total Boswell Aquatic Center Expense</b>		<b>\$58,800</b>	<b>\$110,850</b>	<b>\$81,740</b>	<b>\$105,785</b>



## Park Activities

This program was established to manage expenses for recreational activities

Parks-Parks Activities Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
79	5-520-5010.001	Utilities-Landline and Fiber	\$500	\$500	\$500	\$500
	<b>Total Utilities Expense</b>		<b>\$500</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>
79	5-520-6000.005	Prof Services-Temporary Employees	\$10,000	\$10,000	\$13,000	\$12,000
79	5-520-6000.011	Prof Services-Dues-Fees	\$3,500	\$3,500	\$4,800	\$5,000
	<b>Total General Professional Service Expense</b>		<b>\$13,500</b>	<b>\$13,500</b>	<b>\$17,800</b>	<b>\$17,000</b>
79	5-520-7000.001	Supplies-Operational	\$7,500	\$12,500	\$16,600	\$17,000
	<b>Total General Office Supplies Expense</b>		<b>\$7,500</b>	<b>\$12,500</b>	<b>\$16,600</b>	<b>\$17,000</b>
	<b>Total Park Activities Expense</b>		<b>\$21,500</b>	<b>\$26,500</b>	<b>\$34,900</b>	<b>\$34,500</b>
	<b>Total Park Expense</b>		<b>\$688,170</b>	<b>\$935,312</b>	<b>\$903,296</b>	<b>\$1,117,845</b>

## Electric Fund

The Electric system for the City is made of 135 miles of 7.2 KV distribution and 40 miles of 69 KV transmission loop inter-connecting seven sub-stations to three 69KV transmission lines linking to the Show-Me Transmission network. The city provides electric to all customers within the city limits where electric service requires the use of streets, avenues, alleys, etc., to construct the distributing lines.

Goal: Improve customer satisfaction by minimizing outages and service interruptions.

Strategy: Perform more frequent and detailed routine inspections of equipment and infrastructure to identify potential system failures.

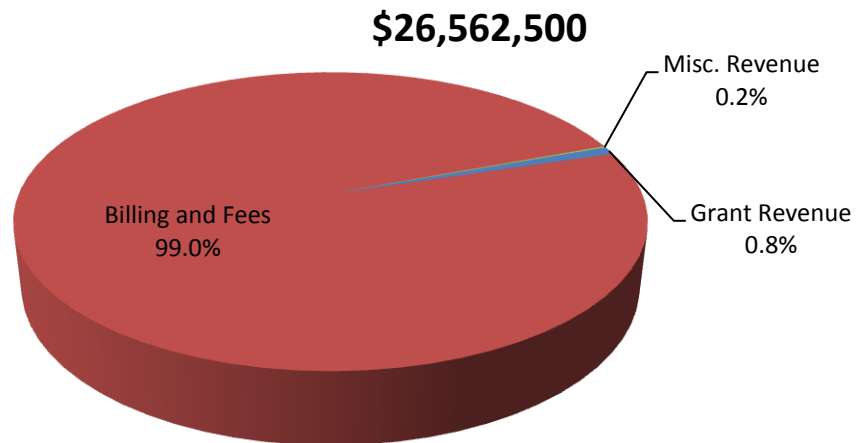
Budgetary Factor: Improvements in this area will reduce unplanned work and after-hour callouts, as well as reduce labor cost.

Goal: Maintain the Electric System to ensure its safety and reliability.

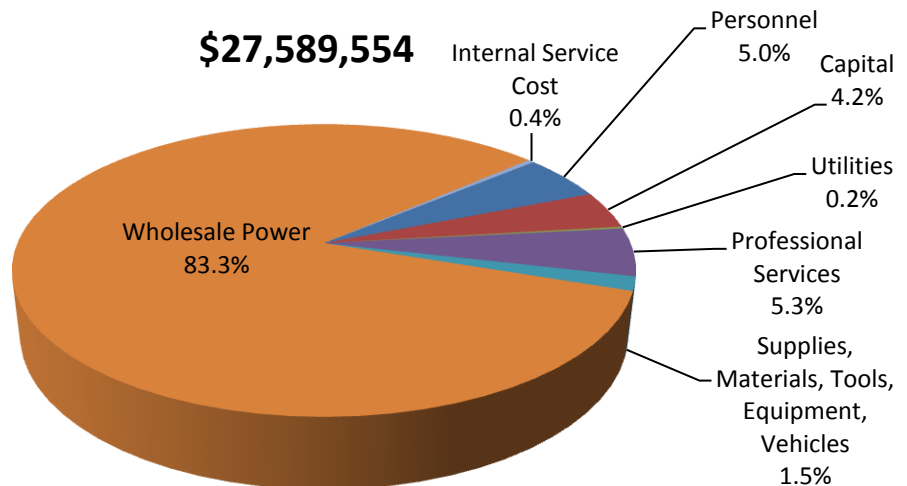
Strategy: Review and update the Electric operation and maintenance plan.

Budgetary Factor: Availability of Capital Improvement Plan funds, and the City's ability to provide for the required local funding to ensure that we have funds available to make required changes to our system

### Electric Operating Funds Available by Category



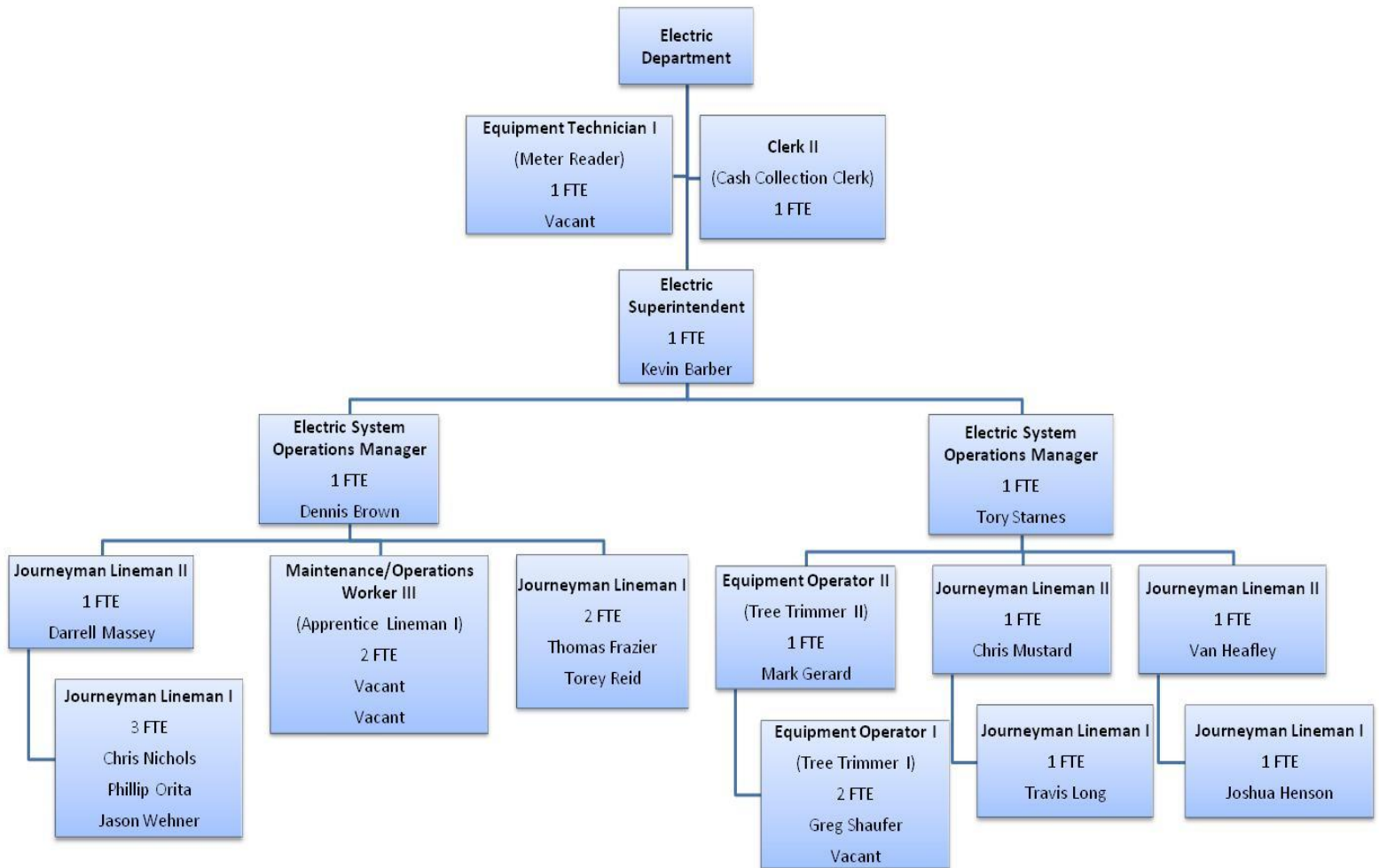
### Electric Operating Expense by Category



## Electric Fund Revenue and Expense by Category

Electric Fund	2014 Actual	2015 Budget	2015 Estimated	2016 Proposed
<b>Revenues</b>				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$220,000
Service Charges	\$23,007,042	\$24,984,000	\$23,140,855	\$26,299,500
Rentals	\$0	\$0	\$0	\$0
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$1,342,091	\$3,168,000	\$2,214,575	\$1,189,000
Internal Service Revenue	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$24,349,133</b>	<b>\$28,152,000</b>	<b>\$25,355,430</b>	<b>\$27,708,500</b>
<b>Expenses</b>				
Personnel	\$1,111,301	\$1,257,183	\$1,080,975	\$1,393,015
Capital	\$238,069	\$2,109,500	\$63,417	\$1,849,000
Debt	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0
Utilities	\$41,273	\$46,700	\$48,135	\$53,200
Professional Services	\$1,415,968	\$1,646,450	\$1,449,005	\$1,472,125
Supplies and Materials	\$22,278,627	\$22,260,950	\$22,176,928	\$23,285,200
Tools, Equipment, and Vehicles	\$93,542	\$116,500	\$99,565	\$131,700
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$86,439	\$1,089,139	\$87,000	\$105,314
<b>Total Expensee</b>	<b>\$25,265,219</b>	<b>\$28,526,422</b>	<b>\$25,005,025</b>	<b>\$28,289,554</b>

## Electric Department Organizational Chart



Electric-Operating Revenue			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
80	4-200-2005.002	Grant-Capital	\$0	\$0	\$0	\$220,000
	<b>Total Grant Revenue</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$220,000</b>
80	4-200-3000.011	Turn On Fees	\$18,000	\$16,000	\$17,500	\$16,500
80	4-200-3000.012	Customer Billing	\$22,700,000	\$24,700,000	\$22,817,435	\$26,000,000
80	4-200-3000.013	Penalties	\$220,000	\$212,000	\$220,000	\$223,000
80	4-200-3000.014	Meter Base Sales	\$15,000	\$13,000	\$19,350	\$14,000
80	4-200-3000.015	Meter Base Installation	\$15,000	\$15,000	\$28,500	\$18,000
80	4-200-3000.018	Telephone Pole Agreement	\$10,650	\$10,000	\$20,040	\$10,000
80	4-200-3000.019	Cable Pole Agreement	\$18,000	\$18,000	\$18,030	\$18,000
80	4-200-3000.020	Redevelopment Projects	\$198,000	\$0	\$0	\$0
	<b>Total Service Charges and Fees Revenue</b>		<b>\$23,194,650</b>	<b>\$24,984,000</b>	<b>\$23,140,855</b>	<b>\$26,299,500</b>
80	4-200-3010.004	Misc.-Investment Income	\$30,000	\$27,000	\$42,200	\$27,000
80	4-200-3010.006	Misc.-Miscellaneous	\$20,000	\$15,500	\$14,400	\$16,000
80	4-200-3010.007	Misc-Transfer From Reserve	\$0	\$975,000	\$0	\$0
80	4-200-3010.008	Misc-Gain/Loss Asset Disposal	\$0	\$0	\$7,475	\$0
	<b>Total Miscellaneous Revenue</b>		<b>\$50,000</b>	<b>\$1,017,500</b>	<b>\$64,075</b>	<b>\$43,000</b>
	<b>Total Service Charges, Fees, and Miscellaneous Revenue</b>		<b>\$23,244,650</b>	<b>\$26,001,500</b>	<b>\$23,204,930</b>	<b>\$26,342,500</b>
	<b>Total Electric-Operating Revenue</b>		<b>\$23,244,650</b>	<b>\$26,001,500</b>	<b>\$23,204,930</b>	<b>\$26,562,500</b>

Electric-Operating Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
80	5-200-1000.001	Fulltime Salary	\$695,000	\$726,863	\$654,150	\$859,400
80	5-200-1000.002	Part time Salary	\$0	\$13,500	\$17,170	\$0
80	5-200-1000.004	On Call	\$64,000	\$64,000	\$18,730	\$30,900
80	5-200-1000.005	Fulltime Overtime	\$15,000	\$25,000	\$22,350	\$27,393
80	5-200-1000.006	Part Time Overtime	\$0	\$0	\$100	\$0

Electric-Operating Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
80	5-200-1000.007	On Call Overtime	\$10,000	\$0	\$940	\$0
	<b>Total Salaries Expense</b>		<b>\$784,000</b>	<b>\$829,363</b>	<b>\$713,440</b>	<b>\$917,693</b>
80	5-200-1005.001	Health Premium-Employee	\$11,700	\$21,120	\$21,730	\$21,120
80	5-200-1005.002	Health Premium-Family	\$144,600	\$152,640	\$136,670	\$176,160
80	5-200-1005.003	Dental Premium-Employee	\$5,100	\$5,100	\$4,620	\$5,100
	<b>Total Insurance Expense</b>		<b>\$161,400</b>	<b>\$178,860</b>	<b>\$163,020</b>	<b>\$202,380</b>
80	5-200-1010.001	Life Insurance	\$1,100	\$1,100	\$915	\$1,100
	<b>Total Life Insurance Expense</b>		<b>\$1,100</b>	<b>\$1,100</b>	<b>\$915</b>	<b>\$1,100</b>
80	5-200-1015.001	Lagers-General	\$97,270	\$98,490	\$90,125	\$117,060
80	5-200-1015.004	Deferred Comp-Employer	\$7,800	\$7,800	\$7,775	\$7,800
	<b>Total Retirement Expense</b>		<b>\$105,070</b>	<b>\$106,290</b>	<b>\$97,900</b>	<b>\$124,860</b>
80	5-200-1020.001	FICA-Employer	\$48,610	\$51,420	\$41,235	\$56,900
80	5-200-1020.002	Medicare-Employer	\$11,370	\$12,030	\$9,645	\$13,310
80	5-200-1020.003	Unemployment Compensation	\$7,840	\$8,290	\$7,135	\$9,180
80	5-200-1020.004	Workman's Compensation	\$44,330	\$44,330	\$34,720	\$33,817
	<b>Total Payroll Taxes Expense</b>		<b>\$112,150</b>	<b>\$116,070</b>	<b>\$92,735</b>	<b>\$113,207</b>
80	5-200-1025.001	Employee-Uniforms	\$9,600	\$7,500	\$8,215	\$15,275
80	5-200-1025.002	Employee-Dues/License/Membership	\$5,000	\$6,000	\$500	\$6,000
80	5-200-1025.003	Employee-Books	\$2,500	\$2,000	\$0	\$2,000
80	5-200-1025.004	Employee-Travel/Hotel	\$5,000	\$5,000	\$1,750	\$5,000
80	5-200-1025.005	Employee-Training	\$4,500	\$5,000	\$2,500	\$5,500
	<b>Total Employee Expense</b>		<b>\$26,600</b>	<b>\$25,500</b>	<b>\$12,965</b>	<b>\$33,775</b>
	<b>Total Personnel Expense</b>		<b>\$1,190,320</b>	<b>\$1,257,183</b>	<b>\$1,080,975</b>	<b>\$1,393,015</b>
80	5-200-2005.000	Capital Exp-Land and Improvement	\$0	\$60,000	\$2,817	\$385,000
80	5-200-2010.000	Capital Exp-Building and Improvement	\$0	\$57,000	\$0	\$125,000
80	5-200-2020.000	Capital Exp-Machinery and Equipment	\$71,975	\$252,500	\$60,600	\$519,000
80	5-200-2025.000	Capital Exp-Vehicles	\$85,000	\$90,000	\$0	\$120,000

Electric-Operating Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
80	5-200-2030.000	Capital Exp-Infrastructure	\$396,170	\$0	\$0	\$0
	<b>Total Capital Expense</b>		<b>\$553,145</b>	<b>\$459,500</b>	<b>\$63,417</b>	<b>\$1,149,000</b>
80	5-200-5000.001	Utilities-Electric	\$41,000	\$39,000	\$42,780	\$43,000
80	5-200-5000.002	Utilities-Water	\$700	\$700	\$150	\$700
80	5-200-5000.003	Utilities-Sewer	\$500	\$500	\$190	\$500
80	5-200-5015.001	Utilities-Cell Phones	\$5,000	\$5,000	\$4,500	\$6,500
80	5-200-5020.002	Utilities-Internet Mobile	\$500	\$1,500	\$515	\$2,500
	<b>Total Utilities Expense</b>		<b>\$47,700</b>	<b>\$46,700</b>	<b>\$48,135</b>	<b>\$53,200</b>
80	5-200-6000.001	Prof Services-Legal	\$10,000	\$10,000	\$200	\$10,000
80	5-200-6000.002	Prof Services-Engineering	\$50,000	\$20,000	\$0	\$20,000
80	5-200-6000.003	Prof Services-Surveying	\$3,000	\$2,500	\$50	\$2,500
80	5-200-6000.007	Prof Services-Toxicology Testing	\$350	\$400	\$500	\$400
80	5-200-6000.008	Prof Services-Background Check	\$0	\$0	\$15	\$100
80	5-200-6000.009	Prof Services-Collection Agency	\$0	\$0	\$1,415	\$1,500
80	5-200-6000.011	Prof Services-Dues-Fees	\$10,000	\$10,000	\$3,922	\$10,000
80	5-200-6000.015	Prof Services-Service Contracts	\$61,500	\$55,000	\$4,300	\$10,000
80	5-200-6000.017	Prof Services-PILOT	\$1,362,000	\$1,482,000	\$1,373,660	\$1,300,000
80	5-200-6000.018	Prof Services-Damage Claims	\$3,000	\$3,000	\$500	\$3,000
80	5-200-6000.019	Prof Services-Credit Card Fees	\$0	\$0	\$2,500	\$45,475
	<b>Total General Professional Service Expense</b>		<b>\$1,499,850</b>	<b>\$1,582,900</b>	<b>\$1,387,062</b>	<b>\$1,402,975</b>
80	5-200-6005.001	Insurance-Vehicle	\$22,850	\$22,850	\$19,483	\$20,000
80	5-200-6005.002	Insurance-Equipment	\$1,200	\$1,200	\$1,9915	\$3,650
80	5-200-6005.003	Insurance-Building & Property	\$7,500	\$7,500	\$7,635	\$8,500
80	5-200-6005.007	Insurance-City Government	\$25,000	\$25,000	\$25,360	\$30,000
	<b>Total Insurance Expense</b>		<b>\$56,550</b>	<b>\$56,550</b>	<b>\$54,473</b>	<b>\$62,150</b>
80	5-200-6010.002	Advertising-Employee	\$0	\$0	\$625	\$0
	<b>Total Advertising Expense</b>		<b>\$0</b>	<b>\$0</b>	<b>\$625</b>	<b>\$0</b>

Electric-Operating Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
80	5-200-6020.000	Software-Annual Renewal/Maintenance-Gen	\$7,000	\$7,000	\$6,845	\$7,000
	<b>Total Software Expense</b>		<b>\$7,000</b>	<b>\$7,000</b>	<b>\$6,845</b>	<b>\$7,000</b>
	<b>Total Professional Service Expense</b>		<b>\$1,563,400</b>	<b>\$1,646,450</b>	<b>\$1,449,005</b>	<b>\$1,472,125</b>
80	5-200-7000.001	Supplies-Operational	\$5,000	\$6,200	\$6,200	\$6,500
80	5-200-7000.004	Supplies-Small Tools	\$7,500	\$3,500	\$2,200	\$3,500
80	5-200-7005.002	Supplies-Mailing	\$4,500	\$5,200	\$3,200	\$5,200
80	5-200-7005.003	Supplies-Postage	\$14,500	\$14,800	\$14,800	\$14,500
80	5-200-7005.004	Supplies-Paper	\$500	\$500	\$500	\$500
80	5-200-7005.005	Supplies-Forms	\$1,250	\$1,250	\$2,875	\$2,500
80	5-200-7005.006	Supplies-Promo-Education	\$8,000	\$5,000	\$800	\$10,000
	<b>Total General Office Supplies Expense</b>		<b>\$41,250</b>	<b>\$36,450</b>	<b>\$30,575</b>	<b>\$42,700</b>
80	5-200-7015.004	Supplies-Safety	\$10,000	\$10,000	\$8,600	\$12,000
	<b>Total Medical and Safety Supplies Expense</b>		<b>\$10,000</b>	<b>\$10,000</b>	<b>\$8,600</b>	<b>\$12,000</b>
80	5-200-7025.001	Supplies-Wholesale Power-Demand Charge	\$5,900,000	\$5,525,000	\$6,021,250	\$6,350,000
80	5-200-7025.002	Supplies-Wholesale Power-Energy Charge	\$13,900,000	\$15,200,000	\$14,750,398	\$15,390,000
80	5-200-7025.003	Supplies-Wholesale Power-Transmission Charge	\$1,250,000	\$1,250,000	\$1,193,655	\$1,250,000
	<b>Total Wholesale Power</b>		<b>\$21,050,000</b>	<b>\$21,975,000</b>	<b>\$21,965,303</b>	<b>\$22,990,000</b>
	<b>Total Supplies Expense</b>		<b>\$21,101,250</b>	<b>\$22,021,450</b>	<b>\$22,004,478</b>	<b>\$23,044,700</b>
80	5-200-7500.002	Materials-Rock	\$7,500	\$6,000	\$6,000	\$8,000
80	5-200-7505.004	Materials-Pipe-Conduit	\$15,000	\$12,000	\$15,000	\$12,000
80	5-200-7505.005	Materials-Poles	\$12,000	\$12,000	\$1,000	\$12,000
80	5-200-7510.003	Materials-Fittings	\$8,500	\$8,500	\$3,200	\$8,500
80	5-200-7510.004	Materials-Hardware	\$35,000	\$30,000	\$28,000	\$25,000
80	5-200-7510.006	Materials-Wire	\$50,000	\$30,000	\$16,500	\$15,000
80	5-200-7515.001	Materials-Transformers	\$60,000	\$50,000	\$42,500	\$50,000
80	5-200-7515.002	Materials-Substation	\$50,000	\$40,000	\$8,500	\$20,000



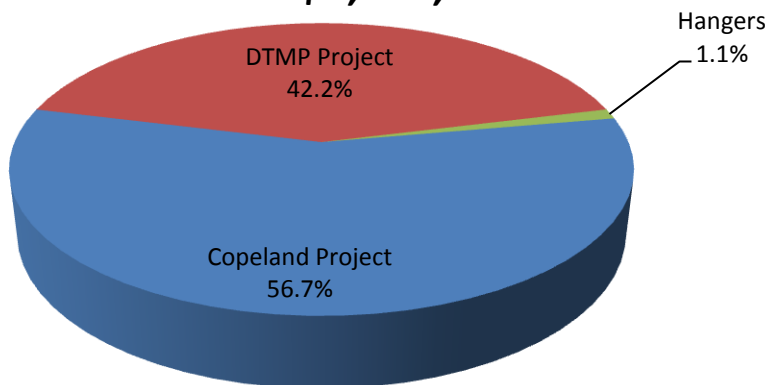
Electric-Operating Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
80	5-200-7520.001	Materials-Meters	\$30,000	\$25,000	\$33,000	\$70,000
80	5-200-7525.001	Materials-Infrastructure Maintenance	\$15,000	\$15,000	\$17,200	\$15,000
80	5-200-7530.001	Materials-SCADA	\$11,000	\$11,000	\$1,550	\$5,000
	<b>Total Material Expense</b>		<b>\$294,000</b>	<b>\$239,500</b>	<b>\$172,450</b>	<b>\$240,500</b>
80	5-200-8000.001	Tools-Repair	\$1,500	\$1,500	\$450	\$2,000
80	5-200-8000.002	Tools- Maintenance	\$1,500	\$1,500	\$1,600	\$1,700
80	5-200-8000.003	Tools-Supplies	\$1,500	\$2,500	\$1,560	\$3,000
	<b>Total Tools and Portable Equipment Expense</b>		<b>\$4,500</b>	<b>\$5,500</b>	<b>\$3,610</b>	<b>\$6,700</b>
80	5-200-8300.001	Equipment-Repair	\$0	\$0	\$100	\$0
80	5-200-8300.002	Equipment-Maintenance	\$10,675	\$11,000	\$12,500	\$20,000
80	5-200-8300.003	Equipment-Supplies	\$1,500	\$1,500	\$1,250	\$1,500
	<b>Total Machinery and Equipment Expense</b>		<b>\$12,175</b>	<b>\$12,500</b>	<b>\$13,850</b>	<b>\$21,500</b>
80	5-200-8600.001	Vehicle-Repair	\$0	\$0	\$1,105	\$5,000
80	5-200-8600.002	Vehicle-Maintenance	\$20,500	\$20,500	\$19,500	\$20,500
80	5-200-8600.004	Vehicle-Equipment	\$35,000	\$30,000	\$22,000	\$30,000
80	5-200-8600.005	Vehicle-Fuel	\$46,000	\$48,000	\$39,500	\$48,000
	<b>Total Vehicle Expense</b>		<b>\$101,500</b>	<b>\$98,500</b>	<b>\$82,105</b>	<b>\$103,500</b>
	<b>Total Tools, Machinery, and Vehicle Expense</b>		<b>\$118,175</b>	<b>\$116,500</b>	<b>\$99,565</b>	<b>\$131,700</b>
80	5-200-9910.000	Internal Service-Personnel	\$128,985	\$114,139	\$87,000	\$105,314
	<b>Total Internal Service</b>		<b>\$128,985</b>	<b>\$114,139</b>	<b>\$87,000</b>	<b>\$105,314</b>
	<b>Total Electric-Operating Expense</b>		<b>\$24,996,975</b>	<b>\$25,901,422</b>	<b>\$25,005,025</b>	<b>\$27,589,554</b>

## Electric Reserve

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

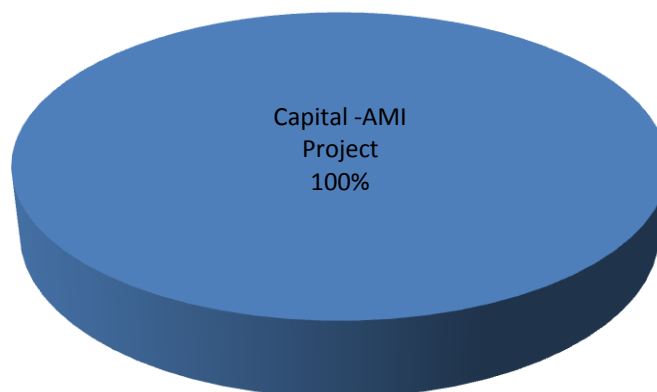
### Electric Reserve Debt Service Repayment

**\$1,146,000**



### Electric Reserve Expense by Category

**\$700,000**



Electric-Reserve Transfer In			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
80	4-215-3010.000	Misc.-General	\$1,285,250	\$2,150,500	\$2,150,500	\$1,146,000
	Total Miscellaneous Transfer In		\$1,285,250	\$2,150,500	\$2,150,500	\$1,146,000
	Total Electric-Reserve Transfer in		\$1,285,250	\$2,150,500	\$2,150,500	\$1,146,000

Electric-Reserve Expense			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
80	5-215-2020.000	Capital Exp-Machinery and Equipment	\$1,000,000	\$1,650,000	\$0	\$700,000
	Total Capital Expense		\$1,000,000	\$1,650,000	\$0	\$700,000
80	5-215-9999.000	Internal Service-Transfer to Operating	\$0	\$975,000	\$0	\$0
	Total Internal Service-Capital		\$0	\$975,000	\$0	\$0
	Total Electric-Reserve Expense		\$1,000,000	\$2,625,000	\$0	\$700,000

## 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.

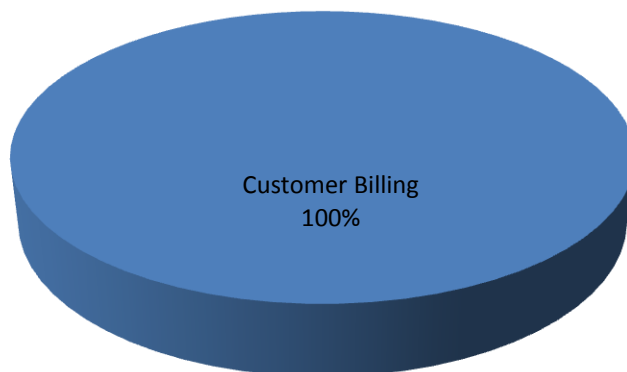
Goal: Improve customer satisfaction and reduce labor cost by minimizing utility outages and service interruptions that cause unplanned work and after-hour callouts.

Strategy: Perform more frequent and detailed routine inspections of equipment and infrastructure identifying potential issues allowing managers to plan and schedule corrective action.

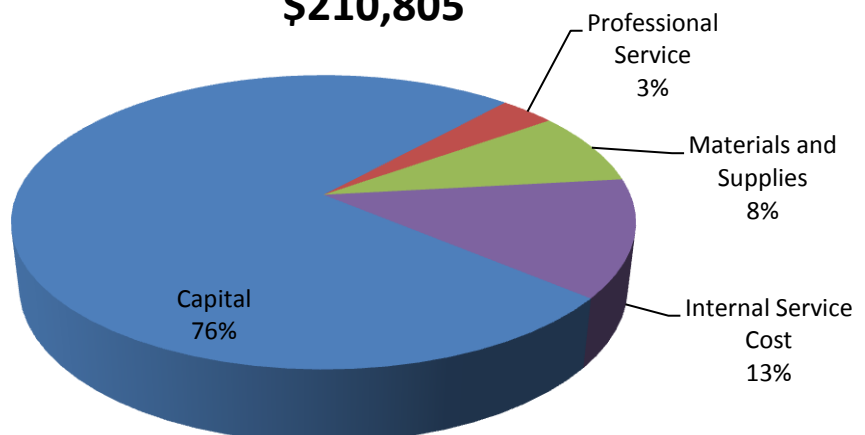
- ✓ Restructure work hours and work shifts during daylight savings time to expand regular time coverage hours.

Budgetary Factor: Availability of Capital Improvement Plan funds, and the City's ability to provide for the required local funding.

### Fiber Funds Available by Category \$103,000



### Fiber Expense by Category \$210,805



## Fiber Fund Revenue and Expense by Category

Fiber Fund	2014 Actual	2015 Budget	2015 Estimated	2016 Proposed
<b>Revenues</b>				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Service Charges	\$98,942	\$103,000	\$95,000	\$103,000
Rentals	\$0	\$0	\$0	\$0
Licenses and Permits	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Revenue	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$98,942</b>	<b>\$103,000</b>	<b>\$95,000</b>	<b>\$103,000</b>
<b>Expenses</b>				
Personnel	\$0	\$0	\$0	\$0
Capital	\$129,205	\$158,744	\$124,000	\$159,500
Debt	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Professional Services	\$4,935	\$7,150	\$5,150	\$7,150
Supplies and Materials	\$353	\$15,500	\$2,000	\$17,000
Tools, Equipment, and Vehicles	\$0	\$0	\$0	\$0
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$28,447	\$17,664	\$39,015	\$27,155
<b>Total Expensee</b>	<b>\$162,939</b>	<b>\$199,058</b>	<b>\$170,165</b>	<b>\$210,805</b>

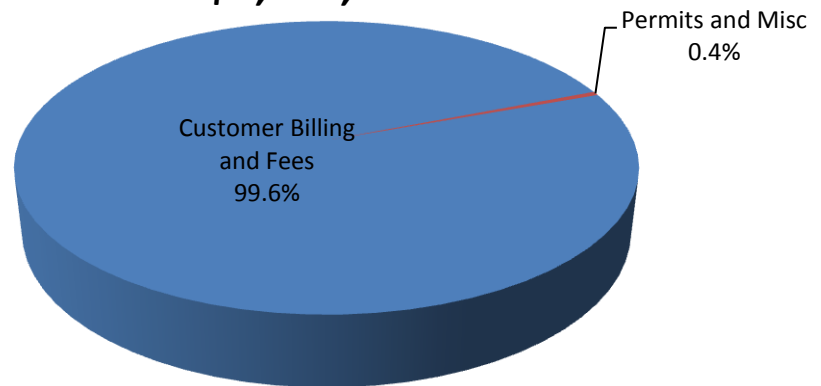
Fiber-Revenue			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
83	4-200-3000.012	Customer Billing	\$103,000	\$103,000	\$95,000	\$103,000
	Total Service Charges and Fees Revenue		\$103,000	\$103,000	\$95,000	\$103,000
	Total Fiber Revenues		\$103,000	\$103,000	\$95,000	\$103,000

<i>Fiber-Expenses</i>			<i>FY14</i>	<i>FY15</i>	<i>FY15</i>	<i>FY16</i>
<i>Fund</i>	<i>Account</i>	<i>Account Name</i>	<i>Budget</i>	<i>Budget</i>	<i>Estimated Ending</i>	<i>Proposed</i>
83	5-200-2005.000	Capital Exp-Land & Improvements	\$0	\$0	\$0	\$30,000
83	5-200-2015.000	Capital Exp-Furniture & Fixtures	\$0	\$0	\$0	\$12,500
83	5-200-2020.000	Capital Exp-Machinery & Equipment	\$119,750	\$11,200	\$14,000	\$117,000
83	5-200-2030.000	Capital Exp-Infrastructure	\$0	\$147,544	\$110,000	\$0
	<b>Total Capital Expense</b>		<b>\$119,750</b>	<b>\$158,744</b>	<b>\$124,000</b>	<b>\$159,500</b>
83	5-200-6000.013	Prof Services-Studies	\$2,000	\$2,000	\$0	\$2,000
83	5-200-6000.017	Prof Services-PILOT	\$5,150	\$5,150	\$5,150	\$5,150
	<b>Total General Professional Service Expense</b>		<b>\$7,150</b>	<b>\$7,150</b>	<b>\$5,150</b>	<b>\$7,150</b>
83	5-200-7000.001	Supplies-Operational	\$2,000	\$2,000	\$0	\$2,000
	<b>Total General Office Supplies Expense</b>		<b>\$2,000</b>	<b>\$2,000</b>	<b>\$0</b>	<b>\$2,000</b>
83	5-200-7510.004	Materials-Hardware	\$3,500	\$3,500	\$1,000	\$5,000
83	5-200-7510.006	Materials-Wire	\$10,000	\$10,000	\$1,000	\$10,000
	<b>Total Material Expense</b>		<b>\$13,500</b>	<b>\$13,500</b>	<b>\$2,000</b>	<b>\$15,000</b>
83	5-200-9960.000	Internal Service-Professional Services	\$29,000	\$17,664	\$39,015	\$27,155
	<b>Total Internal Service</b>		<b>\$29,000</b>	<b>\$17,664</b>	<b>\$39,015</b>	<b>\$27,155</b>
	<b>Total Fiber Expense</b>		<b>\$171,400</b>	<b>\$199,058</b>	<b>\$170,165</b>	<b>\$210,805</b>

## Wastewater

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 \$2,392,000



Goal: Provide adequate infrastructure to meet the needs of our citizens and members of our business community, with the ability to adjust to the changing needs of our users.

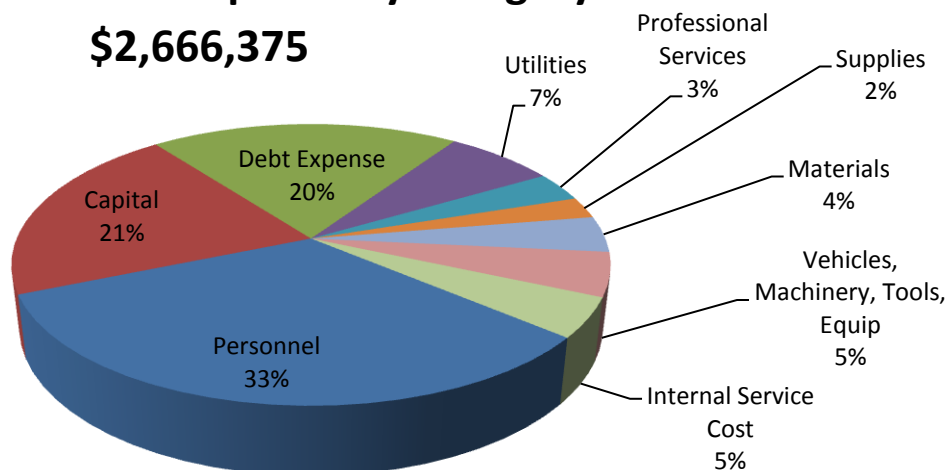
Strategy -Complete sanitary sewer evaluation study (SSES), which identify defects in our collection system, and recommend multi-year plan for identified improve needs. Wastewater Treatment Facility engineered improvement completion and plans sent to Department of Natural Resources for approval of construction permit.

- Work with consultants to complete study and engineering, then update CIP for planned capital improvements

Budgetary Factor: Availability of Capital Funds

### Wastewater Expense by Category

\$2,666,375

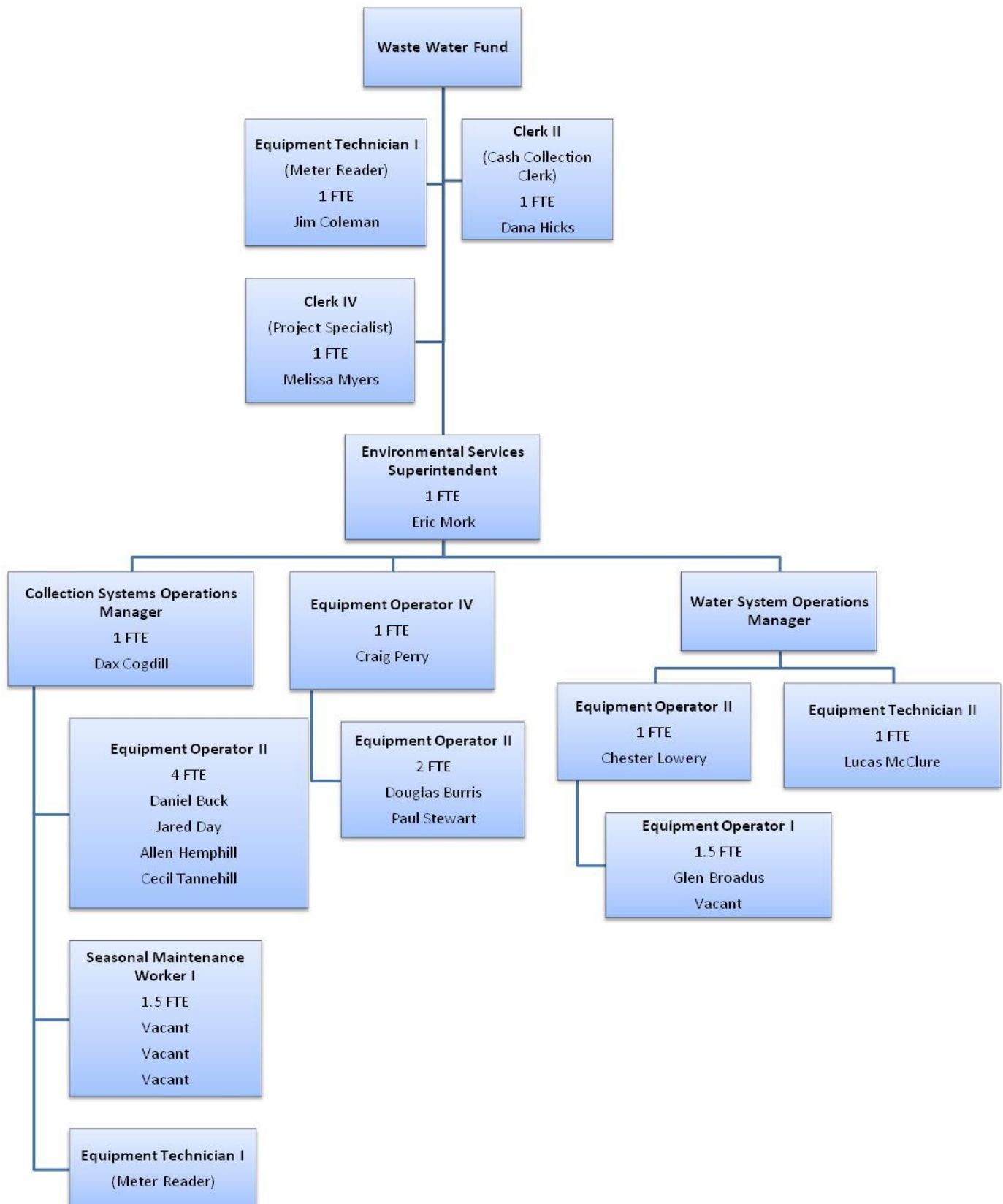


## Wastewater Fund Revenue and Expense by Category

Wastewater Fund	2014 Actual	2015 Budget	2015 Estimated	2016 Proposed
<b>Revenues</b>				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Service Charges	\$2,309,856	\$2,379,500	\$2,332,425	\$2,379,500
Rentals	\$0	\$0	\$0	\$0
Licenses and Permits	\$1,500	\$10,000	\$34,120	\$10,000
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$51,746	\$1,500	\$56,417	\$2,500
Internal Service Revenue	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$2,363,102</b>	<b>\$2,391,000</b>	<b>\$2,422,962</b>	<b>\$2,392,000</b>
<b>Expenses</b>				
Personnel	\$796,057	\$842,309	\$813,973	\$870,025
Capital	\$534,698	\$455,000	\$435,275	\$557,000
Debt	\$449,491	\$450,000	\$452,780	\$530,000
Grants	\$0	\$0	\$0	\$0
Utilities	\$172,134	\$166,350	\$227,350	\$188,850
Professional Services	\$63,273	\$250,897	\$192,314	\$89,650
Supplies and Materials	\$131,421	\$174,000	\$177,100	\$175,650
Tools, Equipment, and Vehicles	\$97,316	\$118,500	\$108,600	\$133,850
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$93,353	\$103,343	\$98,625	\$121,349
<b>Total Expensee</b>	<b>\$2,337,744</b>	<b>\$2,560,399</b>	<b>\$2,506,017</b>	<b>\$2,666,375</b>



## Wastewater Organizational Chart



Wastewater-Operating Revenue			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
85	4-200-3000.012	Customer Billing	\$2,340,000	\$2,340,000	\$2,270,000	\$2,340,000
85	4-200-3000.013	Penalties	\$32,000	\$32,000	\$33,500	\$32,000
85	4-200-3000.16	Facility Impact	\$5,000	\$7,500	\$28,925	\$7,500
	<b>Total Service Charges and Fees Revenue</b>		<b>\$2,377,000</b>	<b>\$2,379,500</b>	<b>\$2,332,425</b>	<b>\$2,379,500</b>
85	4-200-3010.001	Misc.-Bond Proceeds	\$0	\$0	\$46,367	\$0
85	4-200-3010.004	Misc.-Investment Income	\$1,000	\$500	\$900	\$500
85	4-200-3010.006	Misc.-Miscellaneous	\$1,000	\$1,000	\$5,200	\$2,000
85	4-200-3010.008	Misc-Gain/Loss Asset Disposal	\$0	\$0	\$3,950	\$0
	<b>Total Miscellaneous Revenue</b>		<b>\$2,000</b>	<b>\$1,500</b>	<b>\$56,417</b>	<b>\$2,500</b>
	<b>Total Services Charges, Fees, and Miscellaneous Revenue</b>		<b>\$2,379,000</b>	<b>\$2,381,000</b>	<b>\$2,388,842</b>	<b>\$2,382,000</b>
85	4-200-4005.002	Permits-Sewer	\$20,000	\$10,000	\$34,120	\$10,000
	<b>Total Permits Revenue</b>		<b>\$20,000</b>	<b>\$10,000</b>	<b>\$34,120</b>	<b>\$10,000</b>
	<b>Total Waste Water Revenue</b>		<b>\$2,399,000</b>	<b>\$2,391,000</b>	<b>\$2,422,962</b>	<b>\$2,392,000</b>

Wastewater-Operating Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
85	5-200-1000.001	Fulltime Salary	\$267,000	\$267,000	\$266,840	\$277,070
85	5-200-1000.004	On Call	\$6,000	\$6,000	\$9,060	\$5,670
85	5-200-1000.005	Fulltime Overtime	\$8,000	\$13,000	\$12,335	\$12,360
	<b>Total Salaries Expense</b>		<b>\$281,000</b>	<b>\$286,000</b>	<b>\$288,235</b>	<b>\$295,100</b>
85	5-200-1005.001	Health Premium-Employee	\$15,600	\$26,400	\$29,435	\$31,680
85	5-200-1005.002	Health Premium-Family	\$39,600	\$31,560	\$27,935	\$23,520
85	5-200-1005.003	Dental Premium-Employee	\$2,100	\$2,100	\$2,105	\$2,100
85	5-200-1005.004	Dental Premium-Family	\$600	\$600	\$430	\$600
	<b>Total Insurance Expense</b>		<b>\$57,900</b>	<b>\$60,660</b>	<b>\$59,905</b>	<b>\$57,900</b>
85	5-200-1010.001	Life Insurance	\$495	\$495	\$445	\$495

Wastewater-Operating Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	<b>Total Life Insurance Expense</b>		<b>\$495</b>	<b>\$495</b>	<b>\$445</b>	<b>\$495</b>
85	5-200-1015.001	Lagers-General	\$37,675	\$36,680	\$37,690	\$38,205
85	5-200-1015.004	Deferred Comp-Employer	\$5,200	\$5,200	\$5,200	\$5,200
	<b>Total Retirement Expense</b>		<b>\$42,875</b>	<b>\$41,880</b>	<b>\$42,890</b>	<b>\$43,405</b>
85	5-200-1020.001	FICA-Employer	\$17,420	\$17,730	\$16,915	\$18,300
85	5-200-1020.002	Medicare-Employer	\$4,075	\$4,147	\$3,955	\$4,280
85	5-200-1020.003	Unemployment Compensation	\$2,810	\$2,860	\$2,880	\$2,950
85	5-200-1020.004	Workman's Compensation	\$8,595	\$8,595	\$7,578	\$7,924
	<b>Total Payroll Taxes Expense</b>		<b>\$32,900</b>	<b>\$33,332</b>	<b>\$31,328</b>	<b>\$33,454</b>
85	5-200-1025.001	Employee-Uniforms	\$2,800	\$3,350	\$3,600	\$6,275
85	5-200-1025.002	Employee-Dues/License/Membership	\$400	\$750	\$750	\$750
85	5-200-1025.004	Employee-Travel/Hotel	\$1,250	\$1,700	\$1,500	\$1,700
85	5-200-1025.005	Employee-Training	\$4,500	\$3,500	\$2,000	\$3,500
	<b>Total Employee Expense</b>		<b>\$8,950</b>	<b>\$9,300</b>	<b>\$7,850</b>	<b>\$12,225</b>
	<b>Total Personnel Expense</b>		<b>\$424,120</b>	<b>\$431,667</b>	<b>\$430,653</b>	<b>\$442,579</b>
85	5-200-2005.000	Capital Exp-Land and Improvement	\$150,000	\$126,000	\$51,000	\$286,000
85	5-200-2010.000	Capital Exp-Building and Improvement	\$150,000	\$25,000	\$122,000	\$35,000
85	5-200-2020.000	Capital Exp-Machinery and Equipment	\$121,750	\$158,000	\$67,000	\$236,000
85	5-200-2030.000	Capital Exp-Infrastructure	\$146,000	\$116,000	\$120,000	\$0
	<b>Total Capital Expense</b>		<b>\$567,750</b>	<b>\$425,000</b>	<b>\$360,000</b>	<b>\$557,000</b>
85	5-200-3005.000	Debt-COPS	\$448,820	\$450,000	\$452,780	\$450,000
85	5-200-3020.000	Debt-Lease Obligation	\$0	\$0	\$0	\$80,000
	<b>Total Debt Expense</b>		<b>\$448,820</b>	<b>\$450,000</b>	<b>\$452,780</b>	<b>\$530,000</b>
85	5-200-5000.001	Utilities-Electric	\$145,000	\$150,000	\$211,000	\$172,500
85	5-200-5010.001	Utilities-Landline and Fiber	\$12,000	\$12,000	\$12,000	\$12,000
85	5-200-5015.001	Utilities-Cell Phones	\$500	\$500	\$500	\$500
85	5-200-5020.002	Utilities-Internet Mobile	\$500	\$1,000	\$1,000	\$1,000

Wastewater-Operating Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
85	5-200-5025.001	Utilities-Solid Waste	\$1,500	\$2,000	\$2,000	\$2,000
	<b>Total Utilities Expense</b>		<b>\$159,500</b>	<b>\$165,500</b>	<b>\$226,500</b>	<b>\$188,000</b>
85	5-200-6000.001	Prof Services-Legal	\$0	\$5,000	\$5,000	\$5,000
85	5-200-6000.002	Prof Services-Engineering	\$0	\$0	\$0	\$10,000
85	5-200-6000.003	Prof Services-Surveying	\$3,500	\$2,000	\$2,000	\$2,000
85	5-200-6000.007	Prof Services-Toxicology Testing	\$250	\$250	\$250	\$250
85	5-200-6000.008	Prof Services-Background Check	\$0	\$0	\$15	\$100
85	5-200-6000.009	Prof Services-Collection Agency	\$0	\$0	\$1,500	\$2,500
85	5-200-6000.011	Prof Services-Dues and License	\$0	\$5,000	\$5,000	\$5,000
85	5-200-6000.015	Prof Services-Service Contracts	\$17,000	\$17,000	\$17,000	\$17,000
85	5-200-6000.016	Prof Services-Taxes and Fees	\$7,500	\$7,500	\$7,500	\$7,500
85	5-200-6000.017	Prof Services-PILOT	\$23,400	\$23,400	\$23,400	\$0
85	5-200-6000.018	Prof Services-Damage Claims	\$3,500	\$3,500	\$1,500	\$2,000
85	5-200-6000.019	Prof Services-Credit Card Fees	\$0	\$0	\$250	\$4,900
	<b>Total General Professional Service Expense</b>		<b>\$55,150</b>	<b>\$63,650</b>	<b>\$63,415</b>	<b>\$56,250</b>
85	5-200-6005.001	Insurance-Vehicle	\$2,500	\$2,500	\$2,433	\$2,500
85	5-200-6005.002	Insurance-Equipment	\$750	\$750	\$336	\$500
85	5-200-6005.003	Insurance-Building & Property	\$3,000	\$3,000	\$3,030	\$3,500
	<b>Total Insurance Expense</b>		<b>\$6,250</b>	<b>\$6,250</b>	<b>\$5,799</b>	<b>\$6,500</b>
85	5-200-6010.002	Advertising- Employee Recruitment	\$0	\$500	\$500	\$500
	<b>Total Advertising Expense</b>		<b>\$0</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>
85	5-200-6020.000	Software- Renewal/Maint.	\$0	\$3,200	\$5,665	\$4,000
	<b>Total Software Expense</b>		<b>\$0</b>	<b>\$3,200</b>	<b>\$5,655</b>	<b>\$4,000</b>
	<b>Total Professional Service expense</b>		<b>\$61,400</b>	<b>\$73,600</b>	<b>\$75,369</b>	<b>\$67,250</b>
85	5-200-7000.001	Supplies-Operational	\$7,500	\$12,000	\$12,000	\$12,000
85	5-200-7000.003	Supplies-Desk Accessories-Small Office Equipment	\$1,700	\$1,500	\$1,500	\$1,000

Wastewater-Operating Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
85	5-200-7000.004	Supplies-Small Tools	\$2,000	\$0	\$0	\$0
85	5-200-7005.001	Supplies-Printing	\$2,400	\$2,400	\$2,400	\$2,400
85	5-200-7005.002	Supplies-Mailing	\$4,500	\$5,000	\$5,000	\$5,000
85	5-200-7005.003	Supplies-Postage	\$15,500	\$15,500	\$15,500	\$15,500
85	5-200-7005.004	Supplies-Paper	\$500	\$500	\$575	\$500
85	5-200-7005.005	Supplies-Forms	\$1,250	\$1,250	\$2,875	\$3,000
85	5-200-7010.001	Supplies-Janitorial	\$600	\$800	\$800	\$800
85	5-200-7010.004	Supplies-Chemicals	\$15,000	\$13,000	\$13,000	\$13,000
	<b>Total General Office Supplies Expense</b>		<b>\$50,950</b>	<b>\$51,950</b>	<b>\$53,650</b>	<b>\$53,200</b>
85	5-200-7015.003	Supplies-First Aid	\$100	\$100	\$100	\$100
85	5-200-7015.004	Supplies-Safety	\$1,500	\$1,500	\$1,500	\$2,000
	<b>Total Medical and Safety Supplies Expense</b>		<b>\$1,600</b>	<b>\$1,600</b>	<b>\$1,600</b>	<b>\$2,100</b>
	<b>Total Supplies Expense</b>		<b>\$52,550</b>	<b>\$53,550</b>	<b>\$55,250</b>	<b>\$55,300</b>
85	5-200-7510.001	Materials-Paint	\$600	\$600	\$3,000	\$500
85	5-200-7510.003	Materials-Fittings	\$3,500	\$2,500	\$1,500	\$2,500
85	5-200-7510.004	Materials-Hardware	\$6,000	\$3,000	\$3,000	\$3,000
85	5-200-7510.005	Materials-Fixtures	\$21,000	\$28,000	\$28,000	\$28,000
85	5-200-7510.006	Materials-Wire	\$250	\$250	\$250	\$250
85	5-200-7525.001	Materials-Infrastructure Maintenance	\$8,000	\$8,000	\$8,000	\$8,000
	<b>Total Material Expense</b>		<b>\$39,350</b>	<b>\$42,350</b>	<b>\$43,750</b>	<b>\$42,250</b>
85	5-200-8000.003	Tools-Supplies	\$2,000	\$2,500	\$2,500	\$3,650
	<b>Total Tools and Portable Equipment Expense</b>		<b>\$2,000</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$3,650</b>
85	5-200-8300.001	Equipment-Repair	\$5,000	\$5,750	\$8,000	\$8,650
85	5-200-8300.002	Equipment-Maintenance	\$5,675	\$5,000	\$2,500	\$11,000
85	5-200-8300.005	Equipment-Fuel	\$200	\$500	\$500	\$500
	<b>Total Machinery and Equipment Expense</b>		<b>\$10,875</b>	<b>\$11,250</b>	<b>\$11,000</b>	<b>\$20,150</b>
85	5-200-8600.001	Vehicle-Repair	\$5,500	\$5,000	\$9,000	\$7,000

Wastewater-Operating Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
85	5-200-8600.002	Vehicle-Maintenance	\$5,500	\$5,000	\$5,000	\$3,000
85	5-200-8600.005	Vehicle-Fuel	\$15,000	\$15,000	\$6,500	\$13,000
	<b>Total Vehicle Expense</b>		<b>\$26,000</b>	<b>\$25,000</b>	<b>\$20,500</b>	<b>\$23,000</b>
	<b>Total Tools, Machinery, and Vehicle Expense</b>		<b>\$38,875</b>	<b>\$38,750</b>	<b>\$34,000</b>	<b>\$46,800</b>
85	5-200-9910.000	Internal Service-Personnel	\$143,825	\$103,343	\$98,625	\$121,349
	<b>Total Internal Service Expense</b>		<b>\$143,825</b>	<b>\$103,343</b>	<b>\$98,625</b>	<b>\$121,349</b>
	<b>Total Waste Water Operating Expense</b>		<b>\$1,936,190</b>	<b>\$1,783,760</b>	<b>\$1,776,927</b>	<b>\$2,050,528</b>

# Wastewater Maintenance

This fund manages the expenses of the underground collection system which includes sewer pipes and manholes.

Wastewater-Maintenance Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
85	5-205-1000.001	Fulltime Salary	\$86,000	\$55,000	\$58,375	\$56,650
85	5-205-1000.002	Part Time Salary	\$11,500	\$12,000	\$5,050	\$17,510
85	5-205-1000.004	On Call	\$4,150	\$2,800	\$815	\$2,370
85	5-205-1000.005	Fulltime Overtime	\$5,500	\$3,600	\$1,270	\$2,575
85	5-205-1000.006	Part Time Overtime	\$0	\$0	\$25	\$515
	<b>Total Salaries Expense</b>		<b>\$107,150</b>	<b>\$73,400</b>	<b>\$65,535</b>	<b>\$79,620</b>
85	5-205-1005.001	Health Premium-Employee	\$3,900	\$5,280	\$2,035	\$0
85	5-205-1005.002	Health Premium-Family	\$8,100	\$8,040	\$13,555	\$16,080
85	5-205-1005.003	Dental Premium-Employee	\$600	\$600	\$615	\$750
	<b>Total Insurance Expense</b>		<b>\$12,600</b>	<b>\$13,920</b>	<b>\$16,205</b>	<b>\$16,830</b>
85	5-205-1010.001	Life Insurance	\$165	\$110	\$115	\$165
	<b>Total Life Insurance Expense</b>		<b>\$165</b>	<b>\$110</b>	<b>\$115</b>	<b>\$165</b>
85	5-205-1015.001	Lagers-General	\$13,100	\$8,040	\$5,360	\$8,130
85	5-205-1015.004	Deferred Comp-Employer	\$650	\$650	\$675	\$650
	<b>Total Retirement Expense</b>		<b>\$13,750</b>	<b>\$8,690</b>	<b>\$6,035</b>	<b>\$8,780</b>
85	5-205-1020.001	FICA-Employer	\$6,640	\$4,550	\$3,590	\$4,940
85	5-205-1020.002	Medicare-Employer	\$1,550	\$1,060	\$840	\$1,150
85	5-205-1020.003	Unemployment Compensation	\$1,070	\$730	\$640	\$800
85	5-205-1020.004	Workman's Compensation	\$7,560	\$7,560	\$5,975	\$7,016
	<b>Total Payroll Taxes Expense</b>		<b>\$16,820</b>	<b>\$13,900</b>	<b>\$11,045</b>	<b>\$13,906</b>
85	5-205-1025.001	Employee-Uniforms	\$1,500	\$1,770	\$1,260	\$2,200
85	5-205-1025.005	Employee-Training	\$500	\$500	\$500	\$500
	<b>Total Employee Expense</b>		<b>\$2,000</b>	<b>\$2,270</b>	<b>\$1,760</b>	<b>\$2,700</b>
	<b>Total Personnel Expense</b>		<b>\$152,485</b>	<b>\$112,290</b>	<b>\$100,695</b>	<b>\$122,001</b>
85	5-205-2025.000	Capital Exp-Vehicles	\$75,000	\$0	\$45,275	\$0

Wastewater-Maintenance Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	<b>Total Capital Expense</b>		<b>\$75,000</b>	<b>\$0</b>	<b>\$45,275</b>	<b>\$0</b>
85	5-205-5015.001	Utilities-Cell Phones	\$850	\$850	\$850	\$850
	<b>Total Utilities Expense</b>		<b>\$850</b>	<b>\$850</b>	<b>\$850</b>	<b>\$850</b>
85	5-205-6000.007	Prof Services-Toxicology Testing	\$100	\$100	\$100	\$100
85	5-205-6000.008	Prof Services-MSHP Background Chk	\$0	\$75	\$75	\$75
	<b>Total General Professional Service Expense</b>		<b>\$100</b>	<b>\$175</b>	<b>\$175</b>	<b>\$175</b>
85	5-205-6005.001	Insurance-Vehicle	\$500	\$500	\$98	\$500
85	5-205-6005.002	Insurance-Equipment	\$500	\$500	\$210	\$500
	<b>Total Insurance Expense</b>		<b>\$1,000</b>	<b>\$1,000</b>	<b>\$308</b>	<b>\$1,000</b>
85	5-205-6010.003	Advertising-Print Ads	\$0	\$75	\$75	\$75
	<b>Total Professional Service Expense</b>		<b>\$1,100</b>	<b>\$1,250</b>	<b>\$558</b>	<b>\$1,250</b>
85	5-205-7000.001	Supplies-Operational	\$100	\$100	\$100	\$100
85	5-205-7000.004	Supplies-Small Tools	\$1,500	\$1,500	\$1,500	\$1,500
	<b>Total General Supplies Expense</b>		<b>\$1,600</b>	<b>\$1,600</b>	<b>\$1,600</b>	<b>\$1,600</b>
85	5-205-7015.004	Supplies-Safety	\$2,250	\$2,750	\$2,750	\$2,750
	<b>Total Medical and Safety Supplies Expense</b>		<b>\$2,250</b>	<b>\$2,750</b>	<b>\$2,750</b>	<b>\$2,750</b>
	<b>Total Supplies Expense</b>		<b>\$3,850</b>	<b>\$4,350</b>	<b>\$4,350</b>	<b>\$4,350</b>
85	5-205-7500.001	Materials-Asphalt	\$10,000	\$7,500	\$7,500	\$7,500
85	5-205-7500.002	Materials-Rock	\$10,000	\$8,000	\$8,000	\$8,000
85	5-205-7500.003	Materials-Concrete	\$3,500	\$3,000	\$3,000	\$3,000
85	5-205-7500.004	Materials-Landscaping	\$3,000	\$1,500	\$1,500	\$1,500
85	5-205-7505.002	Materials-Pipe-PVC	\$6,000	\$3,000	\$3,000	\$3,000
85	5-205-7505.003	Materials-Pipe-Misc.	\$3,500	\$1,500	\$1,500	\$1,500
85	5-205-7505.006	Materials-Precast	\$3,500	\$3,500	\$3,500	\$3,500
85	5-205-7510.003	Materials-Fittings	\$5,000	\$4,000	\$4,000	\$4,000
85	5-205-7525.001	Materials-Infrastructure Maintenance	\$3,000	\$3,000	\$3,000	\$3,000
	<b>Total Material Expense</b>		<b>\$47,500</b>	<b>\$35,000</b>	<b>\$35,000</b>	<b>\$35,000</b>



Wastewater-Maintenance Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
85	5-205-8300.001	Equipment-Repair	\$6,000	\$8,000	\$9,500	\$8,800
85	5-205-8300.002	Equipment-Maintenance	\$1,000	\$5,000	\$5,000	\$9,000
85	5-205-8300.005	Equipment-Fuel	\$8,000	\$9,000	\$9,000	\$11,000
85	5-205-8300.006	Equipment-Rental	\$0	\$5,000	\$5,000	\$5,000
	<b>Total Machinery and Equipment Expense</b>		<b>\$15,000</b>	<b>\$27,000</b>	<b>\$28,500</b>	<b>\$33,800</b>
85	5-205-8600.001	Vehicle-Repair	\$750	\$750	\$750	\$750
85	5-205-8600.002	Vehicle-Maintenance	\$1,200	\$1,200	\$1,200	\$1,200
85	5-205-8600.005	Vehicle-Fuel	\$3,500	\$3,500	\$3,850	\$4,000
	<b>Total Vehicle Expense</b>		<b>\$5,450</b>	<b>\$5,450</b>	<b>\$5,800</b>	<b>\$5,950</b>
	<b>Total Tools, Machinery, and Vehicle Expense</b>		<b>\$20,450</b>	<b>\$32,450</b>	<b>\$34,300</b>	<b>\$39,750</b>
	<b>Total Waste Water-Maintenance Expense</b>		<b>\$301,235</b>	<b>\$186,190</b>	<b>\$221,028</b>	<b>\$203,201</b>

# Inflow & Infiltration

This fund manages expenses of the cleaning and CCTV of the collection system.

Wastewater-Inflow and Infiltration Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
85	5-215-1000.001	Fulltime Salary	\$174,500	\$174,500	\$174,780	\$180,250
85	5-215-1000.002	Part Time Salary	\$9,000	\$6,500	\$5,450	\$7,725
85	5-215-1000.004	On Call	\$6,000	\$6,100	\$2,130	\$5,665
85	5-215-1000.005	Fulltime Overtime	\$8,000	\$8,000	\$1,200	\$6,695
	<b>Total Salaries Expense</b>		<b>\$197,500</b>	<b>\$195,100</b>	<b>\$183,560</b>	<b>\$200,335</b>
85	5-215-1005.001	Health Premium-Employee	\$7,800	\$10,560	\$5,890	\$5,280
85	5-215-1005.002	Health Premium-Family	\$31,500	\$30,720	\$39,970	\$37,920
85	5-215-1005.003	Dental Premium-Employee	\$1,500	\$1,500	\$1,505	\$1,500
	<b>Total Insurance Expense</b>		<b>\$40,800</b>	<b>\$42,780</b>	<b>\$47,365</b>	<b>\$44,700</b>
85	5-215-1010.001	Life Insurance	\$275	\$275	\$280	\$350
	<b>Total Life Insurance Expense</b>		<b>\$275</b>	<b>\$275</b>	<b>\$280</b>	<b>\$350</b>
85	5-215-1015.001	Lagers-General	\$25,825	\$24,707	\$23,335	\$25,425
85	5-215-1015.004	Deferred Comp-Employer	\$1,300	\$1,300	\$1,950	\$1,300
	<b>Total Retirement Expense</b>		<b>\$27,125</b>	<b>\$26,007</b>	<b>\$25,285</b>	<b>\$26,725</b>
85	5-215-1020.001	FICA-Employer	\$12,250	\$12,100	\$10,415	\$12,420
85	5-215-1020.002	Medicare-Employer	\$2,860	\$2,830	\$2,435	\$2,900
85	5-215-1020.003	Unemployment Compensation	\$1,980	\$1,950	\$1,840	\$2,000
85	5-215-1020.004	Workman's Compensation	\$7,560	\$7,560	\$5,975	\$7,016
	<b>Total Payroll Taxes Expense</b>		<b>\$24,650</b>	<b>\$24,440</b>	<b>\$20,665</b>	<b>\$24,336</b>
85	5-215-1025.001	Employee-Uniforms	\$2,200	\$2,750	\$3,170	\$5,500
85	5-215-1025.002	Employee-Dues/License/Membership	\$500	\$500	\$300	\$500
85	5-215-1025.005	Employee-Training	\$1,500	\$6,000	\$2,000	\$2,500
85	5-215-1025.009	Employee-Tuition Assistance	\$500	\$500	\$0	\$500
	<b>Total Employee Expense</b>		<b>\$4,700</b>	<b>\$9,750</b>	<b>\$5,470</b>	<b>\$9,000</b>
	<b>Total Personnel Expense</b>		<b>\$295,050</b>	<b>\$298,352</b>	<b>\$282,625</b>	<b>\$305,446</b>

Wastewater-Inflow and Infiltration Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
85	5-215-2025.000	Capital Exp-Vehicles	\$230,000	\$30,000	\$30,000	\$0
	<b>Total Capital Expense</b>		<b>\$230,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$0</b>
85	5-215-6000.001	Prof Services-Legal	\$5,000	\$5,000	\$5,000	\$5,000
85	5-215-6000.002	Prof Services-Engineering	\$100,000	\$100,000	\$100,000	\$0
85	5-215-6000.007	Prof Services-Toxicology Testing	\$200	\$200	\$200	\$200
85	5-215-6000.008	Prof Services-MSHP Background Checks	\$100	\$150	\$150	\$150
85	5-215-6000.015	Prof Services-Service Contracts	\$55,000	\$61,947	\$0	\$0
	<b>Total General Professional Service Expense</b>		<b>\$160,300</b>	<b>\$167,297</b>	<b>\$105,350</b>	<b>\$5,350</b>
85	5-215-6005.001	Insurance-Vehicle	\$6,000	\$6,000	\$8,370	\$13,000
85	5-215-6005.002	Insurance-Equipment	\$250	\$250	\$167	\$300
	<b>Total Insurance Expense</b>		<b>\$6,250</b>	<b>\$6,250</b>	<b>\$8,537</b>	<b>\$13,300</b>
85	5-215-6020-000	Software- Renewal/Maintenance	\$0	\$2,500	\$2,500	\$2,500
	<b>Total Software Expense</b>		<b>\$0</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$2,500</b>
	<b>Total Professional Service Expense</b>		<b>\$166,550</b>	<b>\$176,047</b>	<b>\$116,387</b>	<b>\$21,150</b>
85	5-215-7000.001	Supplies-Operational	\$750	\$750	\$750	\$750
85	5-215-7000.004	Supplies-Small Tools	\$1,000	\$1,000	\$1,000	\$1,000
85	5-215-7005.003	Supplies-Postage	\$1,200	\$1,200	\$1,200	\$1,200
	<b>Total General Office Supplies Expense</b>		<b>\$2,950</b>	<b>\$2,950</b>	<b>\$2,950</b>	<b>\$2,950</b>
85	5-215-7015.004	Supplies-Safety	\$2,800	\$2,800	\$2,800	\$2,800
	<b>Total Medical and Safety Supplies Expense</b>		<b>\$2,800</b>	<b>\$2,800</b>	<b>\$2,800</b>	<b>\$2,800</b>
	<b>Total Supplies Expense</b>		<b>\$5,750</b>	<b>\$5,750</b>	<b>\$5,750</b>	<b>\$5,750</b>
85	5-215-7510.001	Materials-Paint	\$1,000	\$1,000	\$1,000	\$1,000
85	5-215-7510.003	Materials-Fittings	\$500	\$500	\$500	\$500
85	5-215-7510.004	Materials-Hardware	\$7,500	\$7,500	\$7,500	\$7,500
85	5-215-7510.005	Materials-Fixtures	\$10,000	\$15,000	\$15,000	\$15,000
85	5-215-7510.006	Materials-Wire	\$1,500	\$1,500	\$1,500	\$1,500
85	5-215-7525.001	Materials-Infrastructure Maintenance	\$7,500	\$7,500	\$7,500	\$7,500

Wastewater-Inflow and Infiltration Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	<b>Total Material Expense</b>		<b>\$28,000</b>	<b>\$33,000</b>	<b>\$33,000</b>	<b>\$33,000</b>
85	5-215-8300.001	Equipment-Repair	\$12,000	\$12,300	\$12,300	\$12,300
85	5-215-8300.002	Equipment-Maintenance	\$10,000	\$8,000	\$8,000	\$8,000
	<b>Total Machinery and Equipment Expense</b>		<b>\$22,000</b>	<b>\$20,300</b>	<b>\$20,300</b>	<b>\$20,300</b>
85	5-215-8600.001	Vehicle-Repair	\$4,000	\$4,000	\$4,000	\$4,000
85	5-215-8600.002	Vehicle-Maintenance	\$6,000	\$6,000	\$6,000	\$6,000
85	5-215-8600.005	Vehicle-Fuel	\$17,000	\$17,000	\$10,000	\$17,000
	<b>Total Vehicle Expense</b>		<b>\$27,000</b>	<b>\$27,000</b>	<b>\$20,000</b>	<b>\$27,000</b>
	<b>Total Tools, Machinery, and Vehicle Expense</b>		<b>\$49,000</b>	<b>\$47,300</b>	<b>\$40,300</b>	<b>\$47,300</b>
	<b>Total Waste Water-Inflow and Infiltration Expense</b>		<b>\$774,350</b>	<b>\$590,449</b>	<b>\$508,062</b>	<b>\$412,646</b>
	<b>Total Waste Water Fund Expense</b>		<b>\$3,011,774</b>	<b>\$2,560,399</b>	<b>\$2,506,017</b>	<b>\$2,666,375</b>

## Water

The City water distribution system is made up of approximately 120 miles of distribution lines ranging from 6" to 12" in size. The City operates 7 deep wells, 2 booster pump stations, and 5 elevated water towers. The city provides water to all customers within the city limits where water is required.

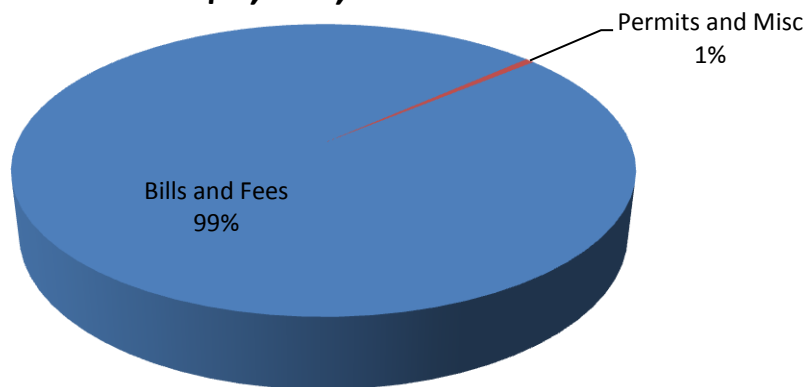
Goal: Improve customer satisfaction and increase system reliability.

Strategy: Flush hydrants for water quality and check critical infrastructure.

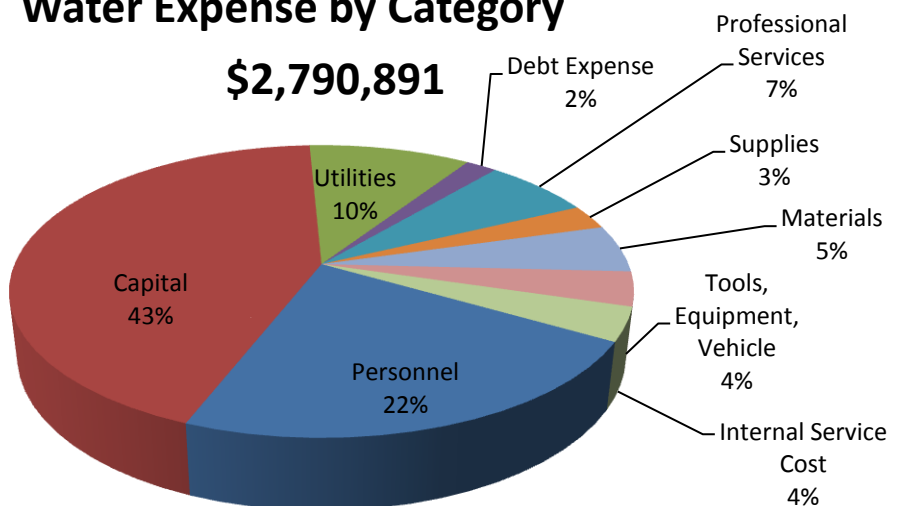
- ✓ Implement systematic hydrant flushing and valve exercising program utilizing existing staff

Budgetary Factor: Non Budgetary Factor

### Water Funds Available by Category \$1,846,000



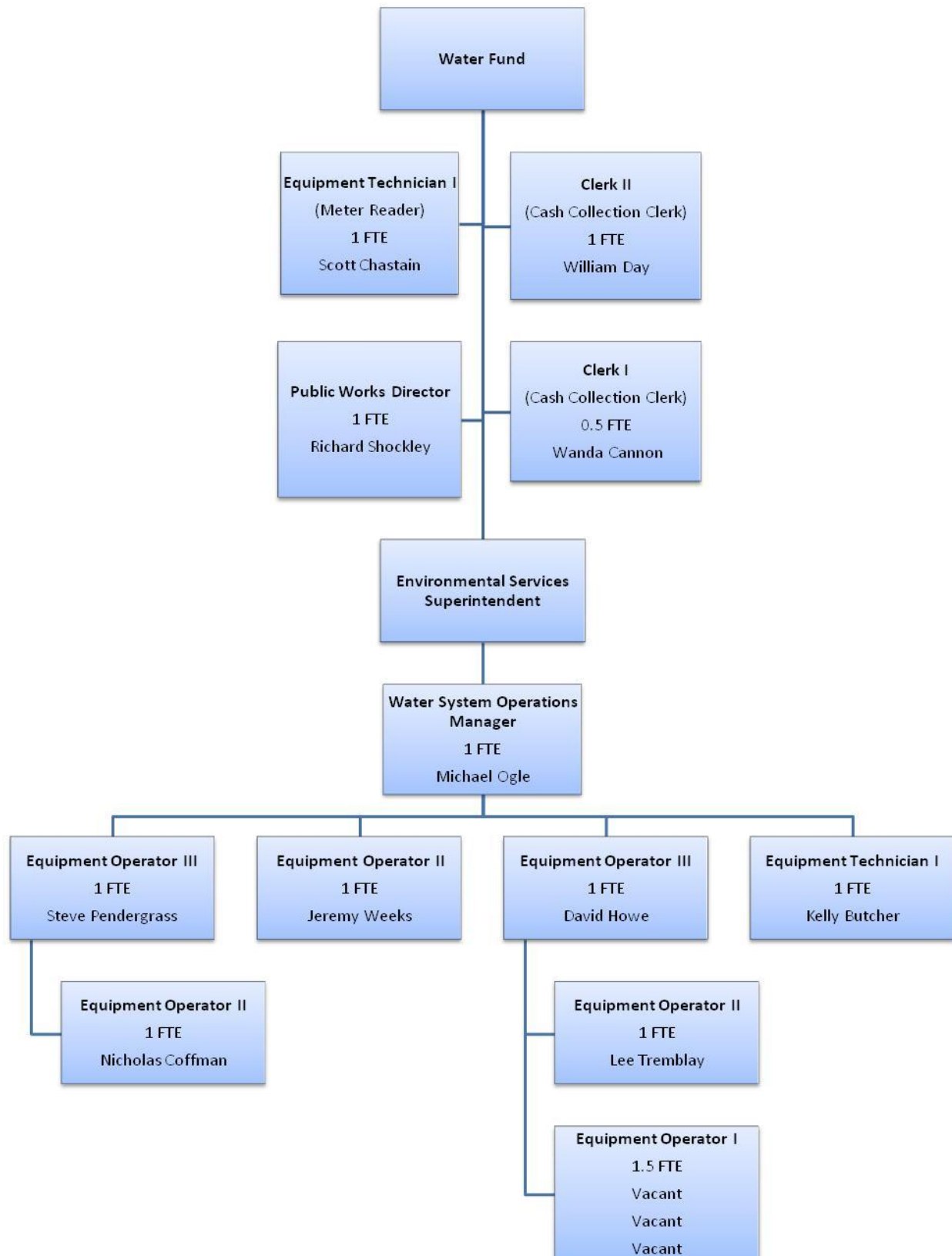
### Water Expense by Category \$2,790,891



## Water Fund Revenue and Expense by Category

Water Fund	2014 Actual	2015 Budget	2015 Estimated	2016 Proposed
<b>Revenues</b>				
Taxes	\$0	\$0	\$0	\$0
Franchise Fees	\$0	\$0	\$0	\$0
PILOTs	\$0	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Service Charges	\$1,805,566	\$1,826,000	\$1,854,120	\$1,834,000
Rentals	\$0	\$0	\$0	\$0
Licenses and Permits	\$10,631	\$15,000	\$22,900	\$10,000
Fines	\$0	\$0	\$0	\$0
Benefit Revenue	\$0	\$0	\$0	\$0
Other	\$9,363	\$2,000	\$8,700	\$2,000
Internal Service Revenue	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$1,825,560</b>	<b>\$1,843,000</b>	<b>\$1,885,720</b>	<b>\$1,846,000</b>
<b>Expenses</b>				
Personnel	\$535,752	\$611,081	\$578,245	\$631,145
Capital	\$144,208	\$2,464,550	\$982,925	\$1,209,000
Debt	\$53,514	\$53,430	\$53,910	\$53,600
Grants	\$0	\$0	\$0	\$0
Utilities	\$229,734	\$242,200	\$243,100	\$279,300
Professional Services	\$167,476	\$185,950	\$189,386	\$186,000
Supplies and Materials	\$96,673	\$184,250	\$219,590	\$222,000
Tools, Equipment, and Vehicles	\$66,695	\$101,300	\$115,000	\$106,000
Benefit Expense	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0
Internal Service Expense	\$82,971	\$95,973	\$86,675	\$103,846
<b>Total Expensee</b>	<b>\$1,377,023</b>	<b>\$3,938,734</b>	<b>\$2,468,831</b>	<b>\$2,790,891</b>

## Water Organizational Chart



Water-Operating Revenue			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
87	4-200-3000.011	Turn On Fees	\$14,000	\$14,000	\$14,190	\$14,000
87	4-200-3000.012	Customer Billing	\$1,750,000	\$1,750,000	\$1,750,000	\$1,760,000
87	4-200-3000.013	Penalties	\$32,000	\$32,000	\$26,000	\$30,000
87	4-200-3000.016	Facility Impact	\$5,000	\$10,000	\$33,425	\$10,000
87	4-200-3000.018	PWSD #3 Special Meter	\$0	\$0	\$775	\$0
87	4-200-3000.020	Lease Agreements-Towers	\$30,000	\$20,000	\$29,730	\$20,000
	<b>Total Service Charges and Fees Revenue</b>		<b>\$1,831,000</b>	<b>\$1,826,000</b>	<b>\$1,854,120</b>	<b>\$1,834,000</b>
87	4-200-3010.001	Misc.-Bond Proceeds	\$0	\$0	\$5,520	\$0
87	4-200-3010.004	Misc.-Investment Income	\$1,000	\$1,000	\$1,610	\$1,000
87	4-200-3010.006	Misc.-Miscellaneous	\$17,000	\$1,000	\$1,570	\$1,000
	<b>Total Miscellaneous Revenue</b>		<b>\$18,000</b>	<b>\$2,000</b>	<b>\$8,700</b>	<b>\$2,000</b>
	<b>Total Service Charges, Fees, and Miscellaneous Revenue</b>		<b>\$1,849,000</b>	<b>\$1,828,000</b>	<b>\$1,862,820</b>	<b>\$1,836,000</b>
87	4-200-4005.003	Permits-Water	\$20,000	\$15,000	\$22,900	\$10,000
	<b>Total Permits Revenue</b>		<b>\$20,000</b>	<b>\$15,000</b>	<b>\$22,900</b>	<b>\$10,000</b>
	<b>Total Water-Operating Revenue</b>		<b>\$1,869,000</b>	<b>\$1,843,000</b>	<b>\$1,885,720</b>	<b>\$1,846,000</b>

Water-Operating Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
87	5-200-1000.001	Fulltime Salary	\$238,000	\$233,000	\$227,185	\$241,020
87	5-200-1000.002	Part Time Salary	\$0	\$17,500	\$14,520	\$19,055
87	5-200-1000.004	On Call	\$3,000	\$3,000	\$1,405	\$2,575
87	5-200-1000.005	Fulltime Overtime	\$4,100	\$4,100	\$2,255	\$5,150
	<b>Total Salaries Expense</b>		<b>\$245,100</b>	<b>\$257,600</b>	<b>\$245,365</b>	<b>\$267,800</b>
87	5-200-1005.001	Health Premium-Employee	\$7,800	\$15,840	\$15,215	\$15,840
87	5-200-1005.002	Health Premium-Family	\$27,300	\$30,720	\$26,340	\$26,160
87	5-200-1005.003	Dental Premium-Employee	\$1,200	\$1,200	\$1,155	\$1,200



Water-Operating Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
87	5-200-1005.004	Dental Premium-Family	\$600	\$600	\$430	\$600
	<b>Total Insurance Expense</b>		<b>\$36,900</b>	<b>\$48,360</b>	<b>\$43,140</b>	<b>\$43,800</b>
87	5-200-1010.001	Life Insurance	\$330	\$330	\$320	\$330
	<b>Total Life Insurance Expense</b>		<b>\$330</b>	<b>\$330</b>	<b>\$320</b>	<b>\$330</b>
87	5-200-1015.001	Lagers-General	\$33,580	\$31,450	\$27,790	\$32,830
87	5-200-1015.004	Deferred Comp-Employer	\$1,950	\$1,950	\$2,425	\$1,950
	<b>Total Retirement Expense</b>		<b>\$35,530</b>	<b>\$33,400</b>	<b>\$30,215</b>	<b>\$34,780</b>
87	5-200-1020.001	FICA-Employer	\$15,200	\$15,970	\$14,600	\$16,600
87	5-200-1020.002	Medicare-Employer	\$3,550	\$3,740	\$3,415	\$3,880
87	5-200-1020.003	Unemployment Compensation	\$2,450	\$2,580	\$2,440	\$2,680
87	5-200-1020.004	Workman's Compensation	\$9,790	\$9,790	\$8,290	\$8,508
	<b>Total Payroll Taxes Expense</b>		<b>\$30,990</b>	<b>\$32,080</b>	<b>\$28,745</b>	<b>\$31,668</b>
87	5-200-1025.001	Employee-Uniforms	\$2,250	\$2,600	\$1,670	\$4,150
87	5-200-1025.002	Employee-Dues/License/Membership	\$500	\$500	\$500	\$500
87	5-200-1025.004	Employee-Travel/Hotel	\$500	\$1,200	\$450	\$1,200
87	5-200-1025.005	Employee-Training	\$1,500	\$1,500	\$1,250	\$1,500
	<b>Total Employee Expense</b>		<b>\$4,750</b>	<b>\$5,800</b>	<b>\$3,870</b>	<b>\$7,350</b>
	<b>Total Personnel Expense</b>		<b>\$353,600</b>	<b>\$377,570</b>	<b>\$351,655</b>	<b>\$385,728</b>
87	5-200-2005.000	Capital Exp-Land and Improvement	\$0	\$46,000	\$46,000	\$157,500
87	5-200-2010.000	Capital Exp-Building and Improvement	\$550,000	\$773,050	\$728,925	\$50,000
87	5-200-2020.000	Capital Exp-Machinery and Equipment	\$1,088,475	\$1,506,500	\$80,000	\$879,500
87	5-200-2025.000	Capital Exp-Vehicles	\$25,000	\$139,000	\$127,000	\$0
87	5-200-2030.000	Capital Exp-Infrastructure	\$169,500	\$0	\$1,000	\$0
	<b>Total Capital Expense</b>		<b>\$1,832,975</b>	<b>\$2,464,550</b>	<b>\$982,925</b>	<b>\$1,087,000</b>
87	5-200-3005.000	Debt-COPS	\$53,430	\$53,430	\$53,910	\$53,600
	<b>Total Debt Expense</b>		<b>\$53,430</b>	<b>\$53,430</b>	<b>\$53,910</b>	<b>\$53,600</b>
87	5-200-5000.001	Utilities-Electric	\$240,000	\$240,000	\$240,000	\$276,000

Water-Operating Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
87	5-200-5015.001	Utilities-Cell Phones	\$1,500	\$1,700	\$2,300	\$1,800
87	5-200-5020.002	Utilities-Internet Mobile	\$500	\$500	\$500	\$500
	<b>Total Utilities Expense</b>		<b>\$242,000</b>	<b>\$242,200</b>	<b>\$242,800</b>	<b>\$278,300</b>
87	5-200-6000.001	Prof Services-Legal	\$5,000	\$5,000	\$5,000	\$5,000
87	5-200-6000.002	Prof Services-Engineering	\$7,500	\$5,000	\$5,000	\$5,000
87	5-200-6000.003	Prof Services-Surveying	\$3,500	\$2,500	\$2,500	\$2,500
87	5-200-6000.007	Prof Services-Toxicology Testing	\$250	\$250	\$500	\$250
87	5-200-6000.008	Prof Services-MSHP Background	\$0	\$0	\$15	\$50
87	5-200-6000.009	Prof Services-Collection Agency	\$0	\$0	\$1420	\$2,000
87	5-200-6000.011	Prof Services-Dues and Licenses	\$8,500	\$8,500	\$8,500	\$8,500
87	5-200-6000.015	Prof Services-Service Contracts	\$4,000	\$4,000	\$4,000	\$11,500
87	5-200-6000.016	Prof Service-Taxes and Fees	\$27,000	\$26,000	\$26,000	\$26,000
87	5-200-6000.017	Prof Services-PILOT	\$1,920	\$105,000	\$105,000	\$88,000
87	5-200-6000.018	Prof Services-Damage Claims	\$3,500	\$2,500	\$2,500	\$2,500
87	5-200-6000.019	Prof Services-Credit Card Fees	\$0	\$0	\$150	\$3,500
	<b>Total General Professional Service Expense</b>		<b>\$61,170</b>	<b>\$158,750</b>	<b>\$160,585</b>	<b>\$154,800</b>
87	5-200-6005.001	Insurance-Vehicle	\$2,500	\$500	\$1,090	\$1,250
87	5-200-6005.003	Insurance-Building & Property	\$8,500	\$10,500	\$11,360	\$12,500
87	5-200-6005.007	Insurance-City Government	\$8,000	\$9,000	\$8,514	\$9,000
	<b>Total Insurance Expense</b>		<b>\$19,000</b>	<b>\$20,000</b>	<b>\$20,964</b>	<b>\$22,750</b>
87	5-200-6010.002	Advertising- Employee Recruitment	\$0	\$500	\$500	\$500
	<b>Total Advertising Expense</b>		<b>\$0</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>
87	5-200-6020.000	Software- Renewal/Maint.	\$0	\$2,500	\$2,800	\$2,500
	<b>Total Software Expense</b>		<b>\$0</b>	<b>\$2,500</b>	<b>\$2,800</b>	<b>\$2,500</b>
	<b>Total Professional Service Expense</b>		<b>\$80,170</b>	<b>\$181,750</b>	<b>\$184,849*</b>	<b>\$180,550</b>
87	5-200-7000.001	Supplies-Operational	\$18,000	\$12,000	\$9,000	\$12,000
87	5-200-7000.003	Supplies-Desk Acc-Small Office Equipment	\$2,500	\$2,000	\$1,000	\$2,000

Water-Operating Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
87	5-200-7005.001	Supplies-Printing	\$1,500	\$1,000	\$1,000	\$1,000
87	5-200-7005.002	Supplies-Mailing	\$4,500	\$4,500	\$4,500	\$4,500
87	5-200-7005.003	Supplies-Postage	\$18,000	\$17,000	\$17,000	\$17,000
87	5-200-7005.004	Supplies-Paper	\$500	\$500	\$500	\$500
87	5-200-7005.005	Supplies-Forms	\$1,250	\$1,250	\$2,890	\$3,000
87	5-200-7005.006	Supplies- Promotional	\$0	\$1,500	\$1,500	\$1,500
87	5-200-7010.003	Supplies-Break Room	\$3,000	\$3,000	\$3,000	\$3,000
87	5-200-7010.004	Supplies-Chemicals	\$20,000	\$22,000	\$22,000	\$24,000
	<b>Total General Office Supplies Expense</b>		<b>\$69,250</b>	<b>\$64,750</b>	<b>\$62,390</b>	<b>\$68,500</b>
87	5-200-7015.004	Supplies-Safety	\$2,250	\$2,250	\$2,250	\$2,250
	<b>Total Medical and Safety Supplies Expense</b>		<b>\$2,250</b>	<b>\$2,250</b>	<b>\$2,250</b>	<b>\$2,250</b>
	<b>Total Supplies Expense</b>		<b>\$71,500</b>	<b>\$67,000</b>	<b>\$64,640</b>	<b>\$70,750</b>
87	5-200-8000.003	Tools-Supplies	\$1,500	\$2,300	\$2,500	\$2,300
	<b>Total Tools and Portable Equipment Expense</b>		<b>\$1,500</b>	<b>\$2,300</b>	<b>\$2,500</b>	<b>\$2,300</b>
87	5-200-8300.001	Equipment-Repair	\$32,000	\$7,500	\$7,500	\$10,000
87	5-200-8300.002	Equipment-Maintenance	\$10,675	\$8,000	\$8,000	\$9,000
	<b>Total Machinery and Equipment Expense</b>		<b>\$42,675</b>	<b>\$15,500</b>	<b>\$15,500</b>	<b>\$19,000</b>
87	5-200-8600.001	Vehicle-Repair	\$2,000	\$2,000	\$2,000	\$2,000
87	5-200-8600.002	Vehicle-Maintenance	\$3,500	\$3,500	\$3,500	\$3,500
87	5-200-8600.005	Vehicle-Fuel	\$12,000	\$12,000	\$12,000	\$12,000
	<b>Total Vehicle Expense</b>		<b>\$17,500</b>	<b>\$17,500</b>	<b>\$17,500</b>	<b>\$17,500</b>
	<b>Total Tools, Machinery, and Vehicle Expense</b>		<b>\$61,675</b>	<b>\$35,300</b>	<b>\$35,500</b>	<b>\$38,800</b>
87	5-200-9910.000	Internal Service-Personnel	\$133,985	\$95,973	\$86,675	\$103,846
	<b>Total Internal Service</b>		<b>\$133,985</b>	<b>\$95,973</b>	<b>\$86,675</b>	<b>\$103,846</b>
	<b>Total Water-Operating Expense</b>		<b>\$2,829,335</b>	<b>\$3,517,773</b>	<b>\$2,002,954</b>	<b>\$2,198,574</b>

# Water Maintenance and Distribution System

This fund manages the expenses of the underground water distribution system.

Water-Maintenance Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
87	5-205-1000.001	Fulltime Salary	\$121,000	\$121,000	\$120,110	\$124,630
87	5-205-1000.002	Part Time Salary	\$11,000	\$12,000	\$4,095	\$17,510
87	5-205-1000.004	On Call	\$6,000	\$6,100	\$7,100	\$5,665
87	5-205-1000.005	Fulltime Overtime	\$8,000	\$10,000	\$12,345	\$10,300
87	5-205-1000.006	Part Time Overtime	\$0	\$0	\$35	\$410
	<b>Total Salaries Expense</b>		<b>\$146,000</b>	<b>\$149,100</b>	<b>\$143,685</b>	<b>\$158,515</b>
87	5-205-1005.001	Health Premium-Employee	\$3,900	\$5,280	\$5,285	\$5,280
87	5-205-1005.002	Health Premium-Family	\$29,100	\$31,560	\$32,345	\$31,560
87	5-205-1005.003	Dental Premium-Employee	\$900	\$900	\$1,205	\$1,300
87	5-205-1005.004	Dental Premium-Family	\$600	\$600	\$0	\$0
	<b>Total Insurance Expense</b>		<b>\$34,500</b>	<b>\$38,340</b>	<b>\$38,835</b>	<b>\$38,140</b>
87	5-205-1010.001	Life Insurance	\$220	\$220	\$225	\$275
	<b>Total Life Insurance Expense</b>		<b>\$220</b>	<b>\$220</b>	<b>\$225</b>	<b>\$275</b>
87	5-205-1015.001	Lagers-General	\$18,495	\$17,960	\$18,215	\$18,559
87	5-205-1015.004	Deferred Comp-Employer	\$1,950	\$1,950	\$1,950	\$1,950
	<b>Total Retirement Expense</b>		<b>\$20,445</b>	<b>\$19,910</b>	<b>\$20,165</b>	<b>\$20,509</b>
87	5-205-1020.001	FICA-Employer	\$9,050	\$9,240	\$8,165	\$9,830
87	5-205-1020.002	Medicare-Employer	\$2,120	\$2,160	\$1,910	\$2,300
87	5-205-1020.003	Unemployment Compensation	\$1,460	\$1,491	\$1,440	\$1,590
87	5-205-1020.004	Workman's Compensation	\$9,790	\$9,790	\$8,290	\$8,508
	<b>Total Payroll Taxes Expense</b>		<b>\$22,420</b>	<b>\$22,681</b>	<b>\$19,805</b>	<b>\$22,228</b>
87	5-205-1025.001	Employee-Uniforms	\$1,900	\$2,260	\$2,825	\$4,500
87	5-205-1025.002	Employee-Dues/License/Membership	\$500	\$500	\$50	\$500
87	5-205-1025.005	Employee-Training	\$500	\$500	\$1,000	\$750
	<b>Total Employee Expense</b>		<b>\$2,900</b>	<b>\$3,260</b>	<b>\$3,875</b>	<b>\$5,750</b>

Water-Maintenance Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
	<b>Total Personnel Expense</b>		<b>\$226,485</b>	<b>\$233,511</b>	<b>\$226,590</b>	<b>\$245,417</b>
87	5-205-2020.000	Capital Exp-Machinery and Equipment	\$0	\$0	\$0	\$122,000
	<b>Total Capital Expense</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$122,000</b>
87	5-205-5015.001	Utilities-Cell Phones	\$0	\$0	\$300	\$500
87	5-205-5020.002	Utilities-Internet Mobile	\$0	\$0	\$0	\$500
	<b>Total Utilities Expense</b>		<b>\$0</b>	<b>\$0</b>	<b>\$300</b>	<b>\$1,000</b>
87	5-205-6000.007	Prof Services-Toxicology Testing	\$100	\$150	\$150	\$200
87	5-205-6000.008	Prof Services-MSHP Background Checks	\$0	\$50	\$50	\$50
	<b>Total General Professional Services Expense</b>		<b>\$100</b>	<b>\$200</b>	<b>\$200</b>	<b>\$250</b>
87	5-205-6005.001	Insurance-Vehicle	\$2,700	\$3,500	\$4,265	\$4,700
87	5-205-6005.002	Insurance-Equipment	\$500	\$500	\$72	\$500
	<b>Total Insurance Expense</b>		<b>\$3,200</b>	<b>\$4,000</b>	<b>\$4,337</b>	<b>\$5,200</b>
	<b>Total Professional Service Expense</b>		<b>\$3,300</b>	<b>\$4,200</b>	<b>\$4,537</b>	<b>\$5,450</b>
87	5-205-7000.001	Supplies-Operational	\$250	\$250	\$250	\$250
87	5-205-7000.004	Supplies-Small Tools	\$0	\$0	\$0	\$2,500
	<b>Total General Office Supplies Expense</b>		<b>\$250</b>	<b>\$250</b>	<b>\$250</b>	<b>\$2,750</b>
87	5-205-7015.004	Supplies-Safety	\$2,000	\$2,000	\$1,200	\$2,000
	<b>Total Medical and Safety Supplies Expense</b>		<b>\$2,000</b>	<b>\$2,000</b>	<b>\$1,200</b>	<b>\$2,000</b>
	<b>Total Supplies Expense</b>		<b>\$2,250</b>	<b>\$2,250</b>	<b>\$1,450</b>	<b>\$4,750</b>
87	5-205-7500.001	Materials-Asphalt	\$18,000	\$18,000	\$55,000	\$25,000
87	5-205-7500.002	Materials-Rock	\$25,000	\$10,000	\$12,000	\$12,000
87	5-205-7500.003	Materials-Concrete	\$7,500	\$5,000	\$3,500	\$5,000
87	5-205-7500.004	Materials-Landscaping	\$5,000	\$3,500	\$3,500	\$3,500
87	5-205-7505.001	Materials-Pipe-HDPE	\$2,500	\$2,000	\$2,000	\$500
87	5-205-7505.002	Materials-Pipe-PVC	\$6,000	\$5,000	\$5,000	\$5,000
87	5-205-7505.003	Materials-Pipe-Misc.	\$1,500	\$1,000	\$1,000	\$1,000
87	5-205-7510.003	Materials-Fittings	\$10,000	\$13,000	\$14,000	\$15,000

Water-Maintenance Expenses			FY14	FY15	FY15	FY16
Fund	Account	Account Name	Budget	Budget	Estimated Ending	Proposed
87	5-205-7510.005	Materials-Fixtures	\$15,000	\$15,000	\$15,000	\$15,000
87	5-205-7520.001	Materials-Meters	\$2,500	\$30,000	\$30,000	\$52,000
87	5-205-7525.001	Materials-Infrastructure Maintenance	\$10,000	\$10,000	\$10,000	\$10,000
87	5-205-7530.001	Materials-SCADA	\$5,000	\$2,500	\$2,500	\$2,500
	<b>Total Material Expense</b>		<b>\$108,000</b>	<b>\$115,000</b>	<b>\$153,500</b>	<b>\$146,500</b>
87	5-205-8000.003	Tools-Supplies	\$1,500	\$2,500	\$2,500	\$0
	<b>Total Tools and Portable Equipment Expense</b>		<b>\$1,500</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$0</b>
87	5-205-8300.001	Equipment-Repair	\$10,000	\$15,000	\$30,000	\$17,200
87	5-205-8300.002	Equipment-Maintenance	\$10,000	\$7,500	\$7,500	\$7,500
87	5-205-8300.005	Equipment-Fuel	\$4,000	\$5,000	\$7,000	\$6,500
87	5-205-8300.006	Equipment-Rental	\$0	\$10,000	\$6,000	\$10,000
	<b>Total Machinery and Equipment Expense</b>		<b>\$24,000</b>	<b>\$37,500</b>	<b>\$50,500</b>	<b>\$41,200</b>
87	5-205-8600.001	Vehicle-Repair	\$4,000	\$4,000	\$5,500	\$4,000
87	5-205-8600.002	Vehicle-Maintenance	\$6,000	\$6,000	\$6,000	\$6,000
87	5-205-8600.005	Vehicle-Fuel	\$15,000	\$16,000	\$15,000	\$16,000
	<b>Total Vehicle Expense</b>		<b>\$25,000</b>	<b>\$26,000</b>	<b>\$26,500</b>	<b>\$26,000</b>
	<b>Total Tools, Machinery, and Vehicle Expense</b>		<b>\$50,500</b>	<b>\$66,000</b>	<b>\$79,500</b>	<b>\$67,200</b>
	<b>Total Water-Maintenance Expense</b>		<b>\$390,535</b>	<b>\$420,961</b>	<b>\$465,877</b>	<b>\$592,317</b>

# Appendix



## Employee Census

Department Number	Name	Position	FT/PT/S/T	Grade	Step	Hourly Rate of Pay	Annual Rate of Pay
01-105	Christman, Daniel	Security Officer I	PT	7	4	\$13.69	\$14,236.56
01-105	Folsom, Amy	Elected Official - City Attorney					\$21,600.00
01-105	Light, Shawna	Clerk I	FT	6	7	\$12.82	\$26,669.76
01-105	Rector, Mark	Elected Official - Judge					\$25,920.00
01-105	Triplett, Howard	Security Officer II	PT	8	6	\$15.36	\$15,975.44
01-105	Whipple, Townsend, Kim	Clerk I	PT	6	7	\$12.82	\$13,334.88
01-110	Cross, Norman	Fire Lieutenant	FT	8		\$10.78	\$36,124.50
01-110	Deckard, Cody	Firefighter	FT	8.5		\$10.30	\$34,518.90
01-110	Duerden, Jason	Fire Captain	FT	9.5		\$11.31	\$37,911.12
01-110	Foley, Christopher	Firefighter	FT	8.5		\$10.30	\$34,518.90
01-110	Gallaher, James	Firefighter	FT	6.5		\$9.30	\$31,163.54
01-110	Haefner, Randall	Firefighter	FT	6.5		\$9.19	\$30,798.18
01-110	Hunter, John	Fire Captain	FT	10		\$11.39	\$38,165.87
01-110	Jordan, Andrew	Inspector III	FT	10	1	\$17.69	\$36,784.80
01-110	Long, Joseph	Firefighter	FT	9		\$10.80	\$36,198.25
01-110	Prince, Shannon	Fire Lieutenant	FT	10		\$11.28	\$37,800.50
01-110	Rader, Kelby	Firefighter	FT	6		\$8.93	\$29,936.71
01-110	Ray, Timothy	Fire Lieutenant	FT	8		\$10.23	\$34,301.02
01-110	Saltzman, Terry	Firefighter	FT	9		\$10.80	\$36,198.25
01-110	Schneider, Samuel	Fire Chief	FT	14	7		\$57,168.54
01-110	Seaman, Joseph	Firefighter	FT	6		\$8.93	\$29,936.71
01-110	Wescoat, Christopher	Firefighter	FT	6		\$8.93	\$29,936.71
01-110	Wheeler, David	Fire Captain	FT	9.5		\$10.88	\$36,453.00
01-115	Alexander, Kaele	Dispatcher	FT	6	2	\$12.20	\$25,376.00
01-115	Allen, Joshua	Police Officer	FT	8	1	\$14.62	\$32,679.14
01-115	Ambrose, Vinson	Police Officer	FT	8	4	\$15.06	\$33,669.69
01-115	Blackburn, Kendle	Police Officer	FT	8	7	\$15.52	\$34,691.54
01-115	Blake, Lloyd	Police Officer	FT	8	4	\$15.06	\$33,669.69
01-115	Brown, Mathew	Police Sergeant	FT	9	6	\$16.90	\$37,781.69



Department Number	Name	Position	FT/PT/S/T	Grade	Step	Hourly Rate of Pay	Annual Rate of Pay
01-115	Carrasco, Christopher	Police Officer	FT	8	3	\$14.91	\$33,336.52
01-115	Christman, Brandy	Police Officer	FT	8	3	\$14.91	\$33,336.52
01-115	Davis, Robert	Police Officer	FT	8	3	\$14.91	\$33,336.52
01-115	Dawson, Matthew	Police Officer	FT	8	3	\$14.91	\$33,336.52
01-115	Dinwiddie, Joseph	Police Officer	FT	8	3	\$14.91	\$33,336.52
01-115	Doublin, Kelly	Police Sergeant	FT	9	7	\$17.07	\$38,159.58
01-115	Early, Timmy	Police Sergeant	FT	9	1	\$16.08	\$35,948.17
01-115	Fulton, Josh	Police Officer	FT	8	3	\$14.91	\$33,336.52
01-115	Gideon, Brian	Police Officer	FT	8	3	\$14.91	\$33,336.52
01-115	Hall, Donald	Police Sergeant	FT	9	9	\$17.41	\$38,926.52
01-115	Halstead, Randy	Police Chief	FT	14	8		\$57,740.28
01-115	Hill, Brandon	Police Officer	FT	8	2	\$14.76	\$33,007.83
01-115	Lowrance, Cory	Police Officer	FT	8	3	\$14.91	\$33,336.52
01-115	Majerak, Joseph	Animal Control Officer	FT	7	11	\$14.68	\$30,528.16
01-115	McGuire, Mary	Clerk III	FT	8	2	\$14.76	\$30,704.96
01-115	Millsap, Dana	Clerk I	FT	6	9	\$13.08	\$27,206.40
01-115	Mitchell, Bruce	Police Officer	FT	8	3	\$14.91	\$33,336.52
01-115	Obermark, Misty	Dispatcher	FT	6	9	\$13.08	\$27,206.40
01-115	Payne, Johnny	Police Officer	FT	8	4	\$15.06	\$33,669.69
01-115	Pendergrass, Brittany	Dispatcher	FT	6	9	\$13.08	\$27,206.40
01-115	Perryman, Bruce	Police Officer	FT	8	10	\$15.99	\$35,742.46
01-115	Peters, Stephen	Police Captain	FT	12	5		\$46,315.88
01-115	Pollreisz, Angela	Dispatcher	FT	6	2	\$12.20	\$25,376.00
01-115	Rigsby, Jon	Police Sergeant	FT	9	6	\$16.90	\$37,781.69
01-115	Rogers, Patricia	Chief Communications Officer	FT	9	1		\$33,439.90
01-115	Rumfelt, Angela	Dispatcher	FT	6	9	\$13.08	\$27,206.40
01-115	Shaufer, Sonya	Animal Control Officer	FT	6	10	\$13.21	\$27,476.80
01-115	Shumate, Keith	Police Lieutenant	FT	10	10		\$40,230.06
01-115	Springer, Kacie	Police Officer	FT	8	5	\$15.06	\$33,669.69
01-115	Stieff, Jeffrey	Police Officer	FT	8	2	\$14.76	\$33,007.83
01-115	Sweno, Samantha	Dispatcher	PT	6	1	\$12.08	\$12,562.16

Department Number	Name	Position	FT/PT/S/T	Grade	Step	Hourly Rate of Pay	Annual Rate of Pay
01-115	Van Sickle, Rodney	Police Officer	FT	8	3	\$14.91	\$33,336.52
01-115	Veurink, Lana	Police Officer	FT	8	2	\$14.76	\$33,007.83
01-115	Wright, Matthew	Police Officer	FT	8	3	\$14.91	\$33,336.52
01-130	Dame, Natisha	Custodian I	PT	1	3	\$7.65	\$7,957.04
01-130	Duerden, Kelly	Maintenance/Operations Worker II	FT	5	2	\$11.09	\$23,069.28
01-130	Heald, Marissa	Custodian I	PT	1	3	\$7.65	\$7,957.04
01-130	Mebruer, Emily	Business Manager	FT	8	4	\$15.06	\$31,320.64
01-130	Sloan, Kathy	Maintenance/Operations Worker II	FT	5	4	\$11.31	\$23,531.04
01-130	Wilson, Deryl	Operations Director	FT	13	6		\$51,456.86
01-130	Wright, Eric	Maintenance/Operations Worker I	FT	4	4	\$10.29	\$21,392.80
01-140	Anderson, Lyle	Elected Official - Mayor					\$4,800.00
01-140	Crabtree, Cleo	Elected Official - Councilman					\$2,400.00
01-140	Elmore, Dennis	Elected Official - Councilman					\$2,400.00
01-140	Hurney, Esther	Elected Official - Councilwoman					\$2,400.00
01-140	Jordan, Charles	Elected Official - Councilman					\$2,400.00
01-140	Mather, Leann	Elected Official - Councilwoman					\$2,400.00
01-140	Sutter, Randall	Elected Official - Councilman					\$2,400.00
01-140	Wheeler, Bill	Elected Official - Councilman					\$2,400.00
01-140	White, James	Elected Official - Councilman					\$2,400.00
01-145	DeClue, Benjamin	Assistant to the City Administrator	FT	10	4		\$37,898.64
01-145	Heard, Christopher	City Administrator	FT	19	6		\$91,159.12
01-145	Milliken, Kathy	Human Resource Director	FT	12	3		\$45,403.28
01-150	Bash, Tina	Clerk III	FT	8	4	\$15.06	\$31,320.64
01-150	Buxton, Crystal	Clerk III	FT	8	1	\$14.62	\$30,399.20
01-150	Starnes, Laina	City Clerk	FT	14	6		\$56,602.52
01-170	Gill, Kathryn	Finance Director	FT	13	2		\$49,449.14
01-170	Hawkins, Holli	Budget Director	FT	12	3		\$45,403.28
01-170	Rautenkranz, Marcia	Clerk III	FT	8	6	\$15.36	\$31,950.88
01-170	Wood, Michael	Clerk III	FT	8	4	\$15.06	\$31,320.64
08-500	Atkinson, Randy	Maintenance/Operations Worker IV	FT	8	11	\$16.14	\$33,579.52
08-500	Barnett, Richard	Equipment Operator II	FT	7	2	\$13.42	\$27,913.60

Department Number	Name	Position	FT/PT/S/T	Grade	Step	Hourly Rate of Pay	Annual Rate of Pay
08-500	Bowling, Michael	Operations Manager	FT	12	8		\$47,719.36
08-500	Boyer, Brad	Operations Manager	FT	12	20		\$53,771.38
08-500	Clift, Danny	Equipment Operator III	FT	8	10	\$15.99	\$33,248.80
08-500	Coryell, Richard	Equipment Operator II	FT	7	1	\$13.29	\$27,636.96
08-500	Green, Timothy	Equipment Operator III	FT	8	1	\$14.62	\$30,399.20
08-500	Johnson, Travis	Equipment Operator III	FT	8	9	\$15.83	\$32,918.08
08-500	Moore, Michael	Street Superintendent	FT	13	16		\$56,840.42
08-500	Reyes, Ignacio	Equipment Operator II	FT	7	1	\$13.29	\$27,636.96
08-500	Stone, Oliver	Equipment Operator II	FT	7	1	\$13.29	\$27,636.96
08-500	Wright, John	Equipment Operator I	FT	6	7	\$12.82	\$26,669.76
40-500	Conklin, Bruce	Tourism Director	FT	12	1		\$44,503.42
50-305	Berkich, Joe	Planner III	FT	13	16		\$56,840.42
50-305	Hemphill, Steve	Inspector I	FT	7	1	\$13.29	\$27,636.96
50-305	Massey, Noel	Interim Community Development Director	FT	10	16		\$42,705.00
50-310	Jones, Vickie	Equipment Technician III	FT	8	8	\$15.67	\$32,593.60
50-310	Neasby, Randy	Equipment Technician IV	FT	11	6	\$20.45	\$42,525.60
60-305	Henry, Casey	Equipment Technician I	FT	7	11	\$14.68	\$30,528.16
60-305	Klein, George	Clerk III	FT	8	3	\$14.91	\$31,010.72
60-305	Perry, Michael	Equipment Technician IV	FT	9	1	\$16.08	\$33,440.16
60-305	Sweno, Richard	Maintenance/Operations Worker I	PT	4	1	\$9.98	\$10,382.32
60-315	Foreman, Erik	Network Manager	FT	11	2		\$40,867.06
60-315	Hall, Dustin	System Administrator	FT	7	4	\$13.69	\$28,473.12
60-315	Schomaker, Jarrad	MIS Coordinator	FT	12	1		\$44,508.62
60-320	Agan, Roger	Maintenance/Operations Worker II	FT	6	5	\$12.57	\$26,143.52
60-320	Beard, Jesse	Seasonal Maintenance Worker I	S	1	7	\$7.96	\$8,279.44
60-320	Blackburn, Jordan	Seasonal Maintenance Worker I	S	1	7	\$7.96	\$8,279.44
60-320	Eidson II, Don	Operations Manager	FT	13	5		\$50,947.52
60-320	Green, Tyler	Seasonal Maintenance Worker I	S	1	7	\$7.96	\$8,279.44
60-320	Hartman, Ashton	Seasonal Maintenance Worker I	S	1	7	\$7.96	\$8,279.44
60-320	Johnson, Steve	Maintenance/Operations Worker IV	FT	8	11	\$16.14	\$33,579.52

Department Number	Name	Position	FT/PT/S/T	Grade	Step	Hourly Rate of Pay	Annual Rate of Pay
60-320	McClure, Kahla	Seasonal Maintenance Worker II	S	2	3	\$8.42	\$8,752.64
60-320	Oliver, Shawn	Maintenance/Operations Worker IV	FT	8	3	\$14.91	\$31,010.72
60-320	Owens, Benjamin (Alan)	Maintenance/Operations Worker I	FT	4	4	\$10.29	\$21,392.80
60-320	Rodden, Charles	Seasonal Maintenance Worker I	S	1	7	\$7.96	\$8,279.44
60-325	Burge, Michael	Custodian II	PT	2	1	\$8.25	\$8,580.00
60-325	Hamilton, Wanda	Custodian III	PT	3	5	\$9.44	\$9,820.72
60-325	Sexton, Susan	Custodian III	PT	3	5	\$9.44	\$9,820.72
60-325	Shockley, Christopher	Custodian I	PT	1	3	\$7.65	\$7,957.04
60-325	Williams, Dencil	Custodain I	PT	1	3	\$7.65	\$7,957.04
73-100	Claxton, Donald	Maintenance/Operations Worker IV	PT	8	10	\$15.99	\$33,248.80
73-100	Conner, Evan	Maintenance/Operations Worker I	PT	4	2	\$10.08	\$10,485.28
73-100	Kaper, Steven (Scott)	Maintenance/Operations Worker I	PT	4	2	\$10.08	\$10,485.28
73-100	Kingery, Terry	Maintenance/Operations Worker I	PT	4	2	\$10.08	\$10,485.28
79-500	Bartlett, Bryan	Seasonal Maintenance Worker II	PT	2	7	\$8.76	\$9,108.32
79-500	Browning, Jay	Seasonal Maintenance Worker II	PT	2	7	\$8.76	\$9,108.32
79-500	Eudy, George	Maintenance/Operations Worker II	FT	5	9	\$11.89	\$24,733.28
79-500	Green, James	Seasonal Maintenance Worker III	S	3	3	\$9.26	\$9,627.28
79-500	Lawson, Mitchell	Seasonal Maintenance Worker I	S	1	9	\$8.12	\$8,445.84
79-500	Shelton, John	Park Director	FT	13	5		\$50,947.52
79-500	Waterman, Roy	Seasonal Maintenance Worker I	S	1	9	\$8.12	\$8,445.84
79-500	Wilburn, Richard	Assistant Park Director	FT	9	4	\$16.56	\$34,453.12
80-200	Barber, Kevin	Electric Superintendent	FT	14	5		\$56,042.22
80-200	Brown, Dennis	Operations Manager	FT	12	7		\$47,246.68
80-200	Frazier, Thomas	Journeyman Lineman I	FT	10	4	\$18.72	\$38,937.60
80-200	Gerard, Mark	Equipment Operator II	FT	7	5	\$14.33	\$29,798.08
80-200	Heafley, Van	Journeyman Lineman II	FT	11	5	\$20.74	\$43,145.44
80-200	Henson, Joshua	Journeyman Lineman I	FT	10	4	\$18.72	\$38,937.60
80-200	Long, Travis	Journeyman Lineman I	FT	10	4	\$18.72	\$38,937.60
80-200	Massey, Darrell	Journeyman Lineman II	FT	11	4	\$20.54	\$42,729.44
80-200	Mullins, Barbara	Clerk III	FT	7	4	\$13.69	\$28,473.12
80-200	Mustard, Chris	Journeyman Lineman II	FT	11	4	\$20.54	\$42,729.44

Department Number	Name	Position	FT/PT/S/T	Grade	Step	Hourly Rate of Pay	Annual Rate of Pay
80-200	Nichols, Chris	Journeyman Lineman I	FT	10	5	\$18.90	\$39,318.24
80-200	Orita, Phillip	Journeyman Lineman I	FT	10	4	\$18.72	\$38,937.60
80-200	Reid, Torey	Journeyman Lineman I	FT	10	5	\$18.90	\$39,318.24
80-200	Shaufer, Greg	Equipment Operator I	FT	6	2	\$12.70	\$26,416.00
80-200	Starnes, Troy	Operations Manager	FT	12	16		\$51,161.50
80-200	Wehner, Jason	Journeyman Lineman I	FT	10	4	\$18.72	\$38,937.60
85-200	Burris, Douglas	Equipment Operator II	FT	7	5	\$13.83	\$28,758.08
85-200	Coleman, Jim	Equipment Technician I	FT	6	15	\$13.88	\$28,878.72
85-200	Hicks, Dana	Clerk II	FT	7	8	\$14.25	\$29,629.60
85-200	McClure, Lucas	Equipment Technician II	FT	7	1	\$13.29	\$27,636.96
85-200	Mork, Eric	Environmental Services Superintendent	FT	13	11		\$54,081.82
85-200	Myers, Melissa	Clerk IV	FT	9	3	\$16.40	\$34,112.00
85-200	Perry, James (Craig)	Equipment Operator IV	FT	9	1	\$16.08	\$33,440.16
85-200	Stewart, Paul	Equipment Operator II	FT	7	13	\$14.97	\$31,141.76
85-205	Broadus, Glen	Equipment Operator I	FT	6	4	\$12.45	\$25,885.60
85-205	Lowery, Chester	Equipment Operator II	FT	7	1	\$13.29	\$27,636.96
85-215	Buck, Daniel	Equipment Operator II	FT	7	11	\$14.68	\$30,528.16
85-215	Cogdill, Dax	Operations Manager	FT	13	9		\$53,016.08
85-215	Day, Jared	Equipment Operator II	FT	7	11	\$14.68	\$30,528.16
85-215	Hemphill, Allen	Equipment Operator II	FT	7	5	\$13.83	\$28,758.08
85-215	Tannehill, Cecil	Equipment Operator II	FT	7	12	\$14.82	\$30,833.92
87-200	Butcher, Kelly	Equipment Technician I	FT	6	4	\$12.45	\$25,885.60
87-200	Cannon, Wanda	Clerk I	PT	6	2	\$12.20	\$12,688.00
87-200	Chastain, Scott	Equipment Technician I	FT	6	1	\$12.08	\$25,124.32
87-200	Day, William	Clerk II	FT	7	4	\$13.69	\$28,473.12
87-200	Ogle, Michael	Operations Manager	FT	12	20		\$53,771.38
87-200	Shockley, Richard	Public Works Director	FT	16	9		\$70,564.52
87-200	Weeks, Jeremy	Equipment Operator II	FT	7	5	\$13.83	\$28,758.08
87-205	Coffman, Nicholas	Equipment Operator II	FT	7	1	\$13.29	\$27,636.96
87-205	Howe, David	Equipment Operator III	FT	8	2	\$14.76	\$30,704.96

Department Number	Name	Position	FT/PT/S/T	Grade	Step	Hourly Rate of Pay	Annual Rate of Pay
87-205	Pendergrass, Steve	Equipment Operator III	FT	8	10	\$15.99	\$33,248.80
87-205	Tremblay, Lee	Equipment Operator II	FT	7	1	\$13.29	\$27,636.96

\*\*\*Employee Census as of FY15

# FY16 Salary Schedule

Grade	Position	Compensation	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
Grade 1	Custodian I	Annual	\$ 16,068.00	\$ 16,228.68	\$ 16,390.97	\$ 16,554.88	\$ 16,720.43	\$ 16,887.63	\$ 17,056.51	\$ 17,227.07	\$ 17,399.34	\$ 17,573.33	\$ 17,749.07	\$ 17,926.56	\$ 18,105.82	\$ 18,286.88	\$ 18,469.75	\$ 18,654.45	\$ 18,840.99	\$ 19,029.40	\$ 19,219.70	\$ 19,411.89
	Seasonal Maintenance Worker I	Monthly	\$ 1,339.00	\$ 1,352.39	\$ 1,365.91	\$ 1,379.57	\$ 1,393.37	\$ 1,407.30	\$ 1,421.38	\$ 1,435.59	\$ 1,449.95	\$ 1,464.44	\$ 1,479.09	\$ 1,493.88	\$ 1,508.82	\$ 1,523.91	\$ 1,539.15	\$ 1,554.54	\$ 1,570.08	\$ 1,585.78	\$ 1,601.64	\$ 1,617.66
		Bi-weekly	\$ 618.00	\$ 624.18	\$ 630.42	\$ 636.73	\$ 643.09	\$ 649.52	\$ 656.02	\$ 662.58	\$ 669.21	\$ 675.90	\$ 682.66	\$ 689.48	\$ 696.38	\$ 703.34	\$ 710.38	\$ 717.48	\$ 724.65	\$ 731.90	\$ 739.22	\$ 746.61
		Hourly	\$ 7.725	\$ 7.802	\$ 7.880	\$ 7.959	\$ 8.039	\$ 8.119	\$ 8.200	\$ 8.282	\$ 8.365	\$ 8.449	\$ 8.533	\$ 8.619	\$ 8.705	\$ 8.792	\$ 8.880	\$ 8.968	\$ 9.058	\$ 9.149	\$ 9.240	\$ 9.333
		Overtime	\$ 11.588	\$ 11.703	\$ 11.820	\$ 11.939	\$ 12.058	\$ 12.179	\$ 12.300	\$ 12.423	\$ 12.548	\$ 12.673	\$ 12.800	\$ 12.928	\$ 13.057	\$ 13.188	\$ 13.320	\$ 13.453	\$ 13.587	\$ 13.723	\$ 13.860	\$ 13.999
Grade 2	Custodian II	Annual	\$ 17,674.80	\$ 17,851.55	\$ 18,030.06	\$ 18,210.36	\$ 18,392.47	\$ 18,576.39	\$ 18,762.16	\$ 18,949.78	\$ 19,139.28	\$ 19,330.67	\$ 19,523.98	\$ 19,719.21	\$ 19,916.41	\$ 20,115.57	\$ 20,316.73	\$ 20,519.89	\$ 20,725.09	\$ 20,932.34	\$ 21,141.67	\$ 21,353.08
	Seasonal Maintenance Worker II	Monthly	\$ 1,472.90	\$ 1,487.63	\$ 1,502.51	\$ 1,517.53	\$ 1,532.71	\$ 1,548.03	\$ 1,563.51	\$ 1,579.15	\$ 1,594.94	\$ 1,610.89	\$ 1,627.00	\$ 1,643.27	\$ 1,659.70	\$ 1,676.30	\$ 1,693.06	\$ 1,709.99	\$ 1,727.09	\$ 1,744.36	\$ 1,761.81	\$ 1,779.42
		Bi-weekly	\$ 679.80	\$ 686.60	\$ 693.46	\$ 700.40	\$ 707.40	\$ 714.48	\$ 721.62	\$ 728.84	\$ 736.13	\$ 743.49	\$ 750.92	\$ 758.43	\$ 766.02	\$ 773.68	\$ 781.41	\$ 789.23	\$ 797.12	\$ 805.09	\$ 813.14	\$ 821.27
		Hourly	\$ 8.498	\$ 8.582	\$ 8.668	\$ 8.755	\$ 8.843	\$ 8.931	\$ 9.020	\$ 9.110	\$ 9.202	\$ 9.294	\$ 9.387	\$ 9.480	\$ 9.575	\$ 9.671	\$ 9.768	\$ 9.865	\$ 9.964	\$ 10.064	\$ 10.164	\$ 10.266
		Overtime	\$ 12.746	\$ 12.874	\$ 13.002	\$ 13.132	\$ 13.264	\$ 13.396	\$ 13.530	\$ 13.666	\$ 13.802	\$ 13.940	\$ 14.080	\$ 14.221	\$ 14.363	\$ 14.506	\$ 14.798	\$ 14.964	\$ 15.095	\$ 15.246	\$ 15.399	\$ 15.552
Grade 3	Custodian III	Annual	\$ 19,442.28	\$ 19,636.70	\$ 19,833.07	\$ 20,031.40	\$ 20,231.71	\$ 20,434.03	\$ 20,638.37	\$ 20,844.76	\$ 21,053.20	\$ 21,263.74	\$ 21,476.37	\$ 21,691.14	\$ 21,908.05	\$ 22,127.13	\$ 22,348.40	\$ 22,571.88	\$ 22,797.60	\$ 23,025.58	\$ 23,255.83	\$ 23,488.39
	Seasonal Maintenance Worker III	Monthly	\$ 1,620.19	\$ 1,636.39	\$ 1,652.76	\$ 1,669.28	\$ 1,685.98	\$ 1,702.84	\$ 1,719.86	\$ 1,737.06	\$ 1,754.43	\$ 1,771.98	\$ 1,789.70	\$ 1,807.59	\$ 1,825.67	\$ 1,843.93	\$ 1,862.37	\$ 1,880.99	\$ 1,899.80	\$ 1,918.80	\$ 1,937.99	\$ 1,957.37
		Bi-weekly	\$ 747.78	\$ 755.26	\$ 762.81	\$ 770.44	\$ 778.14	\$ 785.92	\$ 793.78	\$ 801.72	\$ 809.74	\$ 817.84	\$ 826.01	\$ 834.27	\$ 842.62	\$ 851.04	\$ 859.55	\$ 868.15	\$ 876.83	\$ 885.60	\$ 894.46	\$ 903.40
		Hourly	\$ 9.347	\$ 9.441	\$ 9.535	\$ 9.630	\$ 9.727	\$ 9.824	\$ 9.922	\$ 10.022	\$ 10.122	\$ 10.223	\$ 10.325	\$ 10.428	\$ 10.533	\$ 10.638	\$ 10.744	\$ 10.852	\$ 10.960	\$ 11.070	\$ 11.181	\$ 11.292
		Overtime	\$ 14.021	\$ 14.161	\$ 14.303	\$ 14.446	\$ 14.590	\$ 14.736	\$ 14.883	\$ 15.032	\$ 15.183	\$ 15.334	\$ 15.488	\$ 15.643	\$ 15.799	\$ 15.957	\$ 16.117	\$ 16.278	\$ 16.441	\$ 16.605	\$ 16.771	\$ 16.939
Grade 4	Maintenance/Operations Worker I	Annual	\$ 21,386.51	\$ 21,600.37	\$ 21,816.38	\$ 22,034.54	\$ 22,254.89	\$ 22,477.43	\$ 22,702.21	\$ 22,929.23	\$ 23,158.52	\$ 23,390.11	\$ 23,624.01	\$ 23,860.25	\$ 24,098.85	\$ 24,339.84	\$ 24,583.24	\$ 24,829.07	\$ 25,077.36	\$ 25,328.14	\$ 25,581.42	\$ 25,837.23
		Monthly	\$ 1,782.21	\$ 1,800.03	\$ 1,818.03	\$ 1,836.21	\$ 1,854.57	\$ 1,873.12	\$ 1,891.85	\$ 1,910.77	\$ 1,929.88	\$ 1,949.18	\$ 1,968.67	\$ 1,988.35	\$ 2,008.24	\$ 2,028.32	\$ 2,048.60	\$ 2,069.09	\$ 2,089.78	\$ 2,110.68	\$ 2,131.78	\$ 2,153.10
		Bi-weekly	\$ 822.56	\$ 830.78	\$ 839.09	\$ 847.48	\$ 855.96	\$ 864.52	\$ 873.16	\$ 881.89	\$ 890.71	\$ 899.62	\$ 908.62	\$ 917.70	\$ 926.88	\$ 936.15	\$ 945.51	\$ 954.96	\$ 964.51	\$ 974.16	\$ 983.90	\$ 993.74
		Hourly	\$ 10.282	\$ 10.385	\$ 10.489	\$ 10.594	\$ 10.699	\$ 10.806	\$ 10.915	\$ 11.024	\$ 11.134	\$ 11.245	\$ 11.358	\$ 11.471	\$ 11.586	\$ 11.702	\$ 11.819	\$ 11.937	\$ 12.056	\$ 12.177	\$ 12.299	\$ 12.422
		Overtime	\$ 15.423	\$ 15.577	\$ 15.733	\$ 15.890	\$ 16.049	\$ 16.210	\$ 16.372	\$ 16.536	\$ 16.701	\$ 16.868	\$ 17.037	\$ 17.207	\$ 17.379	\$ 17.553	\$ 17.728	\$ 17.906	\$ 18.085	\$ 18.265	\$ 18.448	\$ 18.633
Grade 5	Maintenance/Operations Worker II	Annual	\$ 23,525.16	\$ 23,760.41	\$ 23,998.01	\$ 24,237.99	\$ 24,480.37	\$ 24,725.18	\$ 24,972.43	\$ 25,222.15	\$ 25,474.38	\$ 25,729.12	\$ 25,986.41	\$ 26,246.28	\$ 26,508.74	\$ 26,773.83	\$ 27,041.56	\$ 27,311.98	\$ 27,585.10	\$ 27,860.95	\$ 28,139.56	\$ 28,420.95
		Monthly	\$ 1,960.43	\$ 1,980.03	\$ 1,999.83	\$ 2,019.83	\$ 2,040.03	\$ 2,060.43	\$ 2,081.04	\$ 2,101.85	\$ 2,122.86	\$ 2,144.09	\$ 2,165.53	\$ 2,187.19	\$ 2,209.06	\$ 2,231.15	\$ 2,253.46	\$ 2,276.00	\$ 2,298.76	\$ 2,321.75	\$ 2,344.96	\$ 2,368.41
		Bi-weekly	\$ 904.81	\$ 913.86	\$ 923.00	\$ 932.23	\$ 941.55	\$ 950.97	\$ 960.48	\$ 970.08	\$ 979.78	\$ 989.58	\$ 999.48	\$ 1,009.47	\$ 1,019.57	\$ 1,029.76	\$ 1,040.06	\$ 1,050.46	\$ 1,060.97	\$ 1,071.57	\$ 1,082.29	\$ 1,093.11
		Hourly	\$ 11.310	\$ 11.423	\$ 11.538	\$ 11.653	\$ 11.769	\$ 11.887	\$ 12.006	\$ 12.126	\$ 12.247	\$ 12.370	\$ 12.493	\$ 12.618	\$ 12.745	\$ 12.872	\$ 13.001	\$ 13.131	\$ 13.262	\$ 13.395	\$ 13.529	\$ 13.664
		Overtime	\$ 16.965	\$ 17.135	\$ 17.306	\$ 17.479	\$ 17.654	\$ 17.831	\$ 18.009	\$ 18.189	\$ 18.371	\$ 18.555	\$ 18.740	\$ 18.928	\$ 19.117	\$ 19.308	\$ 19.501	\$ 19.696	\$ 19.893	\$ 20.092	\$ 20.293	\$ 20.496
Grade 6	Animal Control Officer	Annual	\$ 25,877.67	\$ 26,136.45	\$ 26,397.82	\$ 26,661.79	\$ 26,928.41	\$ 27,197.70	\$ 27,469.67	\$ 27,744.37	\$ 28,021.81	\$ 28,302.03	\$ 28,585.05	\$ 28,870.90	\$ 29,159.61	\$ 29,451.21	\$ 29,745.72	\$ 30,043.18	\$ 30,343.61	\$ 30,647.04	\$ 30,953.52	\$ 31,263.05
	Clerk I	Monthly	\$ 2,156.47	\$ 2,178.04	\$ 2,199.82	\$ 2,221.82	\$ 2,244.03	\$ 2,266.47	\$ 2,289.14	\$ 2,312.03	\$ 2,335.15	\$ 2,358.50	\$ 2,382.09	\$ 2,405.91	\$ 2,429.97	\$ 2,454.27	\$ 2,478.81	\$ 2,503.60	\$ 2,528.63	\$ 2,553.92	\$ 2,579.46	\$ 2,605.25
	Equipment Operator I	Bi-weekly	\$ 995.30	\$ 1,005.25	\$ 1,015.30	\$ 1,025.45	\$ 1,035.71	\$ 1,046.07	\$ 1,056.53	\$ 1,067.09	\$ 1,077.76	\$ 1,088.54	\$ 1,099.43	\$ 1,110.42	\$ 1,121.52	\$ 1,132.74	\$ 1,144.07	\$ 1,155.51	\$ 1,167.06	\$ 1,178.73	\$ 1,190.52	\$ 1,202.43
	Equipment Technician I	Hourly	\$ 12.441	\$ 12.566	\$ 12.691	\$ 12.818	\$ 12.946	\$ 13.076	\$ 13.207	\$ 13.339	\$ 13.472	\$ 13.607	\$ 13.743	\$ 13.880	\$ 14.019	\$ 14.159	\$ 14.301	\$ 14.444	\$ 14.588	\$ 14.734	\$ 14.881	\$ 15.030
	Dispatcher	Overtime	\$ 18.662	\$ 18.848	\$ 19.037	\$ 19.227	\$ 19.420	\$ 19.614	\$ 19.810	\$ 20.008	\$ 20.208	\$ 20.410	\$ 20.614	\$ 20.820	\$ 21.029	\$ 21.239	\$ 21.451	\$ 21.666	\$ 21.882	\$ 22.101	\$ 22.322	\$ 22.545
Grade 7	Clerk II	Annual	\$ 28,465.44	\$ 28,750.10	\$ 29,037.60	\$ 29,327.97	\$ 29,621.25	\$ 29,917.47	\$ 30,216.64	\$ 30,518.81	\$ 30,823.99	\$ 31,132.23	\$ 31,443.56	\$ 31,757.99	\$ 32,075.57	\$ 32,396.33	\$ 32,720.29	\$ 33,047.49	\$ 33,377.97	\$ 33,711.75	\$ 34,048.87	\$ 34,389.36
	Equipment Operator II	Monthly	\$ 22,372.12	\$ 22,395.84	\$ 22,419.80	\$ 22,444.00	\$ 22,468.44	\$ 22,493.12	\$ 22,518.05	\$ 22,543.23	\$ 22,568.67	\$ 22,594.35	\$ 22,620.30	\$ 22,646.50	\$ 22,672.96	\$ 22,699.69	\$ 22,726.69	\$ 22,753.96	\$ 22,781.50	\$ 22,809.31	\$ 22,837.41	\$ 22,865.78
	Equipment Technician II	Bi-weekly	\$ 1,094.82	\$ 1,105.77	\$ 1,116.83	\$ 1,128.00	\$ 1,139.28	\$ 1,150.67	\$ 1,162.18	\$ 1,173.80	\$ 1,185.54	\$ 1,197.39	\$ 1,209.37	\$ 1,221.46	\$ 1,233.68	\$ 1,246.01	\$ 1,258.47	\$ 1,271.06	\$ 1,283.77	\$ 1,296.61	\$ 1,309.57	\$ 1,322.67
	Inspector I	Hourly	\$ 13.685	\$ 13.822	\$ 13.960	\$ 14.100	\$ 14.241	\$ 14.383	\$ 14.527	\$ 14.673	\$ 14.819	\$ 14.967	\$ 15.117	\$ 15.268	\$ 15.421	\$ 15.575	\$ 15.731	\$ 15.888	\$ 16.047	\$ 16.208	\$ 16.370	\$ 16.533
	Maintenance/Operations Worker III	Overtime	\$ 20.528	\$ 20.733	\$ 20.941	\$ 21.150	\$ 21.361	\$ 21.575	\$ 21.791	\$ 22.009	\$ 22.229	\$ 22.451	\$ 22.676	\$ 22.902	\$ 23.131	\$ 23.363	\$ 23.596	\$ 23.832	\$ 24.071	\$ 24.311	\$ 24.554	\$ 24.800
	Security Officer I																					
	System Administrator																					
Grade 8	Police Officer	Annual	\$ 31,311.99	\$ 31,625.11	\$ 31,941.36	\$ 32,260.77	\$ 32,583.38	\$ 32,909.21	\$ 33,238.30	\$ 33,570.69	\$ 33,906.39	\$ 34,245.46	\$ 34,587.91	\$ 34,933.79	\$ 35,283.13	\$ 35,635.96	\$ 35,992.32	\$ 36,352.24	\$ 36,715.77	\$ 37,082.92	\$ 37,453.75	\$ 37,828.29
	Clerk III	Monthly	\$ 2,609.33	\$ 2,635.43	\$ 2,661.78	\$ 2,688.40	\$ 2,715.28	\$ 2,742.43	\$ 2,769.86	\$ 2,797.56	\$ 2,825.53	\$ 2,853.79	\$ 2,882.33	\$ 2,911.15	\$ 2,940.26	\$ 2,969.66	\$ 2,999.36	\$ 3,029.35	\$ 3,059.65	\$ 3,090.24	\$ 3,121.15	\$ 3,152.36
	Equipment Operator III	Bi-weekly	\$ 1,204.31	\$ 1,216.35	\$ 1,228.51	\$ 1,240.80	\$ 1,253.21	\$ 1,265.74	\$ 1,278.40	\$ 1,291.18	\$ 1,304.09	\$ 1,317.13	\$ 1,330.30	\$ 1,343.61	\$ 1,357.04	\$ 1,370.61	\$ 1,384.32	\$ 1,398.16	\$ 1,412.14	\$ 1,426.27	\$ 1,440.53	\$ 1,454.93
	Equipment Technician III	Hourly	\$ 15.054	\$ 15.204	\$ 15.356	\$ 15.510	\$ 15.665	\$ 15.822	\$ 15.980	\$ 16.140	\$ 16.301	\$ 16.464	\$ 16.629	\$ 16.795	\$ 16.963	\$ 17.133	\$ 17.304	\$ 17.477	\$ 17.652	\$ 17.828	\$ 18.007	\$ 18.187
	Maintenance/Operations Worker IV	Overtime	\$ 22.581	\$ 22.807	\$ 23.035	\$ 23.265	\$ 23.498	\$ 23.733	\$ 23.970	\$ 24.210	\$ 24.452	\$ 24.696	\$ 24.943	\$ 25.193	\$ 25.445	\$ 25.699	\$ 25.956	\$ 26.216	\$ 26.478	\$ 26.742	\$ 27.010	\$ 27.280
	Security Officer II																					
	Business Manager																					
Grade 9	Chief Communications Officer	Annual	\$ 34,443.18	\$ 34,787.62	\$ 35,135.49	\$ 35,486.85	\$ 35,841.72	\$ 36,200.13	\$ 36,562.13	\$ 36,927.76	\$ 37,297.03	\$ 37,670.00	\$ 38,046.70	\$ 38,427.17	\$ 38,811.44	\$ 39,199.56	\$ 39,591.55	\$ 39				

# FY16 Salary Schedule

Grade 11	Operations Specialist	Annual	\$ 41,676.25	\$ 42,093.02	\$ 42,513.95	\$ 42,939.09	\$ 43,368.48	\$ 43,802.16	\$ 44,240.18	\$ 44,682.59	\$ 45,129.41	\$ 45,580.71	\$ 46,036.51	\$ 46,496.88	\$ 46,961.85	\$ 47,431.46	\$ 47,905.78	\$ 48,384.84	\$ 48,868.69	\$ 49,357.37	\$ 49,850.95	\$ 50,349.46
	Journeyman Lineman II	Monthly	\$ 3,473.02	\$ 3,507.75	\$ 3,542.83	\$ 3,578.26	\$ 3,614.04	\$ 3,650.18	\$ 3,686.68	\$ 3,723.55	\$ 3,760.78	\$ 3,798.39	\$ 3,836.38	\$ 3,874.74	\$ 3,913.49	\$ 3,952.62	\$ 3,992.15	\$ 4,032.07	\$ 4,072.39	\$ 4,113.11	\$ 4,154.25	\$ 4,195.79
	Network Manager	Bi-weekly	\$ 1,602.93	\$ 1,618.96	\$ 1,635.15	\$ 1,651.50	\$ 1,668.02	\$ 1,684.70	\$ 1,701.55	\$ 1,718.56	\$ 1,735.75	\$ 1,753.10	\$ 1,770.64	\$ 1,788.34	\$ 1,806.22	\$ 1,824.29	\$ 1,842.53	\$ 1,860.96	\$ 1,879.56	\$ 1,898.36	\$ 1,917.34	\$ 1,936.52
	Planner I	Hourly	\$ 20.037	\$ 20.237	\$ 20.439	\$ 20.644	\$ 20.850	\$ 21.059	\$ 21.269	\$ 21.482	\$ 21.697	\$ 21.914	\$ 22.133	\$ 22.354	\$ 22.578	\$ 22.804	\$ 23.032	\$ 23.262	\$ 23.495	\$ 23.730	\$ 23.967	\$ 24.206
		Overtime	\$ 30.055	\$ 30.356	\$ 30.659	\$ 30.966	\$ 31.275	\$ 31.588	\$ 31.904	\$ 32.223	\$ 32.545	\$ 32.871	\$ 33.199	\$ 33.531	\$ 33.867	\$ 34.205	\$ 34.547	\$ 34.893	\$ 35.242	\$ 35.594	\$ 35.950	\$ 36.310
Grade 12	Planner II	Annual	\$ 45,843.88	\$ 46,302.32	\$ 46,765.34	\$ 47,232.99	\$ 47,705.32	\$ 48,182.38	\$ 48,664.20	\$ 49,150.84	\$ 49,642.35	\$ 50,138.78	\$ 50,640.16	\$ 51,146.56	\$ 51,658.03	\$ 52,174.61	\$ 52,696.36	\$ 53,223.32	\$ 53,755.55	\$ 54,293.11	\$ 54,836.04	\$ 55,384.40
	Police Captain	Monthly	\$ 3,820.32	\$ 3,858.53	\$ 3,897.11	\$ 3,936.08	\$ 3,975.44	\$ 4,015.20	\$ 4,055.35	\$ 4,095.90	\$ 4,136.86	\$ 4,178.23	\$ 4,220.01	\$ 4,262.21	\$ 4,304.84	\$ 4,347.88	\$ 4,391.36	\$ 4,435.28	\$ 4,479.63	\$ 4,524.43	\$ 4,569.67	\$ 4,615.37
	MIS Coordinator	Bi-weekly	\$ 1,763.23	\$ 1,780.86	\$ 1,798.67	\$ 1,816.65	\$ 1,834.82	\$ 1,853.17	\$ 1,871.70	\$ 1,890.42	\$ 1,909.32	\$ 1,928.41	\$ 1,947.70	\$ 1,967.18	\$ 1,986.85	\$ 2,006.72	\$ 2,026.78	\$ 2,047.05	\$ 2,067.52	\$ 2,088.20	\$ 2,109.08	\$ 2,130.17
	Tourism Director	Hourly	\$ 22.040	\$ 22.261	\$ 22.483	\$ 22.708	\$ 22.935	\$ 23.165	\$ 23.396	\$ 23.630	\$ 23.867	\$ 24.105	\$ 24.346	\$ 24.590	\$ 24.836	\$ 25.084	\$ 25.335	\$ 25.588	\$ 25.844	\$ 26.102	\$ 26.363	\$ 26.627
	Budget Director	Overtime	\$ 33.060	\$ 33.391	\$ 33.725	\$ 34.062	\$ 34.403	\$ 34.747	\$ 35.094	\$ 35.445	\$ 35.800	\$ 36.158	\$ 36.519	\$ 36.885	\$ 37.253	\$ 37.626	\$ 38.002	\$ 38.382	\$ 38.766	\$ 39.154	\$ 39.545	\$ 39.941
	Human Resource Director																					
	Operations Manager																					
	Assistant Chief																					
Grade 13	Planner III	Annual	\$ 50,428.27	\$ 50,932.55	\$ 51,441.88	\$ 51,956.29	\$ 52,475.86	\$ 53,000.62	\$ 53,530.62	\$ 54,065.93	\$ 54,606.59	\$ 55,152.65	\$ 55,704.18	\$ 56,261.22	\$ 56,823.83	\$ 57,392.07	\$ 57,965.99	\$ 58,545.65	\$ 59,131.11	\$ 59,722.42	\$ 60,319.64	\$ 60,922.84
	Finance Director	Monthly	\$ 4,202.36	\$ 4,244.38	\$ 4,286.82	\$ 4,329.69	\$ 4,372.99	\$ 4,416.72	\$ 4,460.89	\$ 4,505.49	\$ 4,550.55	\$ 4,596.05	\$ 4,642.01	\$ 4,688.44	\$ 4,735.32	\$ 4,782.67	\$ 4,830.50	\$ 4,878.80	\$ 4,927.59	\$ 4,976.87	\$ 5,026.64	\$ 5,076.90
	Parks Director	Bi-weekly	\$ 1,939.55	\$ 1,958.94	\$ 1,978.53	\$ 1,998.32	\$ 2,018.30	\$ 2,038.49	\$ 2,058.87	\$ 2,079.46	\$ 2,100.25	\$ 2,121.26	\$ 2,142.47	\$ 2,163.89	\$ 2,185.53	\$ 2,207.39	\$ 2,229.46	\$ 2,251.76	\$ 2,274.27	\$ 2,297.02	\$ 2,319.99	\$ 2,343.19
	Operations Director	Hourly	\$ 24.244	\$ 24.487	\$ 24.732	\$ 24.979	\$ 25.229	\$ 25.481	\$ 25.736	\$ 25.993	\$ 26.253	\$ 26.516	\$ 26.781	\$ 27.049	\$ 27.319	\$ 27.592	\$ 27.868	\$ 28.147	\$ 28.428	\$ 28.713	\$ 29.000	\$ 29.290
	Street Superintendent	Overtime	\$ 36.367	\$ 36.730	\$ 37.098	\$ 37.468	\$ 37.843	\$ 38.222	\$ 38.604	\$ 38.990	\$ 39.380	\$ 39.774	\$ 40.171	\$ 40.573	\$ 40.979	\$ 41.389	\$ 41.802	\$ 42.220	\$ 42.643	\$ 43.069	\$ 43.500	\$ 43.935
	Wastewater Superintendent																					
Grade 14	City Clerk	Annual	\$ 55,471.09	\$ 56,025.80	\$ 56,586.06	\$ 57,151.92	\$ 57,723.44	\$ 58,300.68	\$ 58,883.68	\$ 59,472.52	\$ 60,067.25	\$ 60,667.92	\$ 61,274.60	\$ 61,887.34	\$ 62,506.22	\$ 63,131.28	\$ 63,762.59	\$ 64,400.22	\$ 65,044.22	\$ 65,694.66	\$ 66,351.61	\$ 67,015.12
	Community Development Director	Monthly	\$ 4,622.59	\$ 4,668.82	\$ 4,715.51	\$ 4,762.66	\$ 4,810.29	\$ 4,858.39	\$ 4,906.97	\$ 4,956.04	\$ 5,005.60	\$ 5,055.66	\$ 5,106.22	\$ 5,157.28	\$ 5,208.85	\$ 5,260.94	\$ 5,313.55	\$ 5,366.68	\$ 5,420.35	\$ 5,474.56	\$ 5,529.30	\$ 5,584.59
	Electric Superintendent	Bi-weekly	\$ 2,133.50	\$ 2,154.84	\$ 2,176.39	\$ 2,198.15	\$ 2,220.13	\$ 2,242.33	\$ 2,264.76	\$ 2,287.40	\$ 2,310.28	\$ 2,333.38	\$ 2,356.72	\$ 2,380.28	\$ 2,404.09	\$ 2,428.13	\$ 2,452.41	\$ 2,476.93	\$ 2,501.70	\$ 2,526.72	\$ 2,551.98	\$ 2,577.50
	Fire Chief	Hourly	\$ 26.669	\$ 26.935	\$ 27.205	\$ 27.477	\$ 27.752	\$ 28.029	\$ 28.309	\$ 28.593	\$ 28.878	\$ 29.167	\$ 29.459	\$ 29.754	\$ 30.051	\$ 30.352	\$ 30.655	\$ 30.962	\$ 31.271	\$ 31.584	\$ 31.900	\$ 32.219
	Police Chief	Overtime	\$ 40.003	\$ 40.403	\$ 40.807	\$ 41.215	\$ 41.627	\$ 42.044	\$ 42.464	\$ 42.889	\$ 43.318	\$ 43.751	\$ 44.188	\$ 44.630	\$ 45.077	\$ 45.527	\$ 45.983	\$ 46.442	\$ 46.907	\$ 47.376	\$ 47.850	\$ 48.328
Grade 15		Annual	\$ 61,018.20	\$ 61,628.39	\$ 62,244.67	\$ 62,867.12	\$ 63,495.79	\$ 64,130.74	\$ 64,772.05	\$ 65,419.77	\$ 66,073.97	\$ 66,734.71	\$ 67,402.06	\$ 68,076.08	\$ 68,756.84	\$ 69,444.41	\$ 70,138.85	\$ 70,840.24	\$ 71,548.64	\$ 72,264.13	\$ 72,986.77	\$ 73,716.64
		Monthly	\$ 5,084.85	\$ 5,135.70	\$ 5,187.06	\$ 5,238.93	\$ 5,291.32	\$ 5,344.23	\$ 5,397.67	\$ 5,451.65	\$ 5,506.16	\$ 5,561.23	\$ 5,616.84	\$ 5,673.01	\$ 5,729.74	\$ 5,787.03	\$ 5,844.90	\$ 5,903.35	\$ 5,962.39	\$ 6,022.01	\$ 6,082.23	\$ 6,143.05
		Bi-weekly	\$ 2,346.85	\$ 2,370.32	\$ 2,394.03	\$ 2,417.97	\$ 2,442.15	\$ 2,466.57	\$ 2,491.23	\$ 2,516.15	\$ 2,541.31	\$ 2,566.72	\$ 2,592.39	\$ 2,618.31	\$ 2,644.49	\$ 2,670.94	\$ 2,697.65	\$ 2,724.62	\$ 2,751.87	\$ 2,779.39	\$ 2,807.18	\$ 2,835.26
		Hourly	\$ 29.336	\$ 29.629	\$ 29.925	\$ 30.225	\$ 30.527	\$ 30.832	\$ 31.140	\$ 31.452	\$ 31.766	\$ 32.084	\$ 32.405	\$ 32.729	\$ 33.056	\$ 33.387	\$ 33.721	\$ 34.058	\$ 34.398	\$ 34.742	\$ 35.090	\$ 35.441
		Overtime	\$ 44.004	\$ 44.444	\$ 44.888	\$ 45.337	\$ 45.790	\$ 46.248	\$ 46.711	\$ 47.178	\$ 47.649	\$ 48.126	\$ 48.607	\$ 49.093	\$ 49.584	\$ 50.080	\$ 50.581	\$ 51.087	\$ 51.598	\$ 52.114	\$ 52.635	\$ 53.161
Grade 16	Public Works Director	Annual	\$ 67,120.02	\$ 67,791.22	\$ 68,469.14	\$ 69,153.83	\$ 69,845.37	\$ 70,543.82	\$ 71,249.26	\$ 71,961.75	\$ 72,681.37	\$ 73,408.18	\$ 74,142.26	\$ 74,883.69	\$ 75,632.52	\$ 76,388.85	\$ 77,152.74	\$ 77,924.26	\$ 78,703.51	\$ 79,490.54	\$ 80,285.45	\$ 81,088.30
		Monthly	\$ 5,593.34	\$ 5,649.27	\$ 5,705.76	\$ 5,762.82	\$ 5,820.45	\$ 5,878.65	\$ 5,937.44	\$ 5,996.81	\$ 6,056.78	\$ 6,117.35	\$ 6,178.52	\$ 6,240.31	\$ 6,302.71	\$ 6,365.74	\$ 6,429.39	\$ 6,493.69	\$ 6,558.63	\$ 6,624.21	\$ 6,690.45	\$ 6,757.36
		Bi-weekly	\$ 2,581.54	\$ 2,607.35	\$ 2,633.43	\$ 2,659.76	\$ 2,686.36	\$ 2,713.22	\$ 2,740.36	\$ 2,767.76	\$ 2,795.44	\$ 2,823.39	\$ 2,851.63	\$ 2,880.14	\$ 2,908.94	\$ 2,938.03	\$ 2,967.41	\$ 2,997.09	\$ 3,027.06	\$ 3,057.33	\$ 3,087.90	\$ 3,118.78
		Hourly	\$ 32.269	\$ 32.592	\$ 32.918	\$ 33.247	\$ 33.580	\$ 33.915	\$ 34.254	\$ 34.597	\$ 34.943	\$ 35.292	\$ 35.645	\$ 36.002	\$ 36.362	\$ 36.725	\$ 37.093	\$ 37.464	\$ 37.838	\$ 38.217	\$ 38.599	\$ 38.985
		Overtime	\$ 48.404	\$ 48.888	\$ 49.377	\$ 49.871	\$ 50.369	\$ 50.873	\$ 51.382	\$ 51.895	\$ 52.414	\$ 52.939	\$ 53.468	\$ 54.003	\$ 54.543	\$ 55.088	\$ 55.639	\$ 56.195	\$ 56.757	\$ 57.325	\$ 57.898	\$ 58.477
Grade 17		Annual	\$ 73,832.03	\$ 74,570.35	\$ 75,316.05	\$ 76,069.21	\$ 76,829.90	\$ 77,598.20	\$ 78,374.18	\$ 79,157.93	\$ 79,949.50	\$ 80,749.00	\$ 81,556.49	\$ 82,372.05	\$ 83,195.77	\$ 84,027.73	\$ 84,868.01	\$ 85,716.69	\$ 86,573.86	\$ 87,439.60	\$ 88,313.99	\$ 89,197.13
		Monthly	\$ 6,152.67	\$ 6,214.20	\$ 6,276.34	\$ 6,339.10	\$ 6,402.49	\$ 6,466.52	\$ 6,531.18	\$ 6,596.49	\$ 6,662.46	\$ 6,729.08	\$ 6,796.37	\$ 6,864.34	\$ 6,932.98	\$ 7,002.31	\$ 7,072.33	\$ 7,143.06	\$ 7,214.49	\$ 7,286.63	\$ 7,359.50	\$ 7,433.09
		Bi-weekly	\$ 2,839.69	\$ 2,868.09	\$ 2,896.77	\$ 2,925.74	\$ 2,955.00	\$ 2,984.55	\$ 3,014.39	\$ 3,044.54	\$ 3,074.98	\$ 3,105.73	\$ 3,136.79	\$ 3,168.16	\$ 3,199.84	\$ 3,231.84	\$ 3,264.15	\$ 3,296.80	\$ 3,329.76	\$ 3,363.06	\$ 3,396.69	\$ 3,430.66
		Hourly	\$ 35.496	\$ 35.851	\$ 36.210	\$ 36.572	\$ 36.937	\$ 37.307	\$ 37.680	\$ 38.057	\$ 38.437	\$ 38.822	\$ 39.210	\$ 39.602	\$ 39.998	\$ 40.398	\$ 40.802	\$ 41.210	\$ 41.622	\$ 42.038	\$ 42.459	\$ 42.883
		Overtime	\$ 53.244	\$ 53.777	\$ 54.314	\$ 54.858	\$ 55.406	\$ 55.960	\$ 56.520	\$ 57.085	\$ 57.656	\$ 58.232	\$ 58.815	\$ 59.403	\$ 59.997	\$ 60.597	\$ 61.203	\$ 61.815	\$ 62.433	\$ 63.057	\$ 63.688	\$ 64.325
Grade 18		Annual	\$ 81,215.23	\$ 82,027.38	\$ 82,847.65	\$ 83,676.13	\$ 84,512.89	\$ 85,358.02	\$ 86,211.60	\$ 87,073.72	\$ 87,944.45	\$ 88,823.90	\$ 89,712.14	\$ 90,609.26	\$ 91,515.35	\$ 92,430.51	\$ 93,354.81	\$ 94,288.36	\$ 95,231.24	\$ 96,183.56	\$ 97,145.39	\$ 98,116.84
		Monthly	\$ 6,767.94	\$ 6,835.62	\$ 6,903.97	\$ 6,973.01	\$ 7,042.74	\$ 7,113.17	\$ 7,184.30	\$ 7,256.14	\$ 7,328.70	\$ 7,401.99	\$ 7,476.01	\$ 7,550.77	\$ 7,626.28	\$ 7,702.54	\$ 7,779.57	\$ 7,857.36	\$ 7,935.94	\$ 8,015.30	\$ 8,095.45	\$ 8,176.40
		Bi-weekly	\$ 3,123.66	\$ 3,154.90	\$ 3,186.45	\$ 3,218.31	\$ 3,250.50	\$ 3,283.00	\$ 3,315.83	\$ 3,348.99	\$ 3,382.48	\$ 3,416.30	\$ 3,450.47	\$ 3,484.97	\$ 3,519.82	\$ 3,555.02	\$ 3,590.57	\$ 3,626.48	\$ 3,662.74	\$ 3,699.37	\$ 3,736.36	\$ 3,773.72
		Hourly	\$ 39.046	\$ 39.436	\$ 39.831	\$ 40.229	\$ 40.631	\$ 41.038	\$ 41.448	\$ 41.862	\$ 42.281	\$ 42.704	\$ 43.131	\$ 43.562	\$ 43.998	\$ 44.438	\$ 44.882	\$ 45.331	\$ 45.784	\$ 46.242	\$ 46.705	\$ 47.172
		Overtime	\$ 58.569	\$ 59.154	\$ 59.746	\$ 60.343	\$ 60.947	\$ 61.556	\$ 62.172	\$ 62.794	\$ 63.421	\$ 64.056	\$ 64.696	\$ 65.343	\$ 65.997	\$ 66.657	\$ 67.323	\$ 67.996	\$ 68.676	\$ 69.363	\$ 70.057	\$ 70.757
Grade 19	City Administrator	Annual	\$ 89,336.75	\$ 90,230.12	\$ 91,132.42	\$ 92,043.74	\$ 92,964.18	\$ 93,893.82	\$ 94,832.76	\$ 95,781.09	\$ 96,738.90	\$ 97,706.29	\$ 98,683.35	\$ 99,670.19	\$ 100,666.89	\$ 101,673.56	\$ 102,690.29	\$ 103,717.19</				



# FY16 Fire Salary Schedule

Grade	Position	Compensation	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
Grade 1		Annual	\$ 28,871.11	\$ 29,159.82	\$ 29,451.42	\$ 29,745.93	\$ 30,043.39	\$ 30,343.82	\$ 30,647.26	\$ 30,953.73	\$ 31,263.27	\$ 31,575.90	\$ 31,891.66	\$ 32,210.58	\$ 32,532.68	\$ 32,858.01	\$ 33,186.59	\$ 33,518.46	\$ 33,853.64	\$ 34,192.18	\$ 34,534.10	\$ 34,879.44
		Monthly	\$ 2,405.93	\$ 2,429.98	\$ 2,454.28	\$ 2,478.83	\$ 2,503.62	\$ 2,528.65	\$ 2,553.94	\$ 2,579.48	\$ 2,605.27	\$ 2,631.33	\$ 2,657.64	\$ 2,684.21	\$ 2,711.06	\$ 2,738.17	\$ 2,765.55	\$ 2,793.20	\$ 2,821.14	\$ 2,849.35	\$ 2,877.84	\$ 2,906.62
		Bi-weekly	\$ 1,110.43	\$ 1,121.53	\$ 1,132.75	\$ 1,144.07	\$ 1,155.51	\$ 1,167.07	\$ 1,178.74	\$ 1,190.53	\$ 1,202.43	\$ 1,214.46	\$ 1,226.60	\$ 1,238.87	\$ 1,251.26	\$ 1,263.77	\$ 1,276.41	\$ 1,289.17	\$ 1,302.06	\$ 1,315.08	\$ 1,328.23	\$ 1,341.52
		Hourly	\$ 9.579	\$ 9.675	\$ 9.772	\$ 9.869	\$ 9.968	\$ 10.068	\$ 10.168	\$ 10.270	\$ 10.373	\$ 10.476	\$ 10.581	\$ 10.687	\$ 10.794	\$ 10.902	\$ 11.011	\$ 11.121	\$ 11.232	\$ 11.344	\$ 11.458	\$ 11.572
		Overtime	\$ 14.369	\$ 14.512	\$ 14.657	\$ 14.804	\$ 14.952	\$ 15.101	\$ 15.252	\$ 15.405	\$ 15.559	\$ 15.715	\$ 15.872	\$ 16.030	\$ 16.191	\$ 16.353	\$ 16.516	\$ 16.681	\$ 16.848	\$ 17.017	\$ 17.187	\$ 17.359
Grade 2	Firefighter/EMT	Annual	\$ 31,758.22	\$ 32,075.80	\$ 32,396.56	\$ 32,720.52	\$ 33,047.73	\$ 33,378.20	\$ 33,711.99	\$ 34,049.11	\$ 34,389.60	\$ 34,733.49	\$ 35,080.83	\$ 35,431.64	\$ 35,785.95	\$ 36,143.81	\$ 36,505.25	\$ 36,870.30	\$ 37,239.01	\$ 37,611.40	\$ 37,987.51	\$ 38,367.39
	Firefighter/EMT - I	Monthly	\$ 2,646.52	\$ 2,672.98	\$ 2,699.71	\$ 2,726.71	\$ 2,753.98	\$ 2,781.52	\$ 2,809.33	\$ 2,837.43	\$ 2,865.80	\$ 2,894.46	\$ 2,923.40	\$ 2,952.64	\$ 2,982.16	\$ 3,011.98	\$ 3,042.10	\$ 3,072.53	\$ 3,103.25	\$ 3,134.28	\$ 3,165.63	\$ 3,197.28
		Bi-weekly	\$ 1,221.47	\$ 1,233.68	\$ 1,246.02	\$ 1,258.48	\$ 1,271.07	\$ 1,283.78	\$ 1,296.61	\$ 1,309.58	\$ 1,322.68	\$ 1,335.90	\$ 1,349.26	\$ 1,362.76	\$ 1,376.38	\$ 1,390.15	\$ 1,404.05	\$ 1,418.09	\$ 1,432.27	\$ 1,446.59	\$ 1,461.06	\$ 1,475.67
		Hourly	\$ 10.537	\$ 10.642	\$ 10.749	\$ 10.856	\$ 10.965	\$ 11.074	\$ 11.185	\$ 11.297	\$ 11.410	\$ 11.524	\$ 11.639	\$ 11.756	\$ 11.873	\$ 11.992	\$ 12.112	\$ 12.233	\$ 12.355	\$ 12.479	\$ 12.604	\$ 12.730
		Overtime	\$ 15.805	\$ 15.963	\$ 16.123	\$ 16.284	\$ 16.447	\$ 16.612	\$ 16.778	\$ 16.945	\$ 17.115	\$ 17.286	\$ 17.459	\$ 17.634	\$ 17.810	\$ 17.988	\$ 18.168	\$ 18.350	\$ 18.533	\$ 18.718	\$ 18.906	\$ 19.095
Grade 3	Firefighter/Paramedic	Annual	\$ 34,934.04	\$ 35,283.38	\$ 35,636.21	\$ 35,992.57	\$ 36,352.50	\$ 36,716.03	\$ 37,083.19	\$ 37,454.02	\$ 37,828.56	\$ 38,206.84	\$ 38,588.91	\$ 38,974.80	\$ 39,364.55	\$ 39,758.19	\$ 40,155.78	\$ 40,557.33	\$ 40,962.91	\$ 41,372.54	\$ 41,786.26	\$ 42,204.12
	Lieutenant/EMT	Monthly	\$ 2,911.17	\$ 2,940.28	\$ 2,969.68	\$ 2,999.38	\$ 3,029.38	\$ 3,059.67	\$ 3,090.27	\$ 3,121.17	\$ 3,152.38	\$ 3,183.90	\$ 3,215.74	\$ 3,247.90	\$ 3,280.38	\$ 3,313.18	\$ 3,346.31	\$ 3,379.78	\$ 3,413.58	\$ 3,447.71	\$ 3,482.19	\$ 3,517.01
	Lieutenant/EMT - I	Bi-weekly	\$ 1,343.62	\$ 1,357.05	\$ 1,370.62	\$ 1,384.33	\$ 1,398.17	\$ 1,412.15	\$ 1,426.28	\$ 1,440.54	\$ 1,454.94	\$ 1,469.49	\$ 1,484.19	\$ 1,499.03	\$ 1,514.02	\$ 1,529.16	\$ 1,544.45	\$ 1,559.90	\$ 1,575.50	\$ 1,591.25	\$ 1,607.16	\$ 1,623.24
		Hourly	\$ 11.591	\$ 11.706	\$ 11.824	\$ 11.942	\$ 12.061	\$ 12.182	\$ 12.304	\$ 12.427	\$ 12.551	\$ 12.676	\$ 12.803	\$ 12.931	\$ 13.061	\$ 13.191	\$ 13.323	\$ 13.456	\$ 13.591	\$ 13.727	\$ 13.864	\$ 14.003
		Overtime	\$ 17.386	\$ 17.560	\$ 17.735	\$ 17.913	\$ 18.092	\$ 18.273	\$ 18.455	\$ 18.640	\$ 18.826	\$ 19.015	\$ 19.205	\$ 19.397	\$ 19.591	\$ 19.787	\$ 19.985	\$ 20.184	\$ 20.386	\$ 20.590	\$ 20.796	\$ 21.004
Grade 4	Lieutenant/Paramedic	Annual	\$ 38,427.44	\$ 38,811.72	\$ 39,199.83	\$ 39,591.83	\$ 39,987.75	\$ 40,387.63	\$ 40,791.50	\$ 41,199.42	\$ 41,611.41	\$ 42,027.53	\$ 42,447.80	\$ 42,872.28	\$ 43,301.00	\$ 43,734.01	\$ 44,171.35	\$ 44,613.07	\$ 45,059.20	\$ 45,509.79	\$ 45,964.89	\$ 46,424.54
	Captain/EMT	Monthly	\$ 3,202.29	\$ 3,234.31	\$ 3,266.65	\$ 3,299.32	\$ 3,332.31	\$ 3,365.64	\$ 3,399.29	\$ 3,433.28	\$ 3,467.62	\$ 3,502.29	\$ 3,537.32	\$ 3,572.69	\$ 3,608.42	\$ 3,644.50	\$ 3,680.95	\$ 3,717.76	\$ 3,754.93	\$ 3,792.48	\$ 3,830.41	\$ 3,868.71
	Captain/EMT - I	Bi-weekly	\$ 1,477.98	\$ 1,492.76	\$ 1,507.69	\$ 1,522.76	\$ 1,537.99	\$ 1,553.37	\$ 1,568.90	\$ 1,584.59	\$ 1,600.44	\$ 1,616.44	\$ 1,632.61	\$ 1,648.93	\$ 1,665.42	\$ 1,682.08	\$ 1,698.90	\$ 1,715.89	\$ 1,733.05	\$ 1,750.38	\$ 1,767.88	\$ 1,785.56
		Hourly	\$ 12.750	\$ 12.877	\$ 13.006	\$ 13.136	\$ 13.267	\$ 13.400	\$ 13.534	\$ 13.669	\$ 13.806	\$ 13.944	\$ 14.084	\$ 14.224	\$ 14.367	\$ 14.510	\$ 14.655	\$ 14.802	\$ 14.950	\$ 15.099	\$ 15.250	\$ 15.403
		Overtime	\$ 19.124	\$ 19.316	\$ 19.509	\$ 19.704	\$ 19.901	\$ 20.100	\$ 20.301	\$ 20.504	\$ 20.709	\$ 20.916	\$ 21.125	\$ 21.337	\$ 21.550	\$ 21.765	\$ 21.983	\$ 22.203	\$ 22.425	\$ 22.649	\$ 22.876	\$ 23.104
Grade 5	Captain/Paramedic	Annual	\$ 42,270.19	\$ 42,692.89	\$ 43,119.82	\$ 43,551.02	\$ 43,986.53	\$ 44,426.39	\$ 44,870.65	\$ 45,319.36	\$ 45,772.55	\$ 46,230.28	\$ 46,692.58	\$ 47,159.51	\$ 47,631.10	\$ 48,107.41	\$ 48,588.49	\$ 49,074.37	\$ 49,565.12	\$ 50,060.77	\$ 50,561.38	\$ 51,066.99
		Monthly	\$ 3,522.52	\$ 3,557.74	\$ 3,593.32	\$ 3,629.25	\$ 3,665.54	\$ 3,702.20	\$ 3,739.22	\$ 3,776.61	\$ 3,814.38	\$ 3,852.52	\$ 3,891.05	\$ 3,929.96	\$ 3,969.26	\$ 4,008.95	\$ 4,049.04	\$ 4,089.53	\$ 4,130.43	\$ 4,171.73	\$ 4,213.45	\$ 4,255.58
		Bi-weekly	\$ 1,625.78	\$ 1,642.03	\$ 1,658.45	\$ 1,675.04	\$ 1,691.79	\$ 1,708.71	\$ 1,725.79	\$ 1,743.05	\$ 1,760.48	\$ 1,778.09	\$ 1,795.87	\$ 1,813.83	\$ 1,831.97	\$ 1,850.29	\$ 1,868.79	\$ 1,887.48	\$ 1,906.35	\$ 1,925.41	\$ 1,944.67	\$ 1,964.12
		Hourly	\$ 14.025	\$ 14.165	\$ 14.307	\$ 14.450	\$ 14.594	\$ 14.740	\$ 14.887	\$ 15.036	\$ 15.187	\$ 15.339	\$ 15.492	\$ 15.647	\$ 15.803	\$ 15.961	\$ 16.121	\$ 16.282	\$ 16.445	\$ 16.609	\$ 16.776	\$ 16.943
		Overtime	\$ 21.037	\$ 21.247	\$ 21.460	\$ 21.674	\$ 21.891	\$ 22.110	\$ 22.331	\$ 22.554	\$ 22.780	\$ 23.008	\$ 23.238	\$ 23.470	\$ 23.705	\$ 23.942	\$ 24.181	\$ 24.423	\$ 24.667	\$ 24.914	\$ 25.163	\$ 25.415
Grade 6		Annual	\$ 46,497.20	\$ 46,962.18	\$ 47,431.80	\$ 47,906.12	\$ 48,385.18	\$ 48,869.03	\$ 49,357.72	\$ 49,851.30	\$ 50,349.81	\$ 50,853.31	\$ 51,361.84	\$ 51,875.46	\$ 52,394.21	\$ 52,918.16	\$ 53,447.34	\$ 53,981.81	\$ 54,521.63	\$ 55,066.85	\$ 55,617.51	\$ 56,173.69
		Monthly	\$ 3,874.77	\$ 3,913.51	\$ 3,952.65	\$ 3,992.18	\$ 4,032.10	\$ 4,072.42	\$ 4,113.14	\$ 4,154.27	\$ 4,195.82	\$ 4,237.78	\$ 4,280.15	\$ 4,322.95	\$ 4,366.18	\$ 4,409.85	\$ 4,453.94	\$ 4,498.48	\$ 4,543.47	\$ 4,588.90	\$ 4,634.79	\$ 4,681.14
		Bi-weekly	\$ 1,788.35	\$ 1,806.24	\$ 1,824.30	\$ 1,842.54	\$ 1,860.97	\$ 1,879.58	\$ 1,898.37	\$ 1,917.36	\$ 1,936.53	\$ 1,955.90	\$ 1,975.46	\$ 1,995.21	\$ 2,015.16	\$ 2,035.31	\$ 2,055.67	\$ 2,076.22	\$ 2,096.99	\$ 2,117.96	\$ 2,139.14	\$ 2,160.53
		Hourly	\$ 15.427	\$ 15.581	\$ 15.737	\$ 15.895	\$ 16.053	\$ 16.214	\$ 16.376	\$ 16.540	\$ 16.705	\$ 16.872	\$ 17.041	\$ 17.211	\$ 17.384	\$ 17.557	\$ 17.733	\$ 17.910	\$ 18.089	\$ 18.270	\$ 18.453	\$ 18.638
		Overtime	\$ 23.141	\$ 23.372	\$ 23.606	\$ 23.842	\$ 24.080	\$ 24.321	\$ 24.564	\$ 24.810	\$ 25.058	\$ 25.309	\$ 25.562	\$ 25.817	\$ 26.075	\$ 26.336	\$ 26.600	\$ 26.866	\$ 27.134	\$ 27.406	\$ 27.680	\$ 27.956
Grade 7		Annual	\$ 51,146.93	\$ 51,658.39	\$ 52,174.98	\$ 52,696.73	\$ 53,223.70	\$ 53,755.93	\$ 54,293.49	\$ 54,836.43	\$ 55,384.79	\$ 55,938.64	\$ 56,498.03	\$ 57,063.01	\$ 57,633.64	\$ 58,209.97	\$ 58,792.07	\$ 59,379.99	\$ 59,973.79	\$ 60,573.53	\$ 61,179.27	\$ 61,791.06
		Monthly	\$4,262.24	\$4,304.87	\$4,347.91	\$4,391.39	\$4,435.31	\$4,479.66	\$4,524.46	\$4,569.70	\$4,615.40	\$4,661.55	\$4,708.17	\$4,755.25	\$4,802.80	\$4,850.83	\$4,899.34	\$4,948.33	\$4,997.82	\$5,047.79	\$5,098.27	\$5,149.25
		Bi-weekly	\$ 1,967.19	\$ 1,986.86	\$ 2,006.73	\$ 2,026.80	\$ 2,047.07	\$ 2,067.54	\$ 2,088.21	\$ 2,109.09	\$ 2,130.18	\$ 2,151.49	\$ 2,173.00	\$ 2,194.73	\$ 2,216.68	\$ 2,238.85	\$ 2,261.23	\$ 2,283.85	\$ 2,306.68	\$ 2,329.75	\$ 2,353.05	\$ 2,376.58
		Hourly	\$ 16.970	\$ 17.139	\$ 17.311	\$ 17.484	\$ 17.659	\$ 17.835	\$ 18.014	\$ 18.194	\$ 18.376	\$ 18.560	\$ 18.745	\$ 18.933	\$ 19.122	\$ 19.313	\$ 19.506	\$ 19.701	\$ 19.898	\$ 20.097	\$ 20.298	\$ 20.501
		Overtime	\$ 25.455	\$ 25.709	\$ 25.966	\$ 26.226	\$ 26.488</															

Capital Improvement Program 2017-2021 Recap							
Project Number	Project Name	2017	2018	2019	2020	2021	Total
01-CAO-002-14	Insulated File Cabinets	\$5,000	\$0	\$5,000	\$0	\$2,500	\$12,500
01-CAO-001-15	Incode Personnel Management Module	\$32,000	\$0	\$0	\$0	\$0	\$32,000
01-OCK-002-14	Incode Business License Software	\$10,000	\$0	\$0	\$0	\$0	\$10,000
01-OCK-003-14	Flat Screen Television Set	\$750	\$0	\$0	\$0	\$0	\$750
01-OCK-001-17	Paper Shredder	\$5,000	\$0	\$0	\$0	\$0	\$5,000
01-OCK-002-17	Tablets	\$5,600	\$0	\$0	\$0	\$0	\$5,600
01-CCC-001-17	Cowan Civic Center Snow Plow	\$7,500	\$0	\$0	\$0	\$0	\$7,500
01-CCC-002-17	Guardrails for CCC Staging	\$7,000	\$0	\$0	\$0	\$0	\$7,000
01-CDC-001-17	Incode GIS Mapping Module	\$5,400	\$0	\$0	\$0	\$0	\$5,400
01-FDE-001-15	Outdoor Warning Sirens	\$15,000	\$15,000	\$0	\$0	\$0	\$30,000
01-FDE-002-16	Cardiac Monitors	\$19,000	\$0	\$19,000	\$19,000	\$19,000	\$76,000
01-FDE-005-16	Hazardous Material Identification	\$25,000	\$0	\$0	\$0	\$0	\$25,000
01-FDE-006-16	Storage Addition	\$0	\$10,000	\$0	\$0	\$0	\$10,000
01-FDE-007-16	HVAC Replacement (Stations 1 and 2)	\$30,000	\$30,000	\$0	\$0	\$0	\$60,000
01-FDE-008-16	Refresh Interior of Stations	\$0	\$12,000	\$0	\$0	\$0	\$12,000
01-FDE-012-16	Fire Hose - Attack and Supply	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$12,500
01-FDE-013-16	Traffic Control Signal Light Station 2	\$0	\$30,000	\$0	\$0	\$0	\$30,000
01-FDE-002-17	Fire Safety Trailer	\$0	\$60,000	\$0	\$0	\$0	\$60,000
01-FDE-003-17	Communication Improvements	\$20,000	\$20,000	\$0	\$0	\$0	\$40,000
01-FDE-005-17	Station Roof Improvements	\$0	\$0	\$20,000	\$14,000	\$0	\$34,000
01-FDE-006-17	Silo Rescue Panels	\$3,000	\$0	\$0	\$0	\$0	\$3,000
01-FDE-007-17	Equipment Bags	\$0	\$0	\$0	\$0	\$4,000	\$4,000
01-FDE-008-17	Technical Rescue Equipment	\$1,000	\$0	\$0	\$0	\$0	\$1,000
01-FDE-010-17	Refinish Kitchen Cabinets	\$2,000	\$0	\$0	\$0	\$0	\$2,000
01-FDE-011-17	Replace Knox Box Key Controllers	\$3,600	\$0	\$0	\$0	\$0	\$3,600
01-FDE-012-17	Repair Damaged Concrete in Parking Lots	\$10,000	\$0	\$0	\$0	\$0	\$10,000
01-FDE-014-17	Automatic Garage Door Openers	\$2,200	\$2,200	\$2,200	\$2,200	\$3,300	\$12,100
01-FDE-015-17	Paint Exterior, Interior of Bay Station 2	\$15,000	\$0	\$0	\$0	\$0	\$15,000

Capital Improvement Program 2017-2021 Recap							
Project Number	Project Name	2017	2018	2019	2020	2021	Total
01-FDE-002-18	Mobile Computer Tablets	\$5,000	\$0	\$0	\$0	\$0	\$5,000
01-FDE-003-18	Replaced Damaged Insulation in Bay Area Station 1	\$0	\$10,000	\$0	\$0	\$0	\$10,000
01-FDE-004-18	Security Cameras	\$0	\$12,389	\$0	\$0	\$0	\$12,389
01-FDE-002-19	Replace Cook Stoves, Microwaves, and Refrigerators	\$0	\$0	\$3,500	\$0	\$0	\$3,500
01-FDE-003-19	Replace Bedding	\$0	\$0	\$4,200	\$0	\$0	\$4,200
01-FDE-004-19	Electronic Control Devices (Tasers)	\$0	\$0	\$7,200	\$7,200	\$0	\$14,400
01-FDE-005-19	Wild-Land Gear	\$0	\$0	\$11,250	\$0	\$0	\$11,250
22-FDE-001-16	Fire Station #3	\$0	\$15,000	\$0	\$0	\$0	\$15,000
22-FDE-005-16	Training Tower	\$0	\$7,500	\$0	\$7,500	\$0	\$15,000
01-FMS-002-14	60" Zero Turn Mowers	\$20,000	\$9,500	\$10,500	\$10,500	\$10,500	\$61,000
01-FMS-002-16	Half Ton Pickup	\$23,000	\$0	\$0	\$0	\$0	\$23,000
22-ITS-009-16	Security and Access Control	\$4,500	\$0	\$0	\$0	\$0	\$4,500
01-PDA-001-16	Police K-9	\$0	\$8,000	\$0	\$0	\$0	\$8,000
01-SWC-004-14	Assessment and Restoration of Detention Facilities	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
01-SWC-001-16	Frank Street Drainage-Way and Detention	\$25,000	\$0	\$0	\$0	\$0	\$25,000
01-SWC-003-16	South Highway 5 and Manors Drive Detention	\$15,000	\$0	\$0	\$0	\$0	\$15,000
01-SWC-001-17	Beck Lane Detention	\$25,000	\$0	\$0	\$0	\$0	\$25,000
01-SWC-002-17	Beck and Kansas Detention	\$10,000	\$0	\$0	\$0	\$0	\$10,000
01-SWC-003-17	Tuscumbia Street and Cherry Street	\$5,000	\$0	\$0	\$0	\$0	\$5,000
01-SWC-001-18	Quail Valley Circle	\$0	\$15,000	\$0	\$0	\$0	\$15,000
01-SWC-002-18	Brook Street and Northgate	\$0	\$5,000	\$0	\$0	\$0	\$5,000
01-SWC-003-18	Waterman Drive and Windsor Drive	\$0	\$5,000	\$0	\$0	\$0	\$5,000
01-SWC-004-18	Main Street	\$0	\$10,000	\$0	\$0	\$0	\$10,000
01-SWC-005-18	Highway 64 and South King	\$0	\$0	\$45,000	\$0	\$0	\$45,000
01-SWC-001-19	Mountrose Stormwater	\$0	\$0	\$0	\$0	\$30,000	\$30,000
01-SWC-002-19	Springfield and Jackson Stormwater	\$0	\$0	\$0	\$0	\$25,000	\$25,000
01-SWC-001-20	Washington and North Park Manor Stormwater	\$0	\$0	\$0	\$50,000	\$0	\$50,000
General Fund Total		\$364,050	\$284,089	\$135,350	\$117,900	\$101,800	\$1,003,189

Capital Improvement Program 2017-2021 Recap							
Project Number	Project Name	2017	2018	2019	2020	2021	Total
08-STR-004-14	Phase 2 Sidewalk Improvements Grant	\$164,300	\$0	\$0	\$0	\$0	\$164,300
08-STR-002-16	Millcreek Road Improvements	\$175,000	\$0	\$0	\$0	\$0	\$175,000
08-STR-005-16	Three Quarter Ton 4X4 Pickup Trucks	\$75,000	\$0	\$0	\$0	\$0	\$75,000
08-STR-006-16	Three Quarter Ton Pickup Trucks	\$40,000	\$25,000	\$0	\$0	\$0	\$65,000
08-STR-008-16	Truck Mounted Striping Machine	\$35,000	\$0	\$0	\$0	\$0	\$35,000
08-STR-002-17	East Bland Road	\$55,000	\$0	\$0	\$0	\$0	\$55,000
08-STR-003-17	Cowan Drive Asphalt Overlay	\$175,000	\$0	\$0	\$0	\$0	\$175,000
08-STR-005-17	Ivey Lane Asphalt Overlay	\$80,000	\$0	\$0	\$0	\$0	\$80,000
08-STR-008-17	Tandem Axle Dump Truck	\$135,000	\$0	\$0	\$0	\$0	\$135,000
08-STR-009-17	Bluebird Lane Improvements	\$63,000	\$0	\$0	\$0	\$0	\$63,000
08-STR-010-17	Bluebird Court Improvements	\$7,000	\$0	\$0	\$0	\$0	\$7,000
08-STR-011-17	South King Street Improvements	\$24,000	\$0	\$0	\$0	\$0	\$24,000
08-STR-012-17	West Madison Avenue Improvements	\$46,000	\$0	\$0	\$0	\$0	\$46,000
08-STR-013-17	Traffic Control Improvements at the Intersection of South Hwy 5 and West Fremont	\$150,000	\$0	\$0	\$0	\$0	\$150,000
08-STR-014-17	Trailer	\$10,000	\$0	\$0	\$0	\$0	\$10,000
08-STR-016-17	Asphalt Patching Roller	\$75,000	\$0	\$0	\$0	\$0	\$75,000
08-STR-017-17	Single Axle Dump Truck	\$140,000	\$0	\$0	\$0	\$0	\$140,000
08-STR-018-17	Mowing Tractor	\$25,000	\$0	\$0	\$0	\$0	\$25,000
08-STR-019-17	Rock Rake Attachment	\$7,500	\$0	\$0	\$0	\$0	\$7,500
08-STR-020-17	Track Loader	\$180,000	\$0	\$0	\$0	\$0	\$180,000
08-STR-021-17	Street Sweeper	\$220,000	\$0	\$0	\$0	\$0	\$220,000
08-STR-003-18	Springfield Road Overlay	\$0	\$80,000	\$0	\$0	\$0	\$80,000
08-STR-004-18	Van Buren Avenue Overlay	\$0	\$52,000	\$0	\$0	\$0	\$52,000
08-STR-004-18	East Fowler Drive Improvements	\$0	\$40,000	\$0	\$0	\$0	\$40,000
08-STR-006-18	Tower Road Asphalt Overlay	\$0	\$65,000	\$0	\$0	\$0	\$65,000
08-STR-007-18	Crack Sealer Machine	\$0	\$30,000	\$0	\$0	\$0	\$30,000
08-STR-008-18	Backhoe	\$0	\$75,000	\$0	\$0	\$0	\$75,000
08-STR-009-18	Bonnie Drive Improvements	\$0	\$38,000	\$0	\$0	\$0	\$38,000

Capital Improvement Program 2017-2021 Recap							
Project Number	Project Name	2017	2018	2019	2020	2021	Total
08-STR-010-18	Owens Drive Improvements	\$0	\$31,000	\$0	\$0	\$0	\$31,000
08-STR-011-18	Lake Drive Improvements	\$0	\$49,000	\$0	\$0	\$0	\$49,000
08-STR-012-18	West Hayes Street Improvements	\$0	\$21,000	\$0	\$0	\$0	\$21,000
08-STR-013-18	Fourth Street Improvements	\$0	\$39,000	\$0	\$0	\$0	\$39,000
08-STR-014-18	Cowan Drive Asphalt Overlay	\$0	\$150,000	\$0	\$0	\$0	\$150,000
08-STR-001-19	Evergreen Parkway Asphalt Overlay	\$0	\$0	\$300,000	\$0	\$0	\$300,000
08-STR-002-19	Ostrich Drive Improvements	\$0	\$0	\$475,000	\$0	\$0	\$475,000
08-STR-003-19	Hoover Avenue	\$0	\$0	\$32,500	\$0	\$0	\$32,500
08-STR-004-19	West Bland Road	\$0	\$0	\$30,500	\$0	\$0	\$30,500
08-STR-005-19	Woodhill Drive Improvements	\$0	\$0	\$52,000	\$0	\$0	\$52,000
08-STR-006-19	Hogan Drive Improvements	\$0	\$0	\$40,000	\$0	\$0	\$40,000
08-STR-007-19	Snow Plow Attachment	\$0	\$0	\$7,500	\$0	\$0	\$7,500
08-STR-008-19	Drop Hammer Attachment	\$0	\$0	\$5,500	\$0	\$0	\$5,500
08-STR-009-19	Road Grader	\$0	\$0	\$180,000	\$0	\$0	\$180,000
08-STR-001-20	Madison Avenue Overlay	\$0	\$0	\$0	\$240,000	\$0	\$240,000
08-STR-002-20	Utah Street	\$0	\$0	\$0	\$68,000	\$0	\$68,000
08-STR-003-20	Kansas Avenue Improvements	\$0	\$0	\$0	\$85,000	\$0	\$85,000
08-STR-004-20	New Buffalo Road Improvements	\$0	\$0	\$0	\$150,000	\$0	\$150,000
08-STR-005-20	Half Ton 4X4 Pickup Trucks	\$0	\$0	\$0	\$60,000	\$0	\$60,000
08-STR-008-20	Roller Compactor	\$0	\$0	\$0	\$40,000	\$0	\$40,000
08-STR-009-20	Semi Tractor	\$0	\$0	\$0	\$120,000	\$0	\$120,000
08-STR-010-20	Excavator	\$0	\$0	\$0	\$200,000	\$0	\$200,000
08-STR-011-20	Skid Steer Loader	\$0	\$0	\$0	\$45,000	\$0	\$45,000
08-STR-012-20	Walk Behind Striping Machine	\$0	\$0	\$0	\$3,000	\$0	\$3,000
08-STR-013-20	Ohio Street Improvements	\$0	\$0	\$0	\$33,000	\$0	\$33,000
08-STR-014-20	Texas Street Improvements	\$0	\$0	\$0	\$28,500	\$0	\$28,500
08-STR-015-20	Iowa Street Improvements	\$0	\$0	\$0	\$11,000	\$0	\$11,000
08-STR-016-20	Crisp Road Improvements	\$0	\$0	\$0	\$11,000	\$0	\$11,000

Capital Improvement Program 2017-2021 Recap							
Project Number	Project Name	2017	2018	2019	2020	2021	Total
08-STR-017-20	Second Street Surface Treatment	\$0	\$0	\$0	\$25,000	\$0	\$25,000
08-STR-001-21	Mountrose Street Improvements	\$0	\$0	\$0	\$0	\$275,000	\$275,000
08-STR-002-21	Harwood Avenue Surface Treatment	\$0	\$0	\$0	\$0	\$10,400	\$10,400
08-STR-003-21	Tower Road Surface Treatment	\$0	\$0	\$0	\$0	\$17,000	\$17,000
08-STR-004-21	Raef Road Surface Treatment	\$0	\$0	\$0	\$0	\$12,250	\$12,250
08-STR-005-21	East Fremont Asphalt Overlay	\$0	\$0	\$0	\$0	\$120,000	\$120,000
08-STR-006-21	Adams Avenue Improvements	\$0	\$0	\$0	\$0	\$125,000	\$125,000
08-STR-007-21	Lake Drive Surface Treatment	\$0	\$0	\$0	\$0	\$18,400	\$18,400
08-STR-008-21	Harris Lane Surface Treatment	\$0	\$0	\$0	\$0	\$17,000	\$17,000
08-STR-009-21	Rolling Hills Road Surface Treatment	\$0	\$0	\$0	\$0	\$27,700	\$27,700
08-STR-010-21	Herndon Road Surface Treatment	\$0	\$0	\$0	\$0	\$13,200	\$13,200
08-STR-011-21	Jackson Avenue Surface Treatment	\$0	\$0	\$0	\$0	\$10,500	\$10,500
08-STR-012-21	Windbrook Lane Improvements	\$0	\$0	\$0	\$0	\$54,000	\$54,000
08-STR-013-21	Bethel Road Asphalt Overlay	\$0	\$0	\$0	\$0	\$43,500	\$43,500
08-STR-014-21	Howard Drive Surface Treatment	\$0	\$0	\$0	\$0	\$13,500	\$13,500
08-STR-015-21	Traffic Signal Installation at the Intersection of Tower Road and Hwy. 32	\$0	\$0	\$0	\$0	\$150,000	\$150,000
08-STR-016-21	Traffic Control Improvements at the Intersection of Hwy MM, Cowan Drive, and Millcreek	\$0	\$0	\$0	\$0	\$150,000	\$150,000
<b>Street Fund Totals</b>		<b>\$1,881,800</b>	<b>\$695,000</b>	<b>\$1,123,000</b>	<b>\$1,119,500</b>	<b>\$1,057,450</b>	<b>\$5,876,750</b>
22-APT-001-17	Airport Tractor	\$46,000	\$0	\$0	\$0	\$0	\$46,000
22-APT-002-17	Grooming Mower	\$14,000	\$0	\$0	\$0	\$0	\$14,000
22-APT-003-17	Rotary Cutter	\$7,400	\$0	\$0	\$0	\$0	\$7,400
22-CBN-005-16	Show Arena at Fairgrounds	\$150,000	\$0	\$0	\$0	\$0	\$150,000
22-CBN-001-17	Portable Bleachers	\$9,000	\$0	\$0	\$0	\$0	\$9,000
22-CBN-004-17	Campsites at Fairgrounds	\$0	\$52,000	\$0	\$0	\$0	\$52,000
22-CCC-003-14	Theatre Stage Curtains Replacement	\$40,000	\$0	\$0	\$0	\$0	\$40,000
22-CCC-006-14	Replacement of HVAC Units	\$540,000	\$0	\$0	\$0	\$50,000	\$590,000
22-CCC-023-14	Civic Center Signage	\$70,000	\$0	\$0	\$0	\$0	\$70,000
22-CCC-002-15	Parking Lot Repair	\$140,000	\$35,000	\$80,000	\$20,000	\$20,000	\$295,000

Capital Improvement Program 2017-2021 Recap							
Project Number	Project Name	2017	2018	2019	2020	2021	Total
22-CCC-004-16	Replace Foyer Carpet	\$0	\$13,000	\$0	\$0	\$0	\$13,000
22-CCC-006-16	Forklift Replacement	\$0	\$0	\$45,000	\$0	\$0	\$45,000
22-CCC-007-16	Office Sound System Replacement	\$0	\$30,000	\$0	\$0	\$0	\$30,000
22-CCC-008-16	Kitchen Appliance Replacement	\$21,900	\$0	\$0	\$0	\$0	\$21,900
22-CCC-009-16	Theatre Sound System Replacement	\$0	\$0	\$30,000	\$0	\$0	\$30,000
22-CCC-002-17	CCC Roof Repairs	\$60,000	\$99,000	\$70,000	\$150,000	\$80,000	\$459,000
22-CCC-003-17	Replace Theater Carpet	\$25,000	\$0	\$0	\$0	\$0	\$25,000
22-CCC-004-17	Glass Store Front at YMCA/CCC Junction	\$12,000	\$0	\$0	\$0	\$0	\$12,000
22-CCC-005-17	Theater Stage Lights	\$20,000	\$20,000	\$20,000	\$0	\$0	\$60,000
22-CCC-006-17	Portable Sound System	\$6,800	\$0	\$0	\$0	\$0	\$6,800
22-CCC-001-20	Add Dressing Rooms and Concession Area	\$0	\$0	\$0	\$750,000	\$0	\$750,000
22-EDC-001-17	Copeland Warehouse Roof	\$210,000	\$0	\$0	\$0	\$0	\$210,000
22-FDE-003-14	Fleet- Staff Vehicles	\$32,000	\$0	\$0	\$0	\$0	\$32,000
22-FDE-003-15	Fire Apparatus	\$450,000	\$0	\$0	\$0	\$0	\$450,000
22-FDE-001-16	Fire Station #3	\$40,000	\$1,080,000	\$0	\$0	\$0	\$1,120,000
22-FDE-003-16	Self-Contained Breathing Apparatus	\$154,000	\$0	\$0	\$0	\$0	\$154,000
22-FDE-005-16	Training Tower	\$450,000	\$0	\$0	\$0	\$0	\$450,000
22-FDE-001-17	Bunker Gear	\$55,800	\$0	\$0	\$0	\$0	\$55,800
22-FDE-002-17	Mobile Traffic Light Controllers	\$0	\$18,000	\$18,000	\$18,000	\$18,000	\$72,000
22-FDE-003-17	Bulletproof Vest	\$4,800	\$4,800	\$0	\$0	\$0	\$9,600
22-FDE-001-18	Secondary Dispatch Circuit	\$0	\$20,000	\$0	\$0	\$0	\$20,000
22-FDE-001-19	Electric Hydraulic Rescue Tools	\$0	\$0	\$60,000	\$0	\$0	\$60,000
22-FDE-002-19	Grind and Reseal Bay Floors of Fire Station 1	\$0	\$0	\$16,000	\$0	\$0	\$16,000
22-FDE-001-21	Confined Space Rescue System	\$0	\$0	\$0	\$0	\$18,000	\$18,000
22-ITS-005-16	Mobile Data Tablets	\$75,000	\$0	\$0	\$20,000	\$20,000	\$115,000
22-ITS-001-17	Mitel Phone System Upgrade	\$73,000	\$0	\$0	\$0	\$0	\$73,000
22-ITS-002-17	Wireless Software/Hardware Purchase	\$72,000	\$15,000	\$0	\$0	\$0	\$87,000
22-OCK-001-16	City Hall LED Signage	\$0	\$25,000	\$0	\$0	\$0	\$25,000

Capital Improvement Program 2017-2021 Recap							
Project Number	Project Name	2017	2018	2019	2020	2021	Total
22-OCK-001-19	Network Color Copier/Printer	\$0	\$0	\$13,000	\$0	\$0	\$13,000
22-OCK-001-20	Folder and Inserter Machine	\$0	\$0	\$0	\$23,000	\$0	\$23,000
22-PKD-012-14	Boswell Aquatic Center Replacements	\$250,000	\$0	\$0	\$0	\$0	\$250,000
22-PKD-003-15	Nelson Park Phase 2	\$335,000	\$0	\$0	\$0	\$0	\$335,000
22-PKD-004-16	Boswell Park Improvements	\$35,000	\$0	\$0	\$0	\$0	\$35,000
22-PKD-003-17	Gasconade Park Improvements	\$15,000	\$0	\$0	\$0	\$0	\$15,000
22-PKD-004-17	Spiller Park Improvements	\$65,000	\$0	\$0	\$0	\$0	\$65,000
22-PKD-005-17	Wallace Park Improvements	\$75,000	\$0	\$0	\$0	\$0	\$75,000
22-PKD-001-18	Atchley Park Improvements	\$0	\$420,000	\$0	\$0	\$0	\$420,000
22-PKD-001-19	Land Purchase Additional Skate Park & Soccer	\$0	\$0	\$250,000	\$0	\$0	\$250,000
22-PKD-001-20	Walking/Bicycle Trail	\$0	\$0	\$0	\$1,000,000	\$0	\$1,000,000
79-PKD-003-19	Winfrey Property	\$0	\$0	\$125,000	\$0	\$0	\$125,000
22-PDA-001-14	Bulletproof Vest	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$20,000
22-PDA-002-14	Electronic Control Devices (Taser)	\$5,700	\$5,700	\$5,700	\$0	\$0	\$17,100
22-PDA-004-14	Patrol Car (Dash) Camera Replacements	\$5,000	\$15,000	\$15,000	\$15,000	\$15,000	\$65,000
22-PDA-003-15	Patrol Cars	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$450,000
22-PDA-001-17	Dispatch Zetron Radio Upgrade	\$44,000	\$0	\$0	\$0	\$44,000	\$88,000
22-PDA-002-17	Digital Copier Laser Printer	\$4,800	\$0	\$0	\$0	\$0	\$4,800
22-PDA-003-17	IRIS Upgrade	\$15,000	\$0	\$0	\$0	\$15,000	\$30,000
22-PDA-004-17	ID System and Hardware Upgrade	\$12,000	\$0	\$0	\$0	\$12,000	\$24,000
22-PDA-001-18	WAVE Upgrade	\$0	\$15,000	\$0	\$0	\$15,000	\$30,000
22-PDA-002-18	Automatic License Plate Reader (APLR)	\$0	\$22,000	\$0	\$0	\$0	\$22,000
22-PDA-003-18	Push To Talk Radio/Cellular Telephone	\$0	\$11,000	\$11,000	\$11,000	\$11,000	\$44,000
22-PDA-004-18	Patrol Fleet Vehicle Awning	\$0	\$80,000	\$0	\$0	\$0	\$80,000
<b>Capital Improvement Fund Total</b>		<b>\$3,734,200</b>	<b>\$2,074,500</b>	<b>\$852,700</b>	<b>\$2,101,000</b>	<b>\$412,000</b>	<b>\$9,174,400</b>
73-APT-001-16	Airport Runway Edge Lighting and Precision Approach Path Indicators	\$237,000	\$0	\$0	\$0	\$0	\$237,000
73-APT-001-17	Airport Snow Plow	\$9,000	\$0	\$0	\$0	\$0	\$9,000
73-APT-001-19	Mill and Overlay Runway	\$0	\$0	\$1,900,000	\$0	\$0	\$1,900,000



Capital Improvement Program 2017-2021 Recap							
Project Number	Project Name	2017	2018	2019	2020	2021	Total
<b>Airport Fund Total</b>		<b>\$246,000</b>	<b>\$0</b>	<b>\$1,900,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,146,000</b>
<b>22-PKD-004-16</b>	Boswell Park Improvements	\$215,000	\$0	\$0	\$0	\$0	\$215,000
<b>79-PKD-001-14</b>	Vehicle and Motor Equipment Replacement	\$40,000	\$45,500	\$35,000	\$0	\$12,000	\$132,500
<b>79-PKD-003-14</b>	Playground Fall Protection	\$0	\$5,000	\$0	\$5,000	\$0	\$10,000
<b>79-PKD-010-14</b>	WT Vernon Park Improvements	\$0	\$100,000	\$0	\$0	\$0	\$100,000
<b>79-PKD-001-15</b>	Harke Park Improvements	\$0	\$0	\$172,500	\$0	\$0	\$172,500
<b>79-PKD-010-16</b>	Infield Surface Material	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
<b>79-PKD-002-17</b>	Reseal Walking Trail	\$12,000	\$0	\$0	\$14,000	\$0	\$26,000
<b>79-PKD-003-17</b>	Park Office	\$100,000	\$0	\$0	\$0	\$0	\$100,000
<b>79-PKD-003-19</b>	Winfrey Property	\$0	\$0	\$165,000	\$0	\$0	\$165,000
<b>Park Fund Total</b>		<b>\$372,000</b>	<b>\$155,500</b>	<b>\$377,500</b>	<b>\$24,000</b>	<b>\$17,000</b>	<b>\$946,000</b>
<b>80-ELF-003-14</b>	Automated Meter Infrastructure	\$300,000	\$0	\$0	\$0	\$0	\$300,000
<b>80-ELF-007-14</b>	161 Substations and Transmission	\$5,000,000	\$3,166,666	\$3,166,666	\$3,166,668	\$0	\$14,500,000
<b>80-ELF-008-14</b>	Line Reconductor/Extensions	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
<b>80-ELF-009-14</b>	Overhead/Underground Projects	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000	\$275,000
<b>80-ELF-012-14</b>	Switching	\$32,500	\$7,500	\$0	\$0	\$0	\$40,000
<b>80-ELF-003-15</b>	LED Streetlight Conversion	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$300,000
<b>80-ELF-004-15</b>	Distribution Pole Changes	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
<b>80-ELF-005-15</b>	69 kV Transmission Pole Replacement	\$52,000	\$0	\$0	\$0	\$0	\$52,000
<b>80-ELF-006-15</b>	Construction Truck Replacement	\$200,000	\$0	\$200,000	\$0	\$0	\$400,000
<b>80-ELF-002-16</b>	Substation 7 to Industrial Park Tie Line	\$0	\$200,000	\$0	\$0	\$0	\$200,000
<b>80-ELF-008-16</b>	Transformer Bank Replacement	\$15,000	\$0	\$0	\$0	\$0	\$15,000
<b>80-ELF-001-17</b>	Surabachi Woodhill North 5 Tie Line	\$75,000	\$0	\$0	\$0	\$0	\$75,000
<b>80-ELF-002-17</b>	Capacitors	\$60,000	\$0	\$0	\$0	\$0	\$60,000
<b>80-ELF-003-17</b>	Department Pickups	\$40,000	\$0	\$25,000	\$0	\$0	\$65,000
<b>99-WTR-001-16</b>	Directional Boring Machine	\$130,000	\$0	\$0	\$0	\$0	\$130,000
<b>Electric Fund Total</b>		<b>\$6,089,500</b>	<b>\$3,559,166</b>	<b>\$3,576,666</b>	<b>\$3,351,668</b>	<b>\$185,000</b>	<b>\$16,762,000</b>
<b>85-WWO-001-14</b>	Collection Improvements	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000

Capital Improvement Program 2017-2021 Recap							
Project Number	Project Name	2017	2018	2019	2020	2021	Total
85-WWO-003-15	Marathon Lift Station	\$140,000	\$0	\$0	\$0	\$0	\$140,000
85-WWO-007-15	Lift Station SCADA	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
85-WWO-008-15	Combination Cleaning Unit	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$400,000
85-WWO-006-16	Mechanical Bar Screen	\$150,000	\$0	\$0	\$0	\$0	\$150,000
85-WWO-007-16	Pickup Truck	\$25,000	\$26,500	\$0	\$28,000	\$0	\$79,500
85-WWO-008-16	Portable Trash Pump	\$39,500	\$0	\$0	\$3,500	\$0	\$43,000
85-WWO-010-16	Case Tractor	\$15,000	\$0	\$0	\$0	\$0	\$15,000
85-WWO-001-17	Oak & Catlin Sewer Extension	\$30,000	\$0	\$0	\$0	\$0	\$30,000
85-WWO-002-17	Excavator	\$225,000	\$0	\$0	\$0	\$0	\$225,000
85-WWO-003-17	Emerald Lane Liftstation Replacement	\$20,000	\$0	\$0	\$0	\$0	\$20,000
85-WWO-004-17	Actuated Plug Valve for Peak Flow Basin	\$4,500	\$0	\$0	\$0	\$0	\$4,500
85-WWO-005-17	Heater for Vactor Building	\$2,000	\$0	\$0	\$0	\$0	\$2,000
85-WWO-006-17	Pipe Laser	\$5,000	\$0	\$5,000	\$0	\$0	\$10,000
85-WWO-001-18	Backhoe	\$0	\$95,000	\$0	\$0	\$0	\$95,000
85-WWO-002-18	Easement Cleaning Machine	\$0	\$80,000	\$0	\$0	\$0	\$80,000
85-WWO-001-20	Sewer Main Replacement: Iowa Street	\$0	\$0	\$0	\$16,000	\$0	\$16,000
85-WWO-002-20	Sewer Main Replacement: Ohio Street	\$0	\$0	\$0	\$38,000	\$0	\$38,000
85-WWO-003-20	Sewer Main Replacement: Crisp Street	\$0	\$0	\$0	\$16,000	\$0	\$16,000
85-WWO-004-20	Sewer Main Replacement: Texas Avenue	\$0	\$0	\$0	\$26,000	\$0	\$26,000
85-WWO-001-21	Sewer Main Replacement: Mizer Street	\$0	\$0	\$0	\$0	\$15,000	\$15,000
85-WWO-002-21	Sewer Main Replacement: Barlow Street	\$0	\$0	\$0	\$0	\$12,000	\$12,000
85-WWO-003-21	Sewer Main Replacement: Marvin Avenue	\$0	\$0	\$0	\$0	\$27,000	\$27,000
85-WWO-004-21	Sewer Main Replacement: Perry Street	\$0	\$0	\$0	\$0	\$40,000	\$40,000
85-WWT-001-14	WWTP Improvements (Phase 2)	\$2,000,000	\$2,000,000	\$2,000,000	\$0	\$0	\$6,000,000
85-WWT-004-15	Samplers	\$4,000	\$4,000	\$0	\$0	\$0	\$8,000
85-WWT-001-16	Oxidation Ditch Rehabilitation (North and South)	\$50,000	\$0	\$0	\$0	\$0	\$50,000
85-WWT-002-16	Biosolids Application Truck	\$0	\$0	\$185,000	\$0	\$0	\$185,000
85-WWT-001-17	Wastewater Treatment Plant Driveway Overlay	\$35,000	\$0	\$0	\$0	\$0	\$35,000

Capital Improvement Program 2017-2021 Recap							
Project Number	Project Name	2017	2018	2019	2020	2021	Total
85-WWT-001-21	IDEX Replacement	\$0	\$0	\$0	\$0	\$5,000	\$5,000
85-WWT-002-21	Mechanical Convection Oven	\$0	\$0	\$0	\$0	\$4,000	\$4,000
85-WWT-003-21	Analytical Balance	\$0	\$0	\$0	\$0	\$3,500	\$3,500
22-ITS-009-16	Security and Access Control	\$39,000	\$0	\$0	\$0	\$0	\$39,000
<b>Wastewater Fund Total</b>		<b>\$3,384,000</b>	<b>\$2,805,500</b>	<b>\$2,790,000</b>	<b>\$727,500</b>	<b>\$706,500</b>	<b>\$10,413,500</b>
87-WTR-003-14	Automated Water Meter Infrastructure	\$650,000	\$0	\$0	\$0	\$0	\$650,000
87-WTR-006-15	Tower Modification	\$50,000	\$50,000	\$0	\$0	\$0	\$100,000
87-WTR-007-15	Dump Truck	\$0	\$0	\$0	\$150,000	\$0	\$150,000
87-WTR-001-16	East Fremont Water Line	\$65,000	\$0	\$0	\$0	\$0	\$65,000
87-WTR-002-16	Chlorine Leak Monitor	\$25,000	\$0	\$0	\$0	\$0	\$25,000
87-WTR-006-16	Backhoe	\$0	\$0	\$95,000	\$0	\$0	\$95,000
87-WTR-007-16	Administrative Vehicles	\$47,000	\$0	\$0	\$0	\$0	\$47,000
87-WTR-001-17	Rosenthal Woodhill North 5 Water Tie-In	\$105,000	\$0	\$0	\$0	\$0	\$105,000
87-WTR-002-17	Park Manor Water Line Replacement	\$45,000	\$0	\$0	\$0	\$0	\$45,000
87-WTR-003-17	Spiller Tower Renovation	\$350,000	\$0	\$0	\$0	\$0	\$350,000
87-WTR-004-17	Skid Steer	\$75,000	\$0	\$0	\$0	\$0	\$75,000
87-WTR-005-17	Chlorine Autovalve	\$3,500	\$0	\$0	\$0	\$0	\$3,500
87-WTR-001-18	Nathaniel and Steele Water Tie Line	\$0	\$50,000	\$0	\$0	\$0	\$50,000
87-WTR-002-18	New Well and Tower	\$0	\$3,000,000	\$0	\$0	\$0	\$3,000,000
87-WTR-003-18	Pickup Trucks	\$0	\$26,500	\$0	\$28,000	\$0	\$54,500
87-WTR-004-18	Service Trucks	\$0	\$60,000	\$0	\$0	\$0	\$60,000
87-WTR-001-19	Ostrich Water Line Extension	\$0	\$0	\$100,000	\$0	\$0	\$100,000
87-WTR-001-20	Ohio and Utah Water	\$0	\$0	\$0	\$7,500	\$0	\$7,500
87-WTR-002-20	Iowa Street Water	\$0	\$0	\$0	\$8,000	\$0	\$8,000
87-WTR-003-20	Crisp Road Water	\$0	\$0	\$0	\$13,000	\$0	\$13,000
87-WTR-004-20	Texas Avenue Water	\$0	\$0	\$0	\$30,000	\$0	\$30,000
87-WTR-005-20	Kansas Avenue Water	\$0	\$0	\$0	\$35,000	\$0	\$35,000
87-WTR-006-20	Glencastle Tower Renovation	\$0	\$0	\$0	\$450,000	\$0	\$450,000

Capital Improvement Program 2017-2021 Recap							
Project Number	Project Name	2017	2018	2019	2020	2021	Total
<b>87-WTR-007-20</b>	Portable Trash Pump	\$0	\$0	\$0	\$2,500	\$0	\$2,500
<b>87-WTR-001-21</b>	Twin Oaks & Tower Water Tie Line	\$0	\$0	\$0	\$0	\$15,000	\$15,000
<b>87-WTR-002-21</b>	Mizer Street Water	\$0	\$0	\$0	\$0	\$15,000	\$15,000
<b>87-WTR-003-21</b>	Barlow Street Water	\$0	\$0	\$0	\$0	\$16,000	\$16,000
<b>87-WTR-004-21</b>	Marvin Avenue Water	\$0	\$0	\$0	\$0	\$30,000	\$30,000
<b>87-WTR-005-21</b>	Albert Street Water	\$0	\$0	\$0	\$0	\$12,000	\$12,000
<b>87-WTR-006-21</b>	Dickinson Avenue Water	\$0	\$0	\$0	\$0	\$12,000	\$12,000
<b>87-WTR-007-21</b>	New Buffalo Road Water Services	\$0	\$0	\$0	\$0	\$7,000	\$7,000
<b>22-ITS-009-16</b>	Security and Access Control	\$10,000	\$0	\$0	\$0	\$0	\$10,000
<b>99-WTR-001-16</b>	Directional Boring Machine	\$100,000	\$0	\$0	\$0	\$0	\$100,000
<b>Water Fund Total</b>		<b>\$1,525,500</b>	<b>\$3,186,500</b>	<b>\$195,000</b>	<b>\$724,000</b>	<b>\$107,000</b>	<b>\$5,738,000</b>
<b>99-ITS-001-16</b>	Capital Hardware/Software Purchase	\$143,000	\$75,000	\$70,000	\$70,000	\$70,000	\$428,000
<b>99-ITS-008-16</b>	Office Software Replacement	\$58,000	\$0	\$0	\$0	\$0	\$58,000
<b>99-ITS-004-17</b>	Collaboration and Content Management	\$53,000	\$0	\$0	\$0	\$0	\$53,000
<b>Multi-Fund Total</b>		<b>\$254,000</b>	<b>\$75,000</b>	<b>\$70,000</b>	<b>\$70,000</b>	<b>\$70,000</b>	<b>\$539,000</b>
<b>All Fund Totals</b>		<b>\$17,851,050</b>	<b>\$12,835,255</b>	<b>\$11,020,216</b>	<b>\$8,235,568</b>	<b>\$2,656,750</b>	<b>\$52,598,839</b>

## Glossary of Frequently Used Terms

### A

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

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

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

### B

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

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

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

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

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

### C

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

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

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

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

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

C.O.P. Bonds – Certificate of Participation Bonds. This is a type of lease purchase bond 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 bond 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 – An individual section within the City government having a specialized function or activity and a separate spending plan.

## 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 function in a manner similar to a private business enterprise. The costs of operating are expected to be financed on a continuing basis through user charges (rates) rather than through taxes.

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

## F

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

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

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

Franchise Fee – An ongoing fee charged to a franchisee (utility company) for operating and providing service within the City of Lebanon. The fee is based on a percentage of gross receipts, and utility

companies often pass these fees along to their customers in the form of a gross receipts tax which is collected by the utility company and paid to the City on a monthly or quarterly basis.

Full Time 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.

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.