

CITY OF CENTRALIA

BUDGET & ANNUAL ACTIVITY REPORT

FISCAL YEAR
APRIL 1, 2017 – MARCH 31, 2018

MAYOR
Tim Grenke

<u>ALDERMEN</u>		
Andrea Vollrath	Ward 1	David Wilkins
Don Rodgers	Ward 2	Dick Ward
Landon Magley	Ward 3	Jim Lee

CITY ADMINISTRATOR
Matt Harline

CITY CLERK
Heather Russell

Table of Contents

	Page #
Budget Summary All Funds	6
Budget Memo	7
Graphical Pages	9
GENERAL FUND - 01	
Cash Flow	11
Revenue/Expense Summary	11
General Fund Revenue Detail & Expense Summary	12
Expenditures	
Summary	15
General Government -01-01	
Legislative – 01-01-01	16
Judicial – 01-01-02	18
Executive – 01-01-03	21
Management – 01-01-04	22
Elections – 01-01-05	25
Finance – 01-01-06	26
Gen Govt. Building and Grounds 01-01-07	33
Public Safety – 01-02	
Public Safety Summary of Expenditures	35
Police Protection – 01-02-01	36
Fire Protection – 01-02-02	43
Protective Inspection – 01-02-03	47
Emergency Management – 01-02-04	48
Other Public Safety -01-02-05	49
Public Works – 01-03	
Public Works Summary of Expenditures	51
Highways & Streets – 01-03-01	52
Weed Control – 01-03-03	64
Community Planning and Economic Development – 01-04	
Community Planning and Economic Development Summary of Expenditures	65
Community Planning – 01-04-01	66
Economic Development – 01-04-02	67
Contingency & Cash Flow Reserve 01-05-01-01	69
SPECIAL REVENUE FUNDS - 02	
Culture and Recreation – 02-01	
Summary	71
Park & Pool Cash Flow	72
Park & Pool Revenues	73
Library District Cash Flow	76
Library Revenues	77
Park & Pool Summary of Expenditures	79
Swimming Pool – 02-01-01	81
Park Maintenance – 02-01-02	83
Parks & Recreation Sales Tax Expenditures – 02-01-05	85
Recreation Center – 02-01-06	86
Library Operations – 02-01-03	88
Library Bond Expenditures – 02-01-04	89

TABLE OF CONTENTS (CONT.).....Page #

Cemetery – 02-02	
Summary	91
Cemetery Cash Flow	91
Revenue Detail and Expense Summary.....	92
Operations – 02-02-01	93
Memorial – 222	94
Public Works/Transportation Sales Tax – 02-03	
Revenue Detail	95
Highways & Streets Debt Service – 02-03-02	96

ENTERPRISE FUNDS 03**PUBLIC UTILITIES 03-01.....Page #**

Water Utility Fund Summary – 03-01-01	97
Revenue Detail & Expense Summary.....	98
Water Fund Cash Flow	99
Water Fund Revenues.....	100
Water Fund Expenditure & Activity Summary.....	101
Planning & Administration 03-01-01-01	102
Communications/Central Services 03-01-01-02	104
Water Well Operations, Maintenance and Improvements – 03-01-01-03	105
Distribution Operations, Maintenance and Improvements – 03-01-01-06	107
Water Plant (Treatment Operations, Maintenance and Improvements) – 03-01-01-07	109
Building and Grounds – 311-9	111
Sewer Utility Fund Summary – 03-01-02	113
Sewer Fund Cash Flow	114
Sewer Fund Revenues	115
Sewer Fund Expenditure & Activity Summary.....	115
Planning & Administration – 03-01-02 -01	117
Communications/Central Services – 03-01-02 -02	118
Sewage Collection Operations, Maintenance and Improvements – 03-01-02 -03	119
Lift Station Operation – 03-01-02 -05	121
Sewage Treatment Operations, Maintenance and Improvements – 03-01-02 -07 ...	123
Land Application – 03-01-02 -08	125
Electric Utility Fund Summary – 03-01-03.....	127
Electric Fund Cash Flow	128
Electric Fund Revenue Detail & Expenditure Summary	129
Electric Fund Expenditure & Activity Summary	129
Planning & Administration – 03-01-03-01	130
Communications/Central Services – 03-01-03-02	132
Buildings and Grounds – 03-01-03-03	134
Electric Distribution Operations, Maintenance and Improvements – 03-01-03-04	136
Brush & Tree Control – 03-01-03-08	138
Street Lighting – 03-01-03-09.....	139

TABLE OF CONTENTS (CONT.)	Page #
OTHER UTILITIES – 03-03	141
Sanitation Utility Fund Summary – 03-03-02	141
Sanitation Fund Cash Flow	141
Sanitation Fund Revenue Detail & Expenditure Summary	142
Sanitation Fund Expenditure & Activity Summary	142
Planning & Administration – 03-03-02-01	143
Refuse and Recycling Collection – 03-03-02-02	145
Material Disposal & Landfill Maintenance – 03-03-02-03	147
TRUST FUND 04	
Chance Memorial Trust Cash Flow & Summary – 04-01-01	149
Operations – 04-01-01-02	150
CAPITAL PROJECTS - 05	
Public Safety – Fire Equipment Summary – 05-02-01	151
Capital Outlay – 05-02-01 -01	152
Fire Equipment Expenses	153
Public Works – Highways & Streets Capital Outlay – 05-03-01-01	154
INTERNAL SERVICE FUNDS - 06	
Central Services 06-01	155
Personnel Summary Accrued Employee Benefits – 06-01-01-01	156
Financial Summary & Cashiering & Collecting – 06-01-02 -01	157
Cash Flow – 06-01-02	157
Capital Equipment 06-02	
Equipment Operations – 06-02-01 -01	158
Equipment Charges Summary and Cash Flow – 06-02-	
CAPITAL IMPROVEMENT PROGRAM	
CIP Summary	161
General Fund Capital Expenditure Budget (100)	162
Special Revenue Capital Expenditure Budget (200)	163
Enterprise Fund Capital Expenditure Budget (300)	164
Other Fund Capital Expenditure Budget (400-500)	165

Summary of All Budgeted Funds

	Fund Balance April 1, 2017	Revenues	Expenditures	End Balance March 31, 2018
General Fund	\$ 540,119	\$ 1,980,255	\$ (2,520,374)	\$ -
Municipal Pool	\$ 5,574	\$ 112,731	\$ (112,881)	\$ 5,424
Park Areas	\$ 134,185	\$ 227,580	\$ (224,130)	\$ 137,635
Library Operations	\$ 47,135	\$ 303,840	\$ (243,989)	\$ 106,986
Library Bond	\$ 8,568	\$ -	\$ -	\$ 8,568
Park Sales Tax	\$ 126,639	\$ 210,800	\$ (204,079)	\$ 133,360
Recreation Center	\$ 160,373	\$ 301,800	\$ (294,405)	\$ 167,768
Cemetery Operations	\$ 473,480	\$ 50,275	\$ (51,245)	\$ 472,510
Avenue of Flags	\$ 7,714	\$ 2,040	\$ (5,500)	\$ 4,254
Transportation Sales Tax	\$ 296,365	\$ 289,140	\$ (256,521)	\$ 328,984
Water	\$ 448,915	\$ 616,460	\$ (925,268)	\$ 140,107
Sewer	\$ 295,793	\$ 259,525	\$ (384,598)	\$ 170,720
Electric	\$ 952,308	\$ 3,349,100	\$ (4,218,247)	\$ 83,161
Sanitation	\$ 348,687	\$ 442,000	\$ (514,071)	\$ 276,616
Chance Trust Fund	\$ 236,966	\$ 600	\$ (7,650)	\$ 229,916
Capital Projects	\$ 14,078	\$ 1,850	\$ -	\$ 15,928
Internal Service Equipment	\$ 454,899	\$ 276,218	\$ (288,362)	\$ 442,755
All Funds Combined	\$ 4,551,798	\$ 8,424,214	\$ (10,251,319)	\$ 2,724,693



Matthew C. Harline
City Administrator

114 S Rollins, Centralia, MO 65240
Phone (573)682-2139

City of Centralia

March 20, 2017

Dear Mayor Grenke, Aldermen, City Staff, and Citizens of Centralia,

I present to you the annual budget for the City of Centralia, Missouri for the Fiscal Year 2017-18 that runs from April 1 2017 to March 31, 2018. Under the Revised Statutes of the State of Missouri Section 67.010, municipalities are required to adopt an annual budget which must be balanced; which means that expenditures cannot exceed revenues and unencumbered balances. But the budget process is much more than just legal necessity. Adopting the budget is the most important planning tool the City employs on an annual basis. It is the only time all of the activities of the City are reviewed at one time by the Board of Alderman and the City Staff.

The budget presented to the Board is balanced, meaning there are sufficient resources between expected revenues and available unreserved fund balances in each of the funds. The City maintains several funds that are independent operations financially. The traditional governmental activities are found in the General Fund and include the Fire, Police, Street and General Government. Each of the four utilities, Water, Sewer (or Wastewater). The city manages the special revenue funds for the Park Department, the Library, the Cemetery and the Transportation Sales Tax Fund. A healthy reserve of over 16% is available to each fund as a two-month emergency reserve.

One new full-time equivalent (1.0 FTE) position was added in the Water/Sewer Department and the increased staffing the Police Department essentially added an additional 1.0 FTE. In FY2016-17 a full-time patrol officer position was retained when the School Resource Officer position and the funding that went with it ended. Two positions were eliminated in the Sanitation department in October when Dayne's Waste Disposal won a competitive bid for providing trash and recycling collection. One of the two position was unfilled prior to the bid and the surrendering of the trash collection coincided with the retirement of the other employee. Overall city staffing levels remain very thin as the City tries to work within the resources available.

During the past year we were able to accomplish several important projects:

- The sidewalk in front of Centralia High School was competed and paid for by a Safe Routes to Schools Grant awarded by the Missouri Department of Transportation (MODOT) and City funds;
- Improvements to the City Pool were completed which included new handicap accessible locker rooms and pool office, a "Sprayground", and an improved deck area;
- Asphalt overlay for 1.6 miles of City streets including parts of South Jefferson Street, Gano Chance Drive, Howard Burton Drive and Barr Street from the Norfolk Southern Railroad tracks to Bruton Street;
- A new aerator was installed at the Water Treatment Plant;
- We were able to purchase a new Dump Truck and snow plow for the Street Department, a new Police SUV, and a new pickup truck for the Electric Department;
- The City rehabilitated an additional 1,500 feet of sanitary by use of slip-lining technology that avoids tearing up streets and yards;
- City crews installed water mains and underground electric service to the newly opened Southwest Country Estates Plat 4.

- The city hired on-call engineering help for projects in upcoming years;

As mentioned above the city budget is a planning tool. Estimates are made on revenues and priorities are documented as planned expenses. By maintaining adequate reserves and being flexible and responsive to actual events and needs that arise during the year, the city is able to serve the citizens of Centralia as a full-service city, despite our limited size, in a fiscally prudent manner. One of the most important parts of budgeting is keeping the city fleet and infrastructure up to date with a capital improvement plan. Some important projects are listed below.

Despite limitations of staff and resources the City has several progressive projects to undertake in FY-2017-18:

- Final payment on the front loader purchased in April of 2015 - \$40,430;
- Completion of the extension of electric wire under both the Norfolk Southern and Kansas City Southern rail lines – this improves the resilience and reliability of our electric grid - \$45,000;
- Purchase of a “Backyard Machine” for the Electric Department - \$75,000;
- Installation of a new Computer Aided Dispatch (CAD) System with records management software for the Police Dispatch to better coordinate dispatch with Boone County Emergency Management - \$28,200;
- Expenditures and revenues of \$250,000 are budgeted for a possible Community Development Block Grant to demolish three problem commercial structures in Centralia.
- Asphalt overlay of almost 1.3 linear miles of city streets - \$206,152
- Slip lining of 1,920 linear feet of sanitary sewers and lining of manholes - \$60,000
- Comprehensive engineering review of the Water Treatment Plant - \$40,000;
- Purchase of recycling drop off trailer - \$6,000;

The budget also allows for a 1.0% pay increase for all hourly workers in addition to increases for longevity and merit.

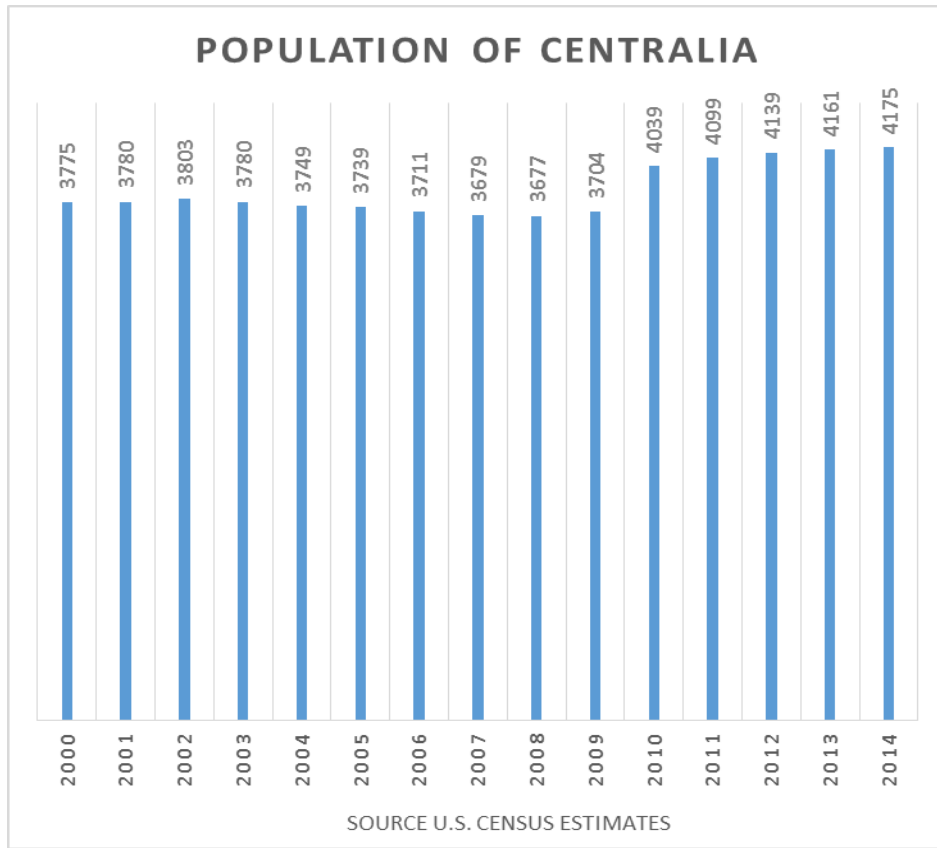
During the upcoming fiscal year we will need to continue to look at ways to maintain an adequate unreserved fund balance in the General Fund. The increases in operational costs combined with relatively flat revenues have put a strain on this fund. Other challenges face the City in FY-2018 that do not involve a direct budget line item cost, but the majority of decisions made by this body require our best attempt at planning for revenues and expenditures through this document.

At the meeting on Monday, March 27, 2017 the Board may make amendments as the desire and an additional week remains if the Board has any hesitation about passing the budget before them. However, due to the extensive conversations between staff and elected officials and among the staff and among the elected officials, I feel that we have before us a budget that is workable and prepares us for the year ahead.

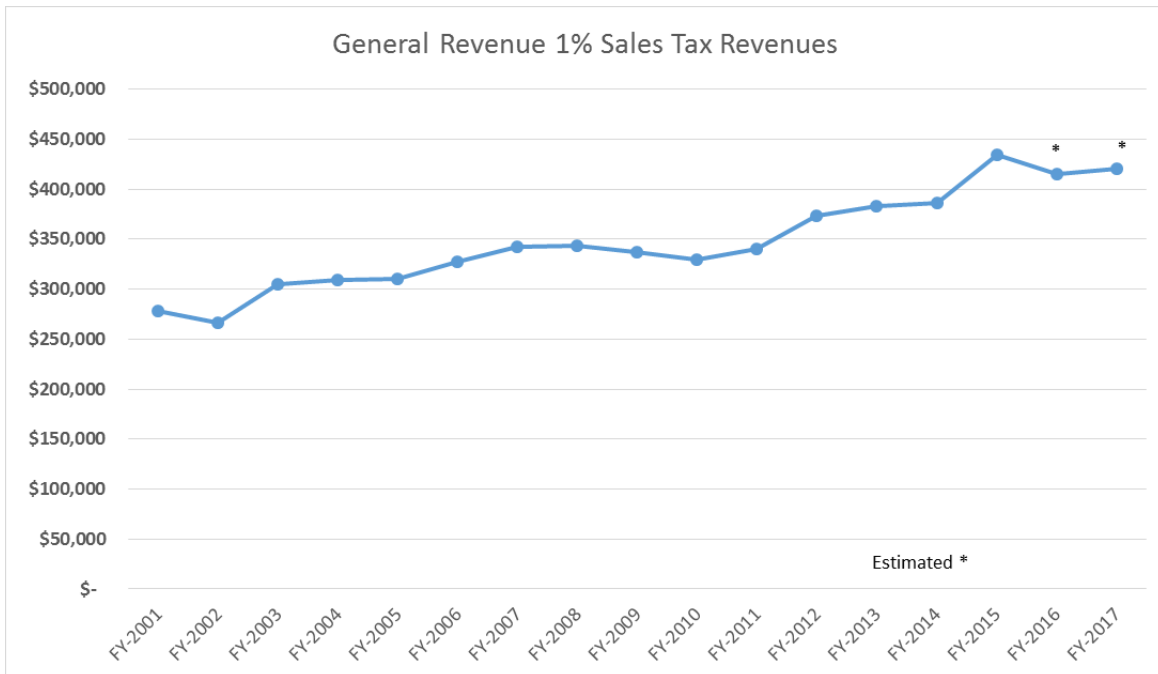
I continued my predecessor’s practice of using projections of expenses that are high (sometimes called optimistic) and projections of revenues that are conservative (sometimes called pessimistic). Because of this, I am confident that the budget if adopted as is, will provide for adequate resources for all projects that the Board made priorities, without being so conservative that opportunities to meet additional needs have been lost.

Thank you for your cooperation and please join me in thanking the hard-working City Staff who will put this plan in action over the next twelve months.

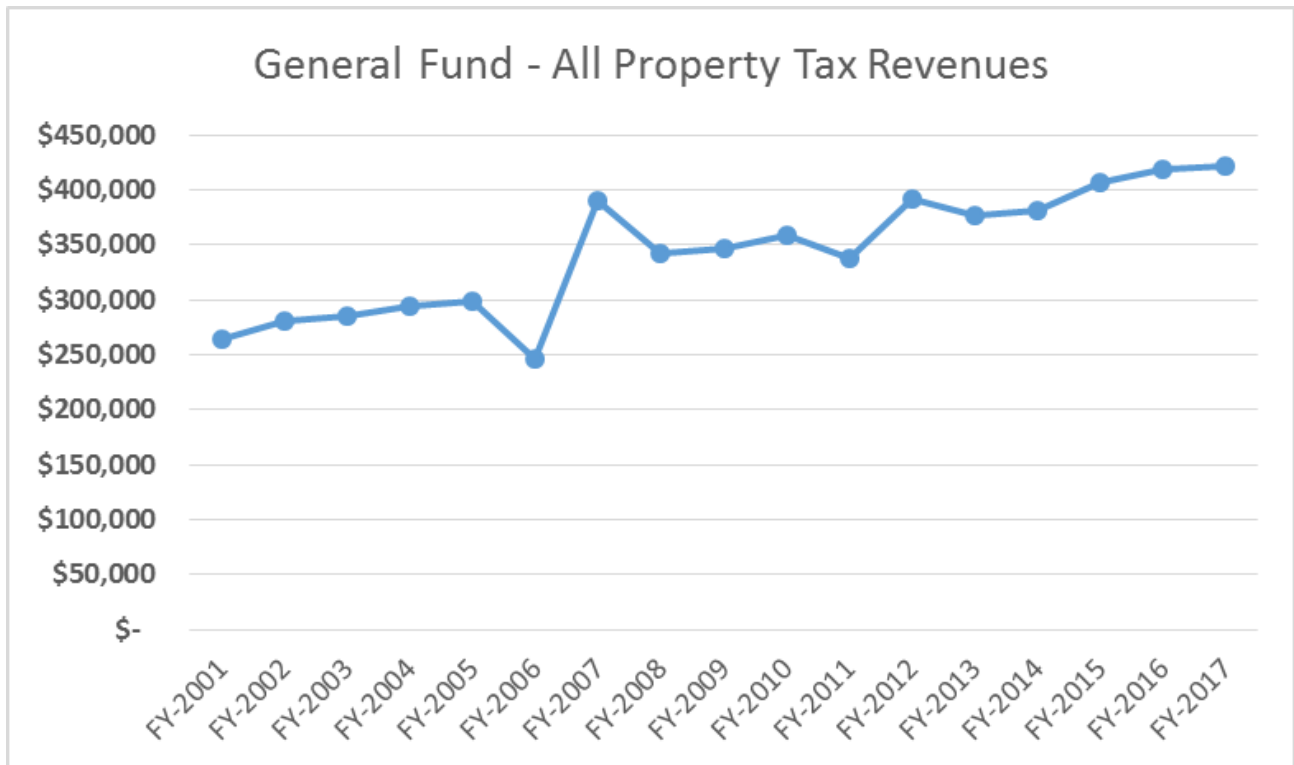
GRAPHICAL INFORMATION



Sales tax revenues



Property Tax revenues



GENERAL FUND

The General Fund of the City of Centralia is made up of activities that are typical governmental functions such as Public Safety, Finance, Streets, Economic Development, Planning and other basic and traditional government services. The funds are typically derived from taxes that are generally charged and fees that attempt to cover a portion of the administrative costs to provide the service (e.g. a business license) covers some of the costs of tracking which legitimate businesses exist, have insurance and are located in the appropriate part of town based on zoning.

These activities are traditionally paid for with taxes, such as those on retail sales and property; fees for services, such as business licenses and building inspection fees; and transfers from other funds or from other governments; such as the annual grant and county sales tax allocation from Boone County for road and bridge projects, the Safe Routes to Schools Grant for the Jefferson Street Sidewalk Project from the Missouri Department of Transportation (MODOT), or the annual transfer from the Electric and the Water Departments. The City also receives about 3% of our General Fund Revenue from fines assessed in Municipal Court.

The expenses of the General Fund are for providing the resources to run the traditional governmental functions. The operations of the Board of Aldermen and their appointed Committees, Boards and Commissions are part of the General Governments Program, as are the administrative functions of the City Administrator, the City Clerk and her Staff, the Mayor, and the City Attorney. In addition the costs for elections and the costs associated with running the Municipal Court are funded in the General Government Program.

Public Safety is the second of the four Programs in the General Fund. In addition to police and fire protection the fund pays for the contracted costs for building inspections, for Animal Control, for emergency management training or equipment as well as weed, pest and rabies other nuisance control.

The Public Works Program includes the functions of the Street Department including street repairs, sidewalk construction and repairs, snow removal, signs and striping on public roads and parking lots, storm drain maintenance, and brush and tree control in rights of way.

Community Planning and Economic Development funds the City's contribution to the Chamber of Commerce, and the county-wide organization based in Columbia, REDI (Regional Economic Development, Inc.). Last year's hotel feasibility study was funded out of this program as well. This fiscal year funds are allocated to work with the Mid-Missouri Regional Planning Commission to update our Comprehensive Plan that was last completed in 1987.

Finally, a program exists to track the General Fund Balance and any reserved funds. This is the Contingency/Cash Flow Reserve. Each year we budget this as an expenditure to allow for it to be used in emergencies without a full Board Budget revision. The goal is to maintain at least a 16% (two month) reserve in case of catastrophic disaster, the City could function for at least two months.

The following pages detail the revenues and expenditures that serve these functions.

GENERAL FUND CASH FLOW

GENERAL FUND CASH FLOW					
	Budget FY2016 *	Actual FY2016	Budget FY2017 [‡]	Estimated FY2017	
Estimated Cash Balance April 1	\$ 676,309	\$ 661,039	\$ 723,733	\$ 456,489	
Expected/Actual Revenues	\$ 1,692,692	\$ 1,576,656	\$ 1,834,865	\$ 1,834,201	
Available for Appropriation	\$ 2,369,001	\$ 2,237,695	\$ 2,558,598	\$ 2,290,690	
Proposed Appropriation	\$ (2,369,001)	\$ (1,781,206)	\$ (2,558,598)	\$ (1,902,879)	
Estimated Unencumbered Balance					
March 31	\$ -	\$ 456,489	\$ -	\$ 387,811	
*Includes budgeted expenditure of \$500,377 in cash reserves for emergency purposes in the Proposed Appropriation.					
[‡] Includes budgeted expenditure of \$646,138 in cash reserves for emergency purposes in the Proposed Appropriation.					
# Includes budgeted expenditure of \$345,947 in cash reserves for emergency purposes in the Proposed Appropriation.					

GENERAL FUND	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
REVENUES TOTAL	\$ 1,608,107	\$ 1,748,192	\$ 1,692,692	\$ 1,730,719	\$ 1,834,865	\$ 1,834,201	\$ 1,980,255
GENERAL GOVERNMENT TOTAL	340,135	353,929	384,053	623,827	454,271	444,290	477,056
PUBLIC SAFETY TOTAL	1,124,891	1,056,100	1,200,471	1,124,237	1,212,269	1,226,696	1,213,394
PUBLIC WORKS TOTAL	338,686	241,887	369,160	396,562	346,371	300,905	289,611
COMM PLANNING/ECON DEVELOPMENT TOTALS	55,043	45,318	36,238	10,214	56,038	29,831	286,824
GENERAL FUND TOTAL EXPENDITURES	\$ 1,375,115	\$ 1,697,234	\$ 1,489,545	\$ 2,154,840	\$ 1,422,811	\$ 2,001,722	\$ 1,920,897

GENERAL FUND REVENUE DETAILS

GENERAL FUND REVENUES		FY-2015	FY2015	FY-2016	FY2016	FY-2017	FY2017	FY2018
ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	PROPOSED
LOCAL TAXES								
01-00-00-41-111	REAL PROPERTY TAXES	216,800	238,080	231,641	236,051	240,000	243,758	245,000
01-00-00-41-112	PERSONAL PROPERTY TA	60,234	75,155	73,260	85,838	80,000	93,416	85,000
01-00-00-41-113	BUSINESS PROPERTY SU	78,000	81,506	67,000	83,662	67,000	78,000	82,000
01-00-00-41-120	RR/UTILITY PROPERTY	18,185	12,646	18,185	4,905	18,185	5,373	6,000
01-00-00-41-121	FINANCIAL INSTITUTIO	-	32		6		38	5
01-00-00-41-211	PROP. TAX DELINQ./1S	8,000	3,153	10,000	9,055	10,000	11,521	10,000
01-00-00-41-212	PROP.TAX.DEL.-2ND PR	3,300	3,427	3,300	4,418	3,300	1,270	3,300
01-00-00-41-320	INT. PENAL. ON DEL P	2,800	3,037	2,800	3,617	2,800	3,702	3,000
01-00-00-41-420	PAYMENTS FROM INDUST	-	-		-		-	-
01-00-00-41-520	STATE LOCAL SALES &	390,372	434,305	402,597	403,202	420,000	416,727	420,000
01-00-00-41-610	75% TOBACCO STAMPS &	6,000	6,205	6,709	6,102	6,000	5,818	6,000
01-00-00-41-821	GROSS RECEIPTS TAX-GAS	85,000	103,428	88,000	74,984	90,000	71,066	80,000
01-00-00-41-822	GROSS RECEIPTS TAX -PHON	107,000	117,980	117,000	80,045	95,000	73,493	80,000
01-00-00-41-823	GROSS RECEIPTS TAX - ELEC	243,790	240,539	235,000	244,552	240,000	251,352	245,000
01-00-00-41-825	GROSS RECEIPT TX-CABLE	28,000	32,848	18,000	35,731	36,000	38,009	38,000
		1,247,481	1,352,341	1,273,492	1,272,168	1,308,285	1,293,543	1,303,305
LICENSES & PERMITS								
01-00-00-42-210	BEER LICENSES	75	105	200	105	200	-	150
01-00-00-42-220	LIQUOR LICENSES	3,600	3,603	3,600	3,428	3,000	3,095	3,000
01-00-00-42-300	BUSINESS LICENSES	4,100	5,079	4,100	4,232	4,100	4,500	4,200
01-00-00-42-410	ANIMAL REGISTRATION	900	928	900	846	900	858	900
01-00-00-42-640	BUILDING & PLUMBING	12,260	24,459	24,000	29,182	25,000	39,938	40,000
		20,935	34,173	32,800	37,792	33,200	48,392	48,250
INTERGOVERNMENTAL REVENUES								
01-00-00-43-300	COMM DEV BLOCK GRANT	-	-	-	-	-	-	250,000
01-00-00-43-302	FEDERAL SRTS GRANT	-	-	11,200	11,298	125,580	125,482	-
01-00-00-43-303	MMRPC FEMA GRANT	-	-		-	10,000	-	-
01-00-00-43-423	MO. POST COMMISSION	500	500	500	500	500	500	500
01-00-00-43-425	HOMELAND SECURITY GR	-	-		-		1,698	-
01-00-00-43-550	STATE GAS & MOTOR FU	102,500	105,777	102,000	105,817	105,000	108,705	105,000
01-00-00-43-560	STATE AUTO SALES TAX	41,500	47,984	50,000	52,710	50,000	52,455	51,000
01-00-00-43-620	COUNTY ROAD PAYMENT	52,000	55,468	57,000	61,523	64,000	62,860	64,000
01-00-00-43-700	SCHOOL REIMBURS FOR	28,900	32,777	28,900	7,223		-	-
		225,400	242,506	249,600	239,071	355,080	351,700	470,500
CHARGES FOR SERVICES								
01-00-00-44-111	MAPS & COPIES	100	155	100	204	100	202	150
01-00-00-44-250	ANIMAL CARE CHARGES	-	1,039	500	1,530	1,000	749	1,000
01-00-00-44-901	MISC - DONATIONS	-	904		1,398	500	-	-
		100	2,098	600	3,132	1,600	951	1,150

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

General Fund revenues (cont.)

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY - 2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
FINES & FORFEITURES								
01-00-00-45-110	FINES, POLICE TRAINI	300	591	300	426	300	326	300
01-00-00-45-112	SHERIFF'S RETIREMENT	600	35	100	87	100		100
01-00-00-45-115	FINES - BIOMETRIC FE	141	590	500	428	500	328	350
01-00-00-45-120	FINES-OTHER	16,000	20,473	20,000	18,002	20,000	11,260	10,000
01-00-00-45-121	BOND MONEY TRANSFER	-	-		-		-	-
01-00-00-45-122	BOND HELD MUNICIPAL	-	-		-		-	-
01-00-00-45-124	FINES-RESTITUTION	-	(54)		(140)		(247)	-
01-00-00-45-126	ALCOHOL/DRUG RECOUPM	600	479	250	160	250	179	250
01-00-00-45-127	FINES PENDING PLEA A	-	188		-		-	-
		<u>17,641</u>	<u>22,302</u>	<u>21,150</u>	<u>18,963</u>	<u>21,150</u>	<u>11,846</u>	<u>11,000</u>
OTHER REVENUES								
01-00-00-46-110	INTEREST	4,000	3,335	2,500	5,405	3,000	4,200	3,500
01-00-00-46-220	RENTAL CITY PROPERTY	-	150		50		50	50
01-00-00-46-310	SALE OF LAND	-	-		-		-	-
01-00-00-46-330	SALE OF EQUIPMENT	2,000	910	2,000	44,064	2,000	12,387	2,000
01-00-00-46-451	APPROP.TRANSFER WATE	30,000	30,000	30,000	30,000	30,000	30,000	40,000
01-00-00-46-453	APPROP. TRANSFER/ELE	60,000	60,000	80,000	80,000	80,000	80,000	100,000
01-00-00-46-690	OTHER CONTRIBUTIONS	50	-	50	-	50	-	-
01-00-00-46-990	MISCELLANEOUS	500	378	500	74	500	1,132	500
		<u>96,550</u>	<u>94,773</u>	<u>115,050</u>	<u>159,593</u>	<u>115,550</u>	<u>127,769</u>	<u>146,050</u>
GENERAL FUND REVENUE TOTAL		\$ 1,608,107	\$ 1,748,192	\$ 1,692,692	\$ 1,730,719	\$ 1,834,865	\$ 1,834,201	\$ 1,980,255

GENERAL GOVERNMENT PROGRAM

The General Government Program includes the basic administrative and legislative functions of the City of Centralia. This program (or division) is funded by General Fund revenues which are pooled and not specifically dedicated to any program, function or activity. The expenditures for all three branches of government (legislative, executive and judicial) are funded in this program. The Mayor, Board of Aldermen, various other Boards and Commissions as well as the City Administrator, the City Clerk's office and the Municipal Court are part of this program.

SUMMARY OF EXPENDITURES

		FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
GENERAL GOVERNMENT								
111	Legislative Subtotal	27,766	23,493	26,601	57,978	64,128	57,241	64,295
	Aldermen & Other Bds and Commissions	4,970	1,922	4,748	31,636	38,970	40,806	44,500
	111-3 Ordinances/Proceedings	22,796	21,571	21,853	26,342	25,158	16,435	19,795
112	Judicial Subtotal	45,239	44,507	58,423	59,252	73,391	61,461	72,081
	112-1 Municipal Court	21,160	21,701	22,626	33,383	34,903	35,192	37,546
	112-2 Public Defense	5,290	5,038	18,500	6,092	18,500	7,845	19,335
	112-3 Legal Research	18,789	17,768	17,297	19,777	19,988	18,423	15,200
113	Executive Subtotal	4,857	4,688	5,022	4,009	5,022	3,276	3,980
	113-1 Mayor	4,857	4,688	5,022	4,009	5,022	3,276	3,980
114	Management Subtotal	115,009	139,004	132,258	359,170	152,067	164,504	167,711
	114-1 City Administrator/Admin Assistant	83,587	104,920	98,777	324,305	117,855	124,993	126,105
	114-2 Clerical & Customer Service	31,422	34,084	33,481	34,865	34,212	39,510	41,606
115	Elections Subtotal	3,100	2,830	4,100	3,216	4,100	1,610	4,100
	115-1 Elections	3,100	2,830	4,100	3,216	4,100	1,610	4,100
116	Finance Subtotal	108,582	105,296	113,067	112,809	118,081	119,838	130,307
	116-1 Internal Acctg/Audit - City Treasurer	3,670	3,777	3,850	4,363	4,787	3,650	4,826
	116-2 Payroll	15,058	12,970	14,258	12,938	14,989	12,825	14,367
	116-3 Purchasing	16,277	13,756	14,852	17,023	14,725	14,012	15,065
	116-4 Cashiering/Collecting	22,015	19,868	22,785	20,007	24,465	21,918	24,588
	116-5 Accounting	29,462	32,315	34,122	53,898	35,915	42,062	44,612
	116-6 Independent Audit	22,100	22,610	23,200	4,580	23,200	25,371	26,850
117	Gen. Gov. Building & Grounds Subtotal	35,582	34,111	44,582	27,393	37,482	36,360	34,582
	117-1 City Hall Building & Grounds	35,582	34,111	44,582	27,393	37,482	36,360	34,582
GENERAL GOVERNMENT TOTAL		\$ 340,135	\$ 353,929	\$ 384,053	\$ 623,827	\$ 454,271	\$ 444,290	\$ 477,056

GENERAL FUND – GENERAL GOVERNMENT PROGRAM – LEGISLATIVE FUNCTION

The Board of Aldermen establishes municipal policies, reviews and approves the municipal budget, appropriates funds, and evaluates various policies and programs under consideration by the city administration. The Board enacts and enforces rules as it may find necessary for the expeditious transaction of its business and passes ordinances and rules as it deems expedient for the good governance of the City, the preservation of peace and order, the benefits of trade and commerce, and the public health. The Board of Aldermen analyzes public issues of concern to the City and provides for citizen input.

Members of various boards and commissions (Park Board, Cemetery Board, Tree Board and others) serve as advisors to the Mayor and the Board of Aldermen on issues of concern to the Board and the public-at-large. These boards and commissions establish goals and objectives, hold public hearings, submit copies of meeting minutes and special reports, and make recommendations to the Mayor and Board of Aldermen.

Aldermen/Boards and Commission Activity: Funds allocated to this activity provide for conferences, training, travel, materials, supplies, and equipment to carry out routine tasks and stated objectives.

GENERAL GOVERNMENT		FY-2015	FY2015	FY-2016	FY2016	FY-2017	FY2017	FY2018
ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	PROPOSED
	ALDERMEN & BOARDS & COMMISSIONS							
01-01-01-01-001	SALARIES AND WAGES	600	600	600	600	600	600	600
01-01-01-01-010	ACCRUED EMPLOYEE BEN	170	155	248	29,443	34,470	38,329	40,000
01-01-01-01-110	PRINTING, PUBLICATIO	100	-	100	-	100	100	100
01-01-01-01-120	DUES/MEMBERSHIPS/SUB	800	280	500	462	500	378	500
01-01-01-01-144	CONSULTANT'S SERVICE	-	-	-	-	-	-	-
01-01-01-01-150	CONTRACT LABOR	100	-	100	-	100	32	100
01-01-01-01-180	MEALS, LODGING & TRA	1,300	178	1,300	531	1,300	130	1,300
01-01-01-01-201	OFFICE SUP.FURNITURE	800	-	800	-	800	-	800
01-01-01-01-210	OPERATING SUPPLIES	500	109	500	-	500	453	500
01-01-01-01-901	MISCELLANEOUS	600	600	600	600	600	784	600
		4,970	1,922	4,748	31,636	38,970	40,806	44,500

Each alderman receives \$100 per year in compensation and another \$100 per year for general expenses. In addition, special expenses incurred attending out-of-town conferences and in other conduct of official City Business are reimbursed by the City.

PERSONNEL SCHEDULE

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
Aldermen (6)	\$100/yr.	n/a	n/a	n/a

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

Ordinances/Proceedings: This activity provides funds for research, preparation, and adoption of ordinances, resolutions, and policies. Also included in this activity are review, revision, and codification of existing City ordinances.

This activity is carried out under the direct supervision of the City Attorney and City Administrator and the general supervision of the Mayor and Board of Aldermen.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	ORDINANCES & PROCEEDINGS							
01-01-01-03-001	SALARIES AND WAGES	18,627	18,599	19,089	19,074	19,817	9,014	-
01-01-01-03-010	ACCRUED EMPLOYEE BEN	1,669	1,517	1,669	4,092	4,216	2,154	-
01-01-01-03-140	PROF. SERVICES - LEGAL	-	-	-	-	-	-	18,000
01-01-01-03-150	CONTRACT LABOR	2,500	1,455	995	3,135	1,025	5,267	1,695
01-01-01-03-210	OPERATING SUPPLIES	-	-	100	41	100	-	100
		22,796	21,571	21,853	26,342	25,158	16,435	19,795
	<u>Legislative Subtotal</u>	27,766	23,493	26,601	57,978	64,128	57,241	64,295

City Attorney is paid monthly according to contract. The contract or salary will be open for bid or hire in the Spring of 2017. The retainer expenses is charged in the following proportions to the following budgeted activities:

Ordinances & Proceedings - 60%
Legal Research - 40%"

Funds in Account No. 01-01-01-03-150 includes the cost of updating and maintaining an on-line version of the City Code.

PERSONNEL SCHEDULE

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
City Attorney	\$30,000/yr. (total salary)	60%	60%	60%

GENERAL FUND – GENERAL GOVERNMENT PROGRAM – JUDICIAL FUNCTION

Municipal Court: Municipal Court is the judicial branch of Centralia's city government. It processes complaints and collects fines and penalties on litigation involving the enforcement of municipal traffic law and other municipal laws and ordinances. Municipal Court is a court-of-record to the extent that appeals may be taken from Municipal Court to a higher court, be it an Appeals Court or a Circuit Appeals Court. Violations of municipal law can as well be violations of state law. If a charge is written up as a violation of state law, it is prosecuted in Boone County Court by the Prosecuting Attorney. If a charge is written up as a violation of local law, then it is prosecuted in Municipal Court. Fines levied in Boone County are paid over to the State. Fines levied in Municipal Court are paid over to the City.

Municipal Court is staffed by an Associated Circuit Court Judge, City Prosecutor, Bailiff (an on-duty officer), and a Municipal Court Clerk (duties currently shared by the City Clerk and an Assistant City Clerk). Municipal Court is usually held on the fourth Monday of every month. County Court is held every day, five days per week, at the Boone County Courthouse.

Funds are provided to cover costs for police and other employees that testify or otherwise attend court on behalf of the City.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	MUNICIPAL COURT							
01-01-02-01-001	SALARIES AND WAGES	17,936	18,336	18,972	18,207	18,972	17,426	18,972
01-01-02-01-002	OVERTIME WAGES	-	-	50	152	100	50	100
01-01-02-01-010	ACCRUED EMPLOYEE BEN	2,624	3,156	3,004	13,851	14,931	17,230	17,574
01-01-02-01-133	UTILITIES-TELEPHONE	-	-	-	-	-	-	-
01-01-02-01-180	MEALS, LODGING, TRAV	100	-	100	453	400	23	400
01-01-02-01-210	OPERATING SUPPLIES	200	109	200	375	200	163	200
		<u>21,160</u>	<u>21,701</u>	<u>22,626</u>	<u>33,383</u>	<u>34,903</u>	<u>35,192</u>	<u>37,546</u>

All of City Prosecutor's salary is budgeted to this account (01-01-02-1-001). In the case of trials on appeal to courts other than Municipal Court, the attorney is allowed, by council approval, an hourly fee at the same rate as his or her private practice.

Accounting supplies for court shown in Account No. 01-01-02-01-210.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17 (Overtime)	Budgeted hours FY2017- 18(Overtime)
City Prosecutor	\$18,972/year (salary)	100%	100%	100%
Patrolmen	\$15.38/hr avg. \$6.59/hr benefits	149.5 (4)	0	10
City Clerk	22.41/11.97	8.25 (2.5)	14 (0)	6 (1)
Assistant City Clerk I	12.35/7.66	136 (1)	107.5 (0)	120 (2)
		293.75 (7.5)	121.5 (0)	138 (3)

Public Defense: This activity provides funds for insurance and legal expenses associated with actual or prospective litigation involving the City. Examples of possible litigation might include liability claims arising from the alleged negligence of City employees, eminent domain cases, or a variety of other legal action. This activity is carried out by the City Attorney under the direct supervision of the Mayor and Board of Aldermen.

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	PUBLIC DEFENDER							
01-01-02-02-101	POSTAGE	-	-		7		-	-
01-01-02-02-110	PRINTING	-	-		-		-	-
01-01-02-02-140	PROFESSIONAL SERVICE	-	494	12,500	1,106	12,500	2,134.11	12,500
01-01-02-02-190	INSURANCE	4,090	4,525	4,800	4,937	4,800	5,498	5,635
01-01-02-02-210	OPERATING SUPPLIES	200	19	200	42	200	113	200
01-01-02-02-901	MISCELLANEOUS	1,000	-	1,000	-	1,000	100	1,000
		5,290	5,038	18,500	6,092	18,500	7,845	19,335

Additional expenses for extraordinary legal services provided by the City Attorney and other attorneys for claims against the City or special litigation on behalf of the City will be charged to Account No. 01-01-02-02-140. For such instances, the City Attorney is paid at an hourly rate determined by contract. In FY2016-17 and FY2017-18 funds have been set aside in this line item (01-01-02-02-140) to cover the City's defense in a lawsuit that is not covered by insurance

The General Fund's pro rata share of General Liability and Public Officials Errors and Omissions Insurance is shown in Account No. 01-01-02-02-190 in this activity.

Expenses shown in Account No. 01-01-02-02-901 include insurance claims not covered because of the City's deductible. There are no personnel expenses associated with this activity.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
	No salary or wages are paid out of this fund.			

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

Legal Research: This activity provides funds for research into a wide range of legal questions which may arise in the course of the year. Examples of possible legal questions might include whether a Memorandum of Understanding is legally binding, whether an affirmative vote of a majority of elected officials is required for a vote to carry at a Board of Aldermen meeting, when municipal police may make arrests outside the City limits, etc. Usually, this research is conducted by an attorney, but it may be appropriate and cost-effective on some issues for a knowledgeable lay person to undertake the research. This activity is usually carried out under the direct supervision of the City Attorney, but may also be authorized by the Board of Aldermen, Mayor, or City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	LEGAL RESEARCH							
01-01-02-03-001	SALARIES AND WAGES	12,418	12,400	12,726	12,716	13,163	6,009	-
01-01-02-03-010	ACCRUED EMPLOYEE BEN	1,095	1,016	1,095	2,728	2,825	1,504	-
01-01-02-03-110	PRINTING, PUBLICATIO	3,800	1,454	2,000	1,923	2,000	1,779	1,200
01-01-02-03-120	DUES/MEMBER/SUBS/TUI	476	476	476	487	500	476	500
01-01-02-03-140	PROFESSIONAL SERV -	-	-	-	-	-	6,250	12,000
01-01-02-03-210	OPERATING SUPPLIES	1,000	2,423	1,000	1,923	1,500	2,406	1,500
		18,789	17,768	17,297	19,777	19,988	18,423	15,200
	Judicial Subtotal	45,239	44,507	58,423	59,252	73,391	61,461	72,081

40% of the City Attorney's retainer is budgeted in this activity in Account. No. 01-01-02-03-001.

Books, subscriptions, dues, and similar expenses of the City Attorney are budgeted in this activity.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
City Attorney	\$30,000 /year (total salary)	40%	40%	40%

GENERAL FUND – GENERAL GOVERNMENT PROGRAM – EXECUTIVE FUNCTION

Mayor: The Mayor is the chief executive officer of the City. He or she presides at Board of Aldermen meetings, at which he or she may vote to break a tie or may veto, subject to override, bills passed by the Board. The Mayor signs commissions and appointments, checks, and other official documents on behalf of the City. The Mayor also appoints all committees of the Board. In addition, various other powers and responsibilities are assigned to the Mayor. Among these are the authority to order buildings or structures to be completed, repaired, demolished, or vacated. As well, the Mayor serves as a voting member of the Planning and Zoning Commission. Funds appropriated for this activity cover expenses associated with the office of the Mayor.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	MAYORAL							
01-01-03-01-001	SALARIES AND WAGES	1,500	1,500	1,500	1,500	1,500	1,500	1,500
01-01-03-01-010	ACCRUED EMPLOYEE BEN	122	123	122	326	350	348	350
01-01-03-01-101	POSTAGE AND FREIGHT	-	-	-	-	-	-	-
01-01-03-01-110	PRINTING, PUB.,AND A	350	324	350	583	400	575	400
01-01-03-01-120	DUES/MEMBER/SUBS/TUI	600	-	600	357	500	350	500
01-01-03-01-133	MAYOR CELL PHONE	1,150	1,318	1,150	1,237	1,250	653	1,250
01-01-03-01-150	CONTRACT LABOR	-	-	-	-	-	-	-
01-01-03-01-180	MEALS, LODGING, TRAV	800	139	800	772	800	845	800
01-01-03-01-201	OFFICE SUPPLIES, FUR	200	-	200	28	200	100	200
01-01-03-01-210	OPERATING SUPPLIES	200	505	200	20	200	100	200
01-01-03-01-901	MISCELLANEOUS	100	100	100	100	100	100	100
	<u>Executive Subtotal</u>	5,022	4,009	5,022	4,923	5,300	4,571	5,300

The Mayor receives \$1,500 per year in salary and \$100 per year (Account No. 113-3-901) for general expenses.

Printing of Mayoral Proclamations budgeted in Account No. 01-01-03-01-110.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
Mayor	\$1,500/yr	n/a	n/a	n/a

GENERAL FUND – GENERAL GOVERNMENT PROGRAM – MANAGEMENT FUNCTION

City Administration: The City Administrator is the chief administrative officer of the City. He or she has general superintending control of the administration and management of government business, officers, and employees of the City. He or she has full and complete control and responsibility over the electric, water, sewer, and sanitation utilities, and the street and finance departments--including the right to hire, direct, suspend, and discharge all personnel in these departments. He or she has responsibility for coordinating the activities of the Chief of Police, City Clerk, Treasurer, Collector, Code Enforcement Office, Fire Chief, City Physician, City Attorney, and such other officers and employees as may be provided by the Board of Aldermen.

Subject to Aldermanic Committee approval, the City Administrator has the duty and responsibility to make and enforce rules and regulations governing many of the City operations. Unless he or she delegates the responsibilities to another City employee or contractor, the City Administrator is the Chief Budget Officer, the City Inspector, and the City Engineer. The City Administrator is the purchasing officer and approves bills prior to payment. In addition, the City Administrator has a variety of other duties and responsibilities, such as municipal planning and issuing building permits.

When finances permit, the City also can employ a Director of Public Works and Public Utilities. This officer is responsible for hands-on, day-to-day oversight of employees in the public works and public utilities departments. He or she also helps with the development of bid specifications and purchasing in these areas. He or she is the City's field representative and project inspector on various construction projects. The Director also is acting City Administrator in the absence of the City Administrator. For this budget year, the position is proposed to remain vacant.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY-2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	CITY ADMINISTRATOR							
01-01-04-01-001	SALARIES	61,629	74,197	72,500	77,600	75,600	78,799	78,600
01-01-04-01-010	ACCRUED EMPLOYEE BEN	17,758	4,884	21,577	35,519	37,305	34,377	37,305
01-01-04-01-101	POSTAGE AND FREIGHT	-	-	-	-	-	50	50
01-01-04-01-110	PRINTING, PUB.AND AD	1,200	851	1,200	1,030	1,200	925	1,200
01-01-04-01-120	DUES, MEMBERSHIPS, SUB	1,900	1,740	1,900	1,928	1,900	2,434	2,000
01-01-04-01-133	UTILITIES-TELEPHONE,	100	-	100	-	100	-	4,000
01-01-04-01-140	PROFESSIONAL SERV -	-	-	-	-	-	550	-
01-01-04-01-144	CONSULTANT'S SERVICE	-	-	-	-	-	-	1,200
01-01-04-01-150	CONTRACT LABOR	100	1,861	100	4,610	100	6,382	100
01-01-04-01-180	MEALS, LODGING, TRAVE	500	1,556	1,000	1,463	1,250	1,007	1,250
01-01-04-01-201	OFFICE SUPP & FURNIT	300	-	300	110	300	185	300
01-01-04-01-210	OPERATING SUPPLIES	100	79	100	46	100	285	100
01-01-04-01-809	TRANSFER TO PERSONNE	-	19,753	-	201,999	-	-	-
01-01-04-01-901	MISCELLANEOUS	-	-	-	-	-	-	-
		83,587	104,920	98,777	324,305	117,855	124,993	126,105

Printing of annual budget and other printing and copy charges for maps of general use by City budgeted in this activity.

Because the time of the City Administrator and Director of Public Works and Public Utilities are spread over so many activities on a daily basis, all of their salaries are budgeted within this account.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
City Administrator	\$75,000/yr (salary)	100%	100%	100%
Director of Public Works	Vacant	0	0	0

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

Clerical and Customer Service: Clerical tasks associated with general government administration include: typing financial and other reports and letters for the Mayor, City Administrator, and other officers, officials, and agencies of the City; answering phone and personal inquiries of a general government nature (excluding inquiries relating to the public utilities--see "Administration" or "Communications and Clerical Support" in each of the utility funds); typing meeting minutes; recording plats and deeds; microfilming old records; research by the assistant city clerks on matters relating to all government services; office filing; filing reports (except payroll reports) to other governments and agencies; making photocopies; mailing of materials; sorting and screening mail; etc.

Clerical tasks are performed by personnel in the city "front office" and other people who work on an "as needed" basis. Clerical tasks are carried out under the direct supervision of the City Administrator and the City Clerk.

Customer service tasks associated with general government include answering inquiries about matters pertaining to government operations, public safety, and public works activities; listening to and resolving citizens' complaints through referral or investigation and resolution. Typical examples of general government customer service activities include answering inquiries about Board meetings, city codes and regulations, social services, responding to nuisance complaints, registering voters, and a variety of other tasks that occur at an undeterminable frequency.

Funds appropriated to this activity cover personnel expenses, clerical supplies, clerical equipment, postage, microfilming, and duplicating expenses.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY - 2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	CLERICAL & CUSTOMER SVC.							
01-01-04-02-001	SALARIES AND WAGES	16,309	19,502	16,328	17,422	17,109	20,659	21,529
01-01-04-02-002	OVERTIME WAGES	-	-	2,000	2,953	2,000	2,543	2,650
01-01-04-02-010	ACCRUED EMPLOYEE BEN	9,243	9,850	9,283	10,070	9,633	11,474	11,957
01-01-04-02-101	POSTAGE AND FREIGHT	-	-	-	-	-	-	-
01-01-04-02-110	PRINTING, PUBLICATIO	100	-	100	-	100	159	100
01-01-04-02-120	DUES/MEMBER/SUBS/TUI	700	174	700	15	500	133	500
01-01-04-02-141	PROF SERVICES - ACCO	-	-	-	-	-	-	-
01-01-04-02-150	CONTRACT LABOR	500	84	500	88	300	155	300
01-01-04-02-170	MAINT AGREEMENTS & L	170	-	170	-	170	170	170
01-01-04-02-180	MEALS, LODGING, TRAV	1,100	450	1,100	64	1,100	537	1,100
01-01-04-02-190	INSURANCE	-	-	-	-	-	-	-
01-01-04-02-201	OFFICE SUPPLIES, FUR	100	-	100	99	100	125	100
01-01-04-02-210	OPERATING SUPPLIES	3,200	4,025	3,200	4,153	3,200	3,556	3,200
01-01-04-02-901	MISCELLANEOUS	-	-	-	-	-	-	-
		31,422	34,084	33,481	34,865	34,212	39,510	41,606
	Management Subtotal	115,009	139,004	132,258	359,170	152,067	164,504	167,711

Clerical and Customer Service (cont.)

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17 (Overtime)	Budgeted hours FY2017-18
City Clerk	22.41/11.97	369.75 (36)	320.75 (41.5)	350 (35)
Deputy City Clerk	15.55/ 4.37	2 (4)	2 (4.5)	5 (1)
Assistant City Clerk II	15.64/8.98	582.75 (76.25)	717 (51)	685 (55)
Part-time Customer Service Representative	11.83/ 0.64	3.25	11	8
TOTALS		957.75 (116.25)	1,050.75 (97)	1048 (91)

Lease of postage machine budgeted in activity.

All clerical operating supplies (pencils, paper, file folders, memos, etc.) and subscription to Fireside Guard are budgeted in this activity.

A portion of microfilming expenses are budgeted in Account No. 01-01-04-0-2-150.

GENERAL FUND – GENERAL GOVERNMENT PROGRAM – ELECTIONS FUNCTION

Elections: The City of Centralia holds general elections every year in April. The Mayor and City Collector are elected on a non-partisan basis to serve two-year terms. Two Aldermen are elected on a non-partisan basis from each of three wards to serve two-year terms. Terms of office for Alderman are overlapping, with one Alderman from each ward being elected each year.

Special elections are held in Centralia whenever the Mayor and Board of Aldermen decide an issue, either by law or desire, should be put before the voters. The Missouri Constitution requires that bond issues and increases in taxes must be brought to an election of the citizens. There are only certain times that special elections can be held. In 2017, these are April 4, August 1, and November 7.

Funds allocated to this activity cover expenses incurred in conducting elections, including printing of ballots and payment of election judges. The City Clerk is responsible for keeping the election books and seeing that candidates sign all necessary documentation. The City Clerk then sends information to the County Clerk, who is responsible for seeing that ballots are printed and election materials and equipment are available on Election Day. Election judges appointed by the County Commission count ballots, and the County Clerk certifies the results of the election. Specific requirements for the conduct of elections generally can be found in Missouri Statutes and in Chapter 8 of the City Code.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY-2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	ELECTIONS							
01-01-05-01-110	PRINTING	100	428	100	150	100	181	100
01-01-05-01-150	CONTRACT LABOR	3,000	2,403	4,000	3,066	4,000	1,429	4,000
01-01-05-01-901	MISCELLANEOUS	-	-	-	-	-	-	-
	<u>Elections Subtotal</u>	3,100	2,830	4,100	3,216	4,100	1,610	4,100

Personnel time for City Clerk is minimal and is budgeted in Customer Service.

Contract payments for election judges and county services shown in Account No. 01-01-05-01-150.

Position Title	Anticipated Salary/Benefit Rate	Activity	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
No personnel costs are charged to this activity.					

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

GENERAL FUND – GENERAL GOVERNMENT PROGRAM – FINANCE FUNCTION

Internal Accounting and Audit/Treasurer: Certain internal accounting and auditing procedures are carried out by the City Treasurer, who is appointed by the Mayor with the advice and consent of the Board of Aldermen. The Treasurer's duties are outlined in the City Code, Section 2-72. They include making monthly reports to the Board of Aldermen regarding expenses, revenues, and fund balances; reconciling bank balances; and conferring with City staff regarding investments.

Funds allocated to this activity cover expenses of the City Treasurer, including salary, and the cost of bonds and sureties for faithful performance of duties.

In addition, funds appropriated for this activity cover expenses associated with investment activities by the City Clerk and City Administrator, As well as expenses for performance and other bonds required by ordinance for City employees who have access to money.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	CITY TREASURER/INT AUDIT							
01-01-06-01-001	SALARIES AND WAGES	2,834	3,081	3,000	2,844	2,833	2,823	2,872
01-01-06-01-010	ACCRUED EMPLOYEE BEN	236	279	250	619	654	603	654
01-01-06-01-110	PRINTING, PUB. AND A	-	132		-	100	24	100
01-01-06-01-120	DUES/MEMBER/SUBS/TUI	400	-	400	-	300	-	300
01-01-06-01-141	PROF SERVICES - ACCO	-	-		700	700	-	700
01-01-06-01-190	INSURANCE	200	200	200	200	200	200	200
01-01-06-01-210	OPERATING SUPPLIES	-	85		-		-	-
01-01-06-01-901	MISCELLANEOUS	-	-		-		-	-
		3,670	3,777	3,850	4,363	4,787	3,650	4,826

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
City Treasurer	\$2,872/yr			

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

Payroll: Work undertaken in this activity controls the processing of the payroll and personnel records for all City employees. Full-time workers are paid bi-weekly. The others (elected officials and part-time employees) are paid less frequently. Processing payroll checks includes calculating of withholding data (state and federal taxes, LAGERS, FICA), payroll deductions (union dues, life insurance, retirement plans), and benefits records (health and dental insurance, vacation leave, sick leave, holidays, etc.). It also includes preparation of personnel reports and entering personnel payroll into the computer system. In addition, payroll includes tasks associated with processing unemployment claims, retirement claims, and worker's compensation claim. The payroll activity also involves the allocation of labor costs among the various budgeted activities.

Work for this activity is primarily carried out by Assistant City Clerk II. The City Clerk is directly responsible for supervision of the Activity.

Funds appropriated cover expenses for personnel time, material, equipment, and programming.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	PAYROLL							
01-01-06-02-001	SALARIES AND WAGES	7,724	8,640	7,024	6,486	7,123	6,733	7,016
01-01-06-02-002	OVERTIME WAGES	-	-	500	1,480	500	655	683
01-01-06-02-010	ACCRUED EMPLOYEE BEN	4,834	4,080	4,234	4,829	5,466	4,864	5,068
01-01-06-02-110	PRINTING,PUBLICATION	900	-	900	143	700	140	500
01-01-06-02-120	DUES/MEMBER/SUBS/TUI	700	250	700	-	500	90	400
01-01-06-02-180	MEALS, LODGING, TRAV	200	-	200	-	200	343	200
01-01-06-02-201	Office Supplies, Fur	100	-	100	-	100	-	100
01-01-06-02-210	OPERATING SUPPLIES	600	-	600	-	400	-	400
		15,058	12,970	14,258	12,938	14,989	12,825	14,367

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17 (Overtime)	Budgeted hours FY2017- 18(Overtime)
City Clerk	22.41/11.97	37.75	41.5 (0)	40
Deputy City Clerk	15.55/ 4.37	0	0	6
Assistant City Clerk II	15.64/8.98	380.75 (64.25)	406.25 (63.5)	400 (64)
TOTALS		418.5 (64.25)	447.75 (63.5)	446 (64)

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

Purchasing: Purchasing activities performed by "front office" personnel are an integral part of a sound bookkeeping system and for maintaining budget control. They include purchasing for goods and services used by Central Service staff, as well as for other City departments and occasionally for the Park Board and the Library Board. Purchasing involves locating a vendor, processing purchase order, processing checks for goods and service purchased, matching invoices to purchase orders, double checking the mathematics on invoices, and preparing claims vouchers.

The activity is carried out by the City Clerk and a Deputy City Clerk under the general supervision of the City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	PURCHASING							
01-01-06-03-001	SALARIES AND WAGES	9,568	8,483	8,943	7,774	7,797	7,125	7,424
01-01-06-03-002	OVERTIME WAGES	-	-	200	1,400	1,000	1,244	1,297
01-01-06-03-010	ACCRUED EMPLOYEE BEN	6,109	4,274	5,109	6,006	5,328	5,512	5,744
01-01-06-03-210	OPERATING SUPPLIES	600	998	600	1,843	600	130	600
		<u>16,277</u>	<u>13,756</u>	<u>14,852</u>	<u>17,023</u>	<u>14,725</u>	<u>14,012</u>	<u>15,065</u>

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17 (Overtime)	Budgeted hours FY2017- 18(Overtime)
Deputy City Clerk	15.55/ 4.37	468.5 (57)	452.25 (62.5)	460 (55)
Assistant City Clerk II	15.64/8.98	2.5	4.25	8
Part-time Customer Service Representative	11.83/ 0.64	0	0	5
TOTALS		471 (57)	471 (57)	506 (25)

Operating supplies include purchase orders and check request vouchers.

Cashiering and Collecting: There are numerous tasks that are performed by Central Service ("front office") personnel that involve billing and collecting for various commodities (water, electricity), services (trash pickups), licenses and permits (water and sewer tap fees, dog and cat licenses) and some taxes. In accordance with a cost allocation plan developed in November, 1982, approximately 29% of all collections during the course of a typical fiscal year are related to sanitation services, 29% are related to water and sewer services, and 29% are related to power and light services. The remaining 13% of all cashiering and collecting costs include General Government expenses such as billing for accounts receivable, processing delinquent notices, collecting delinquent accounts, collecting deposits, coordinating with the Boone County Collector and Boone County Assessor concerning tax bills, selling permits, copying, reconciling cash in cash drawer and in petty cash, etc.

All cashiering and collecting costs are liabilities in the Internal Services Fund--Cashiering and Collecting activity. Cashiering and collecting costs are expensed to the "Administration" or "Communications and Central Service" activities of the public utility funds, and this Finance function of General Government in the above stated proportions.

Cashiering and Collecting activities are carried out by the City Clerk (who is also the City Collector) and the assistant city clerks. The activity is directly supervised by the City Clerk under the general supervision of the City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY-2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	CASHIERING/COLLECTING							
01-01-06-04-001	SALARIES AND WAGES	9,771	9,791	9,393	9,179	9,240	10,437	10,875
01-01-06-04-002	OVERTIME WAGES	-	-	100	1,123	836	890	927
01-01-06-04-010	ACCRUED EMPLOYEE BEN	5,064	5,178	4,112	4,862	5,009	4,708	4,906
01-01-06-04-101	POSTAGE AND FREIGHT	1,600	1,763	1,600	1,808	1,750	1,673	1,750
01-01-06-04-110	PRINTING, PUB. AND A	-	-		-		-	-
01-01-06-04-133	UTILITIES-TELEPHONE/	-	46		35	50	80	50
01-01-06-04-143	PROF SERV - DATA PRO	30	-	30	-	30	-	30
01-01-06-04-150	CONTRACT LABOR	2,000	2,753	4,000	1,063	4,000	1,306	2,500
01-01-06-04-170	MAINT AGREEMENTS & L+B18	600	676	600	588	600	582	600
01-01-06-04-201	OFFICE SUPP,FURNITUR	100	11	100	-	100	101	100
01-01-06-04-210	OPERATING SUPPLIES	350	440	350	259	350	236	350
01-01-06-04-320	BAD DEBTS	1,200	(1,910)	1,200	345	1,200	1,404	1,200
01-01-06-04-506	DATA PROCESSING EQUI	1,000	815	1,000	405	1,000	223	1,000
01-01-06-04-901	MISCELLANEOUS	300	306	300	339	300	280	300
		22,015	19,868	22,785	20,007	24,465	21,918	24,588

Funds budgeted in this activity cover 13% of all cashiering and collecting expenses, as distributed from the Internal Services Fund.

Maintenance agreements for computer system, copy machine, and postage machine budgeted in Cashiering and Collecting.

Cashiering and Collecting (cont.)

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17 (Overtime)	Budgeted hours FY2017-18 (Overtime)
City Clerk	22.41/11.97	62.5 (15.25)	51.25 (6.25)	56 (12)
Deputy City Clerk	15.55/ 4.37	163 (25)	159.5 (16.5)	160 (20)
Assistant City Clerk II	15.64/8.98	12	70 (7.25)	55 (5)
Assistant City Clerk I	12.35/7.66	478	398 (18)	438 (15)
Part-time Customer Service Representative	11.83/ 0.64	130	601	450
TOTALS		845.5 (40.25)	237.5 (37.5)	336 (32)

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

Accounting: This activity provides funds for accounting tasks that are performed by Central Service personnel. Examples of such tasks include the time spent posting all receipts and expenses to accounting journals; processing finance reports; accounting for investments, stocks, and other marketable securities; and time spent making adjusting journal entries.

This activity is carried out by the City Clerk with assistance from the Assistant City Clerks.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	ACCOUNTING							
01-01-06-05-001	SALARIES AND WAGES	17,061	19,495	21,748	20,962	21,561	21,543	22,448
01-01-06-05-002	OVERTIME WAGES	-	-	500	251	500	232	241
01-01-06-05-010	ACCRUED EMPLOYEE BEN	11,851	10,376	11,324	11,886	13,304	11,394	11,872
01-01-06-05-120	DUES,TUITION, MEMBER	50	-	50	-	50	-	50
01-01-06-05-141	PROF. SERVICES - ACC	500	2,444	500	20,800	500	8,893	10,000
01-01-06-05-180	MEALS, LODGING, TRAV	-	-	-	-	-	-	-
		<u>29,462</u>	<u>32,315</u>	<u>34,122</u>	<u>53,898</u>	<u>35,915</u>	<u>42,062</u>	<u>44,612</u>

Funds budgeted in Account No. 116-5-141 cover expenses associated with accountant's advice during the course of the year.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17 (Overtime)	Budgeted hours FY2017- 18(Overtime)
City Clerk	22.41/11.97	981 (7.25)	978.25 (6.75)	980 (8)
Assistant City Clerk II	15.64/8.98	16	0	5
Part-time Customer Service Representative	11.83/ 0.64	130	0	
TOTALS		997 (7.25)		995 (5)

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

Independent Audit: This activity provides funds for the annual financial audit of the City. Although a certain amount of personnel time of Central Service staff is devoted to assisting the auditor, such time is budgeted under in the "Accounting" activity. The annual financial audit consists of examining City financial records and rendering a report to the City, and of making proper corrections and adjustments to City accounts as recommended by the auditor.

This activity is carried out by independent auditors with the close cooperation of City officials.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	INDEPENDENT AUDIT							
01-01-06-06-141	AUDIT	22,100	22,610	23,200	4,580	23,200	25,371	26,850
01-01-06-06-150	AUDIT	-	-		-			-
		22,100	22,610	23,200	4,580	23,200	25,371	26,850
	<i>Finance Subtotal</i>	108,582	105,296	113,067	112,809	118,081	119,838	130,307

Funds budgeted for auditing services are contractual.

Position Title	Anticipated Salary/Benefit Rate	Activity	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
	No personnel costs for this activity				

GENERAL FUND – GENERAL GOVERNMENT PROGRAM – BUILDING & GROUNDS FUNCTION

Building and Grounds Maintenance: The purpose of this activity is to provide a budgeted allocation of funds for expenses incurred in the operation, maintenance, repair, and upkeep of City Hall and its grounds. Funds in this activity provide for liability insurance on City property and operations. Funds allocated to this activity cover expenses for utilities and janitorial services for all operations carried out at the City Hall, including the community room and the police station. In addition, expenses associated with the maintenance of the grounds, roof, and brickwork, and the operation and maintenance of the heating, electrical, and water systems at City Hall are allocated to this activity. Finally, expenses for maintenance, repairs, alterations, and improvements in the administrative and commons area are paid from this activity.

General supervision and oversight of the activities is provided by the City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY-2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	CITY HALL BLDG & GROUNDS							
01-01-07-01-101	POSTAGE AND FREIGHT	25	-	25	-	25	-	25
01-01-07-01-110	PRINTING, PUB. AND A	50	-	50	-	50	-	50
01-01-07-01-132	UTILITIES-NATURAL GA	5,500	4,834	5,500	3,117	5,500	2,582	5,500
01-01-07-01-133	UTILITIES-TELEPHONE,	3,900	2,602	3,900	-		-	-
01-01-07-01-150	CONTRACT LABOR	13,000	12,440	13,000	12,780	13,000	12,279	13,000
01-01-07-01-160	REPAIR SERVICE	700	-	700	195	500		500
01-01-07-01-190	INSURANCE	9,900	8,551	9,900	9,390	9,900	10,880	11,000
01-01-07-01-201	OFFICE SUPPLIES/FURN	400	-	400	12	400	-	400
01-01-07-01-210	OPERATING SUPPLIES	1,500	2,421	2,500	1,539	2,500	1,064	2,500
01-01-07-01-490	EQUIPMENT USE CHARGE	100	44	100	-	100	-	100
01-01-07-01-501	RADIO & COMM EQUIPME	-	-	8,000	-	5,000	4,468	1,000
01-01-07-01-510	BUILDING IMPROVEMENT	-	2,475		-		4,800	-
Gen. Govt. Bldgs. & Grds. Subtotal		35,582	34,111	44,582	27,393	37,482	36,360	34,582
GENERAL GOVERNMENT PROGRAM TOTAL		\$ 340,300	\$ 353,250	\$ 384,053	\$ 624,742	\$ 454,549	\$ 445,585	\$ 478,376

Gas, water, and electric utility bills for City Hall (including police station annex) budgeted in this activity.

Property and Crime Insurance coverages for the City Hall and its furnishings are included in this activity in line item 01-01-07-01-190.

Funds budgeted in line item 01-01-07-01-210 include expenses for janitorial supplies, those in line item 01-01-07-01-150 include the contract for janitorial services.

Funds shown for salaries represent incidental repair and improvement work performed by public works and public utilities personnel.

Buildings and Grounds (cont.)

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
Streets & Sanitation Department	various	0	0	5
Water & Sewer Department	various	2	8	10
Electric Department	various	10	2	6
All others	various	10		
TOTALS		2	22	21

PUBLIC SAFETY PROGRAM

The Public Safety Program includes the activities of the Centralia municipal government that protects the health and safety of the citizens of Centralia. The program includes the Police Department, Fire Department, animal control, health code enforcement and abatement of nuisances such as weeds, garbage in yards as well as pest and rabies other control. The fund pays for the contracted costs for building inspections, and any emergency management training.

SUMMARY OF EXPENDITURES

			FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
120	PUBLIC SAFETY PROGRAM								
	121	Police Protection Subtotal	845,708	799,766	866,175	806,854	872,685	881,837	922,292
		Planng/Admin/Invstgatn/							
	121-1	Training	81,015	71,857	96,087	79,469	88,409	91,370	84,100
	121-2	Patrol/Law Enforcement	495,569	459,078	492,950	487,358	526,090	532,108	556,800
		Communication/Cler.							
	121-3	Support	220,570	217,600	224,830	220,726	240,391	243,089	265,400
	121-4	Building & Grounds	16,345	18,508	17,406	17,848	16,945	15,271	15,992
	121-5	School Resource Officer	32,209	32,724	34,902	1,453	850	-	-
	122	Fire Protection Subtotal	220,666	194,102	264,806	239,330	268,456	267,902	201,636
		Planning/Administration/							
	122-1	Training	12,308	11,500	12,308	13,891	13,008	13,767	13,108
	122-2	Fire Fighting	91,375	80,434	113,345	102,510	114,470	115,873	80,710
	122-4	Building & Grounds	116,983	102,168	139,153	122,930	140,978	138,261	107,818
	123	Protective Inspection Subtotal	14,525	22,745	25,525	39,579	25,525	35,032	44,182
		Building, Health and							
	123-4	Safety Inspct	14,525	22,745	25,525	39,579	25,525	35,032	44,182
	124	Emergency Management Subtotal	1,977	-	1,770	-	1,770	-	1,450
		Admin/Training/Operatio							
	124-1	ns	1,977	-	1,770	-	1,770	-	1,450
	125	Other Public Safety Subtotal	42,015	39,487	42,195	38,474	43,833	41,925	43,833
	125-1	Rabies/Animal Control	29,874	28,042	30,605	26,727	30,545	29,502	30,545
		Weed, Nuisance & Pest							
	125-3	Control	12,141	11,446	11,590	11,747	13,288	12,423	13,288
		PUBLIC SAFETY TOTAL	\$1,124,891	\$1,056,100	\$1,200,471	\$1,124,237	\$1,212,269	\$1,226,696	\$1,213,394

GENERAL FUND – PUBLIC SAFETY PROGRAM – POLICE PROTECTION FUNCTION

Planning/Administration/Investigation/Training: This activity is used to account for administrative time of the Chief of Police and other patrol officers, the time spent in training and community outreach and public relations efforts, and the time spent in special investigations. The Chief of Police is an active law enforcement officer. He also has general supervisory control over the Police Department. He is responsible for enforcing discipline within the Department and for the proper instruction and training of all Police Department members. The Chief of Police is responsible for developing and implementing departmental policies, managing activities and facilities, purchasing departmental supplies and equipment, providing information regarding operations and personnel to City officials, and providing opportunities for the general public to participate in crime prevention and public safety efforts. The Department attempts to conduct annual information program in areas of bicycle safety, burglary prevention, and child fingerprinting.

The officers have to achieve and maintain proficiency in their field through frequent, sometimes mandatory, training and recertification--particularly in the use of weapons.

The Chief of Police and other officers are members of the Mid-Missouri Major Case Squad. They may participate in major investigations in Boone County and other nearby counties.

PUBLIC SAFETY		FY-2015	FY2015	FY-2016	FY2016	FY-2017	FY2017	FY2018
ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	PROPOSED
	PLANNING/ADMIN/INVESTING/TRAINING							
01-02-01-01-001	SALARIES AND WAGES	32,767	31,852	32,286	31,376	31,531	34,836	31,800
01-02-01-01-002	OVERTIME WAGES	-	-	1,500	2,282	2,660	3,069	3,800
01-02-01-01-010	ACCRUED EMPLOYEE BEN	20,951	16,084	21,051	17,636	15,968	17,148	18,100
01-02-01-01-101	POSTAGE AND FREIGHT	50	-	50	-	50	-	-
01-02-01-01-110	PRINTING, PUBLICATIO	300	1,005	500	720	500	773	800
01-02-01-01-120	DUES/MEMBER/SUBS/TUI	3,600	3,134	3,600	3,069	3,600	5,171	3,600
01-02-01-01-133	UTILITIES, TELEPHONE	100	363	100	-	100	-	-
01-02-01-01-150	CONTRACT LABOR	1,500	312	1,500	1,344	1,500	1,561	1,500
01-02-01-01-160	REPAIR SERVICES	200	1,130	200	-	200	-	-
01-02-01-01-170	MAINT AGREEMENTS & L	1,000	-	1,000	-	1,000	-	-
01-02-01-01-180	MEALS, LODGING, TRAV	2,200	1,885	2,200	3,057	2,200	2,304	2,400
01-02-01-01-190	INSURANCE	5,847	4,887	10,000	5,746	10,000	5,809	7,000
01-02-01-01-201	OFFICE SUP.FURNITURE	100	464	100	1,421	100	1,302	1,400
01-02-01-01-210	OPERATING SUPPLIES	900	995	1,200	788	1,200	866	1,200
01-02-01-01-220	TOOLS & SMALL EQUIPM	500	120	500	1,262	500	191	500
01-02-01-01-490	EQUIPMENT USE CHARGE	11,000	8,957	11,000	10,767	11,000	14,191	12,000
01-02-01-01-501	RADIO AND COMMUNICAT	-	-	8,000	-	5,000	4,150	-
01-02-01-01-505	TOOLS	-	-	1,300	-	1,300	-	-
01-02-01-01-506	DATA PROCESSING EQUI	-	670	-	-	-	-	-
01-02-01-01-901	MISCELLANEOUS	-	-	-	-	-	-	-
Planng/Admin/Investig/Training Subtotal		81,015	71,857	96,087	79,469	88,409	91,370	84,100

Training expenses are shown in Account Nos. 01-02-01-01-120 and 01-02-01-01-180.

Funds for patrol and practice ammunition are shown in Account No. 01-02-01-01-210.

Planning/Administration/Investigation/Training (cont.)

Funds in Account No. 01-02-01-01-150 include webinar and other services in the training program.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17 (Overtime)	Budgeted hours FY2017-18(Overtime)
Chief of Police	\$52,473 Annual salary	40%	40%	40%
Lieutenant	18.17/5.70	95	0	0
Patrol Sergeant (2)	18.17/14.26 18.17/11.26	298	248 (31.75)	225 (25)
Patrol Corporal	16.57/10.59	380 (17)	0 (2.5)	50 (10)
Patrol Officers (4)	13.59 to 14.79/	71 (6)	122 (29.5)	120 (20)
Part-Time Patrol Officers (5)	13.59 to 14.19 / 1.86 to 8.29	17	66.5	55
Code Enforcement Officer	16.00/9.34	0 (2)	0	2
Dispatch Supervisor	14.41/12.44	24	17.0 (2.25)	18 (2)
Dispatch Full-Time (3)	12.35 to 12.64 /8.76 to 16.04	44 (4)	42 (4)	43 (3)
Dispatch Part-Time	11.74 to 11.95	12	60 (0)	30
TOTALS		965 (29)	555.5 (70.25)	760 (50)

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

Patrol/Law Enforcement: Police patrol is carried out under the direct supervision of the Chief of Police. While working their assigned shifts, patrol officers are charged with the responsibility of protecting life and property and the prevention and suppression of criminal activity. Patrol personnel respond to calls for service in both emergency and non-emergency situations; investigate and report crimes; apprehend criminals; enforce traffic laws and local ordinances; investigate accidents; and perform numerous other community services. In addition, patrol personnel provide security and escort services for community events, and service legal documents in Centralia for the Boone and Audrain County Courts and sheriffs' offices.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	PATROL/LAW ENFORCEMENT							
01-02-01-02-001	SALARIES AND WAGES	282,040	254,741	285,300	270,634	288,312	296,518	311,200
01-02-01-02-002	OVERTIME WAGES	-	-		11,941	12,057	17,340	17,600
01-02-01-02-010	ACCRUED EMPLOYEE BEN	123,179	125,946	125,600	136,065	146,491	141,264	154,800
01-02-01-02-101	POSTAGE AND FREIGHT	100	-	100	-	100	-	
01-02-01-02-110	PRINT,PUBLICATIONS A	900	451	900	555	900	554	750
01-02-01-02-120	DUES/MEMBER/SUBS/TUI	1,600	4,501	1,600	2,613	3,000	1,000	3,000
01-02-01-02-150	CONTRACT LABOR	2,500	2,785	2,500	1,046	2,500	2,685	2,500
01-02-01-02-160	REPAIR SERVICES	350	-	350	-	350	-	
01-02-01-02-170	MAINT.AGREEMENTS AND	400	-	400	619	400	-	400
01-02-01-02-180	MEALS, LODGING, TRAV	400	434	400	132	400	-	
01-02-01-02-201	OFFICE SUPPLIES & FU	500	-	500	-	500	656	250
01-02-01-02-210	OPERATING SUPPLIES	4,200	1,038	4,200	1,558	3,000	3,489	3,000
01-02-01-02-220	TOOLS & SMALL EQUIPM	8,100	9,594	8,100	9,379	8,100	17,328	10,000
01-02-01-02-430	EQUIPMENT REPAIR CHA	300	459	300	88	300	121	300
01-02-01-02-450	EQUIPMENT RENTAL	-	-	40,000	-		-	-
01-02-01-02-490	EQUIPMENT USE CHARGE	40,000	35,610		35,311	40,000	34,132	40,000
01-02-01-02-501	RADIO/COMMUNICATION	-	3,180		-	3,180	-	6,500
01-02-01-02-502	VEHICLES	30,500	14,372	16,000	15,286	16,000	17,022	6,500
01-02-01-02-505	TOOLS	-	-		-		-	-
01-02-01-02-506	DATA PROCESSING EQUI	-	5,967	1,200	-		-	-
01-02-01-02-508	OTHER EQUIPMENT	-	-	5,000	2,132		-	-
01-02-01-02-903	DRUG ENFORCEMENT	500	-	500	-	500	-	
	Patrol/Law Enforcement	495,569	459,078	492,950	487,358	526,090	532,108	556,800

Towing of abandoned vehicles included in Account No. 01-02-01-02-150.

Uniform expenses are included in Account No. 01-02-01-02-210 and Account No. 01-02-01-02-220.

Funds in Account No. 01-02-01-02-502 represents the projected cost of replacing one patrol car with a low-mileage used vehicle from the Audrain County Sherriff's Department . The plan is to delay this purchase until a car from the current fleet becomes unusable.

Patrol/Law Enforcement (cont.)

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17 (Overtime)	Budgeted hours FY2017- 18(Overtime)
Chief of Police	\$52,473 Annual salary	60%	60%	60%
Lieutenant	18.17/5.70	1606 (65)	1128 (26)	0
Patrol Sergeant (2)	18.17/14.26 18.17/11.26	518 (73)	2017 (227)	1430 (252)
Patrol Corporal	16.57/10.59	1414 (80.5)	1856 (46)	1600 (73)
Patrol Officers (4)	13.59 to 14.79/	6355 (31)	7544 (385)	7600 (350)
Part-Time Patrol Officers (5)	13.59 to 14.19 / 0.61 to 1.86	2919	5635 (98.5)	5000 (50)
TOTALS		11,398 (221.5)	18,180 (782.5)	17,200 (600)

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

Communications/Clerical Support: Police Dispatchers are responsible for receiving and transmitting all calls for emergency and non-emergency services involving police, fire and ambulance. During times when City Hall is closed, dispatchers transmit messages to street, electric, and water crews when emergencies arise. Dispatchers provide information to the public, and are responsible for making and maintaining records on calls received and warrants issued. Dedicated phone lines allow the dispatchers to be in constant communication with the Joint Dispatcher Center and the enhanced 911 system.

In addition, dispatchers provide clerical assistance to the Chief of Police and patrol officers.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY-2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	COMMUNICATIONS/CLERICAL							
01-02-01-03-001	SALARIES AND WAGES	109,125	108,302	107,800	108,336	112,992	123,391	115,900
01-02-01-03-002	OVERTIME WAGES	-	-	2,500	1,758	3,421	3,532	5,600
01-02-01-03-010	ACCRUED EMPLOYEE BEN	74,335	76,896	77,720	78,052	79,968	77,810	88,800
01-02-01-03-120	DUES/MEMBER/SUBS/TUI	200	-	200	-	200	-	-
01-02-01-03-506	DATA PROCESSING EQUI	5,000	2,589	5,000	-	5,000	3,120	28,200
01-02-01-03-901	MISCELLANEOUS	-	-	-	-	-	-	-
	Communications/Dispatch	220,570	217,600	224,830	220,726	240,391	243,089	265,400

"Uniforms" for dispatchers included in Account No. 01-02-01-03-220.

Repair and maintenance of radios included in Account Nos. 01-02-01-03-160 and 01-02-01-03-170, as are service contracts for specialized police software.

Lease for "MULES" phone line included in Account No. 01-02-01-03-133.

Funds in Account No. 01-02-01-03-506 is for installation of a new Computer Aided Dispatch system to work in synch with the Boone County Emergency Management system.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17 (Overtime)	Budgeted hours FY2017- 18(Overtime)
Dispatch Supervisor	14.27/ 12.48	1,744 (1)	1,780 (21.5)	1,760 (15)
Dispatch Full-Time	12.64/16.04	1,765 (2)	1,848 (44)	1816 (35)
Dispatch Full-Time	12.58/8.76	1,746 (18.5)	1,796 (31.5)	1,810 (17)
Dispatch Full-Time	11.74/5.20	1,764 (24)	1,823.5 (57)	1,902 (45)
Dispatch Part-Time	11.74 to 11.95	1,438 (18)	2,592 (42.5)	1,664 (2)
		8,457 (63.5)	9,839.5 (196.5)	8,952 (114)

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

Police Building & Grounds: This activity provides funds for maintenance, upkeep, and improvement of the police station and garage. Funds allocated to this activity pay for heating, cooling, and other utility expenses and also for maintenance and improvements of separate police facilities. These activities are carried out under the direct supervision of the Chief of Police and the general supervision of the City Administrator and may involve both police and public works personnel.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	POLICE BLDG & GROUNDS							
01-02-01-04-001	SALARIES AND WAGES	6,355	7,123	7,349	6,927	7,484	7,045	7,326
01-02-01-04-002	OVERTIME WAGES	-	-		-		-	-
01-02-01-04-010	ACCRUED EMPLOYEE BEN	3,460	4,642	3,527	4,264	4,561	4,246	4,416
01-02-01-04-110	PRINTING, PUB. AND A	-	-		-		-	-
01-02-01-04-133	UTILITIES-TELEPHONE	2,850	2,119	2,850	-	500	-	
01-02-01-04-150	CONTRACT LABOR	1,600	1,766	1,600	3,129	1,600	2,590	2,000
01-02-01-04-160	REPAIR SERVICE	100	274	100	325	100	32	100
01-02-01-04-180	MEALS, LODGING, TRAVEL	50	-	50	-	50	-	
01-02-01-04-190	INSURANCE	530	517	530	540	550	738	750
01-02-01-04-201	OFFICE SUPPLIES, FUR	400	260	400	115	400	64	100
01-02-01-04-210	OPERATING SUPPLIES	800	556	800	67	800	312	500
01-02-01-04-220	TOOLS/SMALL EQUIPMEN	100	1,121	100	2,481	800	115	800
01-02-01-04-490	EQUIPMENT USE CHARGE	100	129	100	-	100	-	
01-02-01-04-510	BUILDING IMPROVEMENT	-	-		-		129	-
	<u>Police Bldg & Grounds Subtotal</u>	<u>16,345</u>	<u>18,508</u>	<u>17,406</u>	<u>17,848</u>	<u>16,945</u>	<u>15,271</u>	<u>15,992</u>

Hours worked by other departments are charged to this account.

Position Title	Anticipated Salary/ Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
Code Enforcement Officer	16.00/9.34	464	437	454
Electric Department		11	0	5
Streets & Sanitation		0	0	5
TOTALS		475	437	464

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

School Resource Officer: This activity provided for the segregated accounting of the expenses for a specially-trained patrol officer to function as a school resources officer, who spent most of his or her time on the school campuses in Centralia and participating in safety and crime prevention programs aimed at students. The agreement with the Centralia R-6 School District was not renewed for the 2015 – 2016 school year and no money has been budgeted by the City for the base salary and training expenses of the officer.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	SCHOOL RESOURCE OFFICER							
01-02-01-05-001	SALARIES & WAGES	24,693	26,179	26,132	3,472		-	-
01-02-01-05-002	OVERTIME WAGES	-	-	520	-		-	-
01-02-01-05-010	ACCRUED EMPLOYEE BEN	6,666	6,230	7,400	(2,103)		-	-
01-02-01-05-101	POSTAGE AND FREIGHT	-	-		-		-	-
01-02-01-05-110	PRINTING, PUBLICATIO	-	-		-		-	-
01-02-01-05-120	DUES/MEMBER/SUBS/TUI	500	235	500	-	500	-	-
01-02-01-05-133	UTILITIES-TELEPHONE,	-	-		-		-	-
01-02-01-05-160	REPAIR SERVICES	-	-		-		-	-
01-02-01-05-170	MAINT AGREEMENTS & L	-	-		-		-	-
01-02-01-05-180	MEALS, LODGING & TRA	300	-	300	-	300	-	-
01-02-01-05-190	INSURANCE	-	-		-		-	-
01-02-01-05-201	OFFICE SUPPLIES,FURN	-	-		-		-	-
01-02-01-05-210	OPERATING SUPPLIES	50	80	50	85	50	-	-
01-02-01-05-220	TOOLS & SMALL EQUIPM	-	-		-		-	-
01-02-01-05-420	EQUIPMENT PARTS & SU	-	-		-		-	-
01-02-01-05-430	EQUIPMENT REPAIR CHA	-	-		-		-	-
01-02-01-05-450	EQUIPMENT RENTAL	-	-		-		-	-
01-02-01-05-490	EQUIPMENT USE CHARGE	-	-		-		-	-
01-02-01-05-501	RADIO & COMMUNICATIO	-	-		-		-	-
01-02-01-05-503	FURNITURE AND FILES	-	-		-		-	-
01-02-01-05-506	DATA PROCESSING EQUI	-	-		-		-	-
01-02-01-05-508	OTHER EQUIPMENT	-	-		-		-	-
01-02-01-05-509	MISCELLANEOUS CAPITA	-	-		-		-	-
01-02-01-05-901	MISCELLANEOUS	-	-		-		-	-
	<i>School Resource Officer Subtotal</i>	32,209	32,724	34,902	1,453	850	-	-
	POLICE PROTECTION	845,708	799,766	866,175	806,854	872,685	881,837	922,292

The previous School Resource Officer left the City last year and the City does not intend to fill this position in FY-2017. Some of the educational materials may be purchase and therefore a small mount has been budgeted this year.

Position Title	Anticipated Salary/ Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
School Resource Officer		300	0	0

GENERAL FUND – PUBLIC SAFETY PROGRAM – FIRE PROTECTION FUNCTION

Administration/Prevention/Training: Centralia's Volunteer Fire Department is under the direct supervision of the Fire Chief. The Chief is required by City Code to report on a regular basis on the condition of the firefighting equipment and buildings, to keep an inventory of and render periodic reports on fire department property and equipment, to make inspections and enforce ordinances relating to fire safety and standards. The Chief is requested to submit data to the City Administrator on a monthly basis on the activities of the department.

In order to maintain professional firefighting skills, the Chief is responsible for seeing that firemen meet department educational and training requirements.

The City of Centralia has been able to achieve a Fire Rating of 5 for insurance purposes.

Funds allocated to this activity pay for expenses associated with administration of the fire department, including building inspections, code enforcement and reporting. Allocated funds also pay training expenses for firemen, including the cost of meals, mileage, registration, course fees, and--occasionally--lost wages at the fireman's regular job.

These activities are carried out directly by the Fire Chief under the general supervision of the Mayor and City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY-2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	PLANNING/ADMIN/INVESTING/TRAINING							
01-02-02-01-001	SALARIES AND WAGES	-	-		-	-	-	-
01-02-02-01-010	ACCRUED EMPLOYEE BEN	-	-		-	-	-	-
01-02-02-01-101	POSTAGE AND FREIGHT	100	12	100	-	100	-	100
01-02-02-01-110	PRINTING,PUBLICATION	200	-	200	-	200	-	200
01-02-02-01-120	DUES/MEMBER/SUBS/TUI	3,500	944	3,500	1,366	3,500	301	2,000
01-02-02-01-150	CONTRACT LABOR	600	517	600	1,857	600	1,913	2,000
01-02-02-01-160	REPAIR SERVICE	200	-	200	-	200	200	200
01-02-02-01-180	MEALS LODGING TRAVEL	450	18	450	330	450	-	450
01-02-02-01-190	INSURANCE	358	684	358	3,247	358	1,192	358
01-02-02-01-201	OFFICE SUPP.FURNITUR	500	-	500	-	500		200
01-02-02-01-210	OPERATING SUPPLIES	5,800	6,320	5,800	6,941	6,500	10,002	7,000
01-02-02-01-220	TOOLS/SMALL EQUIPMEN	100	-	100	-	100		100
01-02-02-01-901	MISCELLANEOUS	500	3,004	500	150	500	159	500
Planng/Admin/Investig/Training Subtotal		12,308	11,500	12,308	13,891	13,008	13,767	13,108

Fire Chief is compensated \$150 during the course of the year for general expenses incurred in the line of duty--in Account No. 122-1-901. This account may also reflect payments to the Boone County Fire Protection District for temporary reimbursements for lost property taxes on land annexed to the City.

Fire Department direct wages are budgeted in the Fire Fighting Activity. Reimbursement of lost wages to accomplish building/fire inspection is shown in this activity.

Administration/Prevention/Training

Funds in Account No. 01-02-02-01-210 include expenses for a children's fire prevention education program to be conducted at Halloween and Christmas.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
	No personnel costs are charged to this activity.			

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

Fire Protection: The Centralia Fire Department is charged with the responsibility of suppressing fires and aiding in a wide variety of emergency and hazardous situations. The department consists of a Fire Chief, an Assistant Fire Chief, two Fire Captains, and up to 26 authorized firefighters. The purpose of this activity is to provide, maintain, and improve the equipment capabilities of the Fire Department in fire suppression activities. In addition, funds allocated to this activity provide a payment to those firefighters who respond to fire calls. Purchasing, maintaining, and improving fire equipment is carried out under the direct supervision of the Fire Chief and Assistant Fire Chief. General oversight is provided by the Mayor and City Administrator. Firefighting activities are carried out under the direct supervision of the Ranking Fire Officer at the scene of the emergency and general oversight is then provided by the Fire Chief and/or the Assistant Fire Chief.

Under Missouri Law, the Fire Department is involved in a mutual aid network, which allows the City to request help from the departments of nearby cities, and to likewise respond if they request help.

Fire Department personnel also act as first responders to EMS calls within the Centralia City Limits. Boone County Fire Protection District serves as the closest and most frequent responder in our mutual aid network.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY-2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	FIRE PROTECTION							
01-02-02-001	SALARIES AND WAGES	34,800	39,866	43,000	42,971	43,000	49,510	51,000
01-02-02-010	ACCRUED EMPLOYEE BEN	8,375	7,133	8,375	9,232	9,000	9,920	10,500
01-02-02-011	PRINTING, PUBLICATIO	-	-	-	131	-	-	-
01-02-02-012	DUES/MEMBER/SUBS/TUI	200	-	200	67	200	-	200
01-02-02-015	CONTRACT LABOR	2,030	2,679	2,400	3,192	2,400	3,726	2,400
01-02-02-016	REPAIR SERVICE	1,500	541	1,500	776	1,500	950	1,500
01-02-02-018	MEALS LODGING & TRAV	100	-	100	-	100	-	100
01-02-02-019	INSURANCE	-	-	-	-	-	-	-
01-02-02-021	OFFICE SUPPLIES/FURN	-	-	-	-	500	-	500
01-02-02-021	OPERATING SUPPLIES	11,000	6,153	8,000	3,112	8,000	8,029	8,500
01-02-02-022	TOOLS/SMALL EQUIPMEN	3,000	-	2,500	-	2,500	200	1,000
01-02-02-024	EQUIPMENT PARTS AND	2,000	-	2,000	-	2,000	140	1,000
01-02-02-023	EQUIPMENT REPAIR CHA	300	-	300	-	300	-	300
01-02-02-025	EQUIPMENT RENTAL	50	-	50	-	50	-	50
01-02-02-029	EQUIPMENT USE CHARGE	20	-	20	-	20	-	20
01-02-02-051	RADIO/COMMUNICATIONS	900	-	900	-	900	-	3,640
01-02-02-052	VEHICLES	-	-	-	-	-	-	-
01-02-02-054	FIRE FIGHTING EQUIPM	27,100	24,063	44,000	39,598	44,000	43,399	-
01-02-02-091	MISCELLANEOUS	-	-	-	3,432	-	-	-
	Fire Protection Subtotal	91,375	80,434	113,345	102,510	114,470	115,873	80,710

Refilling fire extinguishers and testing air tanks and cylinders budgeted in Account No. 01-02-02-02-150.

Expenses for gear and equipment purchases covered in Account No. 01-02-02-02-220.

Repair and replacement portable radios shown in Account No. 01-02-02-02-501.

Firefighters are paid at a rate of \$12.00 per regular bimonthly meeting and \$12.00 per call per hour for actual callouts.

The lease/purchase payment for the firetruck is shown in Account No. 06-02-01-02-502.

Position Title	Anticipated Salary/ Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017- 18
Fire Chief	\$12/call			
Assistant Fire Chief	\$12/call			
Firefighters (21)	\$12/call			

Building & Grounds and Clerical Support: The Centralia Fire Department stores equipment for firefighting in two buildings--North Rollins Street and West Sneed Street. Funds allocated to this activity cover operating, maintenance, and improvement expenses of those buildings. Examples of expenses include utility bills, insurance, and repair bills. Repairs and improvement of these buildings are initiated and carried out under the direct supervision of the Fire Chief and/or the Assistant Fire Chief. General oversight is provided by the City Administrator.

The Centralia Fire Department is dispatched to fires by the Police Dispatcher via a paging system. The system consists of a base station and personal pagers. The base station operates on several frequencies, one of which is reserved exclusively for dispatching local firefighters. (The other frequencies are used for a variety of purposes, including callouts of police and utility employees). A radio repeater for the fire frequency and a backup antenna are located at the City's Electric Shop.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	FIRE BLDG & GROUNDS							
01-02-02-04-010	ACCRUED EMPLOYEE BEN	-	-		-			
01-02-02-04-110	PRINTING, PUB.,ADVER	-	-		-			
01-02-02-04-132	UTILITIES-NATURAL GA	6,200	5,274	6,400	3,815	6,400	3,032	6,400
01-02-02-04-133	UTILITIES-TELEPHONE	1,200	1,059	1,200	1,216	1,200	1,397	1,200
01-02-02-04-150	CONTRACT LABOR	500	50	500	233	500	-	500
01-02-02-04-160	REPAIR SERVICES	100	-	100	-	100	-	100
01-02-02-04-190	INSURANCE	4,000	3,851	4,000	1,084	4,000	4,192	4,500
01-02-02-04-210	OPERATING SUPPLIES	300	-	300	90	300	-	300
01-02-02-04-430	EQUIPMENT REPAIR CHA	-	-	-	-	-	-	-
01-02-02-04-490	EQUIPMENT USE CHARGE	-	-	-	-	-	-	-
01-02-02-04-501	RADIO/COMMUNICATIONS	-	-	-	-	-	-	-
01-02-02-04-510	BUILDING IMPROVEMENT	1,000	-	1,000	90	1,000	-	1,000
	<i>Fire Bldg & Grounds Subtotal</i>	13,300	10,235	13,500	6,529	13,500	8,621	14,000
	FIRE PROTECTION	116,983	102,168	139,153	122,930	140,978	138,261	107,818

Property insurance on department buildings and equipment as well as Accidental Death and Disability Insurance on firefighters is budgeted in Account No. 01-02-02-04-190.

Position Title	Anticipated Salary/Benefit Rate	Activity	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
	No personnel costs are charged to this activity.				

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GENERAL FUND – PUBLIC SAFETY PROGRAM – PROTECTIVE INSPECTION FUNCTION

Building, Health and Safety Inspection: The City of Centralia, under the statutes of the State of Missouri and its own City Code, regulates certain aspects of health and sanitation, including the handling of food and the disposal of sewage and trash. The City also controls many aspects of building construction and safety, including the placement and sized of billboards, excavation on public property, building materials, abatement of dangerous structures, inspection of chimneys, flues, heating appliances, gas appliances and piping, dry cleaning establishments, and plumbing and electrical installation.

The inspections relating to these matters are the responsibility of the City Administrator, City Engineer, Fire Chief, Chief of Police, the Code Enforcement Officer, City Physician, and those to whom these officials delegate authority.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY-2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	BUILDING INSPECTION							
01-02-03-04-001	SALARIES AND WAGES	-	-	-	-	-	-	16,203
01-02-03-04-002	OVERTIME WAGES	-	-	-	-	-	-	584
01-02-03-04-010	ACCRUED EMPLOYEE BEN	-	-	-	-	-	-	7,020
01-02-03-04-110	PRINTING, PUBLICATIO	525	536	525	-	525	-	525
01-02-02-02-190	INSURANCE	-	-	-	-	-	-	100
01-02-02-02-201	OFFICE SUPPLIES/FURN	-	-	-	-	-	-	250
01-02-02-02-210	OPERATING SUPPLIES	-	-	-	-	-	-	500
01-02-02-02-220	TOOLS/SMALL EQUIPMEN	-	-	-	-	-	-	1,000
01-02-02-02-490	EQUIPMENT USE CHARGE	-	-	-	-	-	-	3,000
01-02-03-04-150	CONTRACT LABOR	14,000	22,209	25,000	39,579	25,000	35,032	15,000
01-02-03-04-901	MISCELLANEOUS	-	-	-	-	-	-	-
	<u>Protective Inspect Subtotal</u>	14,525	22,745	25,525	39,579	25,525	35,032	44,182

Funds are budgeted for one half of a year for a Building Inspector in anticipation of the City taking up building inspection and the launch of adopting the residential coed fro existing rental and owner occupied properties.

Expected expenses for contract with the Boone County Planning and Building Inspection Department for inspection of new construction for compliance with International Building Codes are also shown in Account No. 01-02-03-04-150. Offsetting revenues are recorded in Account No. 100-42-640.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
Building Inspector	15.58/10	0	0	1,040 (25)

GENERAL FUND – PUBLIC SAFETY PROGRAM – EMERGENCY MANAGEMENT FUNCTION

Administration, Training & Operations: Missouri state statutes and the City Code create a local Emergency Management Agency and provide for the appointment of an Emergency Management Director. This official prepares for and carries out emergency management functions to minimize and recover from injury and damage resulting from disasters. Emergency management operations in Centralia involve preparing the Emergency Management organization to respond to emergency conditions. The activity is carried out directly by city personnel, the Emergency Management Director, and any volunteer staff he or she may recruit with the consent of the Mayor and Board of Aldermen. The activity is under the general supervision of the Mayor and the City Administrator.

The purpose of this fund is to plan and train for the prospect of emergency situations to maintain the readiness of the Centralia's personnel to respond to emergencies, to equip the current, stationary headquarters in the briefing room of the Centralia Police Station. This activity will also be used to account for expenses incurred in the actual event of an emergency.

The duties of emergency personnel also include establishment and maintenance of effective communication networks during time of emergency. Funds are appropriated to cover clerical costs and special equipment associated with emergency management.

This activity is carried out by volunteers and members of Centralia public safety agencies and is under the direct supervision of the Emergency Management Director. This Director's position is mandated by state statutes and is presently filled by the Boone County Emergency Management Director.

The costs spent for emergency and mutual aid responses may or may not be reimbursed by other agencies.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	EMERGENCY MANAGEMENT							-
01-02-04-01-001	SALARIES AND WAGES	518	-	250	-	250		-
01-02-04-01-010	ACCRUED EMPLOYEE BEN	254	-	100	-	100		-
01-02-04-01-110	PRINTING, PUBLICATIO	150	-	150	-	150		150
01-02-04-01-120	DUES/MEMBER/SUBS/TUI	50	-	50	-	50		200
01-02-04-01-133	UTILITIES, TELEPHONE	120	-	120	-	120		-
01-02-04-01-150	CONTRACT LABOR	100	-	100	-	100		200
01-02-04-01-170	Maint agrement / lease	685	-	400	-	400		400
01-02-04-01-180	MEALS, LODGING, TRAVE	-	-	500	-	500		500
01-02-04-01-220	TOOLS/SMALL EQUIPMEN	-	-		-			-
01-02-04-01-490	EQUIPMENT USE CHARGE	100	-	100	-	100		-
01-02-04-01-501	RADIO & COMMUNICATIO	-	-		-			-
	<u>Emergency Mgmt. Subtotal</u>	1,977	-	1,770	-	1,770	-	1,450

Personnel expenses, if any, are for incidental repairs performed by various city employees and for reimbursement of lost wages to firefighters, when they are away from their regular jobs to attend training sessions.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017- 18
Emergency Management Director and support volunteers	Volunteers	0	0	0

GENERAL FUND – PUBLIC SAFETY PROGRAM – OTHER PUBLIC SAFETY FUNCTION

Animal and Rabies Control: The Animal Control Division is for the apprehension, impoundment, and disposal of dogs and cats running at large and/or being unlicensed. Animal control personnel issue complaints for violations of the animal and fowl ordinances, maintain the dog pound, and care, feed, and account for animals that come into City custody. Animal control personnel also dispose of dead animals from City streets, and routinely patrol City streets. Animal control personnel routinely respond to citizens' inquiries on animal related matters, appear in court in reference to summons issued, and transport unclaimed animals to the Humane Society in Columbia.

This activity, which includes all operation and maintenance costs associated with animal control, is primarily carried out by the Code Enforcement Officer under the supervision of the Chief of Police.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	ANIMAL & RABIES CONTROL							
01-02-05-01-001	SALARIES AND WAGES	13,227	13,766	14,478	13,932	15,218	14,898	15,218
01-02-05-01-002	OVERTIME WAGES	-	-	200	45	50		50
01-02-05-01-010	ACCRUED EMPLOYEE BEN	10,347	8,678	9,627	8,980	8,977	8,859	8,977
01-02-05-01-110	PRINTING, PUBLICATIO	100	-	100	-	100		100
01-02-05-01-150	CONTRACT LABOR	800	784	800	203	800	2,474	800
01-02-05-01-160	REPAIR SERVICES	100	-	100	-	100		100
01-02-05-01-201	OFFICE SUPPLIES	200	-	200	-	200		200
01-02-05-01-210	OPERATING SUPPLIES	3,000	3,043	3,000	1,718	3,000	1,675	3,000
01-02-05-01-220	TOOLS/SMALL EQUIPMEN	300	-	300	16	300		300
01-02-05-01-490	EQUIPMENT USE CHARGE	1,800	1,772	1,800	1,833	1,800	1,596	1,800
01-02-05-01-502	VEHICLES	-	-		-			-
01-02-05-01-510	BUILDING IMPROVEMENT	-	-		-			-
	Animal & Rabies Control Subtotal	29,874	28,042	30,605	26,727	30,545	29,502	30,545

Fees for disposal of unclaimed animals shown in Account No. 01-02-05-01-150.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
Code Enforcement Officer	16.00/9.34	960	910	955

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

Weed, Nuisance and Pest Control: Funds appropriated for this activity pay for the time of the Code Enforcement Officer to monitor the City for violations of the City Code concerning overgrown vegetation, nuisances, dangerous structures, junked and abandoned vehicles, building without permits, and lack of house numbering and similar offenses. This employee observes offenses, makes preliminary contact with offending parties, and if necessary, issues summons and testifies in court.

The Centralia City Code specifies that owners of property shall not let grass or rank vegetation grow higher than 12 inches. The City enforces this ordinance by issuing citations to property owners and following the administrative guidelines established in the Code. If an owner fails to cut the grass or rank or rank vegetation, the City mows the property and assesses the costs to the property owner. Similar procedures are followed in the case of nuisances. The procedure for dangerous structures is more complex, involving the Mayor and other City officials. If necessary, the Code Enforcement Officer will bring offenses to the attention of other police or City officers for disposition.

In order to promote the health, safety, and welfare of Centralians, the City on rare occasions undertakes certain tasks for the purpose of controlling pest. These tasks can include the application of larvacide to inhibit the growth of mosquito larvae and work to control rodents. Funds are allocated to cover associated personnel and supply costs. This portion of the activity is carried out by Public Works crews and pest control specialists under the direct supervision of the Foreman/Street and Sanitation. Work of the Code Enforcement Officer is under the supervision of the Chief of Police and the City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY-2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	WEED, NUISANCE & PEST CONTROL							
01-02-05-03-001	SALARIES AND WAGES	6,858	6,818	7,059	7,102	7,315	7,309	7,315
01-02-05-03-002	OVERTIME WAGES	-	-	100	-	100		100
01-02-05-03-010	ACCRUED EMPLOYEE BEN	3,703	4,292	3,231	4,404	4,673	4,418	4,673
01-02-05-03-210	OPERATING SUPPLIES	-	-		-			-
01-02-05-03-490	EQUIPMENT USE CHARGE	1,580	886	1,200	916	1,200	746	1,200
01-02-05-03-803	TRANSFER TO PARK	-	-		-			-
01-02-05-03-901	MISCELLANEOUS	-	(550)		(675)		(50)	-
		12,141	11,446	11,590	11,747	13,288	12,423	13,288
	<i>Other Public Sfty Subtotal</i>	42,015	39,487	42,195	38,474	43,833	41,925	43,833
	PUBLIC SAFETY TOTAL	\$1,021,208	\$ 964,167	\$1,074,818	\$1,007,837	\$1,084,791	\$1,126,558	\$1,119,576

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
Code Enforcement Officer	16.00/9.34	475	453	460

PUBLIC WORKS PROGRAM

The Public Works Program includes the activities of the Centralia Street Department and maintenance of City facilities. The program includes expenditures for the maintenance of the transportation operations including the street, alley, sidewalk, parking lot, street signs and markings, storm water and drainage system. In addition the Public Works Program funds snow and ice removal, maintenance of the building and grounds of the street department shop and the administration of the program. The Street & Sanitation Department Foreman oversees the program under the direction of the City Administrator, and when one is employed, under the Director of Public Works and Public Utilities.

SUMMARY OF EXPENDITURES

130 PUBLIC WORKS PROGRAM										
				FY-2015	FY2015	FY-2016	FY2016	FY -2017	FY2017	
				BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	
									FY2018	
									PROPOSED	
	131	Highways & Streets Subtotal		320,366	224,117	349,077	386,136	326,026	286,712	276,266
		131-1	Planning/Administration	30,458	29,990	27,394	26,111	29,382	27,292	27,865
		131-2	Street Maintenance	86,097	77,507	96,494	176,279	111,898	58,733	76,580
		131-3	Alley Maintenance	1,400	4,863	2,000	3,017	3,000	2,685	3,000
			Sidewalk & Parking Lot							
		131-4	Maintenance	18,760	25,909	38,684	21,531	28,721	128,520	24,778
		131-5	Buildings & Grounds	17,560	12,695	15,575	8,629	11,064	11,643	14,123
		131-6	Snow and Ice Removal	54,747	26,059	42,500	33,458	32,076	24,488	26,675
		131-7	Street Signs & Markings	12,281	13,873	12,296	8,344	12,285	3,986	11,350
		131-8	Storm Drainage	95,324	27,711	109,024	99,051	92,490	24,942	80,615
		131-9	Brush & Tree Control	3,739	5,509	5,110	9,715	5,110	4,423	11,280
	133	Weed Control Subtotal		18,320	17,770	20,083	10,426	20,345	14,193	13,345
		133-1	City Property	18,320	17,770	20,083	10,426	20,345	14,193	13,345
			PUBLIC WORKS TOTAL	\$ 338,686	\$ 241,887	\$ 369,160	\$ 396,562	\$ 346,371	\$ 300,905	\$ 289,611

GENERAL FUND – PUBLIC WORKS PROGRAM – HIGHWAYS AND STREETS

Planning and Administration: This activity provides funds for the planning and administrative functions that result from having about 40.1 miles of streets and highways. This road system requires annual maintenance and repair and planning for long range improvement. Other work associated with this function includes planning and administrative work relating to alleys, culverts, storm sewers, ditches, sidewalks, pavement markings, street signing, brush and tree control, snow and ice control, and buildings and grounds. This activity also consists of tasks providing communication and office support for the street department.

Funds are to be provided for personnel service to perform purchasing, meetings and discussions with street department personnel, cost estimates, customer service problems, data collection, surveying, and physical inspections.

Work performed in this activity is under the direct supervision of the Foreman/Streets and Sanitation and the general supervision of a Director of Public Works and Public Utilities and/or the City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY-2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	PLANNING AND ADMINISTRATION							
01-03-01-01-001	SALARIES AND WAGES	13,000	14,096	13,920	9,701	11,887	9,820	10,000
01-03-01-01-002	OVERTIME WAGES	-	-	300	1,006	1,039	1,147	865
01-03-01-01-010	ACCRUED EMPLOYEE BEN	12,308	10,354	7,924	6,585	7,406	6,272	7,950
01-03-01-01-110	PRINTING,PUBLICATION	200	57	200	87	200	108	200
01-03-01-01-120	DUES/MEMBER/SUBS/TUI	50	50	50	-	50		50
01-03-01-01-142	PROF. SERV.ARCHT.ENG	-	-		-			-
01-03-01-01-150	CONTRACT LABOR	1,300	1,511	1,300	1,060	1,300	1,096	1,300
01-03-01-01-170	MAINT.AGREEMENTS,LEA	1,000	1,193	1,100	1,033	1,100	1,179	1,100
01-03-01-01-180	MEALS,LODGING,TRAVEL	100	11	100	-	100		100
01-03-01-01-201	OFFICE SUP. FURNITUR	-	-		-			-
01-03-01-01-210	OPERATING SUPPLIES	300	147	300	35	300	55	300
01-03-01-01-490	EQUIPMENT USE CHARGE	2,200	2,573	2,200	6,604	6,000	7,615	6,000
01-03-01-01-506	DATA PROCESSING EQUI	-	-		-			-
	<i>Planning & Administration</i>	30,458	29,990	27,394	26,111	29,382	27,292	27,865

Expenditures under 01-03-01-01-002 includes overtime for the Street Foreman to attend Public Works and Public Utility Committee meetings each month.

Planning and Administration (cont.)

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17 (Overtime)	Budgeted hours FY2017-18(Overtime)
Street/Sanitation Foreman	20.21/13.28	487.5 (35.75)	401 (36.25)	450 (35)
Equipment Operator	16.00/12.75	11 (0)	27 (0)	19 (0)
Equipment Operator	14.40/10.51	9 (0)	21	15 (0)
Refuse Collector/Driver Equipment/Operator	13.51/9.00	3	11.5	10
Refuse Collector	n/a	19	18.5 (1.75)	0
Part-Time labor	n/a	0	0	0
TOTALS		529.5 (35.75)	479 (38)	494 (35)

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

Street Maintenance: This activity provides for the annual costs associated with maintaining the 2.9 miles of concrete, 32.9 miles of bituminous (hot mix and cold mix), and .3 miles of gravel street surfaces. Work for this activity includes scarifying, blade, rolling, adding aggregate, shoulder work, patching, overlaying, seal coating, adding blotter aggregate, crack sealing, sweeping, and curb and gutter work. Curb and gutters serve the dual function of defining vehicular rights-of-way and channeling storm water to storm drains. The City of Centralia has approximately 7.6 miles of curb and gutter.

Funds are provided for personnel, materials, equipment use charges, and contract labor. This activity is carried out under the direct supervision of the Foreman/Street and Sanitation and the general supervision of a Director of Public Works and Public Utilities and/or the City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY - 2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	STREET MAINTENANCE							
01-03-01-02-001	SALARIES AND WAGES	11,146	11,267	12,192	15,105	16,311	12,867	19,800
01-03-01-02-002	OVERTIME WAGES	-	-	250	1,485	1,534	1,905	1,780
01-03-01-02-010	ACCRUED EMPLOYEE BEN	6,537	6,982	7,419	9,044	11,020	9,255	15,900
01-03-01-02-110	PRINTING, PUBLICATIO	150	56	150	-	150	75	150
01-03-01-02-132	UTILITIES-NATURAL GA	450	376	450	372	450	380	450
01-03-01-02-150	CONTRACT LABOR	1,000	1,013	1,000	737	1,000	1,461	1,200
01-03-01-02-160	REPAIR SERVICE	400	-	400	117	400		300
01-03-01-02-170	MAINT.AGREEMENTS, LE	500	315	500	-	500		300
01-03-01-02-190	INSURANCE	-	-		504			-
01-03-01-02-210	OPERATING SUPPLIES	18,000	12,640	15,000	23,397	20,000	14,536	17,500
01-03-01-02-220	TOOLS/SMALL EQUIPMEN	200	274	200	-	200		200
01-03-01-02-450	EQUIPMENT RENTAL	1,000	-	1,000	-	1,000		1,000
01-03-01-02-490	EQUIPMENT USE CHARGE	13,000	10,896	12,000	23,588	15,000	18,254	18,000
01-03-01-02-502	VEHICLES	-	32,114	44,333	101,930	44,333		
01-03-01-02-503	FURNITURE AND FILES	32,114	-		-			-
01-03-01-02-508	OTHER EQUIPMENT	-	1,575		-			-
01-03-01-02-509	MISCELLANEOUS CAPITA	1,600	-	1,600	-			-
01-03-01-02-801	TRANSFER TO OTHER FU	-	-		-			-
	<i>Street Maintenance</i>	86,097	77,507	96,494	176,279	111,898	58,733	76,580

Salary and wage benefits throughout the Street and Sanitation budgets reflect the anticipated retirement of one employee and the hire of a full-time employee in April. In addition the City contracted out trash collection service with Dayne's Disposal Service, Inc. and therefore the positions of Refuse Collector and Refuse Truck Driver were eliminated.

Expenses associated with heating road oil tanks shown in Account No. 01-03-01-02-132.

Funds in account No. 01-03-01-02-210 include material for hot and cold mix asphalt overlays, sealing, patching, and shoulder rock.

The final payment for the wheel loader obtained by lease-purchase agreement is shown in Account No. 06-02-01-02-508.

Additional street expenses - principally, contract asphalt overlays and debt service on a lease-purchase street construction project are paid from the transportation sales tax and shown in Activity 02-03-01-01-509.

Street Maintenance (cont.)

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17 (Overtime)	Budgeted hours FY2017- 18(Overtime)
Street/Sanitation Foreman	20.21/13.28	319 (51)	320.5 (65)	320 (52)
Equipment Operator (1/4 year)	16.00/12.75	96 (0.5)	128 (0.5)	28 (1)
Equipment Operator	14.40/10.51	264 (4)	375.75 (6.75)	345 (15)
Refuse Collector/Driver Equipment Operator	13.51/9.00	0	0	300 (10)
Refuse Collector	n/a	2	0	0
Part-Time labor	n/a	291 (1.5)	76 (2)	0
TOTALS		972 (57)	899.95 (73.25)	993 (78)

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

Alley Maintenance: The City of Centralia has responsibility for maintaining approximately 6.23 miles of alleys with the City. Alleys in business areas provide access to buildings by owners, vendors, and members of the general public. Alleys in predominately residential areas provide access to some residential garages, and occasionally serve as trash collection routes for sanitation crews. Most alleys contain utility easements for water, sewer, gas, or electric services. Sometimes they will contain all of these utilities. Alley maintenance consists of grading to prevent rutting, adding rock to maintain a base for traffic, and removing brush to permit the unobstructed flow of traffic.

Direct supervision of tasks accomplished in this activity is provided by the Foreman/Street & Sanitation. General oversight is provided by a Director of Public Works and Public Utilities and/or the City Administrator.

		FY-2015	FY2015	FY-2016	FY2016	FY -2017	FY2017	FY2018
ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	PROPOSED
	ALLEY MAINTENANCE							
01-03-01-03-210	OPERATING SUPPLIES	1,000	2,700	1,000	81	1,000	36	1,000
01-03-01-03-490	EQUIPMENT USE CHARGE	400	2,163	1,000	2,937	2,000	2,649	2,000
	<u>Alley Maintenance</u>	<u>1,400</u>	<u>4,863</u>	<u>2,000</u>	<u>3,017</u>	<u>3,000</u>	<u>2,685</u>	<u>3,000</u>

Funds for aggregate shown in Account No. 01-03-01-03-210.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17 (Overtime)	Budgeted hours FY2017-18(Overtime)
Street/Sanitation Foreman	20.21/13.28	10	10	10
Equipment Operator	16.00/12.75	17	0	1
Equipment Operator	14.40/10.51	1	0	5
Part-Time labor	n/a	.5	0	1
TOTALS		28.5	10	17

Sidewalk and Parking Lot Maintenance: Centralia's 15.1 miles of sidewalks, particularly in business areas and along the major traffic routes, provide access for pedestrians to many businesses and public facilities. Sidewalks in some residential area provide access to the major sidewalk network and, in high density neighborhoods, serve as play and recreation areas for children. When a sidewalk needs replacing, the City will remove the old concrete; and new concrete will be poured and formed by the adjacent property owners or their contractor according to specifications and grades set by the City. The City also sometimes is able to contribute concrete to the project.

Besides much on-street parking in the downtown area, the City of Centralia also maintains several diverse sites that are identified as parking areas: City Recreation Park is the location of four parking areas (south of the softball diamond; west of the softball diamond; northwest of the hardball diamond; and west of the tennis courts). Their total capacity is approximately 190 vehicles. Part of the surface is paved, part is graveled. Municipal Swimming Pool has a paved lot with about 20 spaces. Nathan Tolson/Bicentennial Park is the Site for three paved lots (one north of the tennis courts, one west of the ball diamond and one on the south edge of the Park) with a total capacity of approximately 112 vehicles. (City street crews perform incidental maintenance on parking lots at the city parks. However, the expenses for any paving, overlays or other capital construction of the lots is charge directly to the Park Activity.) A paved lot at the southeast corner of Railroad Street and Allen Street, acquired in 1994, has a capacity of about 22 vehicles.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY-2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	SIDEWALK AND PARKING LOT MAINTENANCE							
01-03-01-04-001	SALARIES & WAGES	3,770	11,628	7,689	3,572	3,683	394	1,200
01-03-01-04-002	OVERTIME WAGES	-	-		118	122		150
01-03-01-04-010	ACCRUED EMPLOYEE BEN	2,090	6,047	4,095	2,151	2,216	299	728
01-03-01-04-110	PRINTING, ADV.,PUBLI	-	-		208			
01-03-01-04-142	PROF.SERV.ARTCH.ENG.	-	2,375	14,000	9,743			
01-03-01-04-150	CONTRACT LABOR	200	-	200	200	10,000		10,000
01-03-01-04-160	REPAIR SERVICE	100	-	100	-	100		100
01-03-01-04-210	OPERATING SUPPLIES	10,000	2,060	10,000	4,627	10,000	4,063	10,000
01-03-01-04-220	TOOLS/SMALL EQUIPMEN	-	7		-			
01-03-01-04-490	EQUIPMENT USE CHARGE	2,600	3,793	2,600	912	2,600	958	2,600
01-03-01-04-590	SRTS SIDEWALK CONSTR	-	-		-	-	122,806	-
		18,760	25,909	38,684	21,531	28,721	128,520	24,778

Funds in Account No. 01-03-01-04-150 are to hire a contractor to complete some sidewalk improvements as requested by citizen input.

Funds in Account No. 01-03-01-04-210 include the expenses for replacing old sidewalk under the current City sidewalk program.

Sidewalk and Parking Lot Maintenance (cont.)

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17 (Overtime)	Budgeted hours FY2017- 18(Overtime)
Street/Sanitation Foreman	20.21/13.28	70	8.5	80
Equipment Operator	16.00/12.75	17	6	5
Equipment Operator	14.40/10.51	84 (2)	11.5	40
Refuse Collector/Driver	13.51/9.00	0	0	20
Refuse Collector	n/a	4.5	0	0
Part-Time labor	n/a	47	1	0
TOTALS		222.5 (2)	21	145

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

Streets – Building and Grounds: This activity provides for the operations, maintenance, and general upkeep of the City Street Barn, the asphalt mixing tables, and the oil storage tanks. Work includes regular housekeeping, inventory, carpentry, and electrical maintenance and other building repairs. Most of this work is performed on less busy days or during times of bad weather.

Funds are provided for personnel, welding supplies, toilet and cleaning supplies, and miscellaneous small tools. This activity is carried out under the direct supervision of the Foreman/Street & Sanitation. Planning and general oversight is provided by a Director of Public Works and Public Utilities and/or the City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY - 2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	BUILDING & GROUNDS							
01-03-01-05-001	SALARIES AND WAGES	2,028	3,542	4,084	1,857	2,148	2,419	3,475
01-03-01-05-002	OVERTIME WAGES	-	-	1,200	28	29		185
01-03-01-05-010	ACCRUED EMPLOYEE BNE	3,941	2,630	2,630	1,179	1,174	1,069	2,750
01-03-01-05-132	UTILITIES-NATURAL GA	1,900	1,662	1,900	1,125	1,900	954	1,900
01-03-01-05-133	UTILITIES, TELEPHONE	550	377	550	421	550	941	550
01-03-01-05-150	CONTRACT LABOR	400	327	400	459	400	3,100	400
01-03-01-05-160	REPAIR SERVICES	-	-		-			-
01-03-01-05-170	MAINT AGREEMENTS & L	163	-	163	90	163		163
01-03-01-05-190	INSURANCE	1,048	1,030	1,048	1,075	1,100	1,799	1,100
01-03-01-05-201	OFFICE SUPP FURNITUR	100	-	100	-	100		100
01-03-01-05-210	OPERATING SUPPLIES	1,500	1,445	1,500	933	1,500	1,361	1,500
01-03-01-05-220	TOOLS/SMALL EQUIPMEN	300	464	300	126	300		300
01-03-01-05-490	EQUIPMENT USE CHARGE	200	49	200	-	200		200
01-03-01-05-510	BUILDING IMPROVEMENT	5,430	1,170	1,500	1,335	1,500	-	1,500
		17,560	12,695	15,575	8,629	11,064	11,643	14,123

Maintenance agreement on time clocks budgeted in Account No. 01-03-01-05-170.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17 (Overtime)	Budgeted hours FY2017- 18(Overtime)
Street/Sanitation Foreman	20.21/13.28	31	45.25 (4.5)	42 (4)
Equipment Operator	16.00/12.75	4	25 (0)	5
Equipment Operator	14.40/10.51	30	60.75 (2)	60
Refuse Collector/Driver Equipment Operator	13.51/9.00	9.5	2 (0)	10
Refuse Collector	n/a	30	15	0
Part-Time labor	n/a	11.5	23.5 (0.5)	0
TOTALS		116	138 (7)	112 (4)

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

Snow and Ice Removal: This activity provides for the clearing of snow and removal of ice from streets during the winter months. The scope of work is dependent on the magnitude of each snowfall. When accumulations are low, removal may be concentrated on high-volume, arterial streets and major intersections. Heavy snows may lead to clearance of all streets, although priority will still be given to arterial and downtown streets. The activity includes plowing and applying aggregates, cinders, salt and calcium chloride on streets in various mixtures depending upon weather conditions and the amount and texture of snowfall.

Responsibility for direct supervision rests with the Foreman/Street & Sanitation. The Foreman or a Director of Public Works and Public Utilities and/or the City Administrator is responsible for determining (in consultation with the Police Department) when City crews should initiate snow removal, for public information relating to snow removal, as well as the monitoring and general oversight of the activity.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	SNOW AND ICE REMOVAL							
01-03-01-06-001	SALARIES AND WAGES	17,037	7,709	12,000	5,253	7,400	482	3,800
01-03-01-06-002	OVERTIME WAGES	-	-	4,000	1,415	1,827		1,800
01-03-01-06-010	ACCRUED EMPLOYEE BEN	13,510	5,559	9,300	4,010	5,649	433	3,875
01-03-01-06-160	REPAIR SERVICE	200	-	200	410	200		200
01-03-01-06-210	OPERATING SUPPLIES	15,000	8,497	10,000	10,944	10,000	2,705	10,000
01-03-01-06-490	EQUIPMENT USE CHARGE	9,000	4,294	7,000	11,426	7,000	20,868	7,000
		54,747	26,059	42,500	33,458	32,076	24,488	26,675

Salt, sand, cinders, and chemicals for this activity are included in Account No. 01-03-01-06-210.

A new plow is provided for in Account No. 06-02-01-02-508.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17 (Overtime)	Budgeted hours FY2017- 18(Overtime)
Street/Sanitation Foreman	20.21/13.28	68 (28)	66.75 (31.5)	70 (28)
Equipment Operator (1/4 year)	16.00/12.75	82 (13)	25	0
Equipment Operator	14.40/10.51	108 (17)	60.75 (2.5)	95 (5)
Refuse Collector Equipment Operator	13.51/9.00	.5	2	40
Part-Time labor	n/a	38	0	4
Electric Department		36	17.5	35
Water Department		20	24	30
TOTALS		357 (58)	196 (33.5)	274 (33)

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

Street and Sign Markings: Within the corporate limits of the City there exists approximately 755 traffic control and information signs (about 20 signs per street mile) and an uncounted number of street name signs. Maintenance of street signs entails periodic inspection and replacement of signs and sign posts, installation or reinstallation of signs in accordance with the manual on Uniform Traffic Control Devices and straightening or replacing bent sign posts.

On an annual basis, the City maintains more than 19,000 linear feet of pavement markings. This figure is comprised of curb returns, crosswalks, angle parking, and parallel parking stripes, and handicapped parking emblems. Maintenance of pavement marking entails purchasing and supplying street paint with a pavement marker and rollers. Some of the arterial streets have been painted by the State Highway Department using a mobile spraying machine.

This activity is carried out under the direct supervision of the Foreman/Street and Sanitation and general oversight of the City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY-2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	STREET SIGNS AND MAINTENANCE							
01-03-01-07-001	SALARIES AND WAGES	3,795	5,600	3,795	2,559	3,741	1,100	2,755
01-03-01-07-002	OVERTIME WAGES	-	-	15	23	30		30
01-03-01-07-010	ACCRUED EMPLOYEE BEN	1,936	2,875	1,936	1,519	1,964	682	2,015
01-03-01-07-150	CONTRACT LABOR	-	-	150	-	150		150
01-03-01-07-160	REPAIR SERVICE	150	-		-			
01-03-01-07-210	OPERATING SUPPLIES	5,000	3,455	5,000	3,310	5,000	1,405	5,000
01-03-01-07-220	TOOLS/SMALL EQUIPMEN	-	-		-			
01-03-01-07-490	EQUIPMENT USE CHARGE	1,400	1,944	1,400	932	1,400	799	1,400
		12,281	13,873	12,296	8,344	12,285	3,986	11,350

Funds for purchase of signs, posts, lettering, and striping paint are included in Account No. 01-03-01-07-210.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17 (Overtime)	Budgeted hours FY2017- 18(Overtime)
Street/Sanitation Foreman	20.21/13.28	45	20.5	40
Equipment Operator	16.00/12.75	25	20	20
Equipment Operator	14.40/10.51	61 (1)	92.75	110 (2)
Refuse Collector Equipment Operator	13.51/9.00	13 (1)	6	12
Part-Time labor	n/a	51	8.5	0
TOTALS		195 (2)	142.75	192 (2)

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

Storm Drainage: The storm drainage system consist of interconnected ditches, culverts and drainage inlets that facilitate the unobstructed flow of rain and storm water from the City. Work for this activity includes removal, replacement, maintenance, and installation of culverts; storm sewer inlets and line maintenance. In addition some minor new construction of new facilities, ditch cleaning and headwall maintenance, replacement, and construction.

This activity is carried out under the direct supervision of the Foreman/Street and Sanitation and the general supervision of the Director of Public Works and Public Utilities and/or the City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	STORAGE DRAINAGE							
01-03-01-08-002	OVERTIME WAGES	-	-	600	340	600		615
01-03-01-08-010	ACCRUED EMPLOYEE BEN	13,088	2,795	13,088	4,680	12,252	4,271	12,550
01-03-01-08-142	PROF.SERV.ARCH.ENG.	-	-		-	12,000		12,000
01-03-01-08-150	CONTRACT LABOR	1,000	715	1,000	374	1,000	322	1,000
01-03-01-08-170	MAINT AGREEMENTS & L	-	-		-			
01-03-01-08-210	OPERATING SUPPLIES	13,000	5,351	10,000	7,050	10,000	5,561	20,000
01-03-01-08-220	TOOLS/SMALL EQUIPMEN	-	26	100	52	100		100
01-03-01-08-450	EQUIPMENT RENTAL	-		-	-		-	4,000
01-03-01-08-490	EQUIPMENT USE CHARGE	6,000	7,010	6,000	4,973	6,000	3,676	6,000
01-03-01-08-509	MISCELLANEOUS CAPITA	50,000	-	66,000	66,000	35,000		8,000
01-03-01-08-901	MISCELLANEOUS	-	-		-			
		95,324	27,711	109,024	99,051	92,490	24,942	80,615

Funds in Account No. 01-03-01-08-201 are for installation of culverts and storm sewers by City employees. Last year funds were spent to improve the stability of the stream bank in Recreation Park and the ditch along North Jefferson Street just south of Switzler Street.

Funds are budgeted on Account No. 01-03-01-08-508 for completing the Miles Street Ditch project with rip-rap instead of a concrete channel.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17 (Overtime)	Budgeted hours FY2017- 18(Overtime)
Street/Sanitation Foreman	20.21/13.28	354 (9)	250 (14)	280 (10)
Equipment Operator	16.00/12.75	88	82	25
Equipment Operator	14.40/10.51	355 (4)	329.5 (8.25)	340 (6)
Refuse Collector Equipment Operator	13.51/9.00	14 (1)	16	160
Part-Time labor	n/a	199	71 (2.5)	0
TOTALS		1,010 (10)	748.5 (25)	805 (5)

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

Brush and Tree Control: This activity consists of tasks taken to control brush and trees. Examples of such tasks are tree trimming, hauling brush, tree cutting, stump spraying and removal, as well as assisting with storm pickup. Brush and tree control is performed in conjunction with personnel from the Electric Utility. This reflects both the joint efforts which are frequently put forth by Electric and Street crews and also the fact that much of the tree work is performed in street rights-of-way for both general and electric line clearance. This activity accounts for the Public Work's portion of brush and tree control costs.

This activity is carried out under the direct supervision of the Foreman/Street and Sanitation and the general supervision of the City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	BRUSH AND TREE CONTROL							
01-03-01-09-001	SALARIES AND WAGES	1,466	2,886	2,500	4,742	2,500	2,113	3,050
01-03-01-09-002	OVERTIME WAGES	-	-	10	823	10		2,230
01-03-01-09-010	ACCRUED EMPLOYMEE BE	923	1,552	1,100	2,365	1,100	1,300	3,850
01-03-01-09-160	REPAIR SERVICE	50	-	50	-	50		50
01-03-01-09-170	MAINT AGREEMENTS & L	-	-		-			
01-03-01-09-210	OPERATING SUPPLIES	-	172	150	111	150	615	800
01-03-01-09-490	EQUIPMENT USE CHARGE	1,300	899	1,300	1,674	1,300	395	1,300
		3,739	5,509	5,110	9,715	5,110	4,423	11,280
	Highway & Streets Subtotal	320,366	224,117	349,077	386,136	326,026	286,712	276,266

Chainsaw repairs are shown in Account No. 01-03-01-09-160; Chainsaw supplies in Account No. 01-03-01-09-210.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17 (Overtime)	Budgeted hours FY2017- 18(Overtime)
Street/Sanitation Foreman	20.21/13.28	32 (15)	237.5 (28)	77 (10)
Equipment Operator	16.00/12.75	13 (2)	9.5 (2)	16 (1)
Equipment Operator	14.40/10.51	115 (11)	55 (47)	120 (30)
Refuse Collector Equipment Operator	13.51/9.00	18 (5)	7.5 (2.5)	20 (15)
Part-Time labor	n/a	156 (1.5)	37.5 (15.5)	0
TOTALS		334 (34.5)	347 (95)	233 (56)

GENERAL FUND – PUBLIC WORKS PROGRAM – WEED CONTROL

City Property: This activity provides funds for removal of grass and weeds from public property. Work includes mowing street and alley rights-of way, lagoon property, landfill property, water towers, and other City-owned property. Work also includes spraying of alley and drainage ditches to control excessive weed growth which would impede the flow of water.

This activity is under the direct supervision of the Foreman/Street and Sanitation and the general oversight of the Director of Public Works and Public Utilities and/or the City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY-2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	WEED CONTROL							
01-03-03-01-001	SALARIES AND WAGES	3,747	4,837	4,615	4,447	4,594	6,602	4,594
01-03-03-01-002	OVERTIME WAGES	-	-	100	172	178		178
01-03-03-01-010	ACCRUED EMPLOYEE BEN	2,173	3,235	2,968	3,204	3,173	4,970	3,173
01-03-03-01-160	REPAIR SERVICE	100	-	100	-	100		100
01-03-03-01-210	OPERATING SUPPLIES	500	406	500	258	500	100	500
01-03-03-01-490	EQUIPMENT USE CHARGE	9,000	8,163	9,000	(380)	9,000	(304)	2,000
01-03-03-01-803	TSFR TO PARK	2,800	1,129	2,800	2,724	2,800	2,825	2,800
	Weed Control Subtotal	18,320	17,770	20,083	10,426	20,345	14,193	13,345
	PUBLIC WORKS TOTAL	338,686	241,887	369,160	396,562	346,371	300,905	289,611

Supplies for weed eaters are budgeted in Account No. 01-03-03-01-210.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17 (Overtime)	Budgeted hours FY2017-18(Overtime)
Street/Sanitation Foreman	20.21/13.28	11 (5)	13.5 (6.5)	12 (6)
Equipment Operator	16.00/12.75	242	428	80
Equipment Operator	14.40/10.51	28 (2)	36	50 (1)
Refuse Collector Equipment Operator	13.51/9.00	12	12	180
Part-Time labor	n/a	8	42.5	0
		301 (7)	532 (6.5)	322 (6)

COMMUNITY PLANNING AND ECONOMIC DEVELOPMENT PROGRAM

The Community Planning and Economic Development Program is responsible for the functions of municipal government that promote the planning and development of the community. Planning and Zoning Commission, Board of Adjustment and all economic development activities. Federal Community Block grants and cooperative efforts with the Centralia Area Chamber of Commerce and Centralia Regional Economic Development, Inc. are funded in this program.

SUMMARY OF EXPENDITURES

140 COMM PLANNING/ECONOMIC DEVELOPMENT										
				FY-2015	FY2015	FY-2016	FY2016	FY -2017	FY2017	FY2018
				BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	PROPOSED
	141	Community Planning								
			Zoning, Planning & Subdv							
	141-1		Review	2,450	497	1,050	334	20,850	2,466	3,650
	142	Economic Development								
			Economic Planning &							
	142-1		Development	52,593	44,821	35,188	9,880	35,188	27,365	283,174
			COMM PLANNING/ECON							
			DVELOPMENT TOTALS	\$ 55,043	\$ 45,318	\$ 36,238	\$ 10,214	\$ 56,038	\$ 29,831	\$ 286,824

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

GENERAL FUND – COMMUNITY PLANNING AND ECONOMIC DEVELOPMENT PROGRAM –
COMMUNITY PLANNING FUNCTION

Zoning, Planning and Subdivision Review: This activity involves planning for the future development of the City in an efficient and economical manner and for enforcing and occasionally improving upon the zoning and subdivision regulations. Through the action of the Board of Adjustment, the Planning and Zoning Commission, and the Board of Aldermen, the City government looks after promotion of health and safety and directing the development and growth of the City.

Tasks contained in this activity include consideration of zoning amendments and variances, review of annexation and subdivision proposals, and review of any current of proposed regulations relating to the planning function.

COMMUNITY PLANNING & ECON. DEVPMT		FY-2015	FY2015	FY-2016	FY2016	FY -2017	FY2017	FY2018
ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	PROPOSED
	ZONING, PLANNING & SUBDIVISION REVIEW							
01-04-01-01-110	PRINTING,PUB.AND ADV	1,900	497	800	334	800	971	800
01-04-01-01-120	DUES/MEMBER/SUBS/TUI	50	-	50	-	50	1,208	50
01-04-01-01-142	PROF.SERV.ARTCH.ENG.	-	-	-	-	-	-	2,500
01-04-01-01-150	CONTRACT LABOR	500	-	200	-	20,000		-
01-04-01-01-210	OPERATING SUPPLIES	-	-		-		287	300
<u>Zoning,Planning & Subdivison Subtotal</u>		<u>2,450</u>	<u>497</u>	<u>1,050</u>	<u>334</u>	<u>20,850</u>	<u>2,466</u>	<u>3,650</u>

Funds to update the Comprehensive Plan are budgeted in 01-04-01-01-150. Offsetting revenues for a possible grant through the Mid-Missouri Regional Planning Commission are budgeted in 01-00-00-43-303.

Expenses for the Board of Adjustment are in account number 01-04-01-01-110.

Position Title	Anticipated Salary/Benefit Rate	Activity	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
No personnel costs are charged to this account.					

GENERAL FUND – COMMUNITY PLANNING AND ECONOMIC DEVELOPMENT PROGRAM –
ECONOMIC DEVELOPMENT FUNCTION

Economic Planning and Development: In this activity the City government supports the economic development of Centralia (including the retail, residential, industrial, and tourism sectors) through data gathering, updating the community profile, advertising, industrial recruitment, and liaison with private sector businesses and organizations. Three of the major partners in this enterprise are the Centralia Chamber of Commerce, Centralia Regional Economic Development, Inc., and the Industrial Development Authority of the City of Centralia. The latter is an independent corporation established to facilitate the use of industrial development revenue bonds in support of the location of new businesses or the expansion of existing ones.

Expenses in the activity include printing of public notices and brochures, membership in REDI, CREDI, and the Mid-Missouri Regional Planning Commission, support of special events and activities, direct support of the Economic Development Director's position and indirect support of the Chamber of Commerce and the Park Board, as well as other community-based civic organizations. Direct, limited support of the Tree Board is a miscellaneous expense of this activity.

This activity also covers the efforts and costs of city staff in the identification of state and federal grant programs and submittal of applications for those which are appropriate to community needs and includes action in concert with other governmental entities, including lobbying.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY-2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	ECONOMIC DEVELOPMENT							
01-04-02-01-001	SALARIES AND WAGES	714	965	714	429	714	3,865	2,500
01-04-02-01-010	ACCRUED EMPLOYEE BEN	424	656	424	273	424	1,208	924
01-04-02-01-110	PRINTING,PUBLICATION	500	115	500	837	500	167	500
01-04-02-01-120	DUES/MEMBER/SUBS/TUI	5,500	3,260	5,500	3,240	5,500	2,098	5,500
01-04-02-01-150	CONTRACT LABOR	36,755	34,775	19,000	3,234	19,000	10,900	14,700
01-04-02-01-180	MEALS, LODGING, TRAV	100	263	450	263	450	-	450
01-04-02-01-201	OFFICE SUP.FURNITURE	100	-	100	-	100	-	100
01-04-02-01-210	OPERATING SUPPLIES	300	-	300	-	300	8	300
01-04-02-01-490	EQUIPMENT USE CHARGE	400	191	400	-	400	-	400
01-04-02-01-901	MISCELLANEOUS	300	95	300	105	300	119	300
01-04-02-01-903	HOUSING REPLACEMENT	7,500	4,500	7,500	1,500	7,500	9,000	7,500
01-04-02-01-905	BLOCK GRNT-ALLIANCE	-	-	-	-	-	-	250,000
	Economic Development Subtotal	52,593	44,821	35,188	9,880	35,188	27,365	283,174
	COMM PLANNING & ECON. DEVPMT TOTAL	55,043	45,318	36,238	10,214	56,038	29,831	286,824

Funds for staff expenses in support of the Anchor Fest run by the Chamber of Commerce are budgeted in Account No. 01-04-02-01-001 and Account No. 01-04-02-01-100

Funds budgeted in account No. 110 include expenses associated the advertisement of special meetings of the Centralia Industrial Development Corporation.

Dues to the Chamber of Commerce and Missouri Municipal League are shown in account number 01-04-02-01-120.

Funds in account number 01-04-02-01-150 include contracts for the July 4th fireworks display including the related insurance and a service contract for the Chamber of Commerce.

Economic Planning and Development (cont.)

Funds budgeted in Account No. 01-04-02-01-901 include those designated for support of the Tree Board.

Funds in Account No. 01-04-02-01-903 are for a subsidy of expenses to encourage replacement of dilapidated residences by private sector builders.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17 (Overtime)	Budgeted hours FY2017- 18(Overtime)
Electric Line Foreman	23.50/16.40	2	19	15 (2)
Linemen (2)		9	18	15
Street & Sanitation Department		5 (5.5)	3	5
		16 (5.5)	40	35 (2)

CONTINGENCY AND CASH FLOW RESERVE PROGRAM

This activity represents a reserve for the General Fund equivalent to about two months' operating expenses plus the amount of property tax money expected to be received in the last three months of the fiscal year. Since most property taxes are received after the majority of major capital items are expensed, the General Fund will have a minimal balance in December and then the balance will grow again just before the end of the fiscal year. This reserve is estimated to be the amount of the unencumbered fund balance at the end of the fiscal year. The reserve also serves as a contingency against unforeseen expenses near the end of the fiscal year or unexpected problems with property tax collections.

This activity is also used to segregate and track the funds informally escrowed by the City, which are promised for use in future improvements to certain capital projects.

There is only one function and one activity in this program.

CONTINGENCY & CASH FLOW RESERVES		FY-2015	FY2015	FY-2016	FY2016	FY -2017	FY2017	FY2018
ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	PROPOSED
	CONTINGENCY & CASH FLOW RESERVES							
01-05-01-01-901	MISCELLANEOUS	345,188	-	361,489	-	500,710	-	172,005
01-05-01-01-902	ESCROWED FOR STREETS	138,452	-	138,888	-	145,428	-	173,982
CONTINGENCY & CASH FLOW RESERVES TOTAL		483,640		500,377		646,138		345,987
GENERAL FUND TOTAL EXPENSES		\$2,238,877	\$ 1,604,622	\$2,364,646	\$ 2,039,354	\$2,587,887	\$ 1,902,879	\$2,520,374

Funds budgeted in Account No. 01-05-01-01-901 represent the contingency reserve and expected general fund ending balance.

Funds budgeted in Account No. 01-05-01-01-902 represent \$4,556.10 to be used for improvements to Wigham Street, about \$126,920 to be used for improvements to an extension of Randolph Street to Hwy 22 and \$11,336 set aside for future improvement to Gano Chance Drive.

Position Title	Anticipated Salary/Benefit Rate	Activity	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
No personnel costs are budgeted in this account.					

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SPECIAL REVENUE FUNDS

The Special Revenue Funds of the City of Centralia is made up of the Culture and Recreation Program which includes all the activities of the library and the parks, and the Cemetery Programs. In addition the Transportation Sales Tax Program is included among the Special Revenue Funds

The Culture and Recreation Program includes the Pool, Park Areas, Park & Recreation Sales Tax, and the Recreation Center functions which are under the direction of the Park Board. The Park Board is appointed by the Mayor with the advice and consent of the Board of Aldermen. The Park Board hires a full-time director, an administrative assistant and several part-time workers that conduct maintenance on park properties and lifeguards and concession workers at the pool.

The Centralia Public Library is also an independently run organization with an independent Library Board appointed by the Mayor with the advice and consent of the Board of Aldermen. The budget only records the revenues and the payments to the Library Board. The operating budget is developed and implemented by the Library Board and staff.

The City of Centralia owns and operates the Centralia Cemetery on the south side of Missouri Highway 22 between Rollins Street and Jefferson Street. The City Sexton manages the cemetery but most operations are provided by contracted services. The City also budgets funds for the Avenue of Funds project which honors deceased veterans interred in the cemetery by posting an impressive array of flags along the streets within the cemetery on special days.

The citizens of Centralia authorized the collection of a 0.5% tax on retail sales in the city for the purpose of funding transportation projects.

The programs are included in the same fund but are more properly described as individual funds.

PARK & POOL FUNDS CASH FLOW

Proposed Expenditures	(112,881)	\$ (224,130)	\$ (173,579)	\$ (281,005)
Transfers In/(Out)	\$ 19,900	\$ 24,000	\$ (30,500)	\$ (13,400)
Ending Fund Balance	\$ 23,293	\$ 134,835	\$ 133,361	\$ 168,368
CEMETERY FUND CASH FLOW				
	Budget FY 2016	Actual FY2016	Budget FY 2017	Estimated FY2017
Estimated Cash Balance April 1	\$ 387,566	\$ 478,838	\$ 442,631	\$ 462,506

SPECIAL REVENUE FUNDS

REVENUE DETAILS – CULTURE AND RECREATION – PARK FUNCTIONS

Municipal Pool

PARKS & RECREATION								
MUNICIPAL POOL REVENUES		FY-2015	FY2015	FY-2016	FY2016	FY -2017	FY2017	FY2018
ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	PROPOSED
CHARGES FOR SERVICES								
02-01-01-44-710	20 PASS CARD FEE	3,200	3,135	3,100	2,745	2,800	2,548	16,000
02-01-01-44-711	POOL INDIVIDUAL PASS	1,000	1,840	1,800	1,070	1,200	2,230	-
02-01-01-44-712	POOL ADMIT FEE/DAILY	37,500	30,515	30,500	26,962	27,000	26,480	33,000
02-01-01-44-713	POOL HOUSEHOLD PASS	14,000	10,760	10,550	8,980	9,000	9,223	-
02-01-01-44-714	SWIMMING LESSONS	6,500	1,965	2,000	2,255	2,300	1,835	1,900
02-01-01-44-716	POOL CONCESSIONS	17,500	16,614	16,800	14,001	24,000	22,875	24,000
02-01-01-44-717	POOL PARTIES	-	-		6,615	6,800	8,005	8,000
02-01-01-44-719	OTHER POOL CHARGES	3,230	4,000	3,600	(210)	100	-	1,000
02-01-01-44-790	REC.CHARGES-SWIM TEA	5,120	8,816	5,110	6,711	6,700	4,772	5,500
02-01-01-44-791	SWIM SUIT SALES RECE	500	960	1,200	669	1,000	1,274	1,400
02-01-01-44-801	TRANSFER FROM PARK	-	-	24,000	6,500	20,000	-	6,500
02-01-01-44-887	TRANS FROM REC CENTE	9,500	-	15,000	7,000	15,000	55,700	13,400
		98,050	78,605	113,660	83,297	115,900	134,942	110,700
OTHER REVENUE								
02-01-01-46-454	TSFR FRM PARK SLS TA	-	28,592		21,308	-	44,000	6,500
02-01-01-46-690	OTHER CONTRIBUTIONS	2,000	-		-			-
		2,000	28,592	-	21,308	-	44,000	6,500
MUNICIPAL POOL REVENUES		\$ 100,050	\$ 107,197	\$ 113,660	\$ 104,605	\$ 115,900	\$ 178,942	\$ 117,200

Park Areas (Park Maintenance)

PARK AREAS REVENUES		FY-2015	FY2015	FY-2016	FY2016	FY -2017	FY2017	FY2018
ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	PROPOSED
LOCAL TAXES								
02-01-02-41-111	REAL PROPERTY TAX CU	97,062	106,590	100,427	110,534	111,000	113,089	112,000
02-01-02-41-112	PERSONAL PROP. TAX CU	26,967	33,648	31,790	40,138	37,370	39,873	40,500
02-01-02-41-113	BUSINESS PROPERTY SU	34,921	36,496	33,200	37,461	36,865	36,865	37,000
02-01-02-41-120	RR/UTILITY PROPERTY	8,142	5,662	4,800	2,381	5,600	5,600	2,300
02-01-02-41-121	FINANCIAL INSTITUTIO	-	15	-	3	-	-	-
02-01-02-41-211	PROPERTY TAX DEL.1ST	3,582	1,412	3,500	4,320	5,600	5,715	5,600
02-01-02-41-212	PROPERTY TAX DEL 2ND	1,477	1,535	1,400	2,073	2,100	1,645	1,650
02-01-02-41-320	INT & PEN ON PROP TA	1,200	1,360	1,200	1,619	1,400	1,465	1,400
		173,351	186,716	176,317	198,530	199,935	204,252	200,450
CHARGES FOR SERVICES								
02-01-02-44-719	GROUP CLASS/CLINIC F	-	1,323	500	-	-	-	-
02-01-02-44-730	PARK & REC. CONCESSI	9,000	4,845	5,250	7,241	-	40	-
		9,000	6,167	5,750	7,241	-	40	-
OTHER REVENUE								
02-01-02-46-110	INTEREST	200	133	200	193	100	404	330
02-01-02-46-410	TRANSFER FROM GENERA	-	1,129	-	-	-	-	-
02-01-02-46-450	TRANS FROM GENERAL F	2,720	-	1,600	2,724	2,800	2,802	2,800
02-01-02-46-451	TRANSFER FROM WATER	3,322	-	-	-	-	-	-
02-01-02-46-452	TRANSFER FROM PARK TAX	-	-	-	13,000	20,000	60,600	24,000
02-01-02-46-453	TRANSFER FROM ELECTR	-	-	-	-	-	-	-
02-01-02-46-690	OTHER CONTRIBUTIONS	-	50	-	25	-	2,450	-
02-01-02-46-990	MISCELLANEOUS	1,000	7,298	2,000	1,201	1,200	11,152	-
		7,242	8,610	3,800	17,143	24,100	77,408	27,130
	PARK AREAS REVENUES	189,593	201,493	185,867	222,913	224,035	281,700	227,580

Park & Recreation and Storm Water Sales Tax

PARK SALES TAX REVENUES		FY-2015	FY2015	FY-2016	FY2016	FY -2017	FY2017	FY2018
ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	PROPOSED
	PARK SALES TAX REVENUE							
02-01-05-41-520	PARK & REC SALES TAX	195,186	217,150	201,299	201,861	210,000	211,207	210,000
02-01-05-46-110	INTEREST	800	429	500	672	500	1,194	800
02-01-05-46-910	LEASE/PURCHASE PROCE	-	-	-	794,633	-	-	-
02-01-05-47-453	TRSFR COP DBT SRVC F	-	-	-	-	-	-	-
		\$ 195,986	\$ 217,579	\$ 201,799	\$ 997,166	\$ 210,500	\$ 212,401	\$ 210,800

Additional revenues in FY2016 represent money from the lease of the Recreation Center to the Industrial Development Authority as part of the refinancing of the Recreation Center debt and building a new pool house.

Recreation Center Revenues

RECREATION CENTER REVENUES		FY-2015	FY2015	FY-2016	FY2016	FY -2017	FY2017	FY2018
ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	PROPOSED
CHARGES FOR SERVICES								
02-01-06-44-710	20 PASS CARD FEE-REC	3,250	4,775	4,539	3,974	4,179	5,064	3,400
02-01-06-44-711	INDIVIDUAL ANNUAL ME	46,000	48,477	45,900	50,280	53,337	61,620	58,800
02-01-06-44-712	DAILY ADMISS. FEE- R	11,500	11,448	11,800	13,137	13,677	12,236	10,100
02-01-06-44-713	FAMILY ANNUAL MEMBER	115,000	133,228	126,480	138,753	142,355	138,433	142,400
02-01-06-44-714	ALL COUPLES ANNUAL M	34,000	40,810	38,556	40,568	41,893	46,461	55,700
02-01-06-44-716	CONCESSIONS-REC CENT	14,000	13,894	13,650	14,076	13,500	13,186	14,900
02-01-06-44-719	GROUP CLASS/CLINIC F	5,000	9,314	15,700	14,868	16,000	19,967	16,000
02-01-06-44-790	RENTAL FEES	500	1,281	1,000	552	600	192	500
		229,250	263,227	257,625	276,209	285,541	297,159	301,800
OTHER REVENUE								
02-01-06-46-110	INTEREST	1,300	652	500	776	500	1,519	500
02-01-06-46-990	MISCELLANEOUS	250	576	625	82	100	-	100
		1,550	1,229	1,125	858	600	1,519	600
RECREATION CENTER REVENUES TOTAL		230,800	264,456	258,750	277,067	286,141	298,678	302,400

LIBRARY FUNDS CASH FLOW

Proposed Expenditures	\$ (303,840)	\$ -
Ending Fund Balance	\$ -	\$ 9,068

PARK & POOL FUNDS CASH FLOW FY-2018

	Municipal Pool	Park Areas (Operations & Maintenance)
Estimated Cash Balance April 1	\$ 5,574	\$ 134,185

SPECIAL REVENUE FUNDS REVENUE DETAILS – CULTURE AND RECREATION – LIBRARY FUNCTIONS

SPECIAL REVENUE FUND – CULTURE AND RECREATION PROGRAM – LIBRARIES FUNCTION

This purpose of this activity is to account for the funds to repay the principal and interest on a general obligation bond issue which was authorized by the voters of the Centralia Municipal library District by an election held in November of 1996. In July 1997, bonds totaling \$350,000 were issued, with the proceeds designated to pay for the design and construction a new library facility on property at the intersection of Jefferson Street and Early Street. In order to gain an advantageous interest rate, the bonds are issued in the name of the City of Centralia. A property tax levy was instituted in November 1997 to repay the principal and interest of the bonds over a period of twenty years. Interest payments are due on March 1 and September 1 of each year. Principal payment will be made by March 1 of each year, commencing in 1999. On April 1, 2014, the outstanding debt will be \$100,000.

LIBRARY REVENUES		FY-2015	FY2015	FY-2016	FY2016	FY -2017	FY2017	FY2018
ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	PROPOSED
LOCAL TAXES								
02-01-03-41-111	REAL PROP.TAX (CURRE	86,347	162,911	164,067	176,011	165,000	174,356	176,000
02-01-03-41-112	PERSONAL PROP. TAX C	25,186	57,568	55,480	67,646	55,480	72,488	66,000
02-01-03-41-113	BUSINESS PROPERTY SU	34,441	36,877	28,000	37,853	28,000	28,000	32,000
02-01-03-41-120	RR/UTILITY PROPERTY	7,243	7,102	7,243	4,289	3,000	4,559	3,500
02-01-03-41-121	FINANCIAL INSTITUTIO	-	24		4	25	10	25
02-01-03-41-211	PROPERTY TAX DEL. 1S	3,186	6,039	3,186	7,314	7,200	8,346	7,200
02-01-03-41-212	PROPERTY TAX DEL.2ND	1,314	1,446	1,314	1,985	1,800	(3,147)	1,800
		157,717	271,969	259,290	295,101	260,505	284,611	286,525
INTERGOVERNMENTAL REVENUES								
02-01-03-41-320	INT&PEN ON PROPERTY	1,115	1,385	1,115	2,234	1,115	2,367	1,200
02-01-03-43-120	LIBRARY GRANT	-	-	5,000	19,222	5,000		6,765
02-01-03-43-520	STATE AID	1,892	2,838	2,500	2,144	2,500	629	1,000
02-01-03-43-620	ARTS & ENTERTAINER T	500	989	800	989	800	2,111	800
		3,507	5,212	9,415	24,589	9,415	5,107	9,765
FINES & FORFEITURES								
02-01-03-45-100	FINES, FEES, & COSTS	7,500	6,576	7,500	5,909	7,500	6,757	6,500
OTHER REVENUE								
02-01-03-46-110	INTEREST	200	20	50	31	50	63	50
02-01-03-46-690	BUILDING FUND CONTRI	-	-		-		-	-
02-01-03-46-990	DONATIONS - MISCELLA	20,000	6,415	7,500	7,162	7,500	546	1,000
		20,200	6,434	7,550	7,193	7,550	610	1,050
	LIBRARY REVENUES TOTAL	188,924	290,191	283,755	332,792	284,970	297,085	303,840

Library Revenue (cont.)

LIBRARY BOND REVENUES		FY-2015	FY2015	FY-2016	FY2016	FY -2017	FY2017	FY2018
ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	PROPOSED
LOCAL TAXES								
02-01-04-41-111	REAL ESTATE PROPERTY	22,594	24,091	24,767	24,968	25,800	14,762	-
02-01-04-41-112	PERSONAL PROPERTY	6,590	8,219	8,508	9,607	9,100	5,545	-
02-01-04-41-120	RR/UTILITY PROPERTY	1,895	1,418	1,895	614	1,895	351	-
02-01-04-41-121	FINANCIAL INSTITUTIO	-	6		1		7	-
02-01-04-41-122	PROPERTY TAX DELINQU	834	-		-			
02-01-04-41-211	DELINQUENT 1 YEAR	344	625	1,200	1,258	800	1,178	-
02-01-04-41-212	TAXES DELINQUENT 2ND	-	380	250	520	250	389	500
02-01-04-41-320	INTEREST & PENALTIES	292	329	225	403	300	330	-
OTHER REVENUE		32,549	35,068	36,845	37,370	38,145	22,561	500
02-01-04-46-110	INTEREST INCOME	4	3	4	4	4	5	-
		32,553	35,071	36,849	37,374	38,149	22,566	500

CULTURE AND RECREATION PROGRAM

The Centralia Park System began in the 1940's with the purchase of 30 acres of land through the combined efforts of A.B. Chance Co., Kiwanis Club, Rotary Club, and the Centralia Mayor and Board of Aldermen. A Park Board consisting of nine citizens of Centralia was appointed by the Mayor and approved by the Board of Alderman to govern and maintain the park. Through the years the Park Board has added to the original 30 acres and today maintains four parks and the Centralia Municipal Swimming Pool located in the City Recreation Park. In 1974 the Park Board created the position of Park Director to oversee and maintain daily operation of the parks and swimming pool.

SUMMARY OF EXPENDITURES

CULTURE AND RECREATION PROGRAM			FY-2015	FY2015	FY-2016	FY2016	FY2017	FY2018
			BUDGET	ACTUAL	BUDGET	ACTUAL	ESTIMATED	PROPOSED
211	Swimming Pool		100,050	107,197	113,660	104,605	178,942	117,200
	211-1	Pool Operations	100,050	107,197	113,660	104,605	178,942	117,200
212	Park Areas (Maintenance)		189,593	153,845	184,067	217,741	241,402	224,130
	212-1	Maint. Operations	189,593	153,845	184,067	217,741	241,402	224,130
216	Recreation Center		245,700	307,397	258,750	255,030	348,386	294,405
	216-1	Recreation Center Operations	245,700	307,397	258,750	255,030	348,386	294,405
		PARK OPERATIONS SUBTOTAL	535,343	568,439	556,477	577,375	768,730	635,735
215	Parks & Recreation Sales Tax		298,537	189,678	325,596	430,395	280,743	204,079
	215-1	Special Tax	298,537	189,678	325,596	430,395	280,743	204,079
213	Library		188,924	290,190	283,755	332,788	297,085	303,840
	213-1	Library Operations/Administration	188,924	290,190	283,755	332,788	297,085	303,840
214	Library Bond		35,928	35,812	35,528	41,146	36,960	-
	214-1	Debit Service	35,928	35,812	35,528	41,146	36,960	-
		LIBRARY SUBTOTAL	224,852	326,002	319,283	373,934	334,045	303,840
		CULTURE AND RECREATION TOTALS	\$ 1,058,732	\$ 1,084,119	\$ 1,201,356	\$ 1,381,704	\$ 1,383,518	\$ 1,143,654

Pool and Parks

The Pool, Park Areas and Recreation Center Functions are under the direction of the Parks and Recreation Board that is appointed by the Mayor with the consent of the Board of Aldermen. The Park Board operates und Missouri State Law under Chapter 90 of the Revised Statutes of the State of Missouri.

			FY-2015	FY2015	FY-2016	FY2016	FY2017	FY2018
			BUDGET	ACTUAL	BUDGET	ACTUAL	ESTIMATED	PROPOSED
211	Swimming Pool		100,050	107,197	113,660	104,605	178,942	117,200
	211-1	Pool Operations	100,050	107,197	113,660	104,605	178,942	117,200
212	Park Areas (Maintenance)		189,593	153,845	184,067	217,741	241,402	224,130
	212-1	Maint. Operations	189,593	153,845	184,067	217,741	241,402	224,130
216	Recreation Center		245,700	307,397	258,750	255,030	348,386	294,405
	216-1	Recreation Center Operations	245,700	307,397	258,750	255,030	348,386	294,405
		PARK OPERATIONS SUBTOTAL	535,343	568,439	556,477	577,375	768,730	635,735
215	Parks & Recreation Sales Tax		298,537	189,678	325,596	430,395	280,743	204,079
	215-1	Special Tax	298,537	189,678	325,596	430,395	280,743	204,079

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

SPECIAL REVENUE FUND – CULTURE AND RECREATION PROGRAM – SWIMMING POOL FUNCTION

Swimming Pool Operations: This activity provides funds for the operation, maintenance, and improvement of the Municipal Swimming Pool and its concessions, shops, and programs.

This activity is carried out by park employees under the direct supervision of the Park Director and the general supervision of the Park Board, which sets its budget.

The Centralia Municipal Pool facilities are being upgraded as this budget is being developed in the fall/winter of 2015/2016. The renovated pool is scheduled to re-open on Memorial Day 2016. The improvements were financed primarily by a refinancing agreement with Central Bank of Boone County. Debt service for this agreement is accounted in the Park Sales Tax Activity 02-01-05-01. The debt service was refinanced in 2015 and interest rate savings were used to the Recreation Center lease-purchase agreement.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY-2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	MUNICIPAL POOL - OPERATIONS							
02-01-01-01-001	SALARIES AND WAGES	50,000	53,426	55,060	50,411	65,000	52,061	51,500
02-01-01-01-002	OVERTIME WAGES	-	-	500	-		1,084	
02-01-01-01-010	ACCRUED EMPLOYEE BEN	6,750	6,430	6,700	5,839	10,500	12,637	12,400
02-01-01-01-101	POSTAGE AND FREIGHT	50	23	100	11	100	108	50
02-01-01-01-110	PRINTING,PUBLICATION	500	302	500	265	500	121	250
02-01-01-01-120	DUES/MEMBER/SUBS/TUI	200	-	500	585	600	818	1,000
02-01-01-01-130	UTILITIES-ELECTRICIT	2,900	2,730	2,900	2,994	3,100	4,783	4,850
02-01-01-01-131	UTILITIES-WATER	2,600	2,358	2,600	1,262	3,000	2,454	2,600
02-01-01-01-133	UTILITIES-TELEPHONE	350	417	700	500	600	393	450
02-01-01-01-150	CONTRACT LABOR	5,000	8,478	5,000	3,616	1,500	3,796	3,500
02-01-01-01-160	REPAIR SERVICES	-	-		252		2,293	-
02-01-01-01-180	MEALS,LODGING, TRAVE	100	-		-			-
02-01-01-01-190	INSURANCE	200	165	200	215	250	2,509	1,781
02-01-01-01-201	OFFICE SUP.FURNITURE	-	-		-	2,000	50	150
02-01-01-01-210	OPERATING SUPPLIES	14,000	19,182	14,000	9,741	11,500	23,592	11,000
02-01-01-01-220	TOOLS/SMALL EQUIPMEN	100	-	200	-	400		250
02-01-01-01-230	REFRESHMENT SUPPLIES	9,000	5,564	6,000	8,143	16,000	15,371	15,500
02-01-01-01-231	RECREATION SUPPLIES	-	-	2,500	-		485	1,500
02-01-01-01-232	SWIM TEAM EXPENSES	2,200	7,037	1,200	3,049	3,300	2,062	1,700
02-01-01-01-233	SWIMSUIT EXPENSES	1,000	1,055		630	1,000	1,296	1,400
02-01-01-01-509	MISCELLANEOUS CAPITA	-	14,000		677		1,400	
02-01-01-01-510	BUILDING IMPROVEMENT	4,800	1,960	15,000	189	1,500	53,838	3,000
02-01-01-01-901	MISCELLANEOUS	-	-	-	-	-	-	-
		100,050	123,126	113,660	88,380	120,850	181,152	112,881

Personnel requirements and pay scales are set annually by the Park Board.

Swimming Pool Operations (cont.)

All expenses for concessions for both the pool and the parks have been budgeted in 02-01-01-01-230 and the revenues are all in 02-01-01-44-716. This will vastly reduce time spent trying to maintain two separate inventories, especially in the perk concession stands that are restocked from the municipal pool.

Position Title	Anticipated Salary/ Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
Pool Manager				
Lifeguards				

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

SPECIAL REVENUE FUND – CULTURE AND RECREATION PROGRAM – PARK AREAS (MAINTENANCE)

Park Area Operations: The activity consists of operation, maintenance, and improvement of the Nathan Toalson-Bicentennial Park, City Square Park, City Recreation Park, Jaycee Park, summer and winter recreation programs, as well as concession stand operations.

This activity is carried out by park employees under the direct supervision of the Park Director and the general supervision of the Park Board, which sets its own budget.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY-2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	PARK AREAS - OPERATIONS							
02-01-02-01-001	SALARIES AND WAGES	101,000	74,226	79,500	96,681	86,000	109,193	103,000
02-01-02-01-002	OVERTIME WAGES	-	-	200	85	200	410	-
02-01-02-01-010	ACCRUED EMPLOYEE BEN	23,000	12,214	13,250	15,084	13,600	18,374	18,200
02-01-02-01-101	POSTAGE AND FREIGHT	50	-	100	47	150	179	180
02-01-02-01-110	PRINTING,PUBLICATION	50	322	400	150	400	935	100
02-01-02-01-120	DUES/MEMBER/SUBS/TUI	250	-	-	-	-	108	-
02-01-02-01-130	UTILITIES-ELECTRICIT	3,200	3,792	4,000	3,452	3,900	3,673	3,500
02-01-02-01-131	UTILITIES-WATER	1,800	1,593	1,850	1,802	2,100	1,813	1,900
02-01-02-01-132	UTILITIES-NATURAL GA	-	-	-	-	-	-	-
02-01-02-01-133	UTILITIES-TELEPHONE,	2,100	1,479	775	1,124	1,200	1,656	1,500
02-01-02-01-150	CONTRACT LABOR	6,431	6,247	5,500	8,902	8,000	14,055	11,500
02-01-02-01-160	REPAIR SERVICES	6,300	15	3,000	1,042	2,000	1,986	2,500
02-01-02-01-170	MAINT AGREEMENTS & L	1	434	1	121	130	1,263	500
02-01-02-01-180	MEALS,LODGING,TRAVEL	-	-	-	-	-	-	-
02-01-02-01-190	INSURANCE	2,400	2,306	2,400	2,555	2,600	4,043	2,750
02-01-02-01-201	OFFICE SUPPLIES,FURN	-	-	-	-	-	-	-
02-01-02-01-210	OPERATING SUPPLIES	10,000	37,492	16,500	39,622	21,000	42,966	24,500
02-01-02-01-211	OPERATING - JULY 4	-	-	-	-	-	-	3,000
02-01-02-01-220	TOOLS/SMALL EQUIPMEN	2,000	100	3,300	6,974	3,500	2,467	1,750
02-01-02-01-230	REFRESHMENT SUPPLIES	8,500	9,726	9,000	7,777	-	251	750
02-01-02-01-231	RECREATION SUPPLIES	3,000	549	1,000	(1,873)	4,000	535	-
02-01-02-01-490	EQUIPMENT USE CHARGE	1,500	1,606	-	-	2,000	-	-
02-01-02-01-509	MISCELLANEOUS CAPITA	-	954	-	(650)	38,000	-	24,000
02-01-02-01-510	BUILDING IMPROVEMENT	18,000	-	19,291	26,407	15,000	35,438	24,500
02-01-02-01-803	TRANSFER TO POOL ACT	-	-	24,000	6,500	20,000	2,031	-
02-01-02-01-809	TRANSFER TO PERSONNE	-	738	-	1,883	-	-	-
02-01-02-01-901	MISCELLANEOUS	11	53	-	55	-	27	-
	<i>Park Area Total</i>	189,593	153,845	184,067	217,741	223,780	241,402	224,130

Personnel requirements and pay scales are set annually by the Park Board.

Funds in Account No. 02-01-02-01-803 represent a transfer to the Pool Activity to balance the pool's operating deficit for each fiscal year.

Parks Areas (Cont.)

Wages and benefits for regular City personnel performing various repair, paving, and demolition projects are also included in the Personnel Services accounts.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
Park Director	Park Board determines salary, wages and work schedules for park staff			
Recreation Administrative Assistant				
Part-time Park employees				
Street/Sanitation Department		122.5	84	100
Water/Sewer Department		20	3	15
Electric Department		36.5	32	34

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

SPECIAL REVENUE FUND – CULTURE AND RECREATION PROGRAM – PARKS & RECREATION SALES TAX FUND

The purpose of this activity is to account for the use of a special 1/2 of 1% sales tax for parks and recreation which was authorized by the voters in November of 2001. Proceeds from this tax can only be used for park and recreation expenditures as authorized by Sections 644.032 to 644.033 of the Revised Statutes of Missouri.

Funds received from this tax may be transferred to the Park Fund to reimburse the Park Board for special projects set forth by the Park Board and the Board of Aldermen.

Starting in April 2009, a large portion of the proceeds from the Sales Tax was devoted to repayment of the lease-purchase funding of the Centralia Recreation Center (Account 02-01-06-02). The initial principal of the lease was \$1,985,000. On April 1, 2015, there was \$1,503,000 remaining principal as of the refinancing in November of 2015. The lease-purchase was extended during a refinancing in November of 2015 and funds were obtained to fund the pool renovations as well. The current note extends to March of 2029.

This activity is also used to accumulate a reserve for future financing of larger projects which may be designated by the Park Board and Board of Aldermen at a later date.

PARK SALES TAX EXPENSES		FY-2015	FY2015	FY-2016	FY2016	FY -2017	FY2017	FY2018
ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	PROPOSED
	PARK SALES TAX EXPENSES							
02-01-05-01-301	ADMIN/PAYING AGENT F	2,014	2,014	2,035	56,756		-	
02-01-05-01-305	INT EXP - COP DBT SR	84,088	84,072	84,088	67,778	86,900	85,743	83,579
02-01-05-01-310	PRINCIPAL-COP DEBT S	75,000	75,000	75,000	35,000	90,000	90,000	90,000
02-01-05-01-806	TRANSFER TO PARK FUN	-	28,592		34,308	20,000	105,000	30,500
02-01-05-01-810	TSFR TO TRUSTEE PROJ	-	-	-	-	-	-	-
02-01-05-01-901	MISCELLANEOUS	137,435	-	164,473	-	165,178		-
02-01-05-01-998	CAP OUTLAY-PARK REC	-	-		236,553			-
		\$ 298,537	\$ 189,678	\$ 325,596	\$ 430,395	\$ 362,078	\$ 280,743	\$ 204,079

Fund in Account No. 02-01-05-01-901 represent an accumulated sinking reserve as a cash flow buffer.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
	No personnel costs are budgeted in this activity.			

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

SPECIAL REVENUE FUND – CULTURE AND RECREATION PROGRAM – RECREATION CENTER

Recreation Center Operations (Maintenance and Programming): This activity is carried out by park employees under the direct supervision of the Park Director and the general supervision of the Park Board, which sets its budget. This activity accounts for the operating, maintenance, and improvement of the Centralia Recreation Center, including concessions, programs, and rental of spaces.

The Centralia Recreation Center opened to the public on Memorial Day 2009. The Center was financed primarily by a lease-purchase agreement. Debt service for this agreement is accounted in the Park Sales Tax Activity 02-01-05-01.

RECREATION CENTER EXPENSES		FY-2015	FY2015	FY-2016	FY2016	FY -2017	FY2017	FY2018
ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	PROPOSED
	RECREATION CENTER OPERATIONS							
02-01-06-01-001	SALARIES & WAGES	102,000	121,717	126,900	135,136	144,000	145,249	144,000
02-01-06-01-002	OVERTIME WAGES	-	-	150	-			
02-01-06-01-010	AEB - PARKS AND REC	13,000	16,638	16,600	24,053	24,500	31,547	31,000
02-01-06-01-101	POSTAGE & FREIGHT	300	192	300	54	300	-	300
02-01-06-01-110	PRINTING, ADVERTISIN	600	764	700	178	700	616	700
02-01-06-01-120	DUES, MBMRSH, SUBSC	2,000	1,404	2,200	580	2,200	884	1,500
02-01-06-01-130	UTILITIES - ELECTRIC	24,800	23,468	24,000	23,630	24,000	25,719	26,400
02-01-06-01-131	UTILITIES - WATER	600	333	400	549	600	776	600
02-01-06-01-132	UTILITIES-NATURAL GA	10,000	3,122	7,500	2,444	5,500	1,977	5,500
02-01-06-01-133	UTILITIES-TELEPHONE,	1,000	834	1,500	863	1,400	915	1,000
02-01-06-01-140	PROF. SERVICE-LEGAL	-	-		-			
02-01-06-01-142	PROF. SERVICE-ARCHTI	-	-		-			
02-01-06-01-144	CONSULTANT'S SERVICE	-	-		-			
02-01-06-01-150	CONTRACT LABOR	7,500	14,736	8,000	12,143	9,000	16,545	10,000
02-01-06-01-160	REPAIR SERVICES	1,500	-	1,500	3,513	4,000	2,987	4,500
02-01-06-01-170	MAINT. AGREEMENTS, L	4,500	2,729	3,450	3,593	4,200	3,164	3,600
02-01-06-01-180	MEALS, LODGING & TRA	-	-		-			-
02-01-06-01-190	INSURANCE	5,200	4,702	5,200	4,951	5,000	5,704	6,505
02-01-06-01-201	OFFICE SUPPLIES, FUR	3,000	1,834	2,400	899	1,200	1,793	1,400
02-01-06-01-210	OPERATION SUPPLIES	15,000	21,517	16,000	17,301	17,000	27,342	17,000
02-01-06-01-230	REFRESHMENT SUPPLIES	8,000	8,058	9,250	8,948	8,600	10,486	11,500
02-01-06-01-505	TOOLS	-	-	-	-	-	-	-
02-01-06-01-508	OTHER EQUIPMENT	-	-	-	-	-	-	-
02-01-06-01-509	MISC CAPITAL EXPENSE	20,000	79,044	23,000	2,884	12,000	9,330	4,000
02-01-06-01-510	BUILDING IMPROVEMENT	-	-		-			7,000
02-01-06-01-801	TSFR TO PARK SLS TAX	-	-		-			
02-01-06-01-808	TRANSFER TO POOL FUN	9,500	-		7,000	15,000	55,700	13,400
02-01-06-01-809	TRANS TO PARK FUND	-	-		-			-
02-01-06-01-901	MISCELLANEOUS	-	618		673		681	-
		245,700	307,397	258,750	255,030	285,950	348,386	294,405

Recreation Center (cont.)

Personnel requirements and pay scales are set annually by the Park Board. In FY2016-17, all of the wages and benefits for the full-time Administrative Assistant are included in account numbers 02-01-06-01-001 and 02-01-06-01-010.

Wages and benefits for regular City personnel performing various repair jobs are also included in the Personnel Services accounts.

Funds in Account 02-01-06-01-231 include the expense of repair or replacement of older training machines.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
Park Director	Park Board determines salary, wages and work schedules for park staff			
Recreation Administrative Assistant				
Part-time employees				
City Clerk's office		42	43	43

SPECIAL REVENUE FUND – CULTURE AND RECREATION PROGRAM – LIBRARY FUND FUNCTION

Library Operations: This activity represents a clearinghouse for revenues and expenses associated with the operation of the Centralia Municipal Library District. The City collects property taxes on behalf of the Library District and distributes them to library bank accounts. The City also, under contract, provides accounting services for payroll, insurance, and similar operating expenses of the District on their finance records.

This activity is carried out by the clerical staff of the City under the direct supervision of the City Clerk and the general oversight of the Library Board.

LIBRARY EXPENSES		FY-2015	FY2015	FY-2016	FY2016	FY -2017	FY2017	FY2018
ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	PROPOSED
	TRANSFER TO LIBRARY OPERATIONS							
02-01-03-01-010	ACCRUED EMPLOYEE BEN	-	-		-			-
02-01-03-01-806	TRANSFER TO LIBRARY	188,924	290,190	283,755	332,788	284,970	297,085	303,840
02-01-03-01-901	MISCELLANEOUS	-	-		-			-
		188,924	290,190	283,755	332,788	284,970	297,085	303,840

State statutes that took effect January 1, 1986 made the Library District more independent from the City. The City acts only as a financial clearinghouse for all Library tax revenues. Account No. 02-01-03-01-804 represents a transfer of these receipts to the District. While the City will provide check writing and accounting services, all payments are made on a 100% reimbursement basis, and will "net out". They are not appropriated by the City in this budget.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
	Library personnel are not budgeted in the City Budget.			

SPECIAL REVENUE FUND – CULTURE AND RECREATION PROGRAM – LIBRARY BOND FUNCTION

Debt Service: This purpose of this activity is to account for the funds to repay the principal and interest on a general obligation bond issue which was authorized by the voters of the Centralia Municipal library District by an election held in November of 1996. In July 1997, bonds totaling \$350,000 were issued, with the proceeds designated to pay for the design and construction a new library facility on property at the intersection of Jefferson Street and Early Street. In order to gain an advantageous interest rate, the bonds are issued in the name of the City of Centralia. A property tax levy was instituted in November 1997 to repay the principal and interest of the bonds over a period of twenty years. Interest payments are due on March 1 and September 1 of each year. Principal payments will be made by March 1 of each year, commencing in 1999. On April 1, 2016, the outstanding debt will be \$35,000.

Funds are budgeted to pay principal, interest, and agent fees on this bond issue. Funds are also levied to maintain a modest reserve to protect against default. The bond assessment will expire if not renewed in April of 2017.

This activity is carried out by the City Clerk under the general supervision of the City Administrator.

LIBRARY BOND EXPENSES		FY-2015	FY2015	FY-2016	FY2016	FY -2017	FY2017	FY2018
ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	PROPOSED
	DEBT SERVICE							
02-01-04-01-301	INT EXPENSE & FINANC	328	212	328	2,226	320	-	-
02-01-04-01-305	INTEREST EXPENSE	5,600	5,600	5,200	3,920	1,960	1,960	-
02-01-04-01-310	BOND PRINCIPAL	30,000	30,000	30,000	35,000	35,000	35,000	-
02-01-04-01-806	TRANSFER TO LIBRARY	-	-	-	-	-	-	-
02-01-04-01-901	MISCELLANEOUS	-	-	-	-	-	-	-
		35,928	35,812	35,528	41,146	37,280	36,960	-

Payroll expenses for City Clerk are budgeted in General Government accounts.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
No personnel expenditures are budgeted in this activity				

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CEMETERY PROGRAM

The Cemetery Program budget includes expenditures for the operation and maintenance of the Centralia City Cemetery and the Avenue of Flags function.

City of Centralia owns and operates the Centralia Cemetery on the south side of Missouri Highway 22 between Rollins Street and Jefferson Street. The City Sexton manages the cemetery but most operations are provided by independent contractors. There is a contract for mowing and landscaping and a separate contract for opening graves. Additionally, the expenses for the wages and benefits for the sexton and other city staff are recorded in weekly time sheets and charged to the cemetery.

The City also budgets funds for the Avenue of Funds project which honors the veterans interred in the cemetery by posting an impressive array of flags along the streets within the cemetery on special days.

Revenues for the cemetery operations are derived from sale of grave spaces, burial charges, donations, interest from the perpetual care fund and when no other sources of funds are available, the transfer of funds from a utility fund. Revenues for FY2016 reflect a substantial donation from the estate of Truman Cooley.

CEMETERY CASH FLOW

Available for Appropriation	\$ 443,791	\$ 567,693	\$ 498,756	\$ 519,784	\$ 523,755
Proposed Appropriation	\$ (36,250)	\$ (36,224)	\$ (36,250)	\$ (46,304)	\$ (51,245)
Estimated Unencumbered Balance					
March 31*	\$ 407,541	\$ 531,469	\$ 462,506	\$ 473,480	\$ 472,510

SUMMARY OF REVENUES

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	CEMETERY OPERATIONS REVENUES							
02-02-01-44-321	CEMETERY BURIAL CHARGS	12,525	11,525	12,525	13,300	12,525	13,097	11,575
02-02-01-46-110	INTEREST	3,200	588	700	810	600	1,573	1,200
02-02-01-46-340	SALE OF CEMETERY LOT	6,000	4,950	6,000	6,875	6,000	5,630	5,500
02-02-01-46-453	TRANSFER FROM ELEC F	37,000	35,000	35,000	35,000	35,000	35,000	30,000
02-02-01-46-630	CEMETERY PERPETUAL C	-	1,650		625			
02-02-01-46-640	CEMETERY CONTRIBUTIO	2,000	3,794	2,000	32,245	2,000	1,978	2,000
		60,725	57,507	56,225	88,855	56,125	57,278	50,275

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	CEMETERY FUND MEMORIALS REVENUES							
02-02-02-46-110	INTEREST	50	19	50	20	20	39	40
02-02-02-46-690	DONATIONS - FLAGS/PO	-	-	-	-	-	-	-
02-02-02-46-691	DONATIONS-SPECIFIC F	500	1,900	1,200	1,816	1,200	2,400	2,000
		550	1,919	1,250	1,836	1,220	2,439	2,040
	CEMETERY REVENUE TOTALS	\$ 61,275	\$ 59,426	\$ 57,475	\$ 90,691	\$ 57,345	\$ 59,717	\$ 52,315

SPECIAL REVENUE FUND – CEMETERY PROGRAM – CEMETERY OPERATIONS FUNCTION

Cemetery Grounds: This activity provides for administration of the cemetery and the general maintenance and upkeep of the cemetery grounds. Work includes, but is not limited to, maintaining public rights-of-way, mowing and trimming, filling settled areas, removal of excess soil, grave openings and closings spraying trees and shrubs, straightening of headstones, and establishment of new burial areas. Right-of-way maintenance and other small jobs are most often carried out by City personnel under the direct supervision of the Foreman/Streets and Sanitation. Mowing and trimming and grave openings and closings are carried out through contracted services.

Work for this activity is under the general supervision of the Assistant City Clerk, acting as Cemetery Sexton, the City Clerk and the City Administrator. City officials receive advice and some voluntary labor from the members of the Cemetery Board.

The "Cemetery Perpetual Care Fund" is a part of this activity. It accounts for moneys paid to the City for long term maintenance of graves. It is also used to track specified bequests. In the past, the City has accepted bequests from the estates of Mary J. Lozier and Anna Mae Pfeifer for the upkeep, maintenance, and beautification of their graves and the Hall, Jones, and Green graves, and thereafter for the maintenance of the entire cemetery. It has also accepted a trust from Ola Mae Hamilton for, firstly, the care of her grave and those of her parents, John and Lucy Hamilton, and then the cemetery as a whole. It has also accepted a trust from James T. Ridgway Estate for care and maintenance of the graves of the immediate family of his deceased wife and himself, being the graves of James T. Ridgway, his wife, and his daughter.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	CEMETERY GROUNDS							
02-02-01-01-001	SALARIES AND WAGES	2,519	3,257	2,956	1,934	2,956	2,993	3,098
02-02-01-01-002	OVERTIME WAGES	-	-	200	1,766	200	1,259	1,304
02-02-01-01-010	ACCRUED EMPLOYEE BEN	1,288	1,686	1,719	1,911	1,719	2,499	2,586
02-02-01-01-110	PRINTING/PUBLICATION	300	533	400	189	400	532	400
02-02-01-01-142	PROF SERV - ARCH, EN	-	-	-	-	-	-	-
02-02-01-01-150	CONTRACT LABOR	33,000	31,893	30,475	30,095	30,475	37,845	35,357
02-02-01-01-201	OFFICE SUPPLIES, FUR	200	10	100	264	100	20	100
02-02-01-01-210	OPERATING SUPPLIES	-	67	200	65	200	1,156	200
02-02-01-01-490	EQUIPMENT USE CHARGE	157	117	200	-	200	-	200
02-02-01-01-901	MISCELLANEOUS	-	-	-	-	-	-	8,000
		37,464	37,564	36,250	36,224	36,250	46,304	51,245

Funds in Account No. 02-02-01-01-110 are for advertising contracts and "flower removal" notice.

Funds in Account No. 02-02-01-01-142 are for survey and setting corners to allow sale of plots in the Northeast Section of the cemetery.

Contract labor in Account No. 02-02-01-01-150 includes: cemetery mowing (\$), grave opening, and repairing and replacing headstones and other permanent grave markers. An additional \$8,000 is included this for fixing grave stones. A donation in FY2015-16 is the source of the additional fund balance that will cover this expenditure. This is the last year in the contract with H&R Enterprises for mowing in the cemetery.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17 (Overtime)	Budgeted hours FY2017-18 (Overtime)
Assistant City Clerk II (Cemetery Sexton)	15.64/8.98	169	118	140
Foreman Street & Sanitation		4.5	4	4
Other		2	2	2

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

TOTALS		175.5	124	146
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SPECIAL REVENUE FUND – CEMETERY PROGRAM – CEMETERY MEMORIALS FUNCTION

Avenue of the Flags: This activity provides for separately tracking the finances of the Avenue of Flags project, which has been created to honor deceased veterans. Donations and fund raisers pay for the purchase, storage, and large flags and other supplies necessary for the display along the inner streets of the City's cemetery.

Work for this activity is under the general supervision of the Assistant City Clerk II, acting as Cemetery Sexton, supervised by the City Clerk and the City Administrator. City officials receive advice and some voluntary labor from the members of the Cemetery Board.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	AVENUE OF FLAGS OPERATIONS							
02-02-02-01-110	ADVERTISING	470	316	470	577	470	587	600
02-02-02-01-201	OFFICE SUPPLIES, FUR	500	-	500	208	500	-	400
02-02-02-01-210	OPERATING SUPPLIES	4,702	290	4,500	3,587	4,500	145	4,500
		5,672	606	5,470	4,372	5,470	732	5,500

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
	No personnel expenditures are budgeted in this activity			

PUBLIC WORKS SALES TAX PROGRAM

The citizens of Centralia authorized the collection for a 1/2-cent sales tax for transportation purposes as provided for by Sections 94.700 to 94.755 of the Revised Statutes of Missouri. The revenue for this tax and the revenue from the County Sales Tax that was originally awarded by grant applications, that is now awarded by a formula, are recorded in this program.

The sales tax funds are primarily used for street overlay expenses and to pay off bonds for capital projects. The county revenues are used more generally for street, sidewalk and alley operations.

SUMMARY OF REVENUES

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
02-03-01-41-520	STATE LOCAL SALES TA	195,186	217,151	201,299	201,862	210,000	209,205	210,000
02-03-01-43-650	COUNTY GRANT-REVENUE	65,147	72,032	72,752	81,818	78,000	78,356	79,140
02-03-01-46-110	INTEREST	1,000	116	150	-	-	-	-
02-03-01-46-910	INTEREST ON BONDS SO	-	-	-	-	-	-	-
		\$ 261,333	\$ 289,300	\$ 274,201	\$ 283,680	\$ 288,000	\$ 287,561	\$ 289,140

FY 2016-17 BUDGET – SPECIAL REVENUE FUNDS

SPECIAL REVENUE FUND – PUBLIC WORKS PROGRAM – HIGHWAY AND STREETS FUNCTION

Special Sales Tax/Debt Service: The purpose of this activity is to account for the use of a special transportation sales tax which was authorized by the voters in April of 1999. Proceeds from this tax can only be used for transportation purposes as authorized by Sections 94.700 to 94.755 of the Revised Statutes of Missouri.

In the past the City utilized a short-term loan to fund road improvements on Lakeview Street and Columbia Street. For the last three years these funds have been used to pay for the asphalt overlay projects approved by the Board of Aldermen. The funds will go toward additional asphalt overlay projects in FY 2016-17.

This activity is carried out under the supervision of the City Administrator with the assistance of the Street and Sanitation Foreman.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
02-03-01-01-301	FINANCE AND SERVICE	-	-	-	-	-	-	-
02-03-01-01-305	INTEREST EXPENSE	-	-	-	-	-	-	-
02-03-01-01-310	BOND PRINCIPAL	-	-	-	-	-	-	-
02-03-01-01-509	MISCELLANEOUS	335,884	182,053	184,422	162,871	231,218	280,361	256,521
02-03-01-01-998	CAPITAL OUTLAY	-	-	-	-	-	-	-
		\$ 335,884	\$ 182,053	\$ 184,422	\$ 162,871	\$ 231,218	\$ 280,361	\$ 256,521

Payroll expenses for the City Administrator and the Street and Sanitation Foreman are budgeted in General Government accounts.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
	No personnel expenditures are budgeted in this activity			

ENTERPRISE FUNDS

The Enterprise Funds of the City of Centralia are business-like activities that the citizens of Centralia have chosen to have conducted by their municipal government under local control. The Water, Sanitary Sewer (or Waste Water), Electric and Sanitation Departments are run as stand-alone businesses. The revenues necessary to cover the operating, capital and all other expenses are obtained via user fees and other fees directly related to the activities of each particular utility.

In addition, the Electric and Water Departments each pay a 5% payment in lieu of taxes assessed on the revenues from the sales of services. This keeps them on a level playing field with a private utility program.

Each fund is presented separately in this section.

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WATER FUND

The City of Centralia Water Fund generates revenue from the sale of potable water to the residents and businesses of Centralia. The Water Department's 1.7 million - gallon per day Water Treatment Plant was built in 1981. This Plant has been recognized by the Department of Natural Resources as a premier model of lime softening treatment in the state of Missouri.

The system, while continually monitoring for safe potable water also strives to maintain reliable flows and continuous pressure, which is able to serve not only the citizens of Centralia and its large industrial users, but is always looking towards the water needs of potential future industrial customers. The City of Centralia was recognized by Missouri Rural Water as the top water system in the state in 2007.

The owns two waters towers, a 500,000 gallon tank, called the N.E. tower, located on N. Howard Burton / North Street and a 250,000 gallon tank, called the S.W. tower located on Lakeview just west of Adams street. The City also has a 330,000 gallon ground storage facility near the clear well at the Water Plant on Booth Street. These feed 36 miles of water line that serves the City of Centralia.

This year's budget includes a 5% across the board increase in water rates to partially offset the expenses of continuing to implement the 2008 Water Supply and Treatment Capacity Plan developed by Burns & McDonnell Engineering. The total cost to a residential customer would be an additional \$15.00 per year on average.

Type of fee	Current charges	Charges as of April 1, 2017
Base fee (3/4 inch meter (NO CHANGE)	\$3.20	\$3.36
Fee/1000 gallons 1 st 2,000 gallons	3.33	3.50
Fee/1000 gallons 1st 2,000-12,000 gallons	3.07	3.22
Water rate (based on 4000 gallons of water used)	\$12.80	\$13.44
Total monthly bill	\$15.38	16.80
Water rate (based on 8000 gallons of water used)	\$25.08	\$26.32
Total monthly bill	\$28.28	\$29.68

In FY 2016-17 the City will be replaced the failed aerator. In FY 2017-18 the City will continue and reviewing the plan from 2008 with consulting engineer to review and prioritize the remaining capital improvements.

The Water Fund is in good financial standing but the expenses proposed in the plan would rapidly deplete any reserves.

WATER FUND CASH FLOW

WATER UTILITY FUND CASH FLOW					
	Budget 2016	Actual 2016	Budget 2017	Estimated FY 2017	Budget FY 2018
Estim./ Actual Cash Balance April 1	\$ 275,230	\$ 397,263	\$ 644,153	\$ 425,005	\$ 448,915
Operating Revenue	\$ 590,466	\$ 603,730	\$ 597,946	\$ 528,290	\$ 610,660
Non-operating Revenue	\$ 4,100	\$ 6,565	\$ 4,600	\$ 7,138	\$ 5,800
Expected /Actual Revenues	\$ 594,566	\$ 610,295	\$ 602,546	\$ 535,428	\$ 616,460
Available for Appropriation	\$ 869,796	\$ 1,007,558	\$ 1,246,699	\$ 960,433	\$ 1,065,375
Operating Expenditures & Reserve	\$ (678,811)	\$ (552,553)	\$ (717,510)	\$ (633,220)	\$ (895,268)
Non-operating Expenditures	\$ (30,000)	\$ (30,000)	\$ (30,000)	\$ (30,000)	\$ (29,999)
Proposed /Actual Appropriation	\$ (708,811)	\$ (582,553)	\$ (747,510)	\$ (663,220)	\$ (925,267)
ESTIMATED/ ACTUAL CASH BALANCE	\$ 160,985	\$ 425,005	\$ 499,189	\$ 297,213	\$ 140,108

WATER UTILITY FUND REVENUES DETAIL

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
REGULATORY FEES								
03-01-01-44-430	PRIMACY	-	(412)	6,446	5,959	6,446	6,158	6,160
ENTERPRISE FUND REVENUES								
03-01-01-47-111	METERED SALES	555,000	526,851	548,000	558,213	555,000	480,155	560,000
03-01-01-47-191	PENALTIES	32,000	34,442	32,000	33,080	32,000	34,551	35,500
03-01-01-47-193	INSTALLATION CHARGES	-	7,163	4,000	6,478	4,500	7,426	9,000
03-01-01-47-199	MISCELLANEOUS	-	4,530	3,000	4,959	3,500	4,235	4,000
03-01-01-47-910	INTEREST	1,800	989	1,100	1,607	1,100	2,903	1,800
		588,800	573,974	588,100	604,336	596,100	529,270	610,300
WATER DEPARTMENT REVENUES		588,800	573,562	594,546	610,295	602,546	535,428	616,460

SUMMARY OF EXPENSES

		FY-2015	FY2015	FY-2016	FY2016	FY -2017	FY2017	FY2018
		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	PROPOSED
WATER FUND TOTAL EXPENDITURES		760,385	621,334	708,811	552,553	747,511	663,220	925,268
311-1	Planning, Administration & Training	75,733	224,508	86,379	229,141	109,423	261,362	162,400
311-2	Communication/Central	33,329	23,546	25,509	21,615	26,696	23,796	27,376
311-3	Water Well Oper./Maint./Improvements	169,917	66,673	144,169	59,498	144,252	36,761	196,882
311-6	Water Distribution Oper./Maint./Improvements	253,822	172,596	207,244	124,389	170,991	183,192	287,485
311-7	Water Treatment Oper./Maint./Improvements	206,559	122,391	224,838	90,059	274,950	140,074	228,100
311-9	Water Building & Grounds	21,025	11,619	20,672	27,851	21,199	18,037	23,025

FY 2017 BUDGET – ENTERPRISE FUNDS

ENTERPRISE FUNDS – PUBLIC UTILITIES PROGRAM – WATER UTILITY FUNCTION (WATER FUND)

Planning, Administration and Training: This activity provides funds for the planning and administrative functions that result from supplying, processing, and distributing up to approximately 265,000,000 gallons of raw water on an annual basis. Work associated with this function includes administrative tasks that relate to wells, treatment, operations, and buildings and grounds. Funds are provided primarily for personnel services to perform budgeting, routine supervision, meetings, purchasing, data collection and analysis, customer service relating only to the water utility. This activity also accounts for generalized professional services for the water system and for training of department personnel to meet state certification and continuing education standards.

Work performed in this activity is under the direct supervision of the Foreman/Water and Sewer. General planning and oversight is provided by the City Administrator.

WATER DEPARTMENT EXPENSES								
ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	PLANNING, ADMINISTRATION, & TRAINING							
03-01-01-01-001	SALARIES AND WAGES	16,271	21,317	20,234	13,578	13,987	16,042	20,650
03-01-01-01-002	OVERTIME WAGES	-	-	800	5,292	5,234	5,917	7,800
03-01-01-01-010	ACCRUED EMPLOYEE BEN	12,187	15,790	11,550	30,342	21,407	29,454	29,065
03-01-01-01-101	POSTAGE AND FREIGHT	25	-	25	-	25	-	25
03-01-01-01-110	PRINTING,PUBLICATION	500	108	500	120	500	237	500
03-01-01-01-120	DUES/MEMBER/SUBS/TUI	1,600	1,067	1,600	1,307	1,600	599	1,600
03-01-01-01-144	CONSULTANT SERVICES	-	-	-	-	15,000	-	1,500
03-01-01-01-150	CONTRACT LABOR	1,000	798	1,000	812	1,000	788	1,000
03-01-01-01-160	REPAIR SERVICES	100	-	100	55	100	-	100
03-01-01-01-170	MAINT AGREEMENTS & L	1,800	1,471	1,800	1,681	1,800	2,119	2,200
03-01-01-01-180	MEALS, LODGING, TRAVEL	300	285	500	-	500	-	500
03-01-01-01-190	INSURANCE	1,350	1,551	1,350	1,315	1,350	888	1,300
03-01-01-01-201	OFFICE SUPLIES,FURNI	200	-	200	-	200	-	200
03-01-01-01-210	OPERATING SUPPLIES	500	545	500	586	500	486	500
03-01-01-01-490	EQUIPMENT USE CHARGE	8,100	9,052	8,100	5,543	8,100	4,447	7,500
03-01-01-01-502	VEHICLES	-	-	-	-	-	-	-
03-01-01-01-503	FURNITURE/FILES	-	-	-	-	-	-	-
03-01-01-01-506	Data Processing Equi	-	-	-	-	-	-	-
03-01-01-01-801	TRANSFER TO OTHER FU	30,000	30,000	30,000	30,000	30,000	24,545	40,000
03-01-01-01-803	TRANSFER TO PARK AND	-	-	-	-	-	-	-
03-01-01-01-809	TRANSFER TO PERSONNE	-	6,099	-	5,663	-	-	-
03-01-01-01-901	MISCELLANEOUS	1,800	-	1,800	-	1,800	-	41,800
03-01-01-01-902	PRIMACY FEE TO DNR	-	-	6,320	6,286	6,320	-	6,160
03-01-01-01-999	DEPR. EXPENSE	-	136,423	-	126,560	-	175,840	-
Planning, Admin & Training Subtotal		75,733	224,508	86,379	229,141	109,423	261,362	162,400

Insurance expenses in Account No. 03-01-01-01-190 represent a proportional share of general liability insurance.

Funds shown in 03-01-01-01-144 are for engineering services to update the 2008 Burns & McDonnell Water Supply and Treatment Capacity Plan.

Funds shown in Account No. 03-01-01-01-801 represent a transfer to the General Fund to pay a share of salary and expenses for the principal City administrative staff, to recognize the time they spend in utility-related activities and to cover related administrative expenses. It also represents the taxes which would have been paid by a private water utility.

FY 2017 BUDGET – ENTERPRISE FUNDS

Funds in Account No. 03-01-01-01-803 represent a transfer to the Park Fund as reimbursement for park employees mowing of Water Department grounds

Planning, Administration and Training (cont.)

Funds shown in Account No. 03-01-01-01-901 include \$40,000 for a comprehensive review of the Water Treatment Plant operations by Bartlett & West.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated regular hours (OT/call out) FY2016-17	Budgeted regular hours (OT/call out) FY2017-18
Foreman Water/Sewer	22.95/12.16	612	482 (90)	510 (85)
Senior Water/Sewer Plant Operator -> Assistant Foreman Water & Sewer	17.43/13.70	70	23 (50)	25 (50)
Water & Wastewater Plant Operator	16.87/8.42	123	64 (44)	60 (45)
Equipment Operator Water & Sewer	16.36/11.86	31.75	30 (27)	30 (30)
TOTALS		836.75	599 (211)	625 (210)

FY 2017 BUDGET – ENTERPRISE FUNDS

Communication and Central Services: This activity consist of tasks providing communication and office support for the water utility. Funds are budgeted for communication equipment and for a 15% proportional share of cashiering and collecting functions, as well as the full cost of special water utility-related customer services provided by the "front office" staff of City Hall. These services include answering customer inquiries and ordering connects and disconnects.

Funds also provide for personnel, supplies, and materials, and part of the expense of microfilming records and documents.

This activity is carried out by the staff in City Hall under the direct supervision of the City Clerk, with general oversight provided by the City Administrator

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	COMMUNICATION/CENTRAL SERVICES							
03-01-01-02-001	SALARIES AND WAGES	10,939	10,920	9,259	10,238	10,446	11,772	12,100
03-01-01-02-002	OVERTIME WAGES	-	-	900	1,253	900	896	960
03-01-01-02-010	ACCURED EMPLOYEE BEN	6,840	5,164	7,575	5,656	7,575	6,474	6,640
03-01-01-02-101	POSTAGE AND FREIGHT	1,800	1,966	1,800	2,017	1,800	1,865	2,000
03-01-01-02-110	PRINTING,PUBLICATION	200	-	200	-	200		200
03-01-01-02-120	DUES MEMBERSHIPS SUB	-	-	25	-	25		-
03-01-01-02-133	UTILITIES-TELEPHONE/	-	51		164			375
03-01-01-02-143	PROF.SERV.-DATA PROC	-	-		-			-
03-01-01-02-150	CONTRACT LABOR	2,000	3,070	2,000	1,185	2,000	1,355	1,800
03-01-01-02-160	REPAIR SERVICES	50	-	50	-	50		50
03-01-01-02-170	MAINT. AGREEMENTS &	900	754	900	656	900	649	900
03-01-01-02-201	OFFICE SUP.,FURITURE	400	12	200	-	200		200
03-01-01-02-210	OPERATING SUPPLIES	1,000	409	1,000	665	1,000	223	500
03-01-01-02-320	BAD DEBTS	-	(74)	1,000	(1,050)	1,000		1,000
03-01-01-02-506	DATA PROCESSING EQUI	8,800	931	200	452	200	249	250
03-01-01-02-901	MISCELLANEOUS	400	341	400	378	400	313	400
Communication/Centtral Services		33,329	23,546	25,509	21,615	26,696	23,796	27,376

Funds budgeted in this activity include 15% of all cashiering and collecting expenses, as distributed from the Internal Service Fund.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
City Clerk	22.41/11.97	91	63 (9)	70
Deputy City Clerk	15.55/ 4.37	226	188 (29)	210 (15)
Assistant City Clerk II	15.64/8.98	124	101 (13.5)	110 (10)
Assistant City Clerk I	12.35/7.66	260	248 (2)	250 (2)
Part-time Customer Service Representative	11.83/ 0.64	33	59	50
TOTALS		734	659 (53.5)	690 (27)

FY 2017 BUDGET – ENTERPRISE FUNDS

Water Well Operations/Maintenance/Operations: The City owns and operates three wells from which its potable water is drawn. The South Street Well (#3), which was originally installed in December 1959. In 2010, the well was deepened and the pump replaced. Well (#3) now has a Grand Fos 80051250-5 pump with an operating depth of 588 feet. Water is drawn through a 6" column by a 125 hp Franklin submersible pump and is capable of operating at a capacity of 750 gpm.

The Booth Street Well (#4) is an 11-stage pump, operating at a level of approximately 460 feet in a well that is 1,425 feet deep. Water is drawn through the 8" column by a 125 hp Layne Western pump motor (Serial No. 74028). The well is capable of operating at capacity of 800 gpm and last received major repairs in 2007.

Well #5 was drilled, but proved un-developable. It was officially abandoned (Registration No. 0146324A). Well #6, located at the West Water Tower, is an 8-stage pump operated at a level of approximately 450 feet in a well that is 1,400 feet deep. Water is drawn through the 8" column by a 125 hp Layne Western pump motor. The well is capable of operating at a capacity of 800 gpm.

Funds appropriated for this activity cover personnel, materials, utilities, parts, and other expenses associated with the operation and maintenance of the three wells.

This activity is carried out under the direct supervision of the Foreman/Water and Sewer and the general supervision of a Director of Public Works and Public Utilities and/or the City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	CASHIERING/COLLECTING							
03-01-01-03-001	SALARIES AND WAGES	1,477	2,013	1,712	1,802	1,682	2,080	2,800
03-01-01-03-002	OVERTIME WAGES	-	-		49			
03-01-01-03-010	ACCRUED EMPLOYEE BEN	1,290	1,553	1,357	1,522	1,470	1,689	1,982
03-01-01-03-110	PRINTING,PUBLICATION	-	-		-			-
03-01-01-03-130	UTILITIES, ELECTRICI	60,000	60,422	60,000	49,105	60,000	31,220	55,000
03-01-01-03-150	CONTRACT LABOR	100	-	100	-	100		100
03-01-01-03-160	REPAIR SERVICES	51,000	515	25,000	2,000	25,000	-	50,000
03-01-01-03-170	MAINT AGREEMENTS & L	950	-	1,000	825	1,000	825	1,000
03-01-01-03-210	OPERATING SUPPLIES	4,000	930	4,000	4,195	4,000	947	10,000
03-01-01-03-490	EQUIPMENT USE CHARGE	1,100	1,240	1,000	-	1,000		1,000
03-01-01-03-501	BUILDING IMPROVEMENT	-	-	-	-	-	-	25,000
03-01-01-03-901	MISCELLANEOUS	50,000	-	50,000	-	50,000		50,000
Well Operation, Maintenance & Improvements		169,917	66,673	144,169	59,498	144,252	36,761	196,882

Reserves of \$50,000 for Well #6 are carried over to FY 2016 - 2017 and are shown applied to well repairs in Account No. 03-01-01-03-160. New initial increments of \$6,250 for Well #3 and \$6,250 for Well #4 are added to similar amounts carried over from the previous fiscal year to a total balance of \$50,000 in Account No. 901.

Funds in Account No. 03-01-01-03-501 are for lowering the pump in Well #4.

Water Well Operations/Maintenance/Operations (cont.)

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated regular hours (OT/call out) FY2016-17	Budgeted regular hours (OT/call out) FY2017-18
Foreman Water/Sewer	22.95/12.16	8	2	6
Senior Water/Sewer Plant Operator -> Assistant Foreman Water & Sewer	17.43/13.70	97	82 (2)	85 (2)
Water & Wastewater Plant Operator	16.87/8.42	5	2	5
Equipment Operator Water & Sewer	16.36/11.86	0	12	15
TOTALS		110	98 (2)	111 (2)

FY 2017 BUDGET – ENTERPRISE FUNDS

Water Distribution Operations, Maintenance & Improvements: The water transmission and distribution system consists of approximately 37.2 miles of water mains and service lines, approximately 1796 meters, approximately 263 fire hydrants, and approximately 352 operable valves. In addition to the 330,000 gallon clear-well at the water plant, the City also has 1.085 million gallons of available water storage at various locations in the City. Storage for 100,000 gallons is owned by the Hubbell/A.B. Chance Company. That, plus an additional 235,000 gallons of storage is not on-line and, therefore, is not depleted and refilled as demands for water increase and decrease. The City has the capability of storing a total of 1.485 million gallons of treated water. It actually uses 1.415 million gallons of this for storage; with 1.080 million gallons on-line as a routine source of supply to meet regular demand.

This activity provides for the operation and maintenance of the transmission, distribution, and storage system of the Centralia water utility. Work includes: checking for repairing water leaks, meter reading and repair; inspection and maintenance of towers, valves, hydrants; and the construction of new water mains. Meters, valves, and hydrants are systematically checked and replaced if necessary.

This activity is carried out under the direct supervision of the Foreman/Water and Sewer and under the general supervision of a Director of Public Works and Public Utilities and/or the City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY-2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	DISTRIBUTION, OPER./MAINT/IMPROVMTS							
03-01-01-06-001	SALARIES AND WAGES	55,755	39,136	45,189	37,720	43,841	51,522	66,100
03-01-01-06-002	OVERTIME WAGES	-	-	2,000	5,146	6,000	7,446	9,510
03-01-01-06-010	ACCRUED EMPLOYEE BEN	47,742	30,568	26,230	15,519	27,325	24,691	40,700
03-01-01-06-101	POSTAGE AND FREIGHT	50	-	50	-	50	-	50
03-01-01-06-110	PRINTING PUBLICATION	100	-	100	-	100	-	100
03-01-01-06-142	PROF.SERV-ARCH.ENG.,	-	3,500		-			10,000
03-01-01-06-150	CONTRACT LABOR	12,800	536	3,000	6,474	8,000	99	5,000
03-01-01-06-160	REPAIR SERVICE	1,000	-	1,000	-	1,000		1,000
03-01-01-06-170	MAINT AGREEMENTS & L	2,900	4,709	2,900	600	2,900	3,310	3,000
03-01-01-06-180	MEALS, LODGING, TRAVE	300	1,058	800	589	800	-	800
03-01-01-06-201	OFFICE SUPPLIES	500	-	500	-	500		500
03-01-01-06-210	OPERATING SUPPLIES	102,200	67,806	50,000	35,626	50,000	75,523	60,000
03-01-01-06-220	TOOLS AND SMALL EQUI	-	-	-		-	-	25,000
03-01-01-06-490	EQUIPMENT USE CHARGE	30,000	24,898	30,000	22,186	30,000	20,206	25,000
03-01-01-06-502	VEHICLES	-	-	-	-		-	35,000
03-01-01-06-505	TOOLS	-	-	45,000	-		-	5,000
03-01-01-06-507	CONSTRUCTION EQUIPME	-	-	-	-		-	-
03-01-01-06-508	OTHER EQUIPMENT	-	-	-	-		-	-
03-01-01-06-901	MISCELLANEOUS	225	-	225	-	225	-	225
Distribution Oper., Maint. & Improvements		253,822	172,596	207,244	124,389	170,991	183,192	287,485

Funds in Account No. 03-01-01-06-210 include such supplies as pipe, meters, jars, yokes, copper piping, risers, valves, hydrants, and other hardware and fittings. This account also includes funds for materials for mains extensions and replacements as determined during the course of the year.

Funds in Account No. 03-01-01-06-502 are for the purchase of a 4-wheel drive pickup truck.

Water Distribution Operations, Maintenance & Improvements (cont.)

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated regular hours (OT/call out) FY2016-17	Budgeted regular hours (OT/call out) FY2017-18
Foreman Water/Sewer	22.95/12.16	835	867 (97)	860 (50)
Senior Water/Sewer Plant Operator -> Assistant Foreman Water & Sewer	17.43/13.70	137	69 (31)	100 (25)
Water & Wastewater Plant Operator	16.87/8.42	528	766 (23)	640 (20)
Equipment Operator Water & Sewer	16.36/11.86	681	646 (29)	645 (25)
All others		17.5	18	18
TOTALS		2,198.5	2,366 (180)	2,263 (120)

FY 2017 BUDGET – ENTERPRISE FUNDS

Water Treatment Operations, Maintenance & Improvements: The City of Centralia produces softened water at the Booth Street Water Treatment Facility. The treatment process involves the use of chemicals and process equipment to remove calcium and magnesium bicarbonates from the raw well water. Chlorine is added to the softened water to prevent bacterial contamination of the water until it reaches the taps of the utility's customers. Lime sludge is a bi-product of the softening process. Given current operating conditions and limitations, the plant can produce more than one million gallons of potable water per 24 hours of operation. Its maximum design load (as determined by maximum hydraulic capacity of the aerator) is 1.728 million gallons of water per 24 hours of operations.

This activity provides for the operation and continuing maintenance of the water treatment plant. Work includes: cleaning the lime slaker; checking and servicing motors and bearings; repairing and/or replacing worn or burned-out motors, pumps, blowers, valves, couplings, gears, and scrapers; repairing or replacing electric controls and telemetry; cleaning and maintenance of the primary and secondary basins and blowdown room; periodic chemical analysis of the process and finished water; and general cleanup of the plant and meter shop.

Funds appropriated for this activity cover personnel, chemicals, supplies, power, and other costs associated with the production, storage (in the clearwell) and pumping of water to other storage vessels throughout the City.

This operational activity is carried out by the Water and Wastewater Plant Operators under the direct supervision of the Foreman/Water and Sewer. General supervision is provided by a Director of Public Works and Public Utilities and/or the City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY - 2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	TREATMENT OPER./MAINT./IMPROVMTS							
03-01-01-07-001	SALARIES AND WAGES	24,289	35,884	35,911	33,032	38,461	33,241	44,400
03-01-01-07-002	OVERTIME WAGES	-	-	3,000	661	500	3,374	4,150
03-01-01-07-010	ACCURED EMPLOYEE BEN	19,379	28,794	21,317	25,342	28,379	22,599	32,600
03-01-01-07-101	POSTAGE AND FREIGHT	500	-	500	-	500	-	500
03-01-01-07-120	DUES/MEMBER/SUBS/TUI	150	-	150	170	150	-	150
03-01-01-07-150	CONTRACT LABOR	4,500	480	4,500	520	4,500	480	2,000
03-01-01-07-160	REPAIR SERVICES	300	-	300	-	300	1,215	500
03-01-01-07-170	MAINT AGREEMENTS & L	2,681	2,681	3,100	4,023	3,100	2,796	3,100
03-01-01-07-180	MEALS LODGING TRAVEL	2,900	-	2,000	-	2,000	35	1,500
03-01-01-07-210	OPERATING SUPPLIES	26,000	51,853	26,000	26,111	26,000	33,980	30,000
03-01-01-07-220	TOOLS/SMALL EQUIPMEN	1,000	-	1,000	-	1,000		2,000
03-01-01-07-430	EQUIPMENT REPAIR CHA	22,000	-	22,000	-	5,000		2,500
03-01-01-07-450	EQUIPMENT RENTAL	-	-	-	-	-	203	200
03-01-01-07-490	EQUIPMENT USE CHARGE	2,800	2,500	5,000	-	5,000	-	2,500
03-01-01-07-508	OTHER EQUIPMENT	-	-	-	-	60,000	42,150	-
03-01-01-07-901	MISCELLANEOUS	100,060	200	100,060	200	100,060		102,000
Treatment Oper., Maint. & Improvements		206,559	122,391	224,838	90,059	274,950	140,074	228,100

Emergency equipment replacement reserve fund is included in Account No. 03-01-01-07-901 and is fully funded at \$100,000.

Water Treatment Operations, Maintenance & Improvements (cont.)

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated regular hours (OT/call out) FY2016-17	Budgeted regular hours (OT/call out) FY2017-18
Foreman Water/Sewer	22.95/12.16	169	139 (8)	144 (8)
Senior Water/Sewer Plant Operator -> Assistant Foreman Water & Sewer	17.43/13.70	1,105	1,050 (4)	1,075 (5)
Water & Wastewater Plant Operator	16.87/8.42	237	341 (4)	285 (4)
Equipment Operator Water & Sewer	16.36/11.86	387	462 (6)	425 (5)
Street & Sanitation		70	0	15
Electric		8	10	10
TOTALS		1,976	2,002 (22)	1,954 (22)

FY 2017 BUDGET – ENTERPRISE FUNDS

Water Building and Grounds Maintenance: The purpose of this activity is to provide routine maintenance and general upkeep of the structures and grounds associated with the water utility. These areas include the water storage building on South Street, the three well houses, the water treatment plant and adjacent storage building, and the underground storage area. Funds are provided for personnel, supplies, utilities, and other expenses that do not directly relate to any of the more specific activates of water production and distribution. Mowing of the water tower and water plant property is done under contract by employees of the Park Board and paid by inter-fund transfer in Activity 03-01-01-01.

This work is carried out under the direct supervision of the Foreman/Water and Sewer and under the general supervision of a Director of Public Works and Public Utilities and/or the City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	WATER BLDG & GROUNDS							
03-01-01-09-001	SALARIES AND WAGES	722	693	621	445	822	547	1,100
03-01-01-09-002	OVERTIME WAGES	-	-	25	-	25		25
03-01-01-09-010	ACCRUED EMPLOYEE BEN	653	482	376	637	902	469	750
03-01-01-09-101	POSTAGE AND FREIGHT	50	-	50	-	50	-	50
03-01-01-09-120	DUES, MEMBERSHIPS, SUB	50	-	50	-	50	-	-
03-01-01-09-132	UTILITIES-NATURAL GA	4,000	2,977	4,000	2,001	3,500	1,898	2,500
03-01-01-09-133	UTILITIES-TELEPHONE-	1,500	1,382	1,500	1,693	1,500	2,315	2,500
03-01-01-09-150	CONTRACT LABOR	900	758	900	1,015	900	937	900
03-01-01-09-160	REPAIR SERVICE	500	825	500	626	500	-	500
03-01-01-09-170	MAINTENANCE AGREEMEN	150	-	150	-	150	-	100
03-01-01-09-190	INSURANCE	7,400	7,574	7,400	7,588	7,700	9,359	9,500
03-01-01-09-201	OFFICE SUP. FURNITURE	100	-	100	-	100	161	100
03-01-01-09-210	OPERATING SUPPLIES	2,000	(3,124)	2,000	13,846	2,000	2,351	2,000
03-01-01-09-220	TOOLS/SMALL EQUIPMEN	2,000	-	2,000	-	2,000	-	500
03-01-01-09-490	EQUIPMENT USE CHARGE	1,000	52	1,000	-	1,000	-	500
03-01-01-09-510	BUILDING IMPROVEMENT	-	-		-		-	2,000
	Water Building & Grounds	21,025	11,619	20,672	27,851	21,199	18,037	23,025
	Water Department Totals	\$ 760,385	\$ 621,334	\$ 708,811	\$ 552,553	\$ 747,511	\$ 663,220	\$ 925,268

Natural gas expenses 030-01-01-09-132 are for heating water wells and the water plant.

Water Building and Grounds Maintenance (cont.)

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated regular hours (OT/call out) FY2016-17	Budgeted regular hours (OT/call out) FY2017-18
Foreman Water/Sewer	22.95/12.16	4	0	2
Senior Water/Sewer Plant Operator -> Assistant Foreman Water & Sewer	17.43/13.70	6	10	8
Water & Wastewater Plant Operator	16.87/8.42	17	12	15
Equipment Operator Water & Sewer	16.36/11.86	21	7	14
TOTALS		48	39	39

SEWER FUND

The City of Centralia sewer system has a gravity flow system which transmits raw wastewater to two different two cell lagoons. The main purpose of this department is to maintain a smooth flow of sewage through mains and prohibit blockages, which affects the customers' services and meet the Department of Natural Resources rules and guidelines. This system also has the ability to pump treated wastewater to farmers' ponds for irrigation on agricultural croplands. This innovative approach to wastewater management provides local farmers with an affordable source of nutrient irrigation and the customers of the Sewer Utility with very low sewer bills.

Collection System: The City of Centralia's sanitary sewer system consists of 37.5 miles of lateral, collector, and interceptor sewer mains and approximately 667 manholes.

- Northeast Wastewater Treatment Facility:** This facility is a two cell lagoon with aeration equipment, spray irrigation pumps and overland flow fields 40-acres in size. Design population capacity of 6,600.
- Northwest Wastewater Treatment Facility:** This facility is a two cell lagoon with spray irrigation 40-acres in size. Design population capacity of 1,460.
- Irrigation ponds:** The City has ability to pump to three farmers storage cells. The size of these ponds are 21.9, 4.99, and 5.32 acres. This greatly enables the City to eliminate the need to discharge to local creeks in times of high rainfall and infiltration.

BUDGET HIGHLIGHTS:

The FY 2017-2018 budget includes a 5% increase in the sewer rates. A chart below details the new rates. For a standard house hold

Type of fee	Current charges	Charges as of April 1, 2017
Base fee (NO CHANGE)	\$6.76	\$7.10
Fee for each 100 gallons of water	\$0.066	\$0.069
Sewer rate (based on 4000 gallons of water used)	\$2.64	\$2.76
Total monthly bill	\$9.40	\$9.86
Sewer rate (based on 8000 gallons of water used)	5.28	5.52
Total monthly bill	\$12.04	\$15.38

The FY 2017-2018 budget includes \$52,000 for additional sewer main lining. This technology allows a foam resin material to be pulled into a damaged pipe and when the material hardens, a form-fitting seamless material lines the existing pipe, typically a deteriorating clay pipe. This avoids digging up lines, yards and streets.

SEWER FUND HIGHLIGHTS (cont.)

A similar technology will be used to line the walls of several manholes. Leakage or infiltration and inflow of stormwater into the wastewater/sanitary sewer presents a problem to the operation of the sewer system as rainwater can increase the flow to the point that the lagoon system is taxed to keep up. There is \$8,000 budgeted toward this purpose.

Additionally, \$10,000 is budgeted as a contingency for replacing irrigation equipment.

SEWER (WASTEWATER) FUND CASH FLOW

Operating Revenue	\$ 240,000	\$ 252,971	\$ 255,218	\$ 237,749	\$ 258,025
Non-operating Revenue	\$ 500	\$ 737	\$ 500	\$ 1,602	\$ 1,500
Expected /Actual Revenues	\$ 240,500	\$ 253,708	\$ 255,718	\$ 239,351	\$ 259,525
Available for Appropriation	\$ 403,577	\$ 445,290	\$ 562,407	\$ 430,933	\$ 555,318
Operating Expenditures & Reserve	\$ 273,512	\$ 339,078	\$ 300,998	\$ 184,394	\$ 384,598
Non-operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Proposed /Actual Appropriation	\$ (273,512)	\$ (339,078)	\$ (300,998)	\$ (184,394)	\$ (384,598)
Estimated Unencumbered					
Balance March 31	\$ 130,065	\$ 197,916	\$ 261,409	\$ 246,539	\$ 150,720
Estimated Cash Reserves	\$ 47,883	\$ 64,635	\$ 85,000	\$ 22,254	\$ 38,683
ESTIMATED/ ACTUAL CASH BALANCE	\$ 177,948	\$ 262,551	\$ 346,409	\$ 268,793	\$ 189,403
					22254
ELECTRIC UTILITY FUND CASH FLOW					

SEWER REVENUE DETAIL

SEWER REVENUES		FY-2015	FY2015	FY-2016	FY2016	FY -2017	FY2017	FY2018
ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	PROPOSED
REGULATORY FEES								
03-01-02-44-430	SEWER CONNECTION FEE	-	(30)	2,218	2,001	2,218	2,022	2,025
ENTERPRISE FUND REVENUES								
03-01-02-47-210	SEWER USE CHARGES	237,000	237,483	237,000	245,504	250,000	227,427	250,000
03-01-02-47-293	INSTALLATION CHARGES	500	2,700	1,000	2,200	1,000	3,070	2,000
03-01-02-47-299	MISCELLANEOUS	-	2,294	2,000	3,266	2,000	5,231	4,000
03-01-02-47-910	INTEREST EARNINGS	500	392	500	737	500	1,602	1,500
		238,000	242,869	240,500	251,708	253,500	237,330	257,500
	SEWER REVENUES	238,000	242,839	242,718	253,709	255,718	239,351	259,525

SUMMARY OF EXPENSES

		FY-2015	FY2015	FY-2016	FY2016	FY -2017	FY2017	FY2018
		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	PROPOSED
SEWER FUND TOTAL EXPENDITURES		255,554	179,048	273,454	192,972	300,999	184,394	384,598
312-1	Planning, Administration & Training	11,305	10,754	14,240	15,971	19,140	19,890	28,022
312-2	Communication/Central Services	23,276	24,063	21,055	21,618	24,020	22,325	25,241
312-3	Sewage Collection Oper./Maint./Improvements	83,028	32,301	77,682	62,363	92,842	69,127	95,345
312-5	Lift Station Operation/Maint./Improvements	24,823	35,282	32,338	32,830	32,983	29,858	37,175
312-7	Sewage Treatment Oper./Maint./Improvements	50,905	39,363	47,905	49,588	53,608	38,515	127,440
312-8	Land Application	62,217	37,284	80,234	10,603	78,406	4,678	71,375

FY 2017 BUDGET – ENTERPRISE FUNDS

ENTERPRISE FUNDS – PUBLIC UTILITIES PROGRAM – SEWER UTILITY FUNCTION (SEWER FUND)

Planning, Administration and Training: This activity provides for the planning and administrative functions that result from collecting, transporting, and treating the wastewater from the City's sanitary sewer system. Funds are provided for personnel to perform budgeting, routine supervision, meetings and discussion with staff personnel, phone contacts, cost estimates, customer service problems, purchasing, data collection, and seeking the assistance of professional services. Training expenses for state-required certification of sewer plant operators and continuing training for all department personnel are covered under this activity.

Work for this activity is carried out by the employees of the Water and Sewer Department under the direct supervision of the Foreman/Water and Sewer and the general oversight of a Director of Public Works and Public Utilities and/or the City Administrator.

SEWER EXPENSES								
		FY-2015	FY2015	FY-2016	FY2016	FY -2017	FY2017	FY2018
ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	PROPOSED
	PLANNING, ADMINISTRATION, & TRAINING							
03-01-02-01-001	SALARIES AND WAGES	2,547	1,788	2,318	475	2,318	2,561	2,760
03-01-02-01-002	OVERTIME WAGES	-	-	200	86	200	193	170
03-01-02-01-010	ACCRUED EMPLOYEE BEN	1,823	1,518	1,385	4,211	1,385	4,334	4,899
03-01-02-01-101	POSTAGE AND FREIGHT	75	-	75	-	75	-	75
03-01-02-01-110	PRINTING, PUBLICATIO	100	-	100	-	100	91	100
03-01-02-01-120	DUES/MEMBER/SUBS/TUI	200	525	800	45	800	-	800
03-01-02-01-150	CONTRACT LABOR	50	161	50	-	50	-	50
03-01-02-01-170	MAINT.AGREEMENTS-LEA	-	-	200	-	200	-	200
03-01-02-01-180	MEALS, LODGING, TRAVEL	10	-	5,500	-	5,500	-	5,500
03-01-02-01-190	INSURANCE	5,000	4,415		4,739	4,900	5,641	5,800
03-01-02-01-210	OPERATING SUPPLIES	200	-	200	-	200	-	200
03-01-02-01-490	EQUIPMENT USE CHARGE	1,300	2,346	1,300	4,168	1,300	4,602	5,000
03-01-02-01-901	MISCELLANEOUS	-	-		-		-	-
03-01-02-01-902	SEWER CONNECTION FEE	-	-	2,112	2,247	2,112	2,468.40	2,468
	Planning, Admin & Training Subtotal	11,305	10,754	14,240	15,971	19,140	19,890	28,022

Planning, Administration and Training (cont.)

Funds budgeted in Account No. 190 include a prorated share of General Liability Insurance and Property Insurance for the buildings and equipment of the Sewer Utility.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated regular hours (OT/call out) FY2016-17	Budgeted regular hours (OT/call out) FY2017-18
Foreman Water/Sewer	22.95/12.16	51	12	35
Senior Water/Sewer Plant Operator -> Assistant Foreman Water & Sewer	17.43/13.70	13.5	9 (3.5)	10 (2)
Water & Wastewater Plant Operator	16.87/8.42	34	1	5
Equipment Operator Water & Sewer	16.36/11.86	0.5	0	0
TOTALS		99	22 (3.5)	50 (2)

FY 2017 BUDGET – ENTERPRISE FUNDS

Communication and Central Services: This activity consist of tasks providing and/or office support for the Sewer Utility. The activity includes a proportionate share of expenses such as personnel, equipment, supplies related to customer service, utility billing, accounting, and similar duties as performed by the staff of the "front office".

Funds also provide for personnel, supplies, and materials, and part of the expense of microfilming records and documents.

This activity is carried out by the staff in City Hall under the direct supervision of the City Clerk, with general oversight provided by the City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	COMMUNICATION/CENTRAL SERVICES							
03-01-02-02-001	SALARIES AND WAGES	10,898	10,758	9,393	10,238	10,021	11,243	11,805
03-01-02-02-002	OVERTIME WAGES	-	-	100	1,253	1,342	935	1,221
03-01-02-02-010	ACCRUED EMPLOYEE BEN	5,648	5,775	4,112	5,422	5,657	5,252	5,515
03-01-02-02-101	POSTAGE AND FREIGHT	1,750	1,966	1,750	2,017	2,000	1,865	2,000
03-01-02-02-110	PRINTING, PUB. AND A	200	-	200	-	100	-	100
03-01-02-02-133	UTILITIES-TELEPHONE/	-	51	700	39	100	94	100
03-01-02-02-143	PROF.SERV.DATA PROCE	50	-	50	-	50	-	50
03-01-02-02-150	CONTRACT LABOR	1,800	3,070	1,800	1,185	1,800	1,355	1,800
03-01-02-02-160	REPAIR SERVICES	100	-	100	-	100	-	100
03-01-02-02-170	MAINT AGREEMENTS & L	900	754	900	656	900	649	900
03-01-02-02-201	OFFICE SUP.FURNITURE	100	12	100	-	100	86	100
03-01-02-02-210	OPERATING SUPPLIES	250	409	300	289	300	245	300
03-01-02-02-320	BAD DEBTS	600	16	600	(312)	600	-	300
03-01-02-02-506	DATA PROCESSING EQUI	600	909	600	452	600	289	600
03-01-02-02-901	MISCELLANEOUS	380	341	350	378	350	313	350
Communication/Centtral Services		23,276	24,063	21,055	21,618	24,020	22,325	25,241

Funds budgeted in this activity cover 14% of all cashiering expenses as distributed from the Internal Services Fund.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
City Clerk	22.41/11.97	85	66.5	75 (5)
Deputy City Clerk	15.55/ 4.37	211	176 (27)	195 (15)
Assistant City Clerk II	15.64/8.98	116	94 (12.5)	105 (10)
Assistant City Clerk I	12.35/7.66	254	231 (2)	240 (5)
Part-time Customer Service Representative	11.83/ 0.64	32	85	80 (5)
TOTALS		698	41	695 (40)

Sewage Collection Operations, Maintenance and Improvements: The sanitary sewer system consists of roughly 38.8 miles of lateral, collector, and interceptor sewer mains, and approximately 667 manholes. The system acts as a conduit for the transmission of raw sewage and some stormwater infiltration from residential, commercial, and industrial establishments to lift stations and the treatment lagoons. Although flow generally flushes and cleans the sewers, problems still develop which require manual flushing, rodding, and cleaning. In addition, other periodic and routine maintenance of the sanitary sewer system includes adding chemical to retard the growth of roots and eliminate grease buildup, checking sewage flows when blockages and back-ups are reported, identifying and eliminating points of stormwater infiltration, repairing and replacing old or inadequate sections of the system, repairing manholes, and raising manhole covers. Within this activity, the City also provides funds for improvements to sanitary sewer laterals, interceptors, and appurtenances.

Funds allocated for this activity cover personnel, supplies, materials, and equipment use charges associated with the operation, maintenance, and improvement of the sanitary sewer collection system including any easements.

This activity is carried out under the direct supervision of the Foreman/Water and Sewer and under the general supervision of a Director of Public Works and Public Utilities and/or the City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	COLLECTION OPER./MAINT./IMPRVMTS							
03-01-02-03-001	SALARIES AND WAGES	11,235	9,159	11,212	6,008	8,754	4,142	5,395
03-01-02-03-002	OVERTIME WAGES	-	-	400	870	949	740	920
03-01-02-03-010	ACCRUED EMPLOYEE BEN	7,213	6,466	6,490	4,695	6,059	2,280	4,230
03-01-02-03-150	CONTRACT LABOR	45,000	-	40,000	37,084	3,000	-	3,000
03-01-02-03-160	REPAIR SERVICES	1,000	-	1,000	-	1,000	1,115	1,000
03-01-02-03-170	MAINT.AGREEEMENTS &	380	350	380	350	380	530	600
03-01-02-03-210	OPERATING SUPPLIES	12,000	12,649	12,000	7,726	12,000	4,152	12,000
03-01-02-03-220	TOOLS/SMALL EQUIPMEN	200	-	200	-	200	-	200
03-01-02-03-450	EQUIPMENT RENTAL	-	-	-	-	2,000	-	2,000
03-01-02-03-490	EQUIPMENT USE CHARGE	6,000	3,678	6,000	5,630	6,000	4,469	6,000
03-01-02-03-509	MISCELLANEOUS-CAPITA	-	-	-	-	52,500	51,699	60,000
Collection Oper., Maint. & Improvements		83,028	32,301	77,682	62,363	92,842	69,127	95,345

Funds shown in Account No. 03-01-02-03-170 cover expenses associated with leases for easements crossing railroad rights-of-way.

Funds in Account No. 03-01-02-03-509 include 52,000 for slip lining portions of the sewer mains and 8,000 for rehabilitation of leaking manholes by lining them.

Sewage Collection Operations, Maintenance and Improvements (cont.)

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated regular hours (OT/call out) FY2016-17	Budgeted regular hours (OT/call out) FY2017-18
Foreman Water/Sewer	22.95/12.16	160	178 (15)	169 (15)
Senior Water/Sewer Plant Operator -> Assistant Foreman Water & Sewer	17.43/13.70	14	8 (2.5)	12 (2)
Water & Wastewater Plant Operator	16.87/8.42	111	102 (7)	105 (5)
Equipment Operator Water & Sewer	16.36/11.86	160	106 (8)	120 (8)
All others		0	1	1
TOTALS		445	394 (32.5)	406 (30)

FY 2017 BUDGET – ENTERPRISE FUNDS

Sewage Lift Station Operations, Maintenance, Improvements: Centralia's sanitary sewer lift stations and force mains pump raw sewage from the lower elevation to a higher elevation in order to permit the continuous gravity flow of sewage to the treatment lagoons. The lift station on Orchard Street at Southland Street utilizes vertical centrifugal Fairbanks-Morse trash pumps, replaced in 1999; the lift station to the northwest lagoon uses an Ebera pump of similar design. Both have two pumps that are operated pneumatically at alternate intervals and simultaneously in times when sewers are running full. Impeller shaft lubrication is controlled pneumatically. Dry wells are hatch-type, below-ground structures. Each lift station has a wet well which holds the sewage until the pumps start. Lift station operation and maintenance involve: daily checking of operability; periodic greasing and packing of glands; structure maintenance; valve and piping maintenance, occasional removal of obstructions such as towels, wash rags, and diapers; maintenance and/or repair of pump motors and compressors, and electronic control equipment.

The lift station at the northwest treatment site has a liquid propane, gas-powered, back-up generator installed in 2003 to maintain the pumps if there is an outage of power from the Boone Electric Cooperative. Since 2007, the lift station on Orchard Street is connected to an automatic natural gas generator to provide power if the City electric system is out.

Funds are provided for personnel, materials, parts, chemicals, utilities, and other expenses associated with the lift stations and attendant force mains, including any easements and grounds maintenance.

This activity is carried out under the direct supervision of the Foreman/Water and Sewer and under the general supervision of a Director of Public Works and Public Utilities and/or the City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	LIFT STATION OPER./MAINT./IMPRVMTS							
03-01-02-05-001	SALARIES AND WAGES	6,138	8,434	9,124	7,067	7,322	8,006	11,050
03-01-02-05-002	OVERTIME WAGES	-	-	300	12	100	233	375
03-01-02-05-010	ACCRUED EMPLOYEE BEN	4,656	6,562	6,385	5,594	6,361	5,848	7,650
03-01-02-05-130	UTILITIES-ELECTRICIT	3,000	1,158	3,000	1,011	3,000	929	2,500
03-01-02-05-132	UTILITIES-NATURAL GA	500	433	500	399	500	402	500
03-01-02-05-133	UTILITIES-TELEPHONE,	400	352	400	396	500	396	500
03-01-02-05-160	REPAIR SERVICES	-	171		107	200	-	200
03-01-02-05-170	MAINT AGREEMENTS & L	1,429	-	1,429	664	1,300	664	1,300
03-01-02-05-210	OPERATING SUPPLIES	1,000	9,923	1,000	6,121	10,000	2,732	3,000
03-01-02-05-220	TOOLS/SMALL EQUIPMEN	100	-	100	-	100	-	100
03-01-02-05-430	EQUIPMENT REPAIR CHA	-	4,683		-		-	-
03-01-02-05-490	EQUIPMENT USE	3,600	3,566	3,600	11,459	3,600	10,648	10,000
03-01-02-05-508	OTHER EQUIPMENT	-	-	6,500	-			-
03-01-02-05-509	MISCELLANEOUS, CAPIT	4,000	-		-			-
Lift Station Oper., Maint. & Improvements		24,823	35,282	32,338	32,830	32,983	29,858	37,175

Utilities budgeted in Account No. 03-01-02-05-130 represent payment to Boone Electric Cooperative for power to the lift station at the northwest lagoon site.

Funds shown in Account No. 03-01-02-05-210 include purchase of degreasers and other chemicals.

Sewage Lift Station Operations, Maintenance, Improvements (cont.)

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated regular hours (OT/call out) FY2016-17	Budgeted regular hours (OT/call out) FY2017-18
Foreman Water/Sewer	22.95/12.16	24	19 (0.5)	22
Senior Water/Sewer Plant Operator -> Assistant Foreman Water & Sewer	17.43/13.70	249	259 (0.5)	255 (2)
Water & Wastewater Plant Operator	16.87/8.42	53	82 (0.5)	65 (1)
Equipment Operator Water & Sewer	16.36/11.86	127	82 (1)	104 (1)
Electric Department		31.5	5.5	15
TOTALS		484.5	447.5 (2.5)	461 (4)

Sewage Treatment Operations, Maintenance and Improvements: The City has two major treatment sites to provide detention and natural aeration treatment of raw sewage. The NE site has one treatment lagoon and one storage lagoon with a combined capacity of 156 million gallons of wastewater. Treatment at this site may be aided by six aerators, which increase usable oxygen in the water for biologic reactions. The NW site has one treatment lagoon and one storage lagoon with a combined capacity of more than 60 million gallons. Standard operating procedure since the summer of 1987 has been to deliver wastewater through 13.5 miles of force main to three storage ponds owned by local farmers. From these ponds, the farmers will pump the effluent to nine city-owned and three farmer-owned center pivot irrigation systems for land application to commercial crops.

In 2003, the City installed an auxiliary "overland flow" treatment operation adjacent to and north of the NE treatment lagoons. When, and if, the farmers are unable to accept additional irrigation water, excess water from the holding cell can be distributed across fields of special grasses, which further treat the effluent. Most of the water is absorbed by this hay crop and may be used for livestock feed. Any remaining water has been treated to all applicable state and federal standards and can be discharged to the adjacent creek without any detrimental effect.

Operational activities associated with the lagoons and discharge sites include lab analysis (in-house and by others) of influent and effluent discharge; interpretation of lab data; and adding chemicals to the lagoons when needed. The activity also provides for mechanical, electrical, operational, and hydraulic improvements at the sanitary treatment lagoon.

In addition, any industrial pretreatment monitoring program will be conducted under this activity. .

Maintenance activities include outfall structure repair, berm erosion control, walk-way care, trapping of rodents, and dredging to reduce the solids around the influent pipes.

These activities are carried out under the direct supervision of the Foreman/Water and Sewer and under the general supervision of a Director of Public Works and Public Utilities and/or the City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	TREATMENT OPER./MAINT./IMPRVMTS							
03-01-02-07-001	SALARIES AND WAGES	6,067	6,909	6,067	9,315	9,497	7,128	9,800
03-01-02-07-002	OVERTIME WAGES	-	-	-	36	-	34	50
03-01-02-07-010	ACCRUED EMPLOYEE BEN	4,838	5,184	4,838	7,960	7,111	5,230	6,590
03-01-02-07-130	UTILITIES-ELECTRICIT	15,000	15,336	17,000	12,609	17,000	12,035	14,000
03-01-02-07-142	PROF.SERV.ARCHT.ENG.	1,000	-	1,000	-	1,000	-	15,000
03-01-02-07-144	CONSULTANT SERVICES	-	-	-	-	-	-	-
03-01-02-07-150	CONTRACT LABOR	6,000	2,755	5,000	8,039	5,000	5,021	5,000
03-01-02-07-210	OPERATING SUPPLIES	4,000	1,055	4,000	3,069	4,000	1,676	3,000
03-01-02-07-490	EQUIPMENT USE CHARGE	14,000	8,124	10,000	8,560	10,000	7,391	9,000
03-01-01-06-507	CONSTRUCTION EQUIPME	-	-	-	-	-	-	65,000
03-01-02-07-901	MISCELLANEOUS	-	-	-	-	-	-	-
Treatment Oper., Maint. & Improvements		50,905	39,363	47,905	49,588	53,608	38,515	127,440

Funds budgeted in Account No. 03-01-02-07-150 cover expenses associated with lab testing of wastewater and contract analysis of wastewater from industrial discharges. For the last several years that contract has been held by Engineering Surveys and Services of Columbia.

Funds are budgeted in Account No. 03-01-02-07-507 for the purchase of a skid/steer/track loader with a brush hog attachment.

Sewage Treatment Operations, Maintenance and Improvements (cont.)

Funds budgeted in Account No. 03-01-02-07-210 include expenses for chemical additives for the lagoons, miscellaneous operating supplies and for aggregate to the lagoon roads.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated regular hours (OT/call out) FY2016-17	Budgeted regular hours (OT/call out) FY2017-18
Foreman Water/Sewer	22.95/12.16	19	43.5	31
Senior Water/Sewer Plant Operator -> Assistant Foreman Water & Sewer	17.43/13.70	208	286	250
Water & Wastewater Plant Operator	16.87/8.42	70	92 (1.5)	76
Equipment Operator Water & Sewer	16.36/11.86	122	118	120
TOTALS		419	539.5 (1.5)	477

FY 2017 BUDGET – ENTERPRISE FUNDS

Land Application: Two 40-hp pumps at the NE pump house and one 40-hp pump at the NW pump house transport treated wastewater from the city storage lagoons through 13.5 miles of pipe to three ponds owned and operated by farmers under contract with the City. At these ponds, six 25-hp pumps and two 100-hp pumps are situated at city-owned pump houses and can convey the water to any or all of nine city-owned and three farmer-owned center pivot irrigation systems.

The activity involves the operation, inspection, and major maintenance and repair of all of the city-owned equipment at these sites.

This activity is carried out under the direct supervision of the Foreman/Water and Sewer and the general supervision of a Director of Public Works and Public Utilities and/or the City Administrator. Liaison with the farmers is conducted by the Water and Wastewater Plant Operator and by the City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	LAND APPLICATION							
03-01-02-08-001	SALARIES AND WAGES	2,196	3,237	3,335	3,853	4,535	3,090	2,400
03-01-02-08-002	OVERTIME WAGES	-	-	200	243	275		125
03-01-02-08-010	ACCRUED EMPLOYEE BEN	1,438	2,265	2,116	2,658	3,013	1,998	1,650
03-01-02-08-130	UTILITIES-ELECTRICIT	1,500	(8,286)	1,500	-	1,500	(5,413)	1,000
03-01-02-08-150	CONTRACT LABOR	-	159	200	-	200	-	200
03-01-02-08-160	REPAIRS	-	-		-	-	-	-
03-01-02-08-210	OPERATING SUPPLIES	2,000	38,062	2,000	3,850	5,000	503	5,000
03-01-02-08-220	TOOLS/SMALL EQUIPMEN	-	-	5,000	-	2,000	-	2,000
03-01-02-08-420	EQUIPMENT, PARTS & S	-	-	15,000	-	-	-	-
03-01-02-08-430	EQUIPMENT REPAIR CHA	4,200	-		-	2,000	-	2,000
03-01-02-08-490	EQUIPMENT USE CHARGE	3,000	1,847	3,000	-	2,000	-	2,000
03-01-02-08-508	OTHER EQUIPMENT	-	-		-	10,000	4,500	10,000
03-01-02-08-509	CAPITAL OUTLAYS-MISC	-	-		-	-	-	-
03-01-02-08-901	MISCELLANEOUS	47,883	-	47,883	-	47,883	-	45,000
	Land Application	62,217	37,284	80,234	10,603	78,406	4,678	71,375
	SEWER EXPENSES TOTAL	\$ 255,554	\$ 179,048	\$ 273,454	\$ 192,972	\$ 300,999	\$ 184,394	\$ 384,598

Funds in Account No. 03-01-02-08- 420 are for purchase of new tires. This item may become an annual expense.

Funds in Account No. 03-01-02-08-901 represent the sinking fund for equipment replacement required under the conditions of the DNR grant for treatment plant improvement in 1985. A reserve of \$47,833 is available for equipment replacement in the present year, if necessary.

Land Application (cont.)

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated regular hours (OT/call out) FY2016-17	Budgeted regular hours (OT/call out) FY2017-18
Foreman Water/Sewer	22.95/12.16	44	42	43
Senior Water/Sewer Plant Operator -> Assistant Foreman Water & Sewer	17.43/13.70	69	77	73
Water & Wastewater Plant Operator	16.87/8.42	30	10	20
Equipment Operator Water & Sewer	16.36/11.86	20	9	15
Electric department		42	26	34
TOTALS		205	164	185

ELECTRIC UTILITY FUND

The City of Centralia Electric Department distributes power to approximately 1900 customers in Centralia and a very small number of customers in the immediate surrounding area. Centralia's electric system is served by a 34.5kV transmission line owned and maintained by Ameren Missouri that terminates at Burkhardt Substation located at 220 N. Jefferson. The City owns the substation transformer and switchgear at this site. The City added a second substation at 510 W. Wilson St. that was put into service in November 2010 which is also fed by Ameren Missouri. Both substation transformers are 10MVA units. The City distributes power through overhead and underground lines at a system voltage of 4160Y/2400 volts to the residential and commercial areas located in and around Centralia. The Electric Department is also responsible for maintaining approximately 1000 streetlights throughout Centralia.

The distribution system is maintained by a department consisting of four journeyman linemen and one apprentice lineman. This five-person crew is also responsible for constructing new lines to subdivisions and businesses as necessary. All crew members receive their journeyman rating from an accredited apprentice program through the Missouri Public Utility Alliance. This program combines book work with on-the-job training to give them the skills and knowledge necessary to become a journeyman.

In 2017 the Centralia Electric Utility completed its 100th year of service to the citizens of Centralia.

BUDGET HIGHLIGHTS

Funds are budgeted in FY 2016-17 for the purchase of backyard machine which will allow better access to the rear-yard electrical easements. Funds are budgeted in the amount of \$45,000 for the underground conduit project to be completed in FY-2016-18.

The rate for electricity has been increased from 9.7¢ per kilowatt-hour to 10.18¢ per kilowatt-hour and from \$8.91 per month for the base meter fee to \$9.35 per month for all customers to cover the expenses of the repairs needed from the July 7, 2016 wind storm. If estimates are correct, this will be a one-year increase

ELECTRIC FUND CASH FLOW

Operating Revenue	\$ 3,222,372	\$ 3,326,946	\$ 3,270,975	\$ 3,464,420	\$ 3,312,900
Non-operating Revenue	\$ 34,794	\$ 37,162	\$ 36,200	\$ 36,297	\$ 36,200
Expected / Actual Revenues	\$ 3,257,166	\$ 3,364,109	\$ 3,307,175	\$ 3,500,718	\$ 3,349,100
Available for Appropriation	\$ 4,233,048	\$ 4,310,562	\$ 4,244,309	\$ 4,544,126	\$ 4,301,408
Operating Expenditures & Reserve	\$ (3,938,574)	\$ (3,139,400)	\$ (3,863,520)	\$ (3,105,124)	\$ (4,065,659)
Non-operating Expenditures	\$ (269,435)	\$ (146,497)	\$ (157,730)	\$ (149,446)	\$ (152,588)
Proposed / Actual Appropriation	\$ (4,208,009)	\$ (3,285,897)	\$ (4,021,250)	\$ (3,254,570)	\$ (4,218,246)
ESTIMATED/ ACTUAL CASH BALANCE	\$ 821,138	\$ 1,024,665	\$ 1,043,408	\$ 952,308	\$ 83,161
SANITATION UTILITY FUND CASH FLOW					

ELECTRIC FUND REVENUES

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
OTHER REVENUES								
03-01-03-46-112	INTEREST-COP PROJECT	-	-		-		-	
03-01-03-46-330	SALE OF EQUIPMENT	-	-		3,954		-	-
03-01-03-46-452	TRANSFER FROM PERSON	33,594	34,675	33,594	35,646	35,000	34,656	35,000
03-01-03-46-690	DONATIONS-ENERGY ASS	-	-		-		-	-
		33,594	34,675	33,594	39,600	35,000	34,656	35,000
ENTERPRISE FUND REVENUES								
03-01-03-47-312	ELECT.SALES-GENERAL	3,219,397	3,250,097	3,219,397	3,250,196	3,218,000	3,389,375	3,255,000
03-01-03-47-313	ELECT SALES-CITY	50,000	60,422	50,000	49,105	50,000	32,522	52,300
03-01-03-47-393	INSTALLATION CHARGES	-	625		550		750	600
03-01-03-47-399	MISC.INCOME	2,975	6,762	2,975	23,142	2,975	41,773	5,000.00
03-01-03-47-910	INTEREST EARNINGS	4,100	1,266	1,200	1,516	1,200	1,641	1,200
		3,276,472	3,319,173	3,273,572	3,324,508	3,272,175	3,466,062	3,314,100
ELECTRIC DEPARTMENT REVENUES TOTAL		\$ 3,310,066	\$ 3,353,848	\$ 3,307,166	\$ 3,364,109	\$ 3,307,175	\$ 3,500,718	\$ 3,349,100

ELECTRIC FUND SUMMARY OF EXPENSES

		FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
ELECTRIC FUND TOTAL EXPENDITURES		4,288,542	3,245,723	4,256,865	3,493,665	4,344,946	3,416,063	4,456,712
313-1	Planning, Administration & Training	153,167	171,528	180,563	207,768	213,282	161,493	238,465
313-2	Communication/Central Services	55,556	53,174	48,156	44,003	55,385	52,004	59,726
313-3	Electric Building & Grounds	142,977	174,657	90,697	73,344	94,747	74,466	97,357
313-4	Electric Distribution							
313-4	Oper./Maint./Improvements	3,837,968	2,740,111	3,830,793	3,071,521	3,863,519	3,028,684	3,972,633
313-8	Brush & Tree Control	73,795	90,261	88,169	75,714	88,997	79,484	66,120
313-9	Street Lighting	25,079	15,993	18,487	21,316	29,016	19,932	22,411

FY 2017 BUDGET – ENTERPRISE FUNDS

ENTERPRISE FUNDS – PUBLIC UTILITIES PROGRAM – ELECTRIC UTILITY FUNCTION (ELECTRIC FUND)

Planning, Administration and Training: This activity consists of tasks that result in providing planned daily and long term operation and maintenance of the municipal Electric utility. Planning, purchasing, mapping, supervision, scheduling, inventorying, analyzing, designing, inspecting, and training are examples of tasks funded from appropriations made for this activity. Personnel time and related services and supplies are the major objects of expense associated with this activity.

The activity is carried out under the direct supervision of the Line Foreman. General supervision and responsibility for this activity rest with the City Administrator.

ELECTRIC EXPENSES								
ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	PLANNING, ADMINISTRATION, & TRAINING							
03-01-03-01-001	SALARIES AND WAGES	21,076	26,463	21,076	22,455	22,105	16,037	16,650
03-01-03-01-002	OVERTIME WAGES	-	-	200	1,384	1,386	1,180	1,265
03-01-03-01-010	ACCRUED EMPLOYEE BEN	10,687	16,240	10,687	28,533	28,291	34,223	35,950
03-01-03-01-101	POSTAGE AND FREIGHT	100	-	100	-	100	-	100
03-01-03-01-110	PRINTING,PUBLICATION	1,500	1,905	1,500	670	1,500	1,006	1,500
03-01-03-01-120	DUES/MEMBER/SUBS/TUI	5,704	7,647	6,000	7,744	8,000	11,103	15,000
03-01-03-01-133	UTILITIES-TELEPHONE,	-	-	-	75	-	-	300
03-01-03-01-140	PROF.SERVICES-LEGAL	-	-	-	4,496	-	-	-
03-01-03-01-142	PROF.SERV.ARCHT.ENG.	-	-	-	-	-	-	-
03-01-03-01-143	PROF.SERV.DATA PROCE	-	-	-	400	4,800	-	-
03-01-03-01-144	CONSULTANT SURVICES	-	-	-	-	-	4,800	4,800
03-01-03-01-150	CONTRACT LABOR	2,400	1,326	2,400	1,612	2,400	2,467	2,400
03-01-03-01-160	REPAIR SERVICES	200	-	200	-	200	100	200
03-01-03-01-170	MAINT AGREEMENTS & L	2,000	1,321	1,400	1,302	1,400	1,554	1,400
03-01-03-01-180	MEALS,LODGING,TRAVEL	400	806	400	606	600	497	600
03-01-03-01-190	INSURANCE	6,300	8,270	4,000	7,903	9,000	9,107	9,300
03-01-03-01-201	OFFICE SUP.,FURNITUR	100	-	100	35	1,000	447	1,000
03-01-03-01-210	OPERATING SUPPLIES	1,500	928	15,000	162	15,000	2,864	1,500
03-01-03-01-490	EQUIPMENT USE CHARGE	4,200	5,874	4,500	4,695	4,500	3,666	4,500
03-01-03-01-506	DATA PROCESSING EQUI	-	800	-	4,900	-	-	-
03-01-03-01-801	TRANSFER TO GENERAL	60,000	60,000	80,000	80,000	80,000	65,455	100,000
03-01-03-01-803	TRANSFER TO PARK AND	-	-	-	-	-	-	-
03-01-03-01-804	TRANSFER TO CEMETERY	37,000	35,000	35,000	35,000	35,000	-	35,000
03-01-03-01-809	TRANSFER TO PERSONNE	-	6,253	-	6,884	-	6,986	7,000
03-01-03-01-901	MISCELLANEOUS	-	(1,305)	(2,000)	(1,088)	(2,000)	-	-
Planning, Admin & Training Subtotal		153,167	171,528	180,563	207,768	213,282	161,493	238,465

Funds budgeted in Account No. 03-01-03-01-120 include membership dues for the Missouri Public Utility Alliance and any special studies conducted by that organization in which Centralia chooses to participate.

Funds budgeted in Account No. 03-01-03-01-801 represent a transfer to the General Fund (\$80,000) to cover a share of administrative salaries and expenses and also as a payment in lieu of the taxes which would be paid by a private utility.

Planning, Administration and Training (cont.)

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated regular hours (OT/call out) FY2016-17	Budgeted regular hours (OT/call out) FY2017-18
Electric Line Foreman	23.50/16.40	1,058	867 (41)	940 (40)
Lineman	19.26/14.74	29.25	84 (16)	57 (15)
Lineman	18.61/11.51	12.5	60 (3)	36 (3)
Apprentice Lineman	15.81/9.81	110	68 (5)	90 (5)
Apprentice Lineman	15.27/5.96	49	65 (7)	57 (7)
TOTALS		1,258.75	1,144 (60)	1,180 (70)

FY 2017 BUDGET – ENTERPRISE FUNDS

Communication and Central Services: This activity consists of work relating to the Electric Department's radios and other communication equipment and part of the expenses for cashiering and collection provided by the office staff at City Hall. A pro-rata share of 29% of such general costs and all of the expenses for special customer service to customers on electric-rated matters are accounted under this activity. These Central Services include utility billing, cashiering, microfilming documents, forwarding of connects/disconnects, and handling complaint information. Central Services are carried out by the front office staff under the direct supervision of the City Clerk and the general direction of the City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	COMMUNICATION/CENTRAL SERVICES							
03-01-03-02-001	SALARIES AND WAGES	22,920	21,841	17,328	20,477	20,675	23,540	24,717
03-01-03-02-002	OVERTIME WAGES	-	-	200	2,505	1,325	1,711	1,797
03-01-03-02-010	ACCRUED EMPLOYEE BEN	12,736	11,693	10,028	10,867	11,285	10,583	11,112
03-01-03-02-101	POSTAGE AND FREIGHT	3,500	3,933	3,500	4,033	4,200	3,729	4,200
03-01-03-02-110	PRINTING,PUBLICATION	100	-	100	-	100	-	100
03-01-03-02-133	UTILITIES-TELEPHONE/	-	103	700	78	300	211	300
03-01-03-02-141	PROF SERV - ACCTG	-	-	-	-	-	-	-
03-01-03-02-143	PROF SERV-DATA PROCE	200	-	200	-	200	-	200
03-01-03-02-150	CONTRACT LABOR	4,500	7,455	4,500	2,665	4,500	2,821	4,500
03-01-03-02-160	REPAIR SERVICE	400	-	400	-	100	-	100
03-01-03-02-170	MAINT AGREEMENTS & L	2,000	1,508	2,000	1,313	2,000	1,298	2,000
03-01-03-02-201	OFFICE SUP.,FURNITUR	500	24	500	-	1,000	173	1,000
03-01-03-02-210	OPERATING SUPPLIES	2,000	1,246	2,000	1,196	2,000	509	2,000
03-01-03-02-320	BAD DEBTS	3,000	440	3,000	(3,369)	3,000	-	3,000
03-01-03-02-506	DATA PROCESSING EQUI	3,000	4,248	3,000	3,481	4,000	6,804	4,000
03-01-03-02-507	CONSTRUCTION EQUIPME	-	-	-	-	-	-	-
03-01-03-02-901	MISCELLANEOUS	700	682	700	757	700	625	700
Communication/Centtral Services		55,556	53,174	48,156	44,003	55,385	52,004	59,726

Funds budgeted in this activity cover 29% of all cashiering and collecting expenses, as distributed from the Internal Services Fund.

Communication and Central Services (cont.)

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
City Clerk	22.41/11.97	176	138 (17)	150 (15)
Deputy City Clerk	15.55/ 4.37	437	364 (56)	365 (50)
Assistant City Clerk II	15.64/8.98	240	195 (26)	203 (25)
Assistant City Clerk I	12.35/7.66	525	479 (4)	500 (5)
Part-time Customer Service Representative	11.83/ 0.64	67	174	152
TOTALS		1,445	1,350 (103)	1,360 (95)

FY 2017 BUDGET – ENTERPRISE FUNDS

Electric Building and Grounds Maintenance: This activity provides funds for personnel, materials, and supplies associated with the operation, maintenance, repair, and upkeep of the electric barn and substation properties. Funds allocated to this activity cover expenses for utilities and janitorial care for the electric barn. In addition, expenses associated with maintenance of the roof and grounds, operation and maintenance of the heating system, the water system, and lights and expenses for repairs, alterations, and improvements within the electric barn and the electric shop property are paid with funds from this activity.

This activity is carried out by the electric utility personnel under the direct supervision of the Line Foreman.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	ELECTRIC BLDG & GROUNDS							
03-01-03-001	SALARIES AND WAGES	12,520	9,504	12,520	5,950	7,154	2,828	4,080
03-01-03-002	OVERTIME WAGES	-	-	100	4,529	4,736	4,515	5,550
03-01-03-010	ACCRUED EMPLOYEE BEN	7,370	6,888	7,370	4,348	4,421	2,212	5,750
03-01-03-132	UTILITIES-NATURAL GA	3,000	2,779	3,000	2,051	3,000	1,819	3,000
03-01-03-133	UTILITIES-TELEPHONE,	2,000	1,189	2,000	612	2,000	877	2,000
03-01-03-142	PROF.SERV.ARCHT.ENG.	-	3,499	5,000	-	5,000		5,000
03-01-03-150	CONTRACT LABOR	1,600	620	5,000	4,184	5,000	4,332	5,000
03-01-03-170	MAINT AGREEMENTS & L	301	301	301	251	301	301	301
03-01-03-190	INSURANCE	3,100	2,956	3,100	3,545	3,600	3,909	4,200
03-01-03-210	OPERATING SUPPLIES	3,000	1,712	3,000	3,115	3,000	1,044	2,000
03-01-03-220	TOOLS/SMALL EQUIPMEN	50	-	50	-	50		50
03-01-03-490	EQUIPMENT USE CHARGE	400	2,708	400	-	400		
03-01-03-510	BUILDING IMPROVEMENT	53,380	88,645		-			
	Electric Building & Grounds	142,977	174,657	90,697	73,344	94,747	74,466	97,357

Funds budgeted in Account No. 03-01-03-002 include call-out pay for the Electric person on-call for the weekend if they are not called or if the call-out is for a building and grounds activity.

Funds budgeted in Account No. 03-01-03-150 include generator tests for City Hall/Police Station, and the lift stations.

Funds budgeted in Account No. 03-01-03-170 include maintenance agreements on time clocks.

Funds budgeted in Account No. 03-01-03-190 cover property insurance on electric department property and equipment.

Electric Building and Grounds Maintenance (cont.)

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated regular hours (OT/call out) FY2016-17	Budgeted regular hours (OT/call out) FY2017-18
Electric Line Foreman	23.50/16.40	81	20 (33)	30 (30)
Lineman	19.26/14.74	30	16 (21)	16 (21)
Lineman	18.61/11.51	111	159 (34.5)	125 (35)
Apprentice Lineman	15.81/9.81	110	50 (36)	55 (35)
Apprentice Lineman	15.27/5.96	49	90 (29)	85 (30)
Others		381	335 (153.5)	311 (151)

FY 2017 BUDGET – ENTERPRISE FUNDS

Electric Distribution Operations, Maintenance and Improvements: The biggest single expense in this activity is the payment to the energy producers (presently Ameren Energy Marketing and the Prairie State Energy Campus) for the provision of wholesale power. In addition, this activity provides funds for personnel, materials, supplies, and equipment use associated with the operations, maintenance, and improvement of the electric distribution system. Tasks in this activity include connecting and disconnecting individual electric services, testing, sealing, meter reading, customer assistance, circuit load management, routine pole line and transformer maintenance, repair of storm damage, installation of technical improvements, replacement of equipment, and addition of major modifications to the system.

In Fiscal Year 2009-2010, the City enter into a lease-purchase agreement to fund the construction of a second substation on Wilson Street, new and replacement power lines between the new and existing substations, and a SCADA monitoring and control system. The initial principal of the lease was \$1,678,000. As of April 1, 2017 the remaining principal is \$1,050,000. The lease-purchase should be completed in 2024.

This activity is carried out by the Electric Utility personnel under the direct supervision of the Line Foreman.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	DISTRIBUTION OPER./MAINT./IMPRVMTS							
03-01-03-04-001	SALARIES AND WAGES	86,349	78,522	86,805	90,694	93,019	109,191	140,400
03-01-03-04-002	OVERTIME WAGES	-	-	500	8,453	9,504	9,759	10,700
03-01-03-04-010	ACCRUED EMPLOYEE BEN	70,509	52,979	41,732	53,731	63,144	70,079	90,400
03-01-03-04-101	POSTAGE AND FREIGHT	150	-	150	12	150	12	150
03-01-03-04-110	PRINTING,PUBLICATION	200	-	200	261	200	45	200
03-01-03-04-130	UTILITIES-ELECTRICIT	2,530,526	2,401,056	2,426,100	2,546,130	2,454,000	2,404,681	2,475,000
03-01-03-04-140	PROF SERV - LEGAL	-	-	-	230	3,000	8,563	2,000
03-01-03-04-142	PROF.SERV.ARCHT.ENG.	20,000	18,747	-	4,966	-	-	-
03-01-03-04-144	CONSULTANT SERVICES	1,500	663	1,500	1,036	4,000	1,299	4,000
03-01-03-04-150	CONTRACT LABOR	3,000	9,658	3,000	(75,032)	3,000	56,099	8,000
03-01-03-04-160	REPAIR SERVICES	200	-	200	1,220	200	-	200
03-01-03-04-170	MAINT AGREEMENTS & L	-	-	1,400	171	500	-	500
03-01-03-04-180	MEALS, LODGING, TRAV	-	-	-	30	-	791	1,200
03-01-03-04-210	OPERATING SUPPLIES	120,000	82,079	100,000	70,070	120,000	140,381	140,000
03-01-03-04-220	TOOLS/SMALL EQUIPMEN	3,000	2,155	3,000	2,554	3,000	4,789	3,000
03-01-03-04-305	INT-EXP MAMU 08 SUBS	58,435	58,308	54,107	57,497	32,716	51,446	44,588
03-01-03-04-309	CAPITAL LEASE PAYMEN	96,000	-	98,000	89,000	108,000	98,000	108,000
03-01-03-04-311	COP-COST OF ISSUANCE	-	-	-	-	17,014	-	-
03-01-03-04-450	RENTAL	-	-	-	-	-	-	-
03-01-03-04-490	EQUIPMENT USE CHARGE	48,000	30,842	48,000	50,818	48,000	48,148	48,000
03-01-03-04-502	VEHICLES	4,000	5,103	-	-	28,000	-	-
03-01-03-04-508	OTHER EQUIPMENT	-	-	5,000	4,127	85,000	25,400	125,000
03-01-03-04-901	MISCELLANEOUS	-	-	165,000	165,554	-	-	-
03-01-03-04-903	DEPRECIATION RESERVE	796,099	-	796,099	-	791,072	-	771,295
Distribution Oper., Maint. & Improvements		3,837,968	2,740,111	3,830,793	3,071,521	3,863,519	3,028,684	3,972,633

Cost of wholesale power purchases shown in Account No. 03-01-03-04-130. In June of 2017 the City will begin purchasing power from NextEra Power Marketing and electric capacity from Big Rivers Electrical Coop. This will end a decades-long relationship with what is now called Dynergy but was once part of Ameren and before that Union Electric.

Funds in Account No. 03-01-03-04-210 provide for the purchase of meters, poles, cross arms, wire, anchors, transformers, switches, insulators, capacitors, and other items used in normal maintenance and construction activities.

Electric Distribution Operations, Maintenance and Improvements (cont.)

Funds in Account No. 03-01-03-04-305 and 03-01-03-04-309 represent estimate payments on lease-purchase of new second substation.

Funds in Account No. 03-01-03-04-508 are for a “backyard machine.”

Funds in Account No. 03-01-03-04-901 represents funds for pulling wire under the railroad tracks.

Funds for depreciation reserve, shown in Account No. 03-01-03-04-903, include carry over funds of \$791,072.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated regular hours (OT/call out) FY2016-17	Budgeted regular hours (OT/call out) FY2017-18
Electric Line Foreman	23.50/16.40	662	811 (85.5)	740 (86)
Lineman	19.26/14.74	1,135	1,076 (61.5)	1,075 (62)
Lineman	18.61/11.51	1,059	1,150 (63)	1,065 (60)
Apprentice Lineman	15.81/9.81	985	1,028 (58)	980 (58)
Apprentice Lineman	15.27/5.96	504	976 (48)	770 (48)
TOTALS		4,345	5,041 (316)	4,630 (314)

FY 2017 BUDGET – ENTERPRISE FUNDS

Brush and Tree Control: The activity consists of tasks performed to control brush and trees that interfere with the electric distribution system. Examples of such tasks are tree trimming for clearance, hauling brush, and tree cutting for access to the electric lines. Brush and tree control is performed in conjunction with both the Electric Department and the Streets & Sanitation Department employees. This reflects the joint efforts which are frequently put forth by electric and street crews and also the fact that some tree work is performed in non-utility street rights-of-way, some in easements and rights-of-way with electric lines. This activity accounts for the electric utility's share of brush and tree control costs.

This activity is carried out under the direct supervision of the Line Foreman and under the general supervision of a City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	CASHIERING/COLLECTING							
03-01-03-08-001	SALARIES AND WAGES	19,746	28,111	31,271	25,214	28,815	11,800	13,800
03-01-03-08-002	OVERTIME WAGES	-	-	200	229	250	223	110
03-01-03-08-010	ACCRUED EMPLOYEE BEN	11,749	17,712	14,398	14,957	17,632	7,696	4,910
03-01-03-08-110	PRINT.PUBLICATIONS,	100	-	100	-	100	-	100
03-01-03-08-150	CONTRACT LABOR	25,000	24,277	25,000	20,502	25,000	52,082	30,000
03-01-03-08-160	REPAIR SERVICES	200	-	200	-	200	-	200
03-01-03-08-210	OPERATING SUPPLIES	3,500	2,058	3,500	3,271	3,500	2,094	3,500
03-01-03-08-220	TOOLS/SMALL EQUIPMEN	500	600	500	426	500	-	500
03-01-03-08-490	EQUIPMENT USE CHARGE	13,000	17,503	13,000	11,115	13,000	5,589	13,000
03-01-03-08-505	TOOLS	-	-	-	-	-	-	-
03-01-03-08-901	MISCELLANEOUS	-	-	-	-	-	-	-
	Brush & Tree Control	73,795	90,261	88,169	75,714	88,997	79,484	66,120

Funds budgeted in Account No. 03-01-03-08-150 include contracting for stump and tree removal, and grinding of material accumulated in the brush pit at the old landfill.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated regular hours (OT/call out) FY2016-17	Budgeted regular hours (OT/call out) FY2017-18
Electric Line Foreman	23.50/16.40	85	52	66
Lineman	19.26/14.74	248	157	203
Lineman	18.61/11.51	338	171	256
Apprentice Lineman	15.81/9.81	430	422	426
Apprentice Lineman	15.27/5.96	431	455 (3.25)	440 (4)
TOTALS		1,532	1,257 (3.25)	1,391 (4)

FY 2017 BUDGET – ENTERPRISE FUNDS

Street Lighting: Although street lighting has sometimes been considered a public safety or public works function, the Board of Aldermen has determined that the City shall follow historic practice and assigns the expenses for street lighting to this activity within the Electric Utility. The City owns, operates, and maintains approximately 629 street lighting fixtures, of which one is metered and the remainder unmetered.

This activity is carried out by linemen and groundman under the general supervision of the Line Foreman.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	CASHIERING/COLLECTING							
03-01-03-09-001	SALARIES AND WAGES	9,585	7,066	6,171	7,992	9,332	6,421	5,700
03-01-03-09-002	OVERTIME WAGES	-	-	40	124	100	56	211
03-01-03-09-010	ACCRUED EMPLOYEE BEN	6,494	4,412	3,276	4,601	5,584	3,715	3,500
03-01-03-09-210	OPERATING SUPPLIES	6,000	2,069	6,000	8,625	6,000	9,740	7,500
03-01-03-09-490	EQUIPMENT USE CHARGE	3,000	2,446	3,000	(27)	3,000	-	3,000
03-01-03-09-508	OTHER EQUIPMENT	-	-		-	5,000		2,500
	Street Lighting	25,079	15,993	18,487	21,316	29,016	19,932	22,411
		\$4,135,375	\$3,074,195	\$4,076,302	\$3,285,897	\$4,131,664	\$3,254,570	\$4,218,247

Funds budgeted in Account No. 03-01-03-09-210 cover expenses associated with purchase of series ballast lights, photo eye switches, bulbs, etc. and purchase of decorative street lights and poles.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated regular hours (OT/call out) FY2016-17	Budgeted regular hours (OT/call out) FY2017-18
Electric Line Foreman	23.50/16.40	51	48 (2)	48 (2)
Lineman	19.26/14.74	159	138 (2)	147 (2)
Lineman	18.61/11.51	28	57	43
Apprentice Lineman	15.81/9.81	120	98	110
Apprentice Lineman	15.27/5.96	67	121	94
TOTALS		425	462 (4)	442 (4)

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SANITATION UTILITY FUND

Until October of 2016, the Sanitation Department collected refuse and recyclable materials from all residences and from all businesses unless the business required a level of service (such as roll-off containers) that the City could not provide. In October 2016, Dayne;s Disposal Service, Inc. won a competitive bid process against other service providers including the City of Centralia. Dayne's hauls the garbage to the their transfer station in Audrain County and takes the curbside residential recyclable material to the City of Columbia's Material Recovery Facility. This change in service allowed the City to reduce the residential standard trash rate to \$16.00 per month from \$17.25/month. The City would have had to increase the rate to \$19.50 to continue to provide the same level of service as before, and have sufficient funds to purchase new equipment.

The City of Centralia is responsible for the post-closure maintenance of the Centralia Landfill closed back in 1994. In addition the Street and Sanitation department maintains a site for the drop off of appliances (a permit from City Hall is required) and residential yard waste.

The City still collects and recycles commercial cardboard and a few special customers.

BUDGET HIGHLIGHTS

We have budgeted for the purchase of a roll-off recycling trailer with the purchase planned for July 2018. Grant funds are expected to pay for the trailer. The City offers a Spring Cleanup week for that type of service, free of charge each year.

There is a \$3.00 per month increase in commercial recycling accounts on April 1, 2017.

SANITATION FUND CASH FLOW

SANITATION UTILITY FUND CASH FLOW					
	Budget 2016	Actual 2016	Budget 2017	Estimated FY 2017	Budget FY 2018
Estimated Cash Balance April 1	\$ 168,788	\$ 227,840	\$ 237,477	\$ 247,754	\$ 348,687
Operating Revenue	\$ 425,300	\$ 445,679	\$ 435,300	\$ 573,950	\$ 441,000
Non-operating Revenue	\$ 500	\$ 756	\$ 500	\$ 1,603	\$ 1,000
Expected/Actual Revenues	\$ 425,800	\$ 446,435	\$ 435,800	\$ 575,553	\$ 442,000
Available for Appropriation	\$ 594,088	\$ 673,519	\$ 672,777	\$ 821,704	\$ 789,687
Operating Expenditures & Reserve	\$ (488,735)	\$ (425,765)	\$ (482,837)	\$ (476,802)	\$ (514,071)
Non-operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Proposed/Actual Appropriation	\$ (488,735)	\$ (425,765)	\$ (482,837)	\$ (476,802)	\$ (514,071)
ESTIMATED/ACTUAL CASH BALANCE	\$ 196,735	\$ 247,754	\$ 189,940	\$ 344,902	\$ 275,616

SUMMARY OF REVENUES

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY - 2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
INTERGOVERNMENTAL								
03-03-02-43-422	MMSWMD GRANT	-	-	-	-	80,000	-	5,000
FEES FOR SERVICES								
03-03-02-44-410	REFUSE COLLECTION CH	409,000	411,642	425,000	436,983	435,000	435,700	435,000
OTHER REVENUE								
03-03-02-46-110	INTEREST	-	-	-	-	-	-	-
03-03-02-46-220	RENTAL CITY PROP	-	-	-	-	-	-	-
03-03-02-46-330	SALE OF EQUIPMENT	-	-	-	-	-	134,568	-
03-03-02-46-453	TRANSFER FROM ELECTR	-	-	-	-	-	-	-
		-	-	-	-	-	134,568	-
ENTERPRISE FUND REVENUES								
03-03-02-47-199	MISCELLANEOUS	300	4,538	300	8,695	300	3,682	1,000
03-03-02-47-453	TRANSFER FROM ELEC FU	-	-	-	-	-	-	-
03-03-02-47-910	INTEREST	806	466	500	756	500	1,603	1,000
		1,106	5,004	800	9,451	800	5,285	2,000
		410,106	416,646	425,800	446,435	515,800	575,553	442,000

SUMMARY OF EXPENSES – SANITATION FUND

		FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY - 2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
SANITATION FUND TOTAL EXPENDITURES		470,973	410,240	488,735	425,765	582,837	476,802	514,071
332-1	Planning, Administration & Central Services	49,543	70,835	46,354	70,411	48,388	51,242	55,243
332-2	Trash and Recycling Collection	203,650	207,590	206,270	195,256	304,455	209,454	190,200
332-3	Trash Disposal, Recycling Costs and Landfill	217,780	131,814	236,111	160,097	229,994	216,106	268,627

ENTERPRISE FUNDS – OTHER UTILITIES PROGRAM – SANITATION UTILITY FUNCTION (SANITATION FUND)

Planning, Administration and Central Services: This activity provides funds for the planning and administrative functions that result from operating a full, municipal trash collection system, recycling operations, annual spring collection of large items, and care of closed sanitary landfills.

Funds are budgeted for personnel services to perform accounting and purchasing, inspections of closed landfills, meetings and discussion with staff personnel, cost analysis, data collection, long-range planning, and customer service. This activity also covers the City's participation in the Mid-Missouri Solid Waste Management District – Region H.

This activity also includes communication equipment expenses and cashing and collecting services provided by the office staff at City Hall. These services consist of processing and collecting sanitation bills, processing delinquent notices, collecting delinquent accounts, selling permits, copies, etc. Central Services are carried out under the direct supervision of the City Clerk with general direction provided by the City Administrator. Twenty-nine percent (29%) of general cashing and collecting costs are allocated to this activity.

Work performed under this activity is under the direct supervision of the City Clerk and the Foreman/Streets and Sanitation. General planning and oversight is provided by the City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	PLANNING, ADMINISTRATION, & CENTRAL SERVICES							
03-03-02-01-001	SALARIES AND WAGES	22,034	21,841	21,076	20,477	21,076	22,150	22,814
03-03-02-01-002	OVERTIME WAGES	-	-	200	2,505	200	1,448	1,491
03-03-02-01-010	ACCRUED EMPLOYEE BEN	13,118	13,722	10,687	19,858	10,687	17,003	17,513
03-03-02-01-101	POSTAGE AND FREIGHT	3,600	3,933	3,600	4,033	3,600	3,482	3,600
03-03-02-01-110	PRINTING , PUB. AND A	1,200	673	1,200	283	1,200	345	1,000
03-03-02-01-143	PROF. SERVICE-DATA P	75	-	75	-	75		75
03-03-02-01-150	CONTRACT LABOR	3,100	6,165	3,100	2,371	3,100	2,697	3,000
03-03-02-01-170	MAINT AGREEMENTS & L	2,200	2,307	2,200	1,951	2,200	1,785	2,000
03-03-02-01-190	INSURANCE	916	922	916	916	950	576	100
03-03-02-01-201	OFFICE SUPPLIES	400	24	400	-	400		50
03-03-02-01-210	OPERATING SUPPLIER	600	818	600	578	600	478	600
03-03-02-01-506	DATA PROCESSING EQUI	1,500	1,817	1,500	904	1,500	499	500
03-03-02-01-809	TRANSFER TO PERSONNE	-	1,833		1,314	2,000		2,000
03-03-02-01-901	MISCELLANEOUS	800	682	800	757	800	780	500
03-03-02-01-999	DEPR. EXPENSE	-	16,097		14,466			
		49,543	70,835	46,354	70,411	48,388	51,242	55,243

Printing expenses budgeted in Account No. 03-03-02-01-110 include advertisements for special "clean-up" periods and holiday refuse collection schedules.

Funds budgeted in this activity cover 29% of all cashing and collecting expenses, as distributed from the Internal Service Fund.

Funds budgeted in Account No. 03-03-02-01-170 are a pro-rated portion of maintenance agreements on the City's computer system, copier, and the government band radio system.

Planning, Administration and Central Services (cont.)

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
City Clerk	22.41/11.97	176	138 (17)	150 (15)
Deputy City Clerk	15.55/ 4.37	437	364 (56)	365 (50)
Assistant City Clerk II	15.64/8.98	240	195 (26)	203 (25)
Assistant City Clerk I	12.35/7.66	525	479 (4)	500 (5)
Part-time Customer Service Representative	11.83/ 0.64	67	174	152
TOTALS		1,445	1,350 (103)	1,360 (95)

FY 2017 BUDGET – ENTERPRISE FUNDS

Trash Collection: The purpose of this activity is to provide the collection of solid waste throughout the City. Residential customers receive weekly pickups, and business and commercial customers are picked up on a more frequent basis. Special pickups of recyclable materials from residences are made every other week. Pickup of recyclable cardboard from commercial customers is made at least weekly. White goods (large appliances) are stored in a special area at the old landfill property, but are eventually collected by a vendor for reclamation. City residents may take brush and bags of grass, leaves, and other yard wastes to special composting sites at the old landfill and adjacent to the East Water Tower on Howard Burton Drive. However, the City encourages composting of yard wastes by residents on their own property.

This activity provides funds for personnel, equipment, and supplies associated with the trash collection service. Trash collection is carried out under contract with Dayne's Disposal Service, Inc.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	TRASH & RECYCLING COLLECTION							
03-03-02-02-001	SALARIES AND WAGES	68,463	70,873	66,716	69,423	72,971	48,982	6,200
03-03-02-02-002	OVERTIME WAGES	-	-	5,000	3,403	3,703		200
03-03-02-02-010	ACCRUED EMPLOYEE BNE	60,837	63,326	58,104	57,501	51,331	45,357	5,800
03-03-02-02-110	PRINTING	-	54	100	283	100		100
03-03-02-02-150	CONTRACT LABOR	300	95	300	1,032	300	65,122	170,400
03-03-02-02-160	REPAIR	50	-	50	-	50		-
03-03-02-02-210	OPERATING SUPPLIES	6,000	6,483	6,000	10,130	6,000	2,473	500
03-03-02-02-430	EQUIPMENT REPAIR CHA	-	-		-			-
03-03-02-02-490	EQUIPMENT USE CHARGE	68,000	68,585	70,000	56,895	70,000	47,520	1,000
03-03-02-02-502	VEHICLE	-	11		-	100,000		-
03-03-02-02-508	OTHER EQUIPMENT	-	-	-	-	-	-	6,000
03-03-02-02-509	MISCELLANEOUS, CAPITAL	-	(1,836)		(3,411)			-
03-03-02-02-901	MISCELLANEOUS	-	-		-			-
		203,650	207,590	206,270	195,256	304,455	209,454	190,200

Funds budgeted in Account No. 03-03-02-02-150 are for half of the expenses for contracted solid waste services. The remaining half is budgeted in landfill expenses.

Funds budgeted in Account No. 03-03-02-02-210 are for disinfectants, etc.

Funds budgeted in Account No. 03-03-02-02-508 are the full cost for purchase of the recycling trailer. Offsetting revenues are budgeted in Account No. 03-03-02-43-422

Trash Collection (cont.)

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17 (Overtime)	Budgeted hours FY2017-18(Overtime)
Street/Sanitation Foreman	20.21/13.28	73.5 (2)		50
Refuse Collector/Driver	13.51/9.00	1,702 (84)		0
Refuse Collector	n/a	1,621 (12)		0
Equipment Operator	16.00/12.75	916 (9)		50
Equipment Operator	14.40/10.51	536 (34)		600
Part-Time labor	n/a	307.5		0
Water & Sewer Department		0		0
Electric Department		16		0
TOTALS		5,172 (141)		700

FY 2017 BUDGET – ENTERPRISE FUNDS

Trash Disposal, Recycling Costs and Landfill Maintenance: Trash disposal entails inspecting and disposing of solid wastes in a state-approved sanitary landfill. Until April 1, 1994, the City operated its own landfill. This site is filled, covered, and closed.

The City has an ongoing obligation to monitor and maintain three closed landfill sites: two adjacent areas located north and northwest of the Centralia Country Club and west of the northeast wastewater treatment lagoons, and another located north of Highway 22 at the west City limits.

Funds appropriated for this activity will pay for disposal fees at the Columbia landfill and charges by private contractors for the use of roll-off containers and disposal fees for the spring cleanup and disposal of white goods. The activity also includes expenses directly associated with post-closure monitoring and maintenance of all closed landfills and maintenances of the holding sites for compost and white goods.

The activity is carried out by all members of the Street and Sanitation Department under the general oversight of the Foreman/Street and Sanitation.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY-2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	TRASH & RECYCLING DISPOSAL & LANDFILL							
03-03-02-03-001	SALARIES AND WAGES	3,999	5,340	5,425	5,875	4,614	6,977	5,195
03-03-02-03-002	OVERTIME WAGES	-	-	500	2,182	2,314	5,222	2,160
03-03-02-03-010	ACCRUED EMPLOYEE BEN	1,122	2,355	3,647	2,141	1,812	3,615	5,380
03-03-02-03-150	CONTRACT LABOR	14,000	17,877	18,000	26,838	18,000	118,317	170,400
03-03-02-03-210	OPERATING SUPPLIES	400	768	400	1,301	400	281	100
03-03-02-03-320	BAD DEBTS	-	66		(253)			-
03-03-02-03-430	EQUIPMENT REPAIR CHA	-	1,400		-			-
03-03-02-03-450	EQUIPMENT RENTAL	-	-		-			-
03-03-02-03-490	EQUIPMENT USE CHARGE	6,300	6,588	8,500	14,269	8,500	12,767	4,000
03-03-02-03-902	TIPPING FEES	96,000	97,421	103,680	107,744	110,000	68,927	-
03-03-02-03-904	CLOSURE/EQUIP. REPLA	95,959	-	95,959	-	84,354		81,392
		217,780	131,814	236,111	160,097	229,994	216,106	268,627
		\$ 470,973	\$ 410,240	\$ 488,735	\$ 425,765	\$ 582,837	\$ 476,802	\$ 514,071

Laboratory Fees for chemical tests relating to methane/landfill gas monitoring and other permit requirements are shown in Account No. 03-03-02-03-150, as are fees for supplying and removing roll-off containers during spring "cleanup" period and the services of a contract tub-grinder at the brush pit.

Funds in Account No. 03-03-02-03-902 represent the cost of tipping fees at the City of Columbia's Sanitation Landfill. The tipping fee at the Columbia Sanitary Landfill increased to \$41.00/ton in October of 2014. The increased cost of line 902 is mainly due to this fee increase although tonnage increased last year by about 3%.

Funds in Account No. 904 represent the City's remaining statutory obligation for post-closure maintenance of the landfills.

Trash Disposal, Recycling Costs and Landfill Maintenance (cont.)

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17 (Overtime)	Budgeted hours FY2017-18 (Overtime)
Street/Sanitation Foreman	20.21/13.28	31	89 (6)	
Refuse Collector/Driver	13.51/9.00	94	13 (67)	
Refuse Collector	n/a	51	5 (6)	
Equipment Operator	16.00/12.75	52	96 (1)	
Equipment Operator	14.40/10.51	38	67 (14)	
Part-Time labor	n/a	20	30.5	
Water & Sewer Department		21.5	0	
Electric Department		0	48	
TOTALS		287.5	348.5 (94)	

A. B. CHANCE MEMORIAL TRUST FUND**TRUST FUND CASH FLOW****TRUST FUND REVENUE DETAIL**

		FY-2015	FY2015	FY-2016	FY2016	FY -2017	FY2017	FY2018
ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATED	PROPOSED
	CASHIERING/COLLECTING							
04-01-01-46-110	INTEREST	654	418	415	405	415	939	600
04-01-01-46-190	DIVIDENDS & CAPITAL	-	-		-			
		654	418	415	405	415	939	600

FY 2017 BUDGET – ENTERPRISE FUNDS

A. B. CHANCE TRUST FUND – CEMETERY OPERATIONS PROGRAM – CHANCE MEMORIAL FUNCTION

Operations: This activity consists of administration and maintenance performed for the A. B. Chance Memorial Mausoleum at the Centralia City Cemetery. Included here are expenses relating to investment activities supervision, design and completion of improvements, contract maintenance, and utilities. These expenses are funded by the investment income from a trust fund established by the Chance family and administered by the City of Centralia. Trust documents limit the types of investments which may be used.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	TRUST FUND OPERATIONS							
04-01-01-02-110	PRINTING,PUBLICATION	50	-	50	-	50		50
04-01-01-02-131	UTILITIES-WATER	600	105	600	179	600	209	600
04-01-01-02-150	CONTRACT LABOR	7,500	6,464	7,500	3,675	6,500	4,050	6,000
04-01-01-02-210	OPERATING SUPPLIES	2,000	686	1,500	740	1,000	733	1,000
04-01-01-02-901	MISCELLANEOUS	-	-		-			
		10,150	7,255	9,650	4,594	8,150	4,992	7,650

Funds shown in Account No. 04-01-01-02-110 cover expenses associated with advertising mausoleum maintenance contract for bids.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
	No salary or wages are paid out of this fund.			

CAPITAL PROJECTS FUNDS

The capital Project Funds are special funds set aside for capital improvement projects. The Fire Equipment/Public Safety Capital Fund was set up to act as a sinking fund to pay for capital purchases for the Centralia Volunteer Fire Department. Although designated for purchase of major pieces of equipment, based on the current fund balance and the amount of revenue the annual stream, it would take decades to build up enough funds. The Street and Highway Fund has not been used for several years, but can act as a special project fund for capital projects funded by County or State Grants.

FIRE EQUIPMENT FUND CASH FLOW

HIGHWAY & STREETS FUND CASH FLOW

COMBINED CAPITAL FUNDS CASH FLOW

CAPITAL PROJECTS FUND – PUBLIC SAFETY PROGRAM – FIRE EQUIPMENT FUNCTION

In 1968, the Board of Aldermen of the City of Centralia adopted an ordinance specifying that 25% of all revenue received from the sale of cigarette stamps be deposited in the "Fire Department Fund". Through the early years, funds from cigarette stamps were a primary, although not exclusive, source of operating revenue for the Fire Department. As the General Fund assumed more financial responsibility for operation and maintenance activities of the Fire Department, revenue from cigarette stamps was put to the more exclusive use of purchasing Fire Department equipment. Sometime after 1976, by motion and vote of the Board of Aldermen, the cigarette stamp revenue was to be set aside annually and accumulated for the purpose of purchasing major pieces of firefighting equipment.

The purpose of this activity, therefore, is to provide a sinking account from which purchase of firefighting equipment can be expensed and funds for expensive equipment can be saved over several years. Because the cigarette tax is a meager revenue source, additional funds may from time-to-time be transferred from the General Fund as available.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
	No salary or wages are paid out of this fund.			

FY 2017 BUDGET – ENTERPRISE FUNDS

CAPITAL PROJECTS FUND – PUBLIC WORKS PROGRAM – HIGHWAYS AND STREETS FUNCTION

Capital Outlay: This activity represents a method to separately account for highway and street capital projects funded through county and state grants. Generally only grant-eligible expenses (for engineering fees, rental of special equipment, and purchases of construction supplies and materials) are shown. This activity can also account for work performed by private contractors. In some instances, labor expenses for construction work performed by City employees may be included.

For Fiscal Years 2013-2014, 2014-2015 and 2015-2016 there was no activity in this account

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated hours FY2016-17	Budgeted hours FY2017-18
	No salary or wages are paid out of this fund.			

INTERNAL SERVICES FUNDS

The City has established two internal service funds; Central Services which served as a fund to reconcile personnel costs that were charged out to various departments and Capital Equipment which serves as an accounting center for vehicle maintenance and replacement costs.. Within the Central Services Program were the Personnel Program where the employee benefits had historically been accrued, and the Financial Program where the time and materials used to support the various utility funds and other revenue collection activities could be tracked and charged out to the various utilities and other activities.

In FY 2016, at the advice of the auditors, the accrual of employee benefits and insurance expenses to the Personnel Function of Central Services was discontinued.

FY 2017 BUDGET – ENTERPRISE FUNDS

INTERNAL SERVICES FUND – CENTRAL SERVICES PROGRAM – PERSONNEL FUNCTION

The purpose of this activity is to pay out benefits accrued by employees of the City. Health insurance, unemployment claims, workers compensation claims, paid leaves of absence for hourly employees, uniform allowances for unionized employees, and payments to Federal and State Agencies for withholdings are liabilities paid from this activity. Revenue to this account consists of funds expensed from other city accounts in the process of making payroll.

Based on discussions with the auditors, this function will be eliminated and departments will accrue and expense their benefits directly each year.

This activity is carried out by the Assistant City Clerk II under the general supervision of the City Clerk and City Administrator.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	CASHIERING/COLLECTING							
06-01-01-01-010	ACCRUED EMPLOYEE BEN	-	30,389		2,757		583	
06-01-01-01-801	TRANSFER TO ELECTRIC	-	34,675		35,646			
06-01-01-02-010	ACCRUED EMPLOYEE BEN	-	11,395		1,143		-	
06-01-01-03-010	ACCRUED EMPLOYEE BEN	-	20,368		934		-	
06-01-01-03-101	ACCRUED EMPLOYEE BEN	-	-		-			
06-01-01-09-010	ACCRUED EMPLOYEE BEN	-	1,161		324		-	
		-	97,989	-	40,805	-	583	-

FY 2017 BUDGET – ENTERPRISE FUNDS

INTERNAL SERVICES FUND – CENTRAL SERVICES PROGRAM –FINANCIAL FUNCTION

Cashiering & Collecting: This activity allows for the distribution of personnel expenses and making payments to vendors for supplies and materials associated with cashiering and collecting activities for all funds. In other funds in the budget, including the General Fund and each of the utility funds, is a Cashiering and Collecting or similarly labeled activity. Expenses from this internal service activity are proportionately expensed to these other funds. The resulting journal and general ledger accounting entries thereby become "income" to this activity and match the liabilities incurred here.

This activity is carried out by the Deputy City Clerk under the general supervision of the City Clerk and City Administrator.

INTERNAL SERVICES FUNDS ARE SELF-BALANCING AND ARE NOT BUDGETED FOR APPROPRIATION.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	CASHIERING/COLLECTING							
06-01-02-01-001	SALARIES AND WAGES	-	73,001		67,920		78,656	81,016
06-01-02-01-002	OVERTIME WAGE	-	-		8,638		8,349	8,600
06-01-02-01-010	ACCURED EMPLOYEE BEN	-	39,469		26,418		26,135	26,919
06-01-02-01-101	POSTAGE AND FREIGHT	-	13,561		13,907		12,861	13,247
06-01-02-01-133	UTILITIES-TELEPHONE,	-	355		270		656	700
06-01-02-01-143	PROF. SERV-DATA PROC	-	-		-			
06-01-02-01-150	CONTRACT LABOR	-	21,173		8,175		9,342	10,455
06-01-02-01-170	MAINT AGREEMENTS & L	-	5,200		4,526		4,475	4,587
06-01-02-01-201	OFFICE EQUIPMENT/FUR	-	-		-			-
06-01-02-01-210	OPERATING SUPPLIES	-	2,905		1,994		1,681	1,800
06-01-02-01-506	DATA PROCESSING EQUI	-	6,203		3,117		1,716	2,000
06-01-02-01-901	MISC EXPENSE	-	2,416		2,609		2,173	2,200
		-	164,284	-	137,574	-	146,044	151,523

This is only a "clearing account" for cashiering and collecting payments. The actually expenses are budgeted and accounted in a proportional manner in several of the other funds.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	CASHIERING/COLLECTING							
06-01-02-48-120	CASHIERING AND COLLE	-	164,284		137,574		146,044	151,523

FY 2017 BUDGET – ENTERPRISE FUNDS

INTERNAL SERVICES FUND – CAPITAL EQUIPMENT PROGRAM – EQUIPMENT CHARGES FUNCTION

Equipment Operations: This activity consist of paying for expenses associated with the operation, maintenance, and repair of vehicles and large equipment. Funds received as revenue to this activity are actually ledger transfers of expenses shown as "equipment use charges" (Account No. 490 in many of the activities presented in this budget). Equipment use charges are based on historic and estimated expenses for motor fuel, equipment parts, supplies, internal and contract labor for repairs, and motor vehicle liability insurance. Equipment use charges are made on the basis of mileage or hourly use of vehicles and equipment for the various municipal purpose. As with the other Internal Service Fund activates, this activity is operated as an "enterprise" fund. Though its revenues and expenses are expected to balance out over the years, this activity may show a fund balance or small deficit in the end of any given fiscal year.

Due to the low cost of fuel in recent years and the fact that the formula used to allocate the operational cost of the vehicles was last updated in 2008, a fund balance of over \$400,000 has built up and now there are sufficient funds to purchase a dump truck.

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	EQUIPMENT OPERATION							
06-02-01-02-001	SALARIES AND WAGES	-	15,184		17,593		11,048	11,269
06-02-01-02-002	OVERTIME WAGES	-	-		339		148	151
06-02-01-02-010	ACCURED EMPLOYEE BEN	-	12,237		11,221		7,042	7,183
06-02-01-02-150	CONTRACT LABOR	-	405		89		-	-
06-02-01-02-190	INSURANCE	-	22,250		21,499		27,111	27,653
06-02-01-02-210	SUPPLIES	-	36		-			-
06-02-01-02-410	MOTOR FUEL	-	103,298		58,242		58,845	60,022
06-02-01-02-420	EQUIPMENT PARTS AND	-	68,821		56,317		55,419	56,527
06-02-01-02-430	EQUIPMENT REPAIR CHA	-	37,076		27,566		21,694	22,128
06-02-01-02-490	EQUIPMENT USE CHARGE	-	3,076		(32,264)		-	
06-02-01-02-502	VEHICLES	-	-		-	165,000	117,942	52,000
06-02-01-02-507	CONST. EQUIPMENT	-	-		-			51,430
06-02-01-02-508	OTHER EQUIPMENT	-	-		-			-
06-02-01-02-901	MISCELLANEOUS	-	-		-		51,430	
		-	262,382	-	160,603	165,000	350,678	288,362

ACCOUNT NUMBER	ACCOUNT TITLE	FY-2015 BUDGET	FY2015 ACTUAL	FY-2016 BUDGET	FY2016 ACTUAL	FY -2017 BUDGET	FY2017 ESTIMATED	FY2018 PROPOSED
	CASHIERING/COLLECTING							
06-02-01-48-110	EQUIPMENT USE CHARGE	-	286,050		266,388		270,802	276,218

Equipment Operations (cont.)

Funds are budgeted in Account No. 06-02-01-02-502 for the purchase of a new single-axle dump truck with plow for the Street Department. In turn the Street Department will transfer their oldest dump truck (Truck #4 which is a 2002 Freightliner) to the Water Department which will sell Truck #3 a 1993 Ford.

The payments made from this activity represent disbursements of moneys previously appropriated and "expensed" as "equipment use changes" in the other activities of this budget.

Position Title	Anticipated Salary/Benefit Rate	Actual hours FY2015-16	Estimated regular hours (OT/call out) FY2016-17	Budgeted regular hours (OT/call out) FY2017-18
Street/Sanitation Foreman	20.21/13.28	160	182 (8)	171 (8)
Equipment Operator	14.40/10.51	55	32.5	44
Equipment Operator	16.00/12.75	157	174 (4)	165 (5)
Refuse Collector/Driver	13.51/9.00	22	17	20
Refuse Collector	n/a	42	43 (1)	43 (1)
Part-Time labor	n/a	26.5	41	34
Subtotal		462.5	489.5 (13)	477 (14)
Foreman Water/Sewer	22.95/12.16	5	6	6
Senior Water/Sewer Plant Operator -> Assistant Foreman Water & Sewer	17.43/13.70	2	4	3
Water & Wastewater Plant Operator	16.87/8.42	35	11	23
Equipment Operator Water & Sewer	16.36/11.86	46.5	64	56
Subtotal		88.5	85	88
Electric Line Foreman	23.50/16.40	41	20	30
Lineman	19.26/14.74	146	117	132
Lineman	18.61/11.51	150	133	142
Apprentice Lineman	15.81/9.81	119	126	123
Apprentice Lineman	15.27/5.96	82	118	96
Subtotal		538	514	523
TOTALS		1,089	1,088.5 (13)	1,088 (14)

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Capital Improvement Projects – FY 2016-2017

Capital Improvement Budget Summary				
		FY 2017 ADOPTED	FY 2018 PROPOSED	FY 2019
GENERAL GOVERNMENT		5,000	1,000	50,000
PUBLIC SAFETY		76,000	126,400	89,000
PUBLIC WORKS		79,333	5,000	92,000
PLANNING/ECON DEVELOP		30,000	5,000	-
TOTAL GENERAL FUND		\$ 190,333	\$ 137,400	\$ 231,000
POOL		1,500	3,000	3,000
PARKS & RECREATION		53,000	48,500	50,000
REC CENTER		12,000	11,000	8,000
LIBRARY		-	-	-
CEMETERY		-	-	-
PUBLIC WORKS -STREETS		231,218	257,000	189500
TOTAL SPECIAL REVENUE		\$ 297,718	\$ 319,500	\$ 250,500
WATER UTILITY		90,000	105,000	150,000
SEWER UTILITY		62,500	135,000	82,500
ELECTRIC UTILITY		153,000	125,000	490,000
SANITATION		100,000	6,000	-
TOTAL ENTERPRISE FUNDS		\$ 405,500	\$ 371,000	\$ 722,500
OTHER				
TOTAL ALL FUNDS		\$ 595,833	\$ 508,400	\$ 953,500

GENERAL FUND DETAIL

GENERAL FUND					
			FY 2017 ADOPTED	FY 2018 PROPOSED	FY 2019
GENERAL GOVERNMENT		BUDGET ITEM			
Bldg & Grounds	01-01-07-01-506	Camera/DVR City Hall	5,000	1,000	-
Bldg & Grounds	01-01-07-01-510	City Hall HVAC*	-	-	50,000
		Subtotal	5,000	1,000	50,000
PUBLIC SAFETY					
		Police			
Patrol	01-02-01-02-502	Vehicles (Police Cars)	16,000	6,500	16,000
Patrol	01-02-01-02-506	Mobile Data Terminals	-	6,500	6,500
Dispatch	01-02-01-02-506	CAD System	-	28,200	-
		Subtotal	16,000	41,200	22,500
		Fire			
Fire Protect	122-1-504	Minipumper Truck	44,000	44,000	44,000
		Subtotal	60,000	85,200	66,500
		Public Safety Subtotal	76,000	126,400	89,000
		Street			
Street Maint	01-03-01-02-502	Pickup Truck	-	-	22,000
Street Maint	01-03-01-02-502	Wheel Loader (Financed)	44,333	-	-
Sidewalk/Pkng	01-03-01-02-502	SRTS Engineering (Grant 80%)	-		15,000
Storm Drng	01-03-01-08-509	Storm Sewer Lining/Repair	20,000	-	50,000
Storm Drng	01-03-01-08-509	Engineering	15,000	5,000	5,000
		Subtotal	79,333	5,000	92,000
		Community Planning/Econ. Development			
Commun. Planning	141-1-144	Comprehensive Plan Consulting	30,000	5,000	-
		Subtotal	30,000	5,000	-
		TOTAL GENERAL FUND	\$ 190,333	\$ 137,400	\$ 231,000

SPECIAL REVENUE FUNDS DETAIL

Asphalt overlay projected expenditures.

Street	Segment	Width	Length	Depth in Inches	Estimated Tons of Asphalt	Road Condition	Additional costs	Estimates	2017	2018	2019	2020	2021	2022	Beyond
Railroad St	Jefferson-Rollins	46	901	1.5	474.13	3		35,560.07	35,560						
West Wind Dr	Bryson-Gano Chance	28	627	2	267.78	5	5,000.00	25,083.73	25,585						
Eastmont Dr	Bryson-Gano Chance	27	614	2	252.87	4	5,000.00	23,964.91	24,444						
Locust (Central - Pool)		18	1310	1.5	269.75	3		20,231.30	20,636						
Bryson dr	Westwind-Eastmont	26	551	2	218.52	3	4,000.00	20,388.67	20,796						
Brianwood Ln	Bryson-Gano Chance	27	620	1.5	191.50	2	3,500.00	17,862.68	18,220						
Southwest (Allen - cul-desac)		21	725	2	232.23	3		17,417.11	17,765						
Railroad St	Rollins-Allen	46	393	1.5	206.81	4		15,510.66	15,511						
Alco St	Allen-dead end	19	748	1.5	162.58	4		12,193.69	12,438						
Railroad St	Allen-Hickman	46	268	1.5	141.03	5		10,577.25	10,577						
Alco St	Allen-Rollins	19	300	1.5	65.21	5		4,890.52	4,988						
Sneed St	Rollins-Bradford	30	1130	2	517.08			38,780.95		39,557					
Adams (R. Griff. to Bruton)		18	1920	1.5	395.36	6		29,651.98	30,245						
Sneed St	#312-Allen	48	577	1.5	316.84			23,762.77	24,238						
Mayes Meadow		24	1138	1.5	312.44	1		23,433.30	23,902						
Reed St	Whitman-Rodney Griffin	24	608	2.5	278.22	7		20,866.21	21,284						
Allen St	Singleton-#203	47	376	2	269.55			20,216.43	21,033						
Sunrise Circle		18	845	1.5	174.00	4		13,049.96	4,560						
Sneed St	Allen-Rollins	63	330	1.5	237.83			17,837.52	18,194						
Meadowlark		27	193	1.5	59.61	3		4,470.96	4,471						
Singleton St	Hickman-200'e Collier	51	1227	1.5	715.87			53,690.16			55,859				
Rollins St	Sneed-Railroad	50	736	1.5	420.98			31,573.87			32,849				
Barnes St	Jefferson-Rollins	21	1215	2	389.18			29,188.67			30,368				
Barnes St	allen - Columbia	22	984	2	330.20			24,764.89			25,765				
Bradford St	Sneed-Sims	20	1405	1.5	321.46			24,109.39			25,083				
Barnes St	Allen-Rollins	38	380	2	220.25			16,519.08			17,186				
Poage St.	(Lee to Jefferson)	27	1300	1.5	401.54	2		30,115.29				30,115			
Stone St	Switzer-Poage	16	283	3	103.60	4		7,769.92				24,973			
Bruton St	Allen - Jenkins	21	1012	2	324.16	5		24,311.88				24,555			
Central Street	Gano Ch - cul-de-sac	29	738	2	326.45	3		24,483.47				24,483			
Allen St	#203-Barnes	39	386	1.5	172.21			12,916.11				13,438			
Allen St	Barnes-Bruton	21	471	2	150.87			11,315.11				11,772			
Collier St	Railroad-Singleton	22	422	1.5	106.21			7,965.54				8,287			
Collier St	#211-Barnes	26	343	1.5	102.02			7,651.51				7,961			
Collier St	Sneed-#211	50	145	1.5	82.94			6,220.40				6,472			
Collier St	Singleton-Sneed	22	267	1.5	67.20			5,039.81				5,243			
Bradford St	Singleton-Sneed	19	275	1.5	59.77			4,482.97				4,664			
Randolph St	Remington to Rowland	36	1412	6	2326.03	New		174,452.48					174,452		
Cook, Leach, Richey & Rocky (Tidball Tr. Pk.)		18	2354	1.5	484.73	2		36,354.56					36,718		
S. Columbia (Countryland to Gano)		22	707	3	355.87	2		26,690.21					26,690		
Hickman (100 N. part)		28	176	3	112.75	5		8,456.31					8,710		
Columbia (COLT to Barnes)		22	440	1.5	110.74	6		8,305.30						8,638	
Barnes (Barr to Columbia)		21	300	2	96.09	3		7,207.08						7,207	
Jefferson Street (Cox to S term) rebuild		32	1698	4	1657.58	10		124,318.67						124,319	
S. Allen (Lakeview south)		20	2400	1.5	549.11	6		41,183.30						43,242	
Widen Jenkins (200 block)		40	240	1.5	109.82	5		8,236.66						8,401	
Ivy Lane (#619 - Orchard)		21	632	4	404.88	3		30,365.82							30,366
Allen (RR tracks - Singleton)		47	484	2	346.98	4		26,023.27			26,023				
Campbell Street Construction		28	652	2	278.46	3		20,884.51							20,885
Allen St	RR tracks-Singleton	47	484	2	346.98	4		26,023.27					26,023.27		
Southland extension		18	75	2	20.59			1,544.37							1,544.37
Jefferson St	Sims-Barnes	33	904	1.5	341.27			25,595.42							25,595.42
Jefferson St	Barnes-Rodemyre	33	672	1.5	253.69			19,026.69							19,026.69
Jefferson St	Cox-Sims	33	1610	1.5	607.80			45,584.77							45,584.77
Jenkins St	Barnes-Sneed	26	478	1.5	142.17			10,663.04							10,663.04
Jenkins St	Sneed-Singleton	26	285	1.5	84.77			6,357.67							6,357.67
Rollins St	Barnes-Sneed	37	415	1.5	175.66			13,174.37					13,174.37		
Singleton St	200' e Collier-Jefferson	51	578	1.5	337.22			25,291.70					25,291.70		
Sneed St	Columbia-#312	26	466	2	184.81			13,860.47							13,860.47
Sneed St	Jefferson-Bradford	23	190	2	66.66			4,999.20				4,999.20			
															0.00
*Rollins (Lakeview to Sims rebuild)		30	640	4	585.72			43,928.86							131,787
					19318.62			\$ 1,466,397	\$ 206,521	\$ 189,502	\$ 187,112	\$ 192,987	\$ 311,060	\$ 191,807	\$ 305,669
			Tons						2482.41	2560.93	2397.95	2310.59	4139.24	2523.35	2904.16
8103.959211			Linear Feet						7057.00	7117.00	5947.00	3719.00	0.00	0.00	0.00
			Miles						1.3366	1.3479	1.1263	0.7044	0.0000	0.0000	0.0000

ENTERPRISE FUND DETAIL

ENTERPRISE FUNDS					
			FY 2017 ADOPTED	FY 2018 PROPOSED	FY 2019 PROPOSED
WATER					
Planning Admin	03-01-01-1-901	Water Plant Engineering	15,000	40,000	15,000
Well Oper/Maint	03-01-01-3-501	Drop Pump Well #4	-	25,000	-
Distrib Oper/Maint	03-01-01-6-502	Replace Truck #6 - 4WD	-	35,000	-
Distrib Oper/Maint	03-01-01-6-502	Trf to Street for used Truck	30,000	-	-
Distrib Oper/Maint	03-01-01-6-505	4" Pump	-	5,000	-
Distrib Oper/Maint	03-01-01-6-507	Backhoe	-	-	85,000
Treatment Oper	03-01-01-7-510	Aerator /Plant Upgrades	45,000	-	50,000
		Water Dept. Subtotal	90,000	105,000	150,000
SEWER					
Collection Oper/Mt	03-01-02-3-509	Sewer main lining	45,000	52,000	45,000
Collection Oper/Mt	03-01-02-3-509	Manhole lining	7,500	8,000	7,500
Lift Station Oper/Mt	03-01-02-7-508	Replacement pump	-	-	15,000
Treatment Oper/Ma	03-01-02-7-507	Skid/track loader w/brush hog	-	65,000	-
Land Application	03-01-02-8-508	Equipment replacement	10,000	10,000	15,000
		Sewer Dept. Subtotal	62,500	135,000	82,500
ELECTRIC					
Planning Admin	03-01-03-3-506	GIS Development	35,000	-	-
Building & Grounds	03-01-03-3-510	City Hall improvements	-	-	40,000
Distribution O/M	03-01-03-4-502	1/2-Ton 4WD Truck	28,000	-	-
Distribution O/M	03-01-03-4-502	Bucket Truck	-	-	200,000
Distribution O/M	03-01-03-4-508	Backyard machine	-	75,000	-
Distribution O/M	03-01-03-4-508	Tamping tool	-	5,000	-
Distribution O/M	03-01-03-4-508	URD primary line for RR	85,000	45,000	-
Street Lighting	03-01-03-9-508	LED street lights*	5,000	-	250,000
		Electric Dept. Subtotal	153,000	125,000	490,000
		* less annual cost with financing			
SANITATION					
Trash Collection	03-03-02-02-508	Recycling trailer(s)(75% Grant)	-	6,000	-
Trash Collection	03-03-02-02-502	Recycling Truck (75% Grant)	100,000	-	-
		Sanitation Dept. Subtotal	100,000	6,000	-

INTERNAL SERVICE FUND

INTERNAL SERVICE FUNDS					
			FY 2017 ADOPTED	FY 2018 PROPOSED	FY 2019 PROPOSED
CAPITAL EQUIPMENT					
Equipment Charges	06-02-01-02-502	Single-Axel Dump Truck	165,000	-	-
Equipment Charges	06-02-01-02-502	Equipment Trailer	-	8,000	-
Equipment Charges	06-02-01-02-502	Fire truck (pmt 3 of 5)		44,000	
Equipment Charges	06-02-01-02-507	Front Loader (final pmt)		40,430	
Equipment Charges	06-02-01-02-507	Snow Plow	-	11,000	-
Equipment Charges	06-02-01-02-508	Fuel island	-	-	50,000
		Capital Equipment Subtotal	165,000	103,430	50,000

