

CITY OF CENTRALIA

BUDGET & ANNUAL ACTIVITY REPORT

FISCAL YEAR
APRIL 1, 2014 - MARCH 31, 2015

MAYOR

Tim Grenke

ALDERMEN

Catherine Simmons	David Wilkins
Jon Angell	Donald Bormann
Landon Magley	Jim Lee

CITY ADMINISTRATOR

Lynn P. Behrns

CITY OF CENTRALIA REVENUE SUMMARY FY 2014 - 2015

ACCT. NO.	REVENUE	ACTUAL 2012-2013	ESTIMATED 2013-2014	ESTIMATED 2014-2015	GENERAL FUND	SPECIAL REVENUE FUNDS	ENTERPRISE FUNDS	TRUST FUND	CAPITAL PROJECTS
	CLASSIFICATION OF REVENUE								
40000	Revenue:								
41000	Local Taxes	\$ 1,940,507	\$ 1,995,643	\$ 2,004,585	\$ 1,247,481	\$ 755,104	\$ -	\$ -	\$ 2,000
42000	Licenses and Permits	22,371	39,755	20,935	20,935	-	-	-	-
43000	Intergovernmental Revenue	288,987	312,629	292,939	225,400	67,539	-	-	-
44000	Charges for Services	773,275	742,428	757,925	100	348,825	409,000	-	-
45000	Fines and Forfeits	23,241	26,386	25,141	17,641	7,500	-	-	-
46000	Other Revenues	824,578	368,858	212,369	96,550	81,546	33,594	654	25
47000	Public Enterprise	3,339,228	3,917,698	4,104,378	-	-	4,104,378	-	-
	TOTAL	\$ 7,212,187	\$ 7,403,397	\$ 7,418,272	\$ 1,608,107	\$ 1,260,514	\$ 4,546,972	\$ 654	\$ 2,025

CITY OF CENTRALIA
SUMMARY OF EXPENSES
FY 2014 - 2015

FUND	PROGRAM	FUNCTION	ACTIVITY	TOTAL	PAGE NO.
01 General Fund	01 General Government	01 Legislative	01 Aldermen & Other Bds./Commissions	\$ 4,970	13
TOTAL \$ 2,239,233	TOTAL \$ 340,300	TOTAL \$ 27,766	03 Ordinances/Proceedings	\$ 22,796	17
		02 Judicial	01 Court	\$ 21,160	21
		TOTAL \$ 45,239	02 Public Defense	\$ 5,290	25
			03 Legal Research	\$ 18,789	29
		03 Executive	01 Mayor	\$ 5,022	33
		TOTAL \$ 5,022			
		04 Management	01 City Administrator/Admin. Assistant	\$ 83,587	37
		TOTAL \$ 115,009	02 Clerical & Customer Service	\$ 31,422	41
		05 Elections	01 Elections	\$ 3,100	45
		TOTAL \$ 3,100			
		06 Finance	01 Internal Acnting./Audit.-City Treasurer	\$ 3,670	49
		TOTAL \$ 108,582	02 Payroll	\$ 15,058	53
			03 Purchasing	\$ 16,277	57
			04 Cashiering/Collecting	\$ 22,015	61
			05 Accounting	\$ 29,462	65
			06 Independent Audit	\$ 22,100	69
		07 Gen. Gov. Buildings & Grounds	01 City Hall-Buildings & Grounds	\$ 35,582	73
		TOTAL \$ 35,582			
	02 Public Safety	01 Police Protection	01 Planning/Admin./Investig/Training	\$ 81,015	77
	TOTAL \$ 1,021,208	TOTAL \$ 845,708	02 Patrol/Law Enforcement	\$ 495,569	81
			03 Commun./Clerical Support Services	\$ 220,570	85
			04 Building & Grounds	\$ 16,345	89
			05 School Resource Officer	\$ 32,209	93
		02 Fire Protection	01 Fire Admin./Prevention/Training	\$ 12,308	97
		TOTAL \$ 116,983	02 Fire Fighting	\$ 91,375	101
			04 Buildings & Grounds	\$ 13,300	105
		03 Protective Inspection	04 Building, Health, & Safety Inspect	\$ 14,525	109
		TOTAL \$ 14,525			

CITY OF CENTRALIA
SUMMARY OF EXPENSES
FY 2014 - 2015

FUND	PROGRAM	FUNCTION	ACTIVITY	TOTAL	PAGE NO.
		04 Emergency Management	01 Administration /Training/Operations	\$ 1,977	113
		TOTAL \$ 1,977			
		05 Other Public Safety	01 Rabies/Animal Control	\$ 29,874	117
		TOTAL \$ 42,015	03 Weed, Nuisance, & Pest Control	\$ 12,141	121
	03 Public Works	01Highways & Streets			
	TOTAL \$ 339,042		01 Planning/Administration	\$ 30,458	125
		TOTAL \$ 320,722	02 Street Maintenance	\$ 86,097	129
			03 Alley Maintenance	\$ 1,756	133
			04 Sidewalk & Parking Lot Maintenance	\$ 18,760	137
			05 Buildings & Grounds	\$ 17,560	141
			06 Snow and Ice Removal	\$ 54,747	145
			07 Street Signs & Markings	\$ 12,281	159
			08 Storm Drainage	\$ 95,324	153
			09 Brush & Tree Control	\$ 3,739	157
		03 Weed Control	01 City Property	\$ 18,320	161
		TOTAL \$ 18,320			
	04 Comm.Plng/Econ.Dvlpmnt	01 Community Planning	01 Zoning, Planning, & Subdivision Review	\$ 2,450	165
	TOTAL \$ 55,043	TOTAL \$ 2,450			
		02 Econ. Development	01 Economic Planning & Development	\$ 52,593	169
		TOTAL \$ 52,593			
	05 Cntngcy/Cash Flow Res.	01 Cntngcy/Cash Flow Res.	01 Contingency/Cash Flow Reserve	\$ 483,640	173
	TOTAL \$ 483,640	TOTAL \$ 483,640			
02 Special Revenue Funds	01Culture/Recreation	01 Swimming Pool	01 Operations	\$ 100,050	183
	TOTAL \$ 1,058,732	TOTAL \$ 100,050			
		02 Park Areas	01 Operations	\$ 189,593	187
		TOTAL \$ 189,593			
		03 Libraries	01 Library Operations/Administration	\$ 188,924	191
		TOTAL \$ 188,924			
		04 Library Bond	01 Debit Service	\$ 35,928	195
		TOTAL \$ 35,928			
		05 Parks & Recreation	01 Special Tax	\$ 298,537	199
		TOTAL \$ 298,537			
		06 Recreation Center	01 Recreation Center	\$ 245,700	203
		TOTAL \$ 245,700			

CITY OF CENTRALIA
SUMMARY OF EXPENSES
FY 2014 - 2015

FUND	PROGRAM	FUNCTION	ACTIVITY	TOTAL	PAGE NO.
03 Enterprise Funds TOTAL \$ 5,719,198	02 Cemetery TOTAL \$ 43,136	01 Operations TOTAL \$ 37,464	01 Cemetery Grounds	\$ 37,464	207
		02 Memorial TOTAL \$ 5,672	01 Avenue of Flags	\$ 5,672	211
	03 Public Works TOTAL \$ 335,884	02 Highways & Streets TOTAL \$ 335,884	01 Special Tax - Debt Service	\$ 335,884	215
	01 Public Utilities TOTAL \$ 5,248,225	01 Water Utility TOTAL \$ 760,385	01 Planning & Administration	\$ 75,733	225
			02 Communication/Central Services	\$ 33,329	229
			03 Water Well Oper./Maint./Improvements	\$ 169,917	233
			06 Water Distribution Oper./Maint./Improvements	\$ 253,822	237
			07 Water Treatment Oper./Maint./Improvements	\$ 206,559	241
			09 Buildings & Grounds	\$ 21,025	245
		02 Sewer Utility TOTAL \$ 255,554	01 Planning and Administration	\$ 11,305	249
			02 Communications/Central Services	\$ 23,276	253
			03 Sewage Collection-Oper./Maint./Improvement	\$ 83,028	257
			05 Lift Station Oper./Maint./Improvement	\$ 24,823	261
			07 Sewage Treatment Oper./Maint./Improvement	\$ 50,905	265
			08 Land Application	\$ 62,217	269
		03 Electric Utility TOTAL \$ 4,232,286	01 Planning and Administration and Training	\$ 153,167	273
			02 Communications/Central Services	\$ 55,556	277
			03 Buildings & Grounds	\$ 86,721	281
			04 Electric Distrib. Oper./Maint./Improvement	\$ 3,837,968	285
			08 Brush & Tree Control	\$ 73,795	289
			09 Street Lighting	\$ 25,079	293
	03 Other Utilities TOTAL \$ 470,973	02 Sanitation TOTAL \$ 470,973	01 Planning and Administration	\$ 49,543	297
			02 Trash Collection	\$ 203,650	301
			03 Trash Disposal & Landfill	\$ 217,780	305
04 Trust TOTAL \$ 10,150	01 Cemetery Operations TOTAL \$ 10,150	01 Chance Memorial TOTAL \$ 10,150	02 Operations	\$ 10,150	311

**CITY OF CENTRALIA
SUMMARY OF EXPENSES
FY 2014 - 2015**

FUND	PROGRAM	FUNCTION	ACTIVITY	TOTAL	PAGE NO.
05 Capital Projects TOTAL \$ 6,399	02 Public Safety TOTAL \$ 6,399	01 Fire Equipment TOTAL \$ 6,399	01 Capital Outlay	\$ 6,399	317
	03 Public Works TOTAL \$ -	01 Highway & Streets TOTAL \$ -	01 Capital Outlay	\$ -	321
TOTAL ALL FUNDS \$ 9,412,732	TOTAL PROGRAMS \$ 9,412,732	TOTAL ALL FUNCTIONS \$ 9,412,732	TOTAL ALL ACTIVITIES	\$ 9,412,732	

**GENERAL FUND
FISCAL YEAR 2014 - 2015**

CASH FLOW

Estimated Cash Balance April 1, 2014	\$ 631,126
Expected Revenues	<u>\$ 1,608,107</u>
Available for Appropriation	\$ 2,239,233
Proposed Appropriation	<u>\$ (2,239,233)</u>
Estimated Unencumbered Balance March 31, 2014*	\$ -

*(An estimated \$483,640 of appropriations are earmarked for a contingency and cash flow reserve.)

**GENERAL FUND
FISCAL YEAR 2013 - 2014
REVENUE DETAIL**

		Actual 12-13	Estimated 13-14	Budgeted 14-15
01-00-00-41-111	Real Property Tax (Current)	\$ 206,191	\$ 212,489	\$ 216,800
01-00-00-41-112	Personal Property Tax (Current)	58,465	63,598	60,234
01-00-00-41-113	Business Surtax	76,121	76,121	78,000
01-00-00-41-120	Railroad & Utility Property Tax	18,185	18,185	18,185
01-00-00-41-121	Financial Institution Tax	12	1	-
01-00-00-41-211	Property Tax Delinquent 1 Year	10,617	12,980	8,000
01-00-00-41-212	Property Tax Delinquent 2 Years	3,887	5,334	3,300
01-00-00-41-320	Interest & Penalties on Property Tax	3,005	3,373	2,800
01-00-00-41-520	Local Sales Tax	382,557	386,482	390,372
01-00-00-41-610	75% of Tobacco Stamps Tax	6,404	6,096	6,000
01-00-00-41-821	Gross Receipts Tax--Natural Gas	72,251	87,968	85,000
01-00-00-41-822	Gross Receipts Tax--Phone	107,641	107,700	107,000
01-00-00-41-823	Gross Receipts Tax--Electric	223,770	227,319	243,790
01-00-00-41-825	Gross Receipts Tax--Cable TV	23,264	28,067	28,000
	Total Local Taxes	\$ 1,192,370	\$ 1,235,713	\$ 1,247,481
01-00-00-42-210	Beer Licenses	\$ 180	\$ 75	\$ 75
01-00-00-42-220	Liquor Licenses	3,300	3,600	3,600
01-00-00-42-300	Business Licenses	4,664	4,100	4,100
01-00-00-42-410	Animal Registration	958	886	900
01-00-00-42-640	Building & Plumbing Permits	13,269	31,094	12,260
	Total Licenses and Permits	\$ 22,371	\$ 39,755	\$ 20,935
01-00-00-43-302	SRTS Grant (Sidewalk)	\$ 19,106	\$ -	\$ -
01-00-00-43-422	LEAP/Other Police Grant	-	-	-
01-00-00-43-423	MO Post Commission Fees	500	500	500
01-00-00-43-425	Homeland Security Grant	-	-	-
01-00-00-43-426	FEMA Damage Reimbursement	797	-	-
01-00-00-43-550	State Gas & Motor Fuel Tax	102,183	102,238	102,500
01-00-00-43-560	State Auto Sales Tax	41,777	42,419	41,500
01-00-00-43-620	County Road & Bridge Tax Payment	50,699	52,520	52,000
01-00-00-43-700	School Reimbursement for SRO	-	36,874	28,900
	Total Intergovernmental Revenues	\$ 215,062	\$ 234,551	\$ 225,400
01-00-00-44-111	Maps and Copies	\$ 131	\$ 100	\$ 100
01-00-00-44-250	Animal Care Charges	713	669	-
	Total Charges for Services	\$ 844	\$ 769	\$ 100
01-00-00-45-110	Fines--Police Training	\$ 276	\$ 383	\$ 300
01-00-00-45-112	Sheriff's Retirement Fund	-	(57)	600
01-00-00-45-115	Fines--Biometric Fees	180	300	141
01-00-00-45-120	Fines--Other	15,741	19,033	16,000
01-00-00-45-121	Bond Money	-	-	-
01-00-00-45-124	Fines--Restitution	318	161	-
01-00-00-45-125	Fines--Parking	-	-	-
01-00-00-45-126	Alcohol Recoopment Funds	800	656	600
01-00-00-45-127	Fine Pending Plea	447	210	-
	Total Fines and Forfeits	\$ 17,762	\$ 20,686	\$ 17,641
01-00-00-46-110	Interest	\$ 3,682	\$ 3,968	\$ 4,000
01-00-00-46-220	Rental of City Property	100	50	-
01-00-00-46-310	Sales of Land	-	500	-
01-00-00-46-330	Sales of Equipment	3,640	18,500	2,000
01-00-00-46-451	Appropriated Transfer/Water Fund	30,000	30,000	30,000
01-00-00-46-452	Appropriated Transfer/Sewer Fund	-	-	-
01-00-00-46-453	Appropriated Transfer/Electric Fund	80,000	80,000	60,000
01-00-00-46-690	Other Contributions	-	-	50
01-00-00-46-990	Miscellaneous	93	111	500
01-00-00-46-991	Loss/Gain On Sale	-	-	-
	Total Other Revenues	\$ 117,515	\$ 133,129	\$ 96,550
	ACCOUNT TOTAL	\$ 1,565,924	\$ 1,664,603	\$ 1,608,107

PROGRAM	FUNCTION	ACTIVITY
GENERAL GOVERNMENT	LEGISLATIVE	ALDERMEN AND OTHER BOARDS/COMMISSIONS

PURPOSE

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 government 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, Fair Housing 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.

Funds allocated to this activity provide for conferences, training, travel, materials, supplies, and equipment to carry out routine tasks and stated objectives.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	GENERAL GOVERNMENT	LEGISLATIVE	ALDERMEN AND OTHER BOARDS/COMMISSIONS	
<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
\$100/Year	Aldermen (6)			

COMMENTS:

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.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	GENERAL GOVERNMENT	LEGISLATIVE	ALDERMEN AND OTHER BOARDS/COMMISSIONS
<u>No. 01</u>	<u>No. 01</u>	<u>No. 01</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 600	\$ 600	\$ 600
010 Accrued Employee Benefits	86	170	170
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	168	-	100
120 Dues, Memberships, Subscriptions, & Tuition	441	335	800
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	100
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	473	1,155	1,300
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	268	911	800
210 Operation Supplies	586	13	500
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	\$ 600	\$ 600	\$ 600
TOTAL	\$ 3,222	\$ 3,784	\$ 4,970

PROGRAM	FUNCTION	ACTIVITY
GENERAL GOVERNMENT	LEGISLATIVE	ORDINANCES AND PROCEEDINGS

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	GENERAL GOVERNMENT	LEGISLATIVE	ORDINANCES & PROCEEDINGS	
<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	<u><i>No. 03</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
\$31,045/year	City Attorney	60%	60%	60%

COMMENTS:

City Attorney retainer of \$31,045 per year is paid monthly. The retainer expenses is charged in the following proportions to the following budgeted activities:

Ordinances & Proceedings - 60%

Legal Research - 40%

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

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	GENERAL GOVERNMENT	LEGISLATIVE	ORDINANCES & PROCEEDINGS
<u>No. 01</u>	<u>No. 01</u>	<u>No. 01</u>	<u>No. 03</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 17,900	\$ 17,911	\$ 18,627
010 Accrued Employee Benefits	1,912	1,595	1,669
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	3,638	180	2,500
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	74	-
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 23,450	\$ 19,760	\$ 22,796

PROGRAM	FUNCTION	ACTIVITY
GENERAL GOVERNMENT	JUDICIAL	COURT

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	GENERAL GOVERNMENT	JUDICIAL	COURT	
<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	<u><i>No. 02</i></u>	<u><i>No. 01</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
15,385/year	City Prosecutor	100%	100%	100%
13.89/10.52 (average)	Patrolmen	105	52	52
20.59/11.80	City Clerk	14	3	3
14.30/8.53	Deputy City Clerk	0	0	0
11.81/8.31	Assistant City Clerk	138	163	163

COMMENTS:

All of City Prosecutor's salary is budgeted to this account. 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. 210.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	GENERAL GOVERNMENT	JUDICIAL	COURT
<u>No. 01</u>	<u>No. 01</u>	<u>No. 02</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 16,858	\$ 17,247	\$ 17,936
010 Accrued Employee Benefits	2,965	2,508	2,624
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	100
120 Dues, Memberships, Subscriptions, & Tuition	-	-	200
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	-	12	-
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	100
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	401	-	200
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 20,224	\$ 19,767	\$ 21,160

PROGRAM	FUNCTION	ACTIVITY
GENERAL GOVERNMENT	JUDICIAL	PUBLIC DEFENSE

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	GENERAL GOVERNMENT	JUDICIAL	PUBLIC DEFENSE	
<i><u>No. 01</u></i>	<i><u>No. 01</u></i>	<i><u>No. 02</u></i>	<i><u>No. 02</u></i>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15

COMMENTS:

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 this account. For such instances, the City Attorney is paid at the usual and customary rate per hour set by his firm.

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

Expenses shown in Account No. 901 include insurance claims not covered because of the City's deductible.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	GENERAL GOVERNMENT	JUDICIAL	PUBLIC DEFENSE
<u>No. 01</u>	<u>No. 01</u>	<u>No. 02</u>	<u>No. 02</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	3,925	3,725	4,090
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	269	50	200
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	314	1,000
TOTAL	\$ 4,194	\$ 4,089	\$ 5,290

PROGRAM	FUNCTION	ACTIVITY
GENERAL GOVERNMENT	JUDICIAL	LEGAL RESEARCH

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	GENERAL GOVERNMENT	JUDICIAL	LEGAL RESEARCH	
<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	<u><i>No. 02</i></u>	<u><i>No. 03</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
\$31,045/year	City Attorney	40%	40%	40%

COMMENTS:

40% of the City Attorney's retainer budgeted in this activity.

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

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	GENERAL GOVERNMENT	JUDICIAL	LEGAL RESEARCH
<u>No. 01</u>	<u>No. 01</u>	<u>No. 02</u>	<u>No. 03</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 12,308	\$ 11,940	\$ 12,418
010 Accrued Employee Benefits	1,363	1,047	1,095
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	2,148	3,454	3,800
120 Dues, Memberships, Subscriptions, & Tuition	476	476	476
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	1,852	577	1,000
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
506 Data Processing Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 18,147	\$ 17,494	\$ 18,789

PROGRAM	FUNCTION	ACTIVITY
GENERAL GOVERNMENT	EXECUTIVE	MAYOR

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	GENERAL GOVERNMENT	EXECUTIVE	MAYOR	
<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	<u><i>No. 03</i></u>	<u><i>No. 01</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
\$1,500/year	Mayor			

COMMENTS:

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

Printing of Mayoral Proclamations budgeted in Account No. 110.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	GENERAL GOVERNMENT	EXECUTIVE	MAYOR
<u>No. 01</u>	<u>No. 01</u>	<u>No. 03</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 1,500	\$ 1,500	\$ 1,500
010 Accrued Employee Benefits	157	122	122
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	162	321	350
120 Dues, Memberships, Subscriptions, & Tuition	429	600	600
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	1,193	1,040	1,150
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	105	-	-
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	482	950	800
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	200
210 Operation Supplies	-	-	200
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	-
503 Furniture and Files	-	-	-
506 Data Processing Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	100	100	100
TOTAL	\$ 4,128	\$ 4,633	\$ 5,022

PROGRAM	FUNCTION	ACTIVITY
GENERAL GOVERNMENT	MANAGEMENT	CITY ADMINISTRATOR

PURPOSE

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 power and light, water and 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, special policemen, 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 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 area. 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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	GENERAL GOVERNMENT	MANAGEMENT	CITY ADMINISTRATOR	
<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	<u><i>No. 04</i></u>	<u><i>No. 01</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
\$61,629/year	City Administrator	100%	100%	100%
Vacant	Director of Public Works & Public Utilities	0	0	0

COMMENTS:

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.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	GENERAL GOVERNMENT	MANAGEMENT	CITY ADMINISTRATOR
<u>No. 01</u>	<u>No. 01</u>	<u>No. 04</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 59,259	\$ 59,259	\$ 61,629
010 Accrued Employee Benefits	12,319	12,337	17,758
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	1,071	850	1,200
120 Dues, Memberships, Subscriptions, & Tuition	776	2,029	1,900
133 Utilities-Telephone, Fax	-	35	100
144 Consultant's Services	-	-	-
150 Contract Labor	-	11	100
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	18	218	500
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	337	-	300
210 Operation Supplies	10	12	100
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
809 Transfer to Accrued Employee Benefits Fund	-	-	-
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 73,790	\$ 74,751	\$ 83,587

PROGRAM	FUNCTION	ACTIVITY
GENERAL GOVERNMENT	MANAGEMENT	CLERICAL AND CUSTOMER SERVICE

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	GENERAL GOVERNMENT	MANAGEMENT	CLERICAL AND CUSTOMER SERVICE	
<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	<u><i>No. 04</i></u>	<u><i>No. 02</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
20.59/11.80	City Clerk	373	434	434
14.74/9.54	Deputy City Clerk	0	0	0
14.30/8.53	Assistant City Clerk II	398	509	509
11.81/8.31	Assistant City Clerk I	90	0	0
11.56/0.48	Part Time or Temporary Clerk	0	0	0

COMMENTS:

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. 150.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	GENERAL GOVERNMENT	MANAGEMENT	CLERICAL & CUSTOMER SERVICE
<u>No. 01</u>	<u>No. 01</u>	<u>No. 04</u>	<u>No. 02</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 13,927	\$ 15,740	\$ 16,309
010 Accrued Employee Benefits	9,362	9,552	9,243
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	100
120 Dues, Memberships, Subscriptions, & Tuition	501	600	700
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	1,006	-	500
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	170
180 Meals, Lodging, & Travel	248	900	1,100
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	338	100
210 Operation Supplies	3,613	1,800	3,200
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 28,657	\$ 28,930	\$ 31,422

PROGRAM	FUNCTION	ACTIVITY
GENERAL GOVERNMENT	ELECTIONS	ELECTIONS

PURPOSE

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. Most bond issues and increases in taxes, fees, and licenses are matters that need to be brought to an election. There are only certain times that special elections can be held. In 2014, these are April 8, June 3, August 5, and November 4.

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	GENERAL GOVERNMENT	ELECTIONS	ELECTIONS	
<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	<u><i>No. 05</i></u>	<u><i>No. 01</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15

COMMENTS:

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. 150.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	GENERAL GOVERNMENT	ELECTIONS	ELECTIONS
<u>No. 01</u>	<u>No. 01</u>	<u>No. 05</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	252	94	100
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
140 Professional Serv.-Legal	-	-	-
150 Contract Labor	1,019	2,738	3,000
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
450 Equipment Rental	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 1,271	\$ 2,832	\$ 3,100

PROGRAM	FUNCTION	ACTIVITY
GENERAL GOVERNMENT	FINANCE	INTERNAL ACCOUNTING & AUDITING/CITY TREASURER

PURPOSE

Certain internal accounting and auditing procedures are carried out by the City Treasurer, who is appointed by the Mayor with the advise 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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	GENERAL GOVERNMENT	FINANCE	INTERNAL ACCOUNTING & AUDITING/CITY TREASURER	
<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	<u><i>No. 06</i></u>	<u><i>No. 01</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
\$237/month	City Treasurer	100%	100%	100%
20.59/11.80	City Clerk	2	0	0

COMMENTS:

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	GENERAL GOVERNMENT	FINANCE	INTERNAL ACCOUNTING & AUDIT/TREASURER
<u>No. 01</u>	<u>No. 01</u>	<u>No. 06</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 2,827	\$ 2,736	\$ 2,834
010 Accrued Employee Benefits	341	225	236
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	387	-	400
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	200	200	200
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	-	-
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
506 Data Processing Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 3,755	\$ 3,161	\$ 3,670

PROGRAM	FUNCTION	ACTIVITY
GENERAL GOVERNMENT	FINANCE	PAYROLL & PERSONNEL

PURPOSE

Work undertaken in this activity controls the processing of the payroll and personnel records for almost 100 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 carried out by the Deputy City Clerk, with some assistance provided by the 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.

ANNUAL BUDGET PERSONNEL SCHEDULE

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	GENERAL GOVERNMENT	FINANCE	PAYROLL & PERSONNEL	
<u>No. 01</u>	<u>No. 01</u>	<u>No. 06</u>	<u>No. 02</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
20.59/11.80	City Clerk	72	28	28
14.74/9.54	Deputy City Clerk	0	0	0
14.30/8.53	Assistant City Clerk II	548	501	501
11.81/8.31	Assistant City Clerk I	0	0	0

COMMENTS:

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	GENERAL GOVERNMENT	FINANCE	PAYROLL & PERSONNEL
<u>No. 01</u>	<u>No. 01</u>	<u>No. 06</u>	<u>No. 02</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 7,430	\$ 7,455	\$ 7,724
010 Accrued Employee Benefits	5,292	4,995	4,834
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	838	600	900
120 Dues, Memberships, Subscriptions, & Tuition	175	712	700
133 Utilities-Telephone, Fax	-	-	-
141 Professional Serv.-Accounting	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	200
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	100
210 Operation Supplies	590	-	600
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 14,325	\$ 13,762	\$ 15,058

PROGRAM	FUNCTION	ACTIVITY
GENERAL GOVERNMENT	FINANCE	PURCHASING

PURPOSE

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 invokes 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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	GENERAL GOVERNMENT	FINANCE	PURCHASING	
<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	<u><i>No. 06</i></u>	<u><i>No. 03</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
20.59/11.80	City Clerk	0	1	1
14.74/9.54	Deputy City Clerk	630	622	622
14.30/8.53	Assistant City Clerk II	21	6	6
11.81/8.31	Assistant City Clerk I	0	0	0

COMMENTS:

Operating supplies include purchase orders and check request vouchers.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	GENERAL GOVERNMENT	FINANCE	PURCHASING
<u>No. 01</u>	<u>No. 01</u>	<u>No. 06</u>	<u>No. 03</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 9,759	\$ 9,234	\$ 9,568
010 Accrued Employee Benefits	7,323	6,313	6,109
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	859	590	600
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
503 Furniture and Files	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 17,941	\$ 16,137	\$ 16,277

PROGRAM	FUNCTION	ACTIVITY
GENERAL GOVERNMENT	FINANCE	CASHIERING & COLLECTING

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	GENERAL GOVERNMENT	FINANCE	CASHIERING & COLLECTING	
<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	<u><i>No. 06</i></u>	<u><i>No. 04</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
20.59/11.80	City Clerk	83	71	71
14.74/9.54	Deputy City Clerk	201	204	204
14.30/8.53	Assistant City Clerk II	105	115	115
11.81/8.31	Assistant City Clerk I	123	227	227
11.56/.048	Part Time or Temporary Clerk	27	74	74

COMMENTS:

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.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	GENERAL GOVERNMENT	FINANCE	CASHIERING & COLLECTING
<u>No. 01</u>	<u>No. 01</u>	<u>No. 06</u>	<u>No. 04</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 7,600	\$ 9,430	\$ 9,771
010 Accrued Employee Benefits	4,201	5,232	5,064
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	1,729	1,500	1,600
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
143 Professional Serv.-Data Processing	18	-	30
144 Consultant's Services	-	-	-
150 Contract Labor	1,410	1,650	2,000
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	576	575	600
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	11	41	100
210 Operation Supplies	202	205	350
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
320 Bad Debts	2,097	(858)	1,200
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
503 Furniture and Files	-	-	-
506 Data Processing Equipment	293	250	1,000
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	339	300	300
TOTAL	\$ 18,476	\$ 18,325	\$ 22,015

PROGRAM	FUNCTION	ACTIVITY
GENERAL GOVERNMENT	FINANCE	ACCOUNTING

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	GENERAL GOVERNMENT	FINANCE	ACCOUNTING	
<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	<u><i>No. 06</i></u>	<u><i>No. 05</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
20.59/11.80	City Clerk	870	866	866
14.74/9.54	Deputy City Clerk	0	0	0
14.30/8.53	Assistant City Clerk II	137	15	15
11.81/8.31	Assistant City Clerk I	43	0	0

COMMENTS:

Funds budgeted in Account No. 141 cover expenses associated with accountant's advice during the coursed of the year.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	GENERAL GOVERNMENT	FINANCE	ACCOUNTING
<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	<u><i>No. 06</i></u>	<u><i>No. 05</i></u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 19,310	\$ 16,467	\$ 17,061
010 Accrued Employee Benefits	14,356	12,245	11,851
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	50	-	50
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	1,427	500
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	-	-
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
503 Furniture and Files	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 33,716	\$ 30,139	\$ 29,462

PROGRAM	FUNCTION	ACTIVITY
GENERAL GOVERNMENT	FINANCE	INDEPENDENT AUDIT

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	GENERAL GOVERNMENT	FINANCE	INDEPENDENT AUDIT	
<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	<u><i>No. 06</i></u>	<u><i>No. 06</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15

COMMENTS:

Funds budgeted for auditing services are contractual.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	GENERAL GOVERNMENT	FINANCE	INDEPENDENT AUDIT
<u>No. 01</u>	<u>No. 01</u>	<u>No. 06</u>	<u>No. 06</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
133 Utilities-Telephone, Fax	-	-	-
141 Professional Serv.-Accounting	24,425	24,400	22,100
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	-	-	-
180 Meals, Lodging, & Travel	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
503 Furniture and Files	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 24,425	\$ 24,400	\$ 22,100

PROGRAM	FUNCTION	ACTIVITY
GENERAL GOVERNMENT	GENERAL GOVERNMENT BUILDINGS & GROUNDS	CITY HALL BUILDINGS & GROUNDS

PURPOSE

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 and 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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	GENERAL GOVERNMENT	GENERAL GOV BLDGS & GRNDS	CITY HALL BUILDINGS AND GROUNDS	
<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	<u><i>No. 07</i></u>	<u><i>No. 01</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
18.50/14.31	Foreman/Street & Sanitation	1	3	3
14.71/10.29	Equipment Operator/ Street & Sanitation	2	4	4
22.02/16.41	Foreman/Water & Sewer	3	0	0
15.59/12.09	Equipment Operator/ Water & Sewer	13	1	1
18.42/14.38	Lineman	26	9	9

COMMENTS:

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.

Funds budgeted in Account No. 210 include expenses for janitorial supplies, those in Account No. 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.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	GENERAL GOVERNMENT	GENERAL GOV BLDNGS & GRNDS	CITY HALL BLDNGS & GRNDS
<u>No. 01</u>	<u>No. 01</u>	<u>No. 07</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 596	\$ 289	\$ 300
010 Accrued Employee Benefits	352	208	207
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	25
110 Printing, Publications, and Advertising	-	-	50
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	3,268	5,247	5,500
133 Utilities-Telephone, Fax	3,525	3,821	3,900
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	11,723	12,910	13,000
160 Repair Services	112	-	700
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	10,254	9,870	9,900
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	24	500	400
210 Operation Supplies	717	2,600	1,500
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	34	10	100
<u>500 CAPITAL OUTLAYS</u>			
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 30,605	\$ 35,455	\$ 35,582

PROGRAM	FUNCTION	ACTIVITY
PUBLIC SAFETY	POLICE PROTECTION	PLANNING, ADMIN., INVESTIG., PUBLIC RELATIONS & TRAINING

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	PUBLIC SAFETY	POLICE PROTECTION	PLAN./ADMIN/INVESTIG./ PUB. RELAT./& TRAINING	
<u>No. 01</u>	<u>No. 02</u>	<u>No. 01</u>	<u>No. 01</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
\$49,450/year	Chief of Police	40%	40%	40%
16.56/12.03	Lieutenant	101	185	185
13.47/10.43	Patrol Officer	2	8	8
13.47/5.42	Patrol Officer	13	48	48
13.89/10.21	Patrol Officer	0	43	43
16.56/8.41	Patrol Sergeant	96	428	428
14.30/10.93	Patrol Officer	36	0	0
13.05/1.62	Patrol Officers (part-time)	94	44	44
14.71/9.75	Code Enforcement Officer	0	5	5
-/-	Dispatchers and Others	141	126	126

COMMENTS:

Training expenses shown in Account Nos. 120 and 150.

Funds for patrol and practice ammunition shown in Account No. 210.

Funds in Account No. 150 include participation in the training program.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	PUBLIC SAFETY	POLICE PROTECTION	PLAN/ADMIN/INVST PUB RELAT & TRAINING
<u><i>No. 01</i></u>	<u><i>No. 02</i></u>	<u><i>No. 01</i></u>	<u><i>No. 01</i></u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 27,241	\$ 31,507	\$ 32,767
010 Accrued Employee Benefits	12,727	18,353	20,951
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	50
110 Printing, Publications, and Advertising	133	186	300
120 Dues, Memberships, Subscriptions, & Tuition	3,758	3,686	3,600
130 Utilities-Electricity	-	-	-
133 Utilities-Telephone, Fax	-	-	100
140 Professional Serv.-Legal	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	40	1,500
160 Repair Services	-	-	200
170 Maintenance Agreements & Leases	-	-	1,000
180 Meals, Lodging, & Travel	995	1,800	2,200
190 Insurance	5,471	5,847	5,847
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	707	-	100
210 Operation Supplies	260	900	900
220 Tools & Small Equipment	549	300	500
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	9,372	10,691	11,000
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Buidling Improvements	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
903 Neighborhood Watch Program	-	-	-
904 Special Equipment	-	-	-
TOTAL	\$ 61,213	\$ 73,310	\$ 81,015

PROGRAM	FUNCTION	ACTIVITY
PUBLIC SAFETY	POLICE PROTECTION	PATROL AND LAW ENFORCEMENT

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	PUBLIC SAFETY	POLICE PROTECTION	PATROL AND LAW ENFORCEMENT	
<u>No. 01</u>	<u>No. 02</u>	<u>No. 01</u>	<u>No. 02</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
\$49,450/year	Chief of Police	60%	60%	60%
16.56/12.03	Lieutenant	1938	1834	1834
13.47/10.43	Patrol Officer	2031	2175	2175
13.89/10.21	Patrol Officer	1765	2024	2024
16.56/8.41	Patrol Sergeant	1685	1630	1630
14.30/10.93	Patrol Officer	1882	1951	1951
13.05/1.62	Patrol Officers (part time)	3745	4195	4195
13.47/5.42	Patrol Officer	0	2117	2117
-/-	Patrol Officer	1976	0	0
-/-	Dispatchers and Others	12	0	0

COMMENTS:

Towing of abandoned vehicles included in Account No. 150.

Uniform expenses are included in Account No. 210 and Account No. 220.

Funds in Account No. 502 represents the projected cost of replacing two patrol cars with low-milage used vehicles from the Highway Patrol.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	PUBLIC SAFETY	POLICE PROTECTION	PATROL & LAW ENFORCEMENT
<u>No. 01</u>	<u>No. 02</u>	<u>No. 01</u>	<u>No. 02</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 234,527	\$ 254,136	\$ 282,040
010 Accrued Employee Benefits	131,486	130,462	123,179
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	100
110 Printing, Publications, and Advertising	1,472	200	900
120 Dues, Memberships, Subscriptions, & Tuition	(273)	1,600	1,600
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	2,416	1,400	2,500
160 Repair Services	491	-	350
170 Maintenance Agreements & Leases	-	360	400
180 Meals, Lodging, & Travel	28	-	400
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	224	55	500
210 Operation Supplies	4,181	3,500	4,200
220 Tools & Small Equipment	5,782	9,900	8,100
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	345	250	300
450 Equipment Rental	-	-	-
490 Equipment Use Charges	32,527	39,000	40,000
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	(4,524)	11	30,500
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
803 Transfer to Equipment Use Fund	-	-	-
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
903 Drug Enforcement	-	-	500
TOTAL	\$ 408,682	\$ 440,874	\$ 495,569

PROGRAM	FUNCTION	ACTIVITY
PUBLIC SAFETY	POLICE PROTECTION	COMMUNICATION AND CLERICAL SUPPORT SERVICES

PURPOSE

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, and support to the Neighborhood Watch and Emergency Management personnel.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	PUBLIC SAFETY	POLICE PROTECTION	COMMUNICATION AND CLERICAL SUPPORT	
<u><i>No. 01</i></u>	<u><i>No. 02</i></u>	<u><i>No. 01</i></u>	<u><i>No. 03</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
13.22/12.49	Dispatcher/Supervisor	1845	1923	1923
11.56/14.05	Dispatcher	1940	1790	1790
11.37/9.04	Dispatcher	1832	1851	1851
11.17/4.74	Dispatcher	1876	2080	2080
11.17/0.93	Part Time Dispatcher(s)	1424	1474	1474

COMMENTS:

"Uniforms" for dispatchers included in Account No. 220.

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

Lease for "MULES" phone line included in Account No. 133.

Funds in Account No. 506 is for replacement of the file server in the Police Department.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	PUBLIC SAFETY	POLICE PROTECTION	COMMUNICATIONS & CLERICAL SUPPORT
<u>No. 01</u>	<u>No. 02</u>	<u>No. 01</u>	<u>No. 03</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 100,270	\$ 104,716	\$ 109,125
010 Accrued Employee Benefits	84,342	78,198	74,335
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	31	25	50
110 Printing, Publications, and Advertising	-	-	100
120 Dues, Memberships, Subscriptions, & Tuition	-	430	200
133 Utilities-Telephone, Fax	18,826	16,500	18,000
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	4,955	500	500
160 Repair Services	94	-	100
170 Maintenance Agreements & Leases	3,406	9,500	8,360
180 Meals, Lodging, & Travel	-	260	300
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	1,457	8,100	1,500
210 Operation Supplies	891	2,200	2,500
220 Tools & Small Equipment	298	50	500
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	5,000
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 214,570	\$ 220,479	\$ 220,570

PROGRAM	FUNCTION	ACTIVITY
PUBLIC SAFETY	POLICE PROTECTION	BUILDINGS AND GROUNDS

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	PUBLIC SAFETY	POLICE PROTECTION	BUILDING AND GROUNDS	
<u>No. 01</u>	<u>No. 02</u>	<u>No. 01</u>	<u>No. 04</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
14.71/9.75	Code Enforcement Officer	427	445	445
22.33/14.44	Line Foreman	0	0	0
16.56/12.99	Lineman	0	0	0
17.18/12.10	Lineman	0	0	0
14.71/10.29	Equipment Operator/ Street and Sanitation	0	1	1
18.50/14.31	Foreman/Street & Sanitation	0	6	6
-/-	Other	1	1	1

COMMENTS:

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	PUBLIC SAFETY	POLICE PROTECTION	BUILDINGS & GROUNDS
<u><i>No. 01</i></u>	<u><i>No. 02</i></u>	<u><i>No. 01</i></u>	<u><i>No. 04</i></u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 6,049	\$ 6,128	\$ 6,355
010 Accrued Employee Benefits	3,460	3,477	3,460
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	64	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	2,671	2,810	2,850
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	3,488	1,540	1,600
160 Repair Services	575	-	100
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	50
185 Building Rental	-	-	-
190 Insurance	545	526	530
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	100	66	400
210 Operation Supplies	61	400	800
220 Tools & Small Equipment	-	50	100
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	61	92	100
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	9,695	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 26,769	\$ 15,089	\$ 16,345

PROGRAM	FUNCTION	ACTIVITY
PUBLIC SAFETY	POLICE PROTECTION	SCHOOL RESOURCES OFFICER

PURPOSE

This activity provides for the segregated accounting of the expenses for a specially-trained patrol officer to function as a school resources officer, who spends most of his or her time on the school campuses in Centralia and participating in safety and crime prevention programs aimed at students. This position continues one originally funded through a federal grant, and then financed through an agreement with the Centralia R-6 School District. Currently, the District reimburses the City for the base salary and training expenses of the officer. The City pays for overtime, employee benefits, supplies, and equipment use expense related to the school resources officer.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	PUBLIC SAFETY	POLICE PROTECTION	SCHOOL RESOURCES OFFICER	
<u>No. 01</u>	<u>No. 02</u>	<u>No. 01</u>	<u>No. 05</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
13.89/5.22	School Resources Officer	190	1819	1820

COMMENTS:

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	PUBLIC SAFETY	POLICE PROTECTION	SCHOOL RESOURCES OFFICER
<u><i>No. 01</i></u>	<u><i>No. 02</i></u>	<u><i>No. 01</i></u>	<u><i>No. 05</i></u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 2,578	\$ 23,743	\$ 24,693
010 Accrued Employee Benefits	197	6,410	6,666
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	500
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	300
185 Building Rental	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	13	-	50
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 2,788	\$ 30,153	\$ 32,209

PROGRAM	FUNCTION	ACTIVITY
PUBLIC SAFETY	FIRE PROTECTION	FIRE ADMINISTRATION, PREVENTION, AND TRAINING

PURPOSE

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 fire fighting 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 fire fighting 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.

ANNUAL BUDGET PERSONNEL SCHEDULE

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	PUBLIC SAFETY	FIRE PROTECTION	FIRE ADMINISTRATION, PREVENTION, & TRAINING	
<u>No. 01</u>	<u>No. 02</u>	<u>No. 02</u>	<u>No. 01</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
-/-	Fire Chief			
-/-	Assistant Chief			
-/-	Firefighters (up to 26)			

COMMENTS:

Fire Chief is compensated \$150 during the course of the year for general expenses incurred in the line of duty--in Account No. 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.

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

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	PUBLIC SAFETY	FIRE PROTECTION	FIRE ADMINISTRATION, PREVENTION, & TRAINING
<u>No. 01</u>	<u>No. 02</u>	<u>No. 02</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	100
110 Printing, Publications, and Advertising	-	-	200
120 Dues, Memberships, Subscriptions, & Tuition	3,187	1,625	3,500
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	607	575	600
160 Repair Services	-	-	200
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	186	405	450
190 Insurance	318	358	358
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	162	-	500
210 Operation Supplies	4,999	4,000	5,800
220 Tools & Small Equipment	-	-	100
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	153	624	500
TOTAL	\$ 9,612	\$ 7,587	\$ 12,308

PROGRAM	FUNCTION	ACTIVITY
PUBLIC SAFETY	FIRE PROTECTION	FIRE FIGHTING

PURPOSE

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. Fire fighting 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 many accident scenes and medical assistance calls, and they augment the response of personnel from the Boone County Fire Protection District to major EMS calls.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	PUBLIC SAFETY	FIRE PROTECTION	FIRE FIGHTING	
<u><i>No. 01</i></u>	<u><i>No. 02</i></u>	<u><i>No. 02</i></u>	<u><i>No. 02</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
-/-	Fire Chief			
-/-	Assistant Fire Chief			
-/-	Firefighters (up to 26)			
-/-	Others	0	2	2

COMMENTS:

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

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

Repair and replacement portable radios shown in Account No. 501.

Firefighters are paid at a rate of \$10.00 per regular bimonthly meeting and \$10.00 per call per hour for actual callouts.

Funds in Account No. 504 include \$8,000 to replace a Harst rescue tool and \$19,100 for replacement/upgrade of air packs and oxygen cylinders.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	PUBLIC SAFETY	FIRE PROTECTION	FIRE FIGHTING
<u>No. 01</u>	<u>No. 02</u>	<u>No. 02</u>	<u>No. 02</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 32,973	\$ 36,857	\$ 34,800
010 Accrued Employee Benefits	7,307	6,473	8,375
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	11	-	200
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	98	842	2,030
160 Repair Services	-	-	1,500
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	256	-	100
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	10,011	6,400	11,000
220 Tools & Small Equipment	836	2,583	3,000
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	5,207	500	2,000
430 Equipment Repair Charges	2,066	1,200	300
450 Equipment Rental	-	-	50
490 Equipment Use Charges	-	-	20
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	429	767	900
502 Vehicles	47,615	-	-
503 Furniture and Files	-	-	-
504 Fire Fighting Equipment	-	-	27,100
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
806 Transfer to Capital Project Fund	-	-	-
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 106,809	\$ 55,622	\$ 91,375

PROGRAM	FUNCTION	ACTIVITY
PUBLIC SAFETY	FIRE PROTECTION	BUILDINGS, GROUNDS AND CLERICAL SUPPORT

PURPOSE

The Centralia Fire Department stores equipment for fire fighting in two buildings--one on North Rollins Street and one on 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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	PUBLIC SAFETY	FIRE PROTECTION	BUILDINGS, GROUNDS, AND CLERICAL SUPPORT	
<u><i>No. 01</i></u>	<u><i>No. 02</i></u>	<u><i>No. 02</i></u>	<u><i>No. 04</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15

COMMENTS:

Property insurance on department buildings and equipment and Accidental Death and Disability Insurance on firefighters is budgeted in Account No. 190.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	PUBLIC SAFETY	FIRE PROTECTION	BUILDINGS/GROUNDS /CLERICAL SUPPORT
<u>No. 01</u>	<u>No. 02</u>	<u>No. 02</u>	<u>No. 04</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	4,516	6,150	6,200
133 Utilities-Telephone, Fax	1,109	1,150	1,200
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	117	-	500
160 Repair Services	548	-	100
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	3,921	3,811	4,000
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	16	-	300
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	1,190	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	585	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	5,291	1,000	1,000
<u>800 TRANSFERS TO OTHER FUNDS</u>			
806 Transfer to Capital Project Fund	-	-	-
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 16,103	\$ 13,301	\$ 13,300

PROGRAM	FUNCTION	ACTIVITY
PUBLIC SAFETY	PROTECTIVE INSPECTIONS	BUILDING, HEALTH, & SAFETY INSPECTIONS

PURPOSE

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, and 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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	PUBLIC SAFETY	PROTECTIVE INSPECTIONS	BUILDING, HEALTH, & SAFETY INSPECTIONS	
<u><i>No. 01</i></u>	<u><i>No. 02</i></u>	<u><i>No. 03</i></u>	<u><i>No. 04</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
-/-	Others			

COMMENTS:

City Physician is paid \$25.00 per inspection (shown in Account No. 150).

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. 150.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	PUBLIC SAFETY	PROTECTIVE INSPECTIONS	BUILDING, HEALTH, & SAFETY INSPECTIONS
<u><i>No. 01</i></u>	<u><i>No. 02</i></u>	<u><i>No. 03</i></u>	<u><i>No. 04</i></u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	231	525	525
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	15,930	33,759	14,000
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	-	-
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
	-	-	-
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	8,012	-	-
TOTAL	\$ 24,173	\$ 34,284	\$ 14,525

PROGRAM	FUNCTION	ACTIVITY
PUBLIC SAFETY	EMERGENCY MANAGEMENT	ADMINISTRATION, TRAINING AND OPERATIONS

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	PUBLIC SAFETY	EMERGENCY MANAGEMENT	ADMINISTRATION, TRAINING & OPERATIONS	
<u><i>No. 01</i></u>	<u><i>No. 02</i></u>	<u><i>No. 04</i></u>	<u><i>No. 01</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
Volunteers	Emergency Management Director and support volunteers	0	0	0
22.33/14.44	Line Foreman	7	12	12
18.42/14.38	Lineman	14	24	24

COMMENTS:

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.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	PUBLIC SAFETY	EMERGENCY MANAGEMENT	ADMINISTRATION, TRAINING & OPERATIONS
<u>No. 01</u>	<u>No. 02</u>	<u>No. 04</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 547	\$ 499	\$ 518
010 Accrued Employee Benefits	366	255	254
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	150
120 Dues, Memberships, Subscriptions, & Tuition	-	-	50
130 Utilities- Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	85	-	120
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	100
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	685	685	685
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	-	-
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	501	-	100
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	10,202	-	-
502 Vehicles	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 12,386	\$ 1,439	\$ 1,977

PROGRAM	FUNCTION	ACTIVITY
PUBLIC SAFETY	OTHER PUBLIC SAFETY	ANIMAL AND RABIES CONTROL

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	PUBLIC SAFETY	OTHER PUBLIC SAFETY	ANIMAL AND RABIES CONTROL	
<u>No. 01</u>	<u>No. 02</u>	<u>No. 05</u>	<u>No. 01</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
14.71/9.75	Code Enforcement Officer	921	921	921
-/-	Other	0	19	19

COMMENTS:

Fees to Humane Society for disposal of unclaimed animals shown in Account No. 150.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	PUBLIC SAFETY	OTHER PUBLIC SAFETY	ANIMAL & RABIES CONTROL
<u>No. 01</u>	<u>No. 02</u>	<u>No. 05</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 13,019	\$ 12,718	\$ 13,227
010 Accrued Employee Benefits	11,019	10,341	10,347
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	100
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities- Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	251	762	800
160 Repair Services	-	-	100
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	200
210 Operation Supplies	2,858	2,150	3,000
220 Tools & Small Equipment	108	219	300
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	1,788	1,800	1,800
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	18,050	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	350	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 29,393	\$ 46,040	\$ 29,874

PROGRAM	FUNCTION	ACTIVITY
PUBLIC SAFETY	OTHER PUBLIC SAFETY	WEED, NUISANCE, AND PEST CONTROL

PURPOSE

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, 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 provides 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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	PUBLIC SAFETY	OTHER PUBLIC SAFETY	WEED, NUISANCE AND PEST CONTROL	
<u><i>No. 01</i></u>	<u><i>No. 02</i></u>	<u><i>No. 05</i></u>	<u><i>No. 03</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
14.71/9.75	Code Enforcement Officer	442	460	460
-/-	Other	8	23	22

COMMENTS:

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	PUBLIC SAFETY	OTHER PUBLIC SAFETY	WEED, NUISANCE AND PEST CONTROL
<u>No. 01</u>	<u>No. 02</u>	<u>No. 05</u>	<u>No. 03</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 6,250	\$ 6,594	\$ 6,858
010 Accrued Employee Benefits	3,560	3,701	3,703
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
140 Professional Serv.-Legal	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	7	-	-
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	894	1,582	1,580
<u>500 CAPITAL OUTLAYS</u>			
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
803 Transfer to Park Fund	-	-	-
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	(400)	-
TOTAL	\$ 10,711	\$ 11,477	\$ 12,141

PROGRAM	FUNCTION	ACTIVITY
PUBLIC WORKS	HIGHWAYS AND STREETS	PLANNING AND ADMINISTRATION

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	PUBLIC WORKS	HIGHWAYS AND STREETS	PLANNING AND ADMINISTRATION	
<u><i>No. 01</i></u>	<u><i>No. 03</i></u>	<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
18.50/14.31	Foreman/Street & Sanitation	572	563	563
14.71/10.29	Equipment Operator/ Street & Sanitation	5	117	117
13.15/8.70	Equipment Operator/ Street & Sanitation	17	47	47
13.92/14.45	Refuse Collector/Driver	1	2	2
12.56/13.69	Refuse Collector	2	14	14
-/-	Other	5	3	3

COMMENTS:

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	PUBLIC WORKS	HIGHWAYS & STREETS	PLANNING AND ADMINISTRATION
<u><i>No. 01</i></u>	<u><i>No. 03</i></u>	<u><i>No. 01</i></u>	<u><i>No. 01</i></u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 10,896	\$ 12,552	\$ 13,000
010 Accrued Employee Benefits	7,811	12,192	12,308
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	50	200
120 Dues, Memberships, Subscriptions, & Tuition	60	50	50
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	952	1,318	1,300
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	1,131	1,040	1,000
180 Meals, Lodging, & Travel	7	-	100
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	95	-	-
210 Operation Supplies	211	700	300
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	1,870	2,000	2,200
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	-
503 Furniture and Files	-	-	-
506 Data Processing Equipment	778	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 23,811	\$ 29,902	\$ 30,458

PROGRAM	FUNCTION	ACTIVITY
PUBLIC WORKS	HIGHWAYS AND STREETS	STREET MAINTENANCE

PURPOSE

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.

SPECIAL OBJECTIVES

PAST YEARS

2. Develop extensions of Orchard Street and Southland Street in cooperation with developers--**postponed indefinitely.**

NOTE:

In 2001, a payment of \$4,556.10 was made in lieu of subdivision improvements on the north side of Wigham Street next to the Green Gables subdivision. This payment is being acknowledged as a continuing record of the contribution until such time as full improvements are made on this street at City expense.

In 2006, the City sold approximately 5 acres from a 40-acre parcel. After deducting closing and other expenses, the City realized a net revenue of \$17,281.16. This amount has been reserved to cover a portion of costs for the future extension of Randolph Street directly south to Hwy 22.

In 2007, the City sold the remainder of the 40 acres. From this, funds were used to pave Rowland Street and contracted for engineering and lowering gas mains to develop a portion of Randolph Street. Approximately \$109,639 remains.

Starting in 2009, \$436 is being set aside for each lot developed in Phase 1 & 2 of the Cobbleston Lake Estates Subdivision, for future improvements to Gano Chance Drive.

The sum of these ear-marked reserves is shown as an escrowed item at Account No. 01-05-01-01-902 and is a continuing appropriation available whenever work on these improvements is started.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	PUBLIC WORKS	HIGHWAYS AND STREETS	STREET MAINTENANCE	
<u>No. 01</u>	<u>No. 03</u>	<u>No. 01</u>	<u>No. 02</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
18.50/14.31	Foreman/Street & Sanitation	373	269	269
14.71/10.29	Equipment Operator/ Street & Sanitation	219	136	136
13.15/8.70	Equipment Operator/ Street & Sanitation	214	277	277
22.02/16.41	Foreman/Water & Sewer	0	0	0
12.59/13.69	Refuse Collector	2	5	5
-/-	Other	46	15	53

COMMENTS:

Expenses associated with heating road oil tanks shown in Account No. 132.

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

Purchase of a replacement pickup truck is shown in Account No. 502. Replacement of a tamper is shown in Account No. 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.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	PUBLIC WORKS	HIGHWAYS & STREETS	STREET MAINTENANCE
<u><i>No. 01</i></u>	<u><i>No. 03</i></u>	<u><i>No. 01</i></u>	<u><i>No. 02</i></u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 13,963	\$ 10,762	\$ 11,146
010 Accrued Employee Benefits	11,679	6,476	6,537
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	201	53	150
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
132 Utilities-Natural Gas, Propane	453	360	450
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	562	1,823	1,000
160 Repair Services	-	-	400
170 Maintenance Agreements & Leases	-	1,589	500
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	20,630	13,800	18,000
220 Tools & Small Equipment	228	-	200
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	270	-	1,000
490 Equipment Use Charges	12,860	12,500	13,000
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	-
503 Furniture and Files	88,680	-	32,114
505 Tools	-	-	-
507 Construction Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	1,600
<u>800 TRANSFERS TO OTHER FUNDS</u>			
802 Transfer to Capital Project Fund	313	-	-
803 Transfer to Equipment Use Fund	-	-	-
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous		-	-
TOTAL	\$ 149,839	\$ 47,363	\$ 86,097

PROGRAM	FUNCTION	ACTIVITY
PUBLIC WORKS	HIGHWAYS AND STREETS	ALLEY MAINTENANCE

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	PUBLIC WORKS	HIGHWAYS AND STREETS	ALLEY MAINTENANCE	
<u><i>No. 01</i></u>	<u><i>No. 03</i></u>	<u><i>No. 01</i></u>	<u><i>No. 03</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
18.50/14.31	Foreman/Street & Sanitation	1	11	10
14.71/10.29	Equipment Operator/ Street & Sanitation	2	5	5
13.15/8.70	Equipment Operator/ Street & Sanitation	4	0	0
-/-	Other	0	2	2

COMMENTS:

Funds for aggregate shown in Account No. 210.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	PUBLIC WORKS	HIGHWAYS & STREETS	ALLEY MAINTENANCE
<u>No. 01</u>	<u>No. 03</u>	<u>No. 01</u>	<u>No. 03</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 97	\$ 264	\$ 273
010 Accrued Employee Benefits	57	82	83
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	286	100	1,000
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	103	328	400
<u>500 CAPITAL OUTLAYS</u>			
505 Tools	-	-	-
507 Construction Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 543	\$ 774	\$ 1,756

PROGRAM	FUNCTION	ACTIVITY
PUBLIC WORKS	HIGHWAYS AND STREETS	SIDEWALK AND PARKING LOT MAINTENANCE

PURPOSE

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. Toalson/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.

This activity provides funds for maintaining exiting parking areas, including material and equipment use, and acquiring new parking sites if needed (except those solely for Park use). The activity is carried out under the direct supervision of the Foreman/Street and Sanitation and the general supervision of the City Administrator.

For this fiscal year, most sidewalk work will be focused on repair and replacement of curb cuts, ramps, and deteriorated sections, so as to make them more accessible to disabled persons.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	PUBLIC WORKS	HIGHWAYS AND STREETS	SIDEWALK AND PARKING LOT MAINTENANCE	
<u><i>No. 01</i></u>	<u><i>No. 03</i></u>	<u><i>No. 01</i></u>	<u><i>No. 04</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
18.50/14.31	Foreman/Street & Sanitation	90	92	92
14.71/10.29	Equipment Operator/ Street & Sanitation	69	43	43
13.15/8.70	Equipment Operator/ Street & Sanitation	71	102	102
-/-	Other	35	9	14

COMMENTS:

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

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	PUBLIC WORKS	HIGHWAYS & STREETS	SIDEWALK AND PARKING LOT MAINTENANCE
<u><i>No. 01</i></u>	<u><i>No. 03</i></u>	<u><i>No. 01</i></u>	<u><i>No. 04</i></u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 4,252	\$ 3,640	\$ 3,770
010 Accrued Employee Benefits	3,312	2,071	2,090
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	200
160 Repair Services	-	-	100
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	8,989	12,000	10,000
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	1,105	1,206	2,600
<u>500 CAPITAL OUTLAYS</u>			
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
902 SRTS Project	-	-	-
TOTAL	\$ 17,658	\$ 18,917	\$ 18,760

PROGRAM	FUNCTION	ACTIVITY
PUBLIC WORKS	HIGHWAYS AND STREETS	BUILDINGS AND GROUNDS

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	PUBLIC WORKS	HIGHWAYS AND STREETS	BUILDINGS AND GROUNDS	
<u>No. 01</u>	<u>No. 03</u>	<u>No. 01</u>	<u>No. 05</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
18.50/14.31	Foreman/Street & Sanitation	71	62	62
14.71/10.29	Equipment Operator/ Street & Sanitation	13	11	11
13.15/8.70	Equipment Operator/ Street & Sanitation	29	14	14
13.92/14.45	Refuse Collector/Driver	3	22	22
12.59/13.69	Refuse Collector	51	55	55
-/-	Other	16	0	0

COMMENTS:

Maintenance agreement on time clocks budgeted in Account No. 170.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	PUBLIC WORKS	HIGHWAYS & STREETS	BUILDINGS AND GROUNDS
<u>No. 01</u>	<u>No. 03</u>	<u>No. 01</u>	<u>No. 05</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 3,138	\$ 1,958	\$ 2,028
010 Accrued Employee Benefits	2,763	3,904	3,941
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, and Tuition	-	-	-
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	1,301	1,900	1,900
133 Utilities-Telephone, Fax	403	510	550
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	187	250	400
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	163	217	163
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	1,085	1,048	1,048
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	718	100
210 Operation Supplies	2,796	1,945	1,500
220 Tools & Small Equipment	-	-	300
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	275	-	-
490 Equipment Use Charges	-	210	200
<u>500 CAPITAL OUTLAYS</u>			
503 Furniture and Files	-	-	-
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	2,800	-	5,430
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 14,911	\$ 12,660	\$ 17,560

PROGRAM	FUNCTION	ACTIVITY
PUBLIC WORKS	HIGHWAYS AND STREETS	SNOW AND ICE REMOVAL

PURPOSE

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, and the monitoring and general oversight of the activity.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	PUBLIC WORKS	HIGHWAYS AND STREETS	SNOW AND ICE REMOVAL	
<u>No. 01</u>	<u>No. 03</u>	<u>No. 01</u>	<u>No. 06</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
18.50/14.31	Foreman/Street & Sanitation	212	140	140
14.71/10.29	Equipment Operator/ Street & Sanitation	142	83	83
13.15/8.70	Equipment Operator/ Street & Sanitation	129	105	105
-/-	Others	222	558	558

COMMENTS:

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

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	PUBLIC WORKS	HIGHWAYS & STREETS	SNOW AND ICE REMOVAL
<u>No. 01</u>	<u>No. 03</u>	<u>No. 01</u>	<u>No. 06</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 13,231	\$ 16,450	\$ 17,037
010 Accrued Employee Benefits	7,112	13,383	13,510
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, and Tuition	-	-	-
140 Professional Serv.-Legal	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	497	-	200
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	9,369	3,006	15,000
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	8,612	9,000	9,000
<u>500 CAPITAL OUTLAYS</u>			
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 38,821	\$ 41,839	\$ 54,747

PROGRAM	FUNCTION	ACTIVITY
PUBLIC WORKS	HIGHWAYS AND STREETS	STREET SIGNS AND MARKINGS

PURPOSE

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. With the redesignation of some streets as city maintenance, the City is assuming responsibility for additional striping.

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

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	PUBLIC WORKS	HIGHWAYS AND STREETS	STREET SIGNS AND MARKINGS	
<u><i>No. 01</i></u>	<u><i>No. 03</i></u>	<u><i>No. 01</i></u>	<u><i>No. 07</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
18.50/14.31	Foreman/Street & Sanitation	41	62	62
14.71/10.29	Equipment Operator/ Street & Sanitation	146	32	32
13.15/8.70	Equipment Operator/ Street & Sanitation	77	152	152
13.72/14.45	Refuse Collector/Driver	0	10	10
12.59/13.69	Refuse Collector	25	11	11
-/-	Others	0	8	0

COMMENTS:

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

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	PUBLIC WORKS	HIGHWAYS & STREETS	STREET SIGNS AND MARKINGS
<u>No. 01</u>	<u>No. 03</u>	<u>No. 01</u>	<u>No. 07</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 4,017	\$ 3,664	\$ 3,795
010 Accrued Employee Benefits	2,669	1,917	1,936
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
142 Professional Serv.-Architect, Engineer, and Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	284	-	-
160 Repair Services	-	-	150
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	3,817	2,600	5,000
220 Tools & Small Equipment	29	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	887	1,300	1,400
<u>500 CAPITAL OUTLAYS</u>			
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 11,703	\$ 9,481	\$ 12,281

PROGRAM	FUNCTION	ACTIVITY
PUBLIC WORKS	HIGHWAYS AND STREETS	STORM DRAINAGE

PURPOSE

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 and replacement, maintenance, and new installations of culverts; storm sewer inlets and line maintenance and minor new construction; ditch cleaning and new construction; and headwall maintenance, replacement, and new 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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	PUBLIC WORKS	HIGHWAYS AND STREETS	STORM DRAINAGE	
<u>No. 01</u>	<u>No. 03</u>	<u>No. 01</u>	<u>No. 08</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
18.50/14.31	Foreman/Street & Sanitation	311	342	342
14.71/10.29	Equipment Operator/ Street & Sanitation	136	68	68
13.15/8.70	Equipment Operator/ Street & Sanitation	122	346	346
11.32/1.70	Part Time	327	20	500
-/-	Others	0	0	0

COMMENTS:

Funds in Account No. 201 are for installation of culverts and stormsewers by City employees. In fiscal year 2010-11 most work was toward paving a portion of Miles Street Ditch. In the coming fiscal year, the focus will be on repair and lining of a stormsewer running under a parking lot west of the 200 block of Jefferson Street and further work on the Miles Street ditch.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	PUBLIC WORKS	HIGHWAYS & STREETS	STORM DRAINAGE
<i><u>No. 01</u></i>	<i><u>No. 03</u></i>	<i><u>No. 01</u></i>	<i><u>No. 08</u></i>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 18,189	\$ 11,814	\$ 12,236
010 Accrued Employee Benefits	21,191	12,965	13,088
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, and Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	1,680	1,200	1,000
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	2,800	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	31,059	20,003	13,000
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	7,309	5,400	6,000
<u>500 CAPITAL OUTLAYS</u>			
505 Tools	-	-	-
507 Construction Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	50,000
<u>800 TRANSFERS TO OTHER FUNDS</u>			
802 Transfer to Capital Project Fund	-	-	-
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 82,228	\$ 51,382	\$ 95,324

PROGRAM	FUNCTION	ACTIVITY
PUBLIC WORKS	HIGHWAYS AND STREETS	BRUSH AND TREE CONTROL

PURPOSE

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, and general and 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 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 treat control costs.

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	PUBLIC WORKS	HIGHWAYS AND STREETS	BRUSH AND TREE CONTROL	
<u><i>No. 01</i></u>	<u><i>No. 03</i></u>	<u><i>No. 01</i></u>	<u><i>No. 09</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
18.50/14.31	Foreman/Street & Sanitation	9	19	19
14.71/10.29	Equipment Operator/ Street & Sanitation	27	12	12
13.15/8.70	Equipment Operator/ Street & Sanitation	45	40	40
-/-	Others	4	13	13

COMMENTS:

Chainsaw repairs shown in Account No. 160; Chainsaw supplies in Account No. 210.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	PUBLIC WORKS	HIGHWAYS & STREETS	BRUSH AND TREE CONTROL
<u>No. 01</u>	<u>No. 03</u>	<u>No. 01</u>	<u>No. 09</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 1,101	\$ 1,416	\$ 1,466
010 Accrued Employee Benefits	758	914	923
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
142 Professional Serv.-Architect, Engineer, and Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	-	-	50
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	3	-
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	796	830	1,300
<u>500 CAPITAL OUTLAYS</u>			
502 Vehicles	-	-	-
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 2,655	\$ 3,163	\$ 3,739

PROGRAM	FUNCTION	ACTIVITY
PUBLIC WORKS	WEED CONTROL	CITY PROPERTY

PURPOSE

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 a Director of Public Works and Public Utilities and/or the City Administrator.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	PUBLIC WORKS	WEED CONTROL	CITY PROPERTY	
<u>No. 01</u>	<u>No. 03</u>	<u>No. 03</u>	<u>No. 01</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
18.50/14.31	Foreman/Street & Sanitation	12	14	13
14.71/10.29	Equipment Operator/ Street & Sanitation	159	207	207
13.15/8.70	Equipment Operator/ Street & Sanitation	7	14	14
13.92/14.45	Refuse Collector/Driver	0	3	3
12.59/13.69	Refuse Collector	43	21	21
-/-	Others	49	0	0

COMMENTS:

Supplies for weedeaters are budgeted in Account No. 210.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	PUBLIC WORKS	WEED CONTROL	CITY PROPERTY
<u>No. 01</u>	<u>No. 03</u>	<u>No. 03</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 4,210	\$ 3,618	\$ 3,747
010 Accrued Employee Benefits	3,144	2,153	2,173
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, and Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	-	-	100
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	480	89	500
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	8,572	7,022	9,000
<u>500 CAPITAL OUTLAYS</u>			
502 Vehicles	-	-	-
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
803 Transfer to Park Fund	2,800	2,720	2,800
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 19,206	\$ 15,602	\$ 18,320

PROGRAM	FUNCTION	ACTIVITY
COMMUNITY PLANNING AND ECONOMIC DEVELOPMENT	COMMUNITY PLANNING	ZONING, PLANNING, AND SUBDIVISION REVIEW

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	COMMUNITY PLANNING/ ECONOMIC DEVELOPMENT	COMMUNITY PLANNING	ZONING, PLANNING, AND SUBDIVISION REVIEW	
<u><i>No. 01</i></u>	<u><i>No. 04</i></u>	<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15

COMMENTS:

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	COMMUNITY PLANNING/ ECONOMIC DEVELOPMENT	COMMUNITY PLANNING	ZONING/PLANNING/S UBDIVISION REVIEW
<u>No. 01</u>	<u>No. 04</u>	<u>No. 01</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	526	400	1,900
120 Dues, Memberships, Subscriptions, & Tuition	-	-	50
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, and Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	500
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	110	-
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
503 Furniture and Files	-	-	-
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 526	\$ 510	\$ 2,450

PROGRAM	FUNCTION	ACTIVITY
COMMUNITY PLANNING AND ECONOMIC DEVELOPMENT	ECONOMIC DEVELOPMENT	ECONOMIC PLANNING AND DEVELOPMENT

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	COMMUNITY PLANNING/ ECONOMIC DEVELOPMENT	ECONOMIC DEVELOPMENT	ECONOMIC PLANNING AND DEVELOPMENT	
<i><u>No. 01</u></i>	<i><u>No. 04</u></i>	<i><u>No. 02</u></i>	<i><u>No. 01</u></i>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
22.33/14.44	Line Foreman	11	11	11
18.42/14.38	Lineman	8	2	2
17.18/12.10	Lineman	4	7	7
16.56/12.99	Lineman	5	18	18

COMMENTS:

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, Missouri Municipal League, Missouri Economic Development Council, and membership and service contracts in REDI, CREDI and the Mid-Missouri Regional Planning Commission are shown in Account No. 120.

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

Funds in Account No. 150 include contracts for the July 4th fireworks display and related insurance (\$3,776) and a service contract for a civil war re-enactment at the Centralia Battlefield.

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

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	COMMUNITY PLANNING/ ECONOMIC DEVELOPMENT	ECONOMIC DEVELOPMENT	ECONOMIC PLANNING AND DEVELOPMENT
<u><i>No. 01</i></u>	<u><i>No. 04</i></u>	<u><i>No. 02</i></u>	<u><i>No. 01</i></u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 519	\$ 689	\$ 714
010 Accrued Employee Benefits	361	420	424
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	109	160	500
120 Dues, Memberships, Subscriptions, & Tuition	3,424	3,650	5,500
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, and Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	10,776	21,675	36,755
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	100
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	100	100
210 Operation Supplies	-	-	300
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
490 Equipment Use Charges	184	100	400
<u>500 CAPITAL OUTLAYS</u>			
503 Furniture and Files	-	-	-
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	75	125	300
903 Housing Replacement Subsidy	7,500	7,500	7,500
905 GDB6 - Alliance Pass Through	-	-	-
TOTAL	\$ 22,948	\$ 34,419	\$ 52,593

PROGRAM	FUNCTION	ACTIVITY
CONTINGENCY AND CASH FLOW RESERVE	CONTINGENCY AND CASH FLOW RESERVE	CONTINGENCY AND CASH FLOW RESERVE

PURPOSE

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. Those projects are more fully described in the notes on page 129.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
GENERAL	CONTINGENCY AND CASH FLOW RESERVE	CONTINGENCY AND CASH FLOW RESERVE	CONTINGENCY AND CASH FLOW RESERVE	
<u><i>No. 01</i></u>	<u><i>No. 05</i></u>	<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15

COMMENTS:

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

Funds budgeted in Account No. 902 represent \$4,556.10 to be used for improvements to Wigham Street, about \$126,920 to be used for improvements to a southernly extension of Randolph Street and \$6,976 set aside for future improvement to Gano Chance Drive.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
GENERAL	CONTINGENCY AND CASH FLOW RESERVE	CONTINGENCY AND CASH FLOW RESERVE	CONTINGENCY AND CASH FLOW RESERVE
<u>No. 01</u>	<u>No. 05</u>	<u>No. 01</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>	\$ -	\$ -	\$ -
<u>100 CONTRACTUAL SERVICES</u>	-	-	-
<u>200 SUPPLIES & MATERIALS</u>	-	-	-
<u>300 FINANCIAL EXPENSES</u>	-	-	-
<u>400 EQUIPMENT EXPENSES</u>	-	-	-
<u>500 CAPITAL OUTLAYS</u>	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>	-	-	-
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	345,188
902 Escrowed For Streets	-	-	138,452
TOTAL	\$ -	\$ -	\$ 483,640

**CASH FLOW
SPECIAL REVENUE FUNDS
FISCAL YEAR 2014 - 2015**

	PARK & RECREATION FUND	LIBRARY	LIBRARY BOND	PARK SALES TAX
Beginning Fund Balance	\$ 317,857	\$ -	\$ 31,715	\$ 102,551
Revenues	\$ 510,943	\$ 188,924	\$ 32,553	\$ 195,986
Expenditures	<u>\$ (525,843)</u>	<u>\$ (188,924)</u>	<u>\$ (35,928)</u>	<u>\$ (298,537)</u>
Ending Fund Balance	\$ 302,957	\$ -	\$ 28,340	\$ -

	CEMETERY	AVENUE OF FLAGS	TRANSPORTATION SALES TAX
Beginning Fund Balance	\$ 387,566	\$ 5,122	\$ 74,551
Revenues	\$ 60,725	\$ 550	\$ 261,333
Expenditures	<u>\$ (37,464)</u>	<u>\$ (5,672)</u>	<u>\$ (335,884)</u>
Ending Fund Balance	\$ 410,827	\$ -	\$ -

Note: \$410,827 of Cemetery balance is expected to be in perpetual care reserves and not available for appropriation.

Details of Park and Recreation Fund:

	POOL ACTIVITY	PARK ACTIVITY	RECREATION CENTER ACTIVITY	TOTAL
Beginning Fund Balance	\$ -	\$ 104,884	\$ 212,973	\$ 317,857
Revenues	\$ 90,550	\$ 189,593	\$ 230,800	\$ 510,943
Transfers In (Out)	\$ 9,500	\$ -	\$ (9,500)	\$ -
Expenditures	<u>\$ (100,050)</u>	<u>\$ (189,593)</u>	<u>\$ (236,200)</u>	<u>\$ (525,843)</u>
Ending Fund Balance	\$ -	\$ 104,884	\$ 198,073	\$ 302,957

**SPECIAL REVENUE FUNDS
FISCAL YEAR 2014 - 2015
REVENUE DETAIL**

		Actual 12-13	Estimated 13-14	Budgeted 14-15
PARK & RECREATION FUND - POOL ACCOUNT				
02-01-01-44-710	Swim Card Fee	\$ 2,745	\$ 3,215	\$ 3,200
02-01-01-44-711	Pool Membership-Dues/Pass	1,040	1,120	1,000
02-01-01-44-712	Pool Admission Fees, Individual	33,901	26,005	37,500
02-01-01-44-713	Pool Admission Fees, Group	14,905	10,970	14,000
02-01-01-44-714	Swimming Lessons	6,365	5,870	6,500
02-01-01-44-716	Pool Concessions	17,493	14,875	17,500
02-01-01-44-719	Other Pool Charges	6,624	3,151	3,230
02-01-01-44-790	Recreation Charges-Swim Team	5,030	5,689	5,120
02-01-01-44-791	Swim Suit Sales Receipts	21	235	500
02-01-01-44-801	Transfer from Park Activity	20,000	-	-
02-01-01-44-887	Transfer from Recreation Center Activity	10,734	11,823	9,500
	Total Charges for Services	\$ 118,858	\$ 82,953	\$ 98,050
02-01-01-46-690	Other Contract	\$ -	\$ 2,500	\$ 2,000
	Total Charges for Other Contract	\$ -	\$ 2,500	\$ 2,000
	ACCOUNT TOTAL	\$ 118,858	\$ 85,453	\$ 100,050
PARK & RECREATION FUND - PARK ACCOUNT				
02-01-02-41-111	Real Property Tax (Current)	\$ 94,179	\$ 95,145	\$ 97,062
02-01-02-41-112	Personal Property Tax (Current)	26,714	28,477	26,967
02-01-02-41-113	Business Surtax	34,085	34,084	34,921
02-01-02-41-120	Railroad & Utility Property Tax	8,313	8,143	8,142
02-01-02-41-121	Financial Institution Tax	5	-	-
02-01-02-41-211	Property Tax Delinquent 1 Year	4,860	5,812	3,582
02-01-02-41-212	Property Tax Delinquent 2 Years	1,786	2,388	1,477
02-01-02-41-320	Interest & Penalties on Property Tax	1,345	1,571	1,200
	Total Local Taxes	\$ 171,287	\$ 175,620	\$ 173,351
02-01-02-44-730	Park & Recreation Concessions	\$ 9,323	\$ 6,912	\$ 9,000
	Total Charges for Service	\$ 9,323	\$ 6,912	\$ 9,000
02-01-02-46-110	Interest	\$ 252	\$ 180	\$ 200
02-01-02-46-220	Rental of Park Property	-	-	-
02-01-02-46-450	Transfer from General Fund	2,800	2,720	2,720
02-01-02-46-451	Transfer from Water Fund	-	3,232	3,322
02-01-02-46-452	Transfer from Park Sales Tax Fund	-	-	-
02-01-02-46-453	Transfer from Electric Fund	-	-	-
02-01-02-46-690	Other Contribution	100	-	-
02-01-02-46-691	Designated Contributions	-	-	-
02-01-02-46-901	Lease Purchase Proceeds	-	-	-
02-01-02-46-990	Miscellaneous	1,319	1,319	1,000
	Total Other Revenue	\$ 4,471	\$ 7,451	\$ 7,242
	ACCOUNT TOTAL	\$ 185,081	\$ 189,983	\$ 189,593

**SPECIAL REVENUE FUNDS
FISCAL YEAR 2014 - 2015
REVENUE DETAIL**

		Actual 12-13		Estimated 13-14		Budgeted 14-15	
LIBRARY FUND							
02-01-03-41-111	Real Property Tax (Current)	\$ 84,401		\$ 84,814		\$ 86,347	
02-01-03-41-112	Personal Property Tax (Current)	25,262		26,650		25,186	
02-01-03-41-113	Business Surtax	34,441		34,441		34,441	
02-01-03-41-120	Railroad & Utility Property Tax	8,399		7,258		7,243	
02-01-03-41-121	Financial Institution Tax	5		-		-	
02-01-03-41-211	Property Tax Delinquent 1 Year	4,323		5,181		3,186	
02-01-03-41-212	Property Tax Delinquent 2 Years	1,452		2,129		1,314	
02-01-03-41-320	Interest & Penalties on Property Tax	1,135		1,345		1,115	
	Total Local Taxes	\$ 159,418		\$ 161,818		\$ 158,832	
02-01-03-43-120	Library Grant	\$ 6,774		\$ 10,533		\$ -	
02-01-03-43-520	State Library Aid	\$ 1,892		\$ 1,892		\$ 1,892	
02-01-03-43-620	Arts & Entertainment Tax	\$ -		\$ 506		\$ 500	
	Total Intergovernmental Revenue	\$ 8,666		\$ 12,931		\$ 2,392	
02-01-03-45-100	Library Fines	\$ 5,479		\$ 5,700		\$ 7,500	
	Total Fines	\$ 5,479		\$ 5,700		\$ 7,500	
02-01-03-46-110	Interest	\$ 145		\$ 40		\$ 200	
02-01-03-46-690	Building Fund Contributions	\$ -		\$ -		\$ -	
02-01-03-46-990	Donations & Miscellaneous	\$ 5,221		\$ 47,690		\$ 20,000	
	Total Other Revenue	\$ 5,366		\$ 47,730		\$ 20,200	
	FUND TOTAL	\$ 178,929		\$ 228,179		\$ 188,924	
LIBRARY DEBIT SERVICE FUND							
02-01-04-41-111	Real Property Tax (Current)	\$ 22,108		\$ 22,215		\$ 22,594	
02-01-04-41-112	Personal Property Tax (Current)	6,619		6,980		6,590	
02-01-04-41-120	Railroad & Utility Property Tax	2,200		1,901		1,895	
02-01-04-41-121	Financial Institution Tax	1		-		-	
02-01-04-41-122	Property Tax Delinquent 2 Years	954		1,357		834	
02-01-04-41-211	Property Tax Delinquent 1 Year	561		558		344	
02-01-04-41-320	Interest & Penalties on Property Tax	298		353		292	
		\$ 32,741		\$ 33,364		\$ 32,549	
02-01-04-46-110	Interest	\$ 3		\$ 3		\$ 4	
	Total Other Revenue	\$ 3		\$ 3		\$ 4	
	FUND TOTAL	\$ 32,744		\$ 33,367		\$ 32,553	
PARK AND RECREATION SALES TAX FUND							
02-01-05-41-520	Sales Tax	\$ 191,278		\$ 193,540		\$ 195,186	
	Total Local Taxes	\$ 191,278		\$ 193,540		\$ 195,186	
02-01-05-46-110	Interest	\$ 613		\$ 880		\$ 800	
02-01-05-46-112	Interest COP Project	-		-		-	
02-01-05-46-113	Interest COP Project Debt Service Fund	1		-		-	
02-01-05-46-114	Interest COP Debt Service Reserve	15		-		-	
02-01-05-46-451	Transfer from Park Operating	-		-		-	
02-01-05-46-452	Transfer from Rec Center	-		-		-	
02-01-05-46-453	Transfer from Debt Service Fund	14		-		-	
02-01-05-46-454	Transfer from Electric Fund	-		-		-	
02-01-05-46-691	Designated Contributions	-		-		-	
	Total Other Revenue	\$ 643		\$ 880		\$ 800	
	FUND TOTAL	\$ 191,921		\$ 194,420		\$ 195,986	

**SPECIAL REVENUE FUNDS
FISCAL YEAR 2014 - 2015
REVENUE DETAIL**

		Actual 12-13		Estimated 13-14		Budgeted 14-15	
PARK & RECREATION FUND - RECREATION CENTER ACCOUNT							
02-01-06-44-710	20 Pass Card Fee	\$ 3,300		\$ 3,450		\$ 3,250	
02-01-06-44-711	Annual Membership--Individual	46,247		48,000		\$ 46,000	
02-01-06-44-712	Daily Admission Fee	11,582		11,827		\$ 11,500	
02-01-06-44-713	Annual Membership--Family	115,586		114,500		\$ 115,000	
02-01-06-44-714	Annual Membership--All Couples	32,811		35,500		\$ 34,000	
02-01-06-44-716	Concessions	14,541		13,798		\$ 14,000	
02-01-06-44-719	Group Class/Clinic Fees	5,723		4,450		\$ 5,000	
02-01-06-44-790	Rental Fees	1,110		670		\$ 500	
	Total Charges for Service	\$ 230,900		\$ 232,195		\$ 229,250	
02-01-06-46-110	Interest	1,030		1,270		\$ 1,300	
02-01-06-46-990	Miscellaneous	3		1,125		\$ 250	
	Total Other Revenue	\$ 1,033		\$ 2,395		\$ 1,550	
	ACCOUNT TOTAL	\$ 231,933		\$ 234,590		\$ 230,800	
CEMETERY OPERATIONS FUND							
02-02-01-44-321	Burial Charges	\$ 10,000		\$ 12,325		\$ 12,525	
	Total Charges for Service	\$ 10,000		\$ 12,325		\$ 12,525	
02-02-01-46-110	Interest	\$ 1,357		\$ 3,245		\$ 3,200	
02-02-01-46-340	Sales of Cemetery Lots	4,612		6,000		6,000	
02-02-01-46-435	Transfer from Electric Utility Fund	20,000		-		37,000	
02-02-01-46-630	Perpetual care Contributions	1,537		-		-	
02-02-01-46-640	General Contributions	2,197		1,768		2,000	
	Total Other Revenue	\$ 29,705		\$ 11,013		\$ 48,200	
	FUND TOTAL	\$ 39,705		\$ 23,338		\$ 60,725	
CEMETERY AVENUE OF FLAGS FUND							
02-02-02-46-110	Interest	\$ 55		\$ 41		\$ 50	
02-02-02-46-690	Donations-General Flags and Poles	-		-		-	
02-02-02-46-691	Donations-Specific Flags	1,465		1,100		500	
02-02-02-46-901	Miscellaneous	-		-		-	
	Total Other Revenue	\$ 1,520		\$ 1,141		\$ 550	
	FUND TOTAL	\$ 1,520		\$ 1,141		\$ 550	
TRANSPORTATION SALES TAX FUND							
02-03-01-41-520	Sales Tax	\$ 191,278		\$ 193,540		\$ 195,186	
	Total Local Taxes	\$ 191,278		\$ 193,540		\$ 195,186	
02-03-01-43-650	County Grant	\$ 65,259		\$ 65,147		\$ 65,147	
	Total Intergovernmental	\$ 65,259		\$ 65,147		\$ 65,147	
02-03-01-46-110	Interest	\$ 541		\$ 1,038		\$ 1,000	
	Total Other Revenue	\$ 541		\$ 1,038		\$ 1,000	
	FUND TOTAL	\$ 257,078		\$ 259,725		\$ 261,333	

PROGRAM	FUNCTION	ACTIVITY
CULTURE AND RECREATION	SWIMMING POOL	OPERATIONS

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
SPECIAL REVENUE	CULTURE AND RECREATION	SWIMMING POOL	OPERATIONS	
<u>No. 02</u>	<u>No. 01</u>	<u>No. 01</u>	<u>No. 01</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
-/-	Misc. Regular City Employees	0	0	0

COMMENTS:

Manpower requirements and pay scales are set yearly and independently by the Park Board.

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

Funds in Account No. 510 are for a new ADA-Compliant Hoist.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
SPECIAL REVENUE	CULTURE AND RECREATION	SWIMMING POOL	OPERATIONS
<u>No. 02</u>	<u>No. 01</u>	<u>No. 01</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 12-13	BUDGETED 13-14
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 49,915	\$ 48,510	\$ 50,000
010 Accrued Employee Benefits	6,497	5,859	6,750
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	11	-	50
110 Printing, Publications, and Advertising	160	303	500
120 Dues, Memberships, Subscriptions, & Tuition	1,680	478	200
130 Utilities-Electricity	2,752	2,563	2,900
131 Utilities-Water	2,494	2,395	2,600
132 Utilities-Natural Gas, Propane	-	-	300
133 Utilities-Telephone, Fax	373	294	350
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, and Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	26,911	2,265	5,000
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	100
190 Insurance	185	146	200
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	17,305	11,834	14,000
220 Tools & Small Equipment	-	-	100
230 Refreshment Supplies	8,593	7,870	9,000
231 Recreation Supplies	-	-	-
232 Swim Team Expenses	2,128	2,156	2,200
233 Swimsuit Expenses	788	780	1,000
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
501 Radio and Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	4,800
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 119,792	\$ 85,453	\$ 100,050

PROGRAM	FUNCTION	ACTIVITY
CULTURE AND RECREATION	PARK AREAS	OPERATIONS

PURPOSE

The activity consists of operation, maintenance, and improvement of the Nathan Toalson/Bicentennial Park, City Square Park, City Recreation Park, Jaycee Park, and 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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
SPECIAL REVENUE	CULTURE AND RECREATION	PARK AREAS	OPERATIONS	
<u>No. 02</u>	<u>No. 01</u>	<u>No. 02</u>	<u>No. 01</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
-/-	Misc. Regular City Employees	176	238	140

COMMENTS:

Manpower requirements and pay scales are set yearly and independently by the Park Board.

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

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

Funds in Account No. 510 include purchase of a new scoreboard.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
SPECIAL REVENUE	CULTURE AND RECREATION	PARK AREAS	OPERATIONS
<u>No. 02</u>	<u>No. 01</u>	<u>No. 02</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 96,796	\$ 96,393	\$ 101,000
010 Accrued Employee Benefits	20,782	21,206	23,000
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	50
110 Printing, Publications, and Advertising	718	-	50
120 Dues, Memberships, Subscriptions, & Tuition	153	210	250
130 Utilities-Electricity	3,324	2,749	3,200
131 Utilities-Water	1,313	1,675	1,800
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	1,963	2,028	2,100
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, and Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	5,467	24,169	6,431
160 Repair Services	5,844	4,133	6,300
170 Maintenance Agreements & Leases	1	1	1
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	1,946	2,287	2,400
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	20,007	23,000	10,000
220 Tools & Small Equipment	-	7,740	2,000
230 Refreshment Supplies	14,828	7,996	8,500
231 Recreation Supplies	3,086	677	3,000
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
310 Loan Repayment	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	1,263	1,658	1,500
<u>500 CAPITAL OUTLAYS</u>			
502 Vehicles	-	-	-
503 Furniture and Files	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	18,000
511 Park Improvements	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
803 Transfer to Pool Activity	20,000	-	-
809 Transfer to Accrued Benefits Fund	-	-	-
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	30	37	11
TOTAL \$	197,521 \$	195,959 \$	189,593

PROGRAM	FUNCTION	ACTIVITY
CULTURE AND RECREATION	LIBRARIES	OPERATIONS AND ADMINISTRATION

PURPOSE

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 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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
SPECIAL REVENUE	CULTURE AND RECREATION	LIBRARIES	OPERATIONS AND ADMINISTRATION	
<u>No. 02</u>	<u>No. 01</u>	<u>No. 03</u>	<u>No. 01</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15

COMMENTS:

State statutes taking effect January 1, 1986 make the Library District more independent from the City. This City acts only as a financial clearinghouse for all Library tax revenues. Account No. 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.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
SPECIAL REVENUE	CULTURE AND RECREATION	LIBRARIES	OPERATIONS AND ADMINISTRATION
<u>No. 02</u>	<u>No. 01</u>	<u>No. 03</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
<u>100 CONTRACTUAL SERVICES</u>			
<u>200 SUPPLIES & MATERIALS</u>			
<u>300 FINANCIAL EXPENSES</u>			
<u>400 EQUIPMENT EXPENSES</u>			
<u>500 CAPITAL OUTLAYS</u>			
<u>800 TRANSFERS TO OTHER FUNDS</u>			
806 Transfer to Library District	\$ 178,929	\$ 228,179	\$ 188,924
<u>900 MISCELLANEOUS</u>			
TOTAL	\$ 178,929	\$ 228,179	\$ 188,924

PROGRAM	FUNCTION	ACTIVITY
CULTURE AND RECREATION	LIBRARY BOND	DEBT SERVICE

PURPOSE

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.

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.

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

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
SPECIAL REVENUE	CULTURE AND RECREATION	LIBRARY BOND	DEBT SERVICE	
<u><i>No. 02</i></u>	<u><i>No. 01</i></u>	<u><i>No. 04</i></u>	<u><i>No. 01</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15

COMMENTS:

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

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
SPECIAL REVENUE	CULTURE AND RECREATION	LIBRARY BOND	DEBT SERVICE
<u><i>No. 02</i></u>	<u><i>No. 01</i></u>	<u><i>No. 04</i></u>	<u><i>No. 01</i></u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, and Travel	-	-	-
185 Rents	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Service Fees & Finance Charges	-	328	328
305 Interest Expense	8,680	7,280	5,600
310 Bond Principal & Interest	25,000	30,000	30,000
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
507 Construction Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
806 Transfer to Library District	340	(326)	-
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 34,020	\$ 37,282	\$ 35,928

PROGRAM	FUNCTION	ACTIVITY
CULTURE AND RECREATION	PARKS AND RECREATION	SPECIAL TAX

PURPOSE

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 is 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. As of April 1, 2014, there is \$1,630,000 remaining principal. The lease-purchase should be completed in 2028.

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
SPECIAL REVENUE	CULTURE AND RECREATION	PARKS AND RECREATION	SPECIAL TAX	
<u>No. 02</u>	<u>No. 01</u>	<u>No. 05</u>	<u>No. 01</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15

COMMENTS:

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

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
SPECIAL REVENUE	CULTURE AND RECREATION	PARKS AND RECREATION	SPECIAL TAX
<u><i>No. 02</i></u>	<u><i>No. 01</i></u>	<u><i>No. 05</i></u>	<u><i>No. 01</i></u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
142 Professional Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, and Travel	-	-	-
185 Rents	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Service Fees & Finance Charges	1,986	2,014	2,014
305 Interest Expense	90,022	87,238	84,088
310 Bond Principal & Interest	70,000	70,000	75,000
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
803 Transfer to Pool	-	-	-
806 Transfer to Park	-	-	-
810 Transfer to Park Project Trustee	-	-	-
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	137,435
TOTAL	\$ 162,008	\$ 159,252	\$ 298,537

PROGRAM	FUNCTION	ACTIVITY
CULTURE AND RECREATION	PARK AREAS	RECREATION CENTER

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
SPECIAL REVENUE	CULTURE AND RECREATION	PARK AREAS	RECREATION CENTER	
<u>No. 02</u>	<u>No. 01</u>	<u>No. 06</u>	<u>No. 01</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
-/-	Misc. Regular City Employees	33	22	33

COMMENTS:

Manpower requirements and pay scales are set yearly and independently by the Park Board.

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

Funds in Account 231 include the expense of repair or replacement of older training machines.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
SPECIAL REVENUE	CULTURE AND RECREATION	PARK AREAS	RECREATION CENTER
<u>No. 02</u>	<u>No. 01</u>	<u>No. 06</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 78,218	\$ 97,209	\$ 102,000
010 Accrued Employee Benefits	7,660	9,721	13,000
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	91	129	300
110 Printing, Publications, and Advertising	596	850	600
120 Dues, Memberships, Subscriptions, & Tuition	1,113	-	2,000
130 Utilities-Electricity	20,111	20,955	24,800
131 Utilities-Water	342	303	600
132 Utilities-Natural Gas, Propane	2,341	3,356	10,000
133 Utilities-Telephone, Fax	863	736	1,000
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, and Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	14,409	8,090	7,500
160 Repair Services	-	-	1,500
170 Maintenance Agreements & Leases	3,081	2,683	4,500
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	4,851	4,713	5,200
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	2,276	1,900	3,000
210 Operation Supplies	12,126	16,500	15,000
220 Tools & Small Equipment	-	-	-
230 Refreshment Supplies	9,334	7,911	8,000
231 Recreation Supplies	5,533	7,865	15,000
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	2,200	2,200
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
503 Furniture and Files	-	-	-
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	17,530	20,000
510 Building Improvements	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
807 Transfer to Park Sales Tax Fund	-	-	-
808 Transfer to Pool Activity	10,734	11,823	9,500
809 Transfer to Park Fund	-	-	-
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	303	577	-
TOTAL \$	\$ 173,982	\$ 215,051	\$ 245,700

PROGRAM	FUNCTION	ACTIVITY
CEMETERY	OPERATIONS	CEMETERY GROUNDS

PURPOSE

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 City Clerk, acting as Cemetery Sexton, and the City Administrator. City officials receive advise 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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
SPECIAL REVENUE	CEMETERY	OPERATIONS	CEMETERY GROUNDS	
<u>No. 02</u>	<u>No. 02</u>	<u>No. 01</u>	<u>No. 01</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
18.50/14.31	Foreman/Street & Sanitation	9	4	4
14.71/10.29	Equipment Operator/ Street & Sanitation	11	2	2
13.15/8.70	Equipment Operator/ Street & Sanitation	1	7	7
-/-	Other	13	167	167

COMMENTS:

Contract labor in Account No. 150 includes: cemetery mowing (\$22,700), grave opening, and headstone strengthening.

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

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

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
SPECIAL REVENUE	CEMETERY	OPERATIONS	CEMETERY GROUNDS
<u><i>No. 02</i></u>	<u><i>No. 02</i></u>	<u><i>No. 01</i></u>	<u><i>No. 01</i></u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 2,805	\$ 2,432	\$ 2,519
010 Accrued Employee Benefits	1,687	1,276	1,288
		-	
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	179	330	300
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	5,295	1,990	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	33,074	33,010	33,000
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	679	90	-
210 Operating Supplies	220	104	200
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	356	32	157
<u>500 CAPITAL OUTLAYS</u>			
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 44,295	\$ 39,264	\$ 37,464

PROGRAM	FUNCTION	ACTIVITY
CEMETERY	MEMORIALS	AVENUE OF FLAGS

PURPOSE

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 display of large flags along the inner streets of the City's cemetery.

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

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
SPECIAL REVENUE	CEMETERY	MEMORIALS	AVENUE OF FLAGS	
<u><i>No. 02</i></u>	<u><i>No. 02</i></u>	<u><i>No. 02</i></u>	<u><i>No. 01</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15

COMMENTS:

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
SPECIAL REVENUE	CEMETERY	MEMORIALS	AVENUE OF FLAGS
<u><i>No. 02</i></u>	<u><i>No. 02</i></u>	<u><i>No. 02</i></u>	<u><i>No. 01</i></u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	461	432	470
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	1,518	-	500
210 Operating Supplies	618	3,986	4,702
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 2,597	\$ 4,418	\$ 5,672

PROGRAM	FUNCTION	ACTIVITY
PUBLIC WORKS	HIGHWAYS AND STREETS	SPECIAL TAX/DEBT SERVICE

PURPOSE

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.

Funds are budgeted to pay a part of the lease-purchase payments for a short-term loan to fund road improvements on Lakeview Street and Columbia Street over a period of about three and one-half years. The remaining funds are to be used to pay for several anticipated asphalt overlay projects.

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

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
SPECIAL REVENUE	PUBLIC WORKS	HIGHWAYS & STREETS	SPECIAL TAX / DEBT SERVICE	
<u><i>No. 02</i></u>	<u><i>No. 03</i></u>	<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15

COMMENTS:

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

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
SPECIAL REVENUE	PUBLIC WORKS	HIGHWAYS & STREETS	SPECIAL TAX/ DEBT SERVICE
<u>No. 02</u>	<u>No. 03</u>	<u>No. 01</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	-	-	-
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
185 Rents	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Service Fees & Finance Charges	-	-	-
305 Interest Expense	2,509	-	-
310 Bond Principal & Interest	144,850	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
507 Construction Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	97,500	355,203	335,884
510 Building Improvements	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
802 Transfer to Capital Projects Fund	-	-	-
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 244,859	\$ 355,203	\$ 335,884

CASH FLOW
ENTERPRISE FUNDS
 (EXCLUDING INTERNAL SERVICES)
 ANALYSIS #1 -- BUDGET BASIS

	WATER	SEWER	ELECTRIC	SANITATION	TOTAL
<u>ESTIMATED BEGINNING BALANCE</u>	\$ 275,230	\$ 120,139	\$ 943,753	\$ 161,643	\$ 1,500,765
<u>REVENUE</u>					
Operating					
User's Fees	\$ 555,000	\$ 237,000	\$ 3,269,397	\$ 409,000	\$ 4,470,397
Other	32,000	500	2,975	300	35,775
					-
Non-operating					-
Transfers	-	-	33,594	-	33,594
Interest	1,800	500	4,100	806	7,206
Total	\$ 588,800	\$ 238,000	\$ 3,310,066	\$ 410,106	\$ 4,546,972
<u>EXPENDITURES</u>					
Operating, Capital, and Reserves	\$ 730,385	\$ 255,554	\$ 3,980,851	\$ 470,973	\$ 5,437,763
					-
Non-operating					-
Transfers	30,000	-	97,000	-	127,000
Debt Service	-	-	154,435	-	154,435
Total	\$ 760,385	\$ 255,554	\$ 4,232,286	\$ 470,973	\$ 5,719,198
<u>ESTIMATED UNENCUMBERED ENDING BALANCE</u>	\$ 103,645	\$ 102,585	\$ 21,533	\$ 100,776	\$ 328,539
<u>ESTIMATED CASH RESERVES</u>	\$ 150,000	\$ 47,883	\$ 796,099	\$ 95,959	\$ 1,089,941
<u>ESTIMATED CASH BALANCE</u>	\$ 253,645	\$ 150,468	\$ 817,632	\$ 196,735	\$ 1,418,480

CASH FLOW
ENTERPRISE FUNDS
(EXCLUDING INTERNAL SERVICES)
ANALYSIS #2 -- GAAP BASIS

	WATER & SEWER	ELECTRIC	SANITATION	TOTAL
<u>ESTIMATED BEGINNING BALANCE</u>				
Net Current Assets				
Cash & Investments	\$ 167,422	\$ 201,661	\$ 55,975	\$ 425,058
Receivables/Payables	31,930	75,412	(7,014)	100,328
Inventories	78,495	262,444	-	340,939
Due From Other Funds	-	(7,350)	-	(7,350)
Total	\$ 277,847	\$ 532,167	\$ 48,961	\$ 858,975
<u>Net Restricted Assets</u>				
Cash/Payables	\$ -	\$ 12,147	\$ -	\$ 12,147
Bond Reserve (water)	-	-	-	-
Replacement Reserve (water)	100,000	-	-	100,000
Well Reserve (water)	87,500	-	-	87,500
Bond Reserve (sewer)	-	-	-	-
Replacement Reserve (sewer)	40,481	-	-	40,481
Closure/Elec.Equip. Deprec. Reserve	-	746,099	104,043	850,142
Lease Payable (Elec)	-	(96,000)	-	(96,000)
Total	\$ 227,981	\$ 662,246	\$ 104,043	\$ 994,270
<u>Net Long Term Assets</u>				
Non-Depreciable	\$ 173,552	\$ 18,822	\$ -	\$ 192,374
Equipment Less Accum. Deprec.	3,672,994	2,460,800	162,056	6,295,850
Less Long Term Debt (water)	-	-	-	-
Less Long Term Debt (sewer)	-	-	-	-
Less Long Term Debt (electric)	-	(1,150,000)	-	(1,150,000)
Estimated Landfill Closure Costs	-	-	(78,542)	(78,542)
Total	\$ 3,846,546	\$ 1,329,622	\$ 83,514	\$ 5,259,682
TOTAL RETAINED EARNINGS	\$ 4,352,374	\$ 2,524,035	\$ 236,518	\$ 7,112,927
<u>REVENUE</u>				
Operating	\$ 824,500	\$ 3,272,372	\$ 409,300	\$ 4,506,172
Non-Operating	2,300	37,694	806	40,800
Total	\$ 826,800	\$ 3,310,066	\$ 410,106	\$ 4,546,972
<u>EXPENDITURES</u>				
Operating & Debt Service	\$ 553,056	\$ 3,165,807	\$ 375,014	\$ 4,093,877
Non-Operating	30,000	97,000	-	127,000
Depreciation/Amortization	290,832	158,612	27,009	476,453
Total	\$ 873,888	\$ 3,421,419	\$ 402,023	\$ 4,697,330

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CASH FLOW
ENTERPRISE FUNDS
(EXCLUDING INTERNAL SERVICES)
ANALYSIS #2 -- GAAP BASIS, CONTINUED

	WATER & SEWER	ELECTRIC	SANITATION	TOTAL
<u>ESTIMATED ENDING BALANCES</u>				
Net Current Assets				
Cash & Investments	\$ 256,264	\$ 15,106	\$ 99,151	\$ 370,521
Receivables/Payables*	31,930	75,412	(7,014)	100,328
Inventories*	78,495	262,444	-	340,939
Loans To Other Funds	-	-	-	-
Total	\$ 366,689	\$ 352,962	\$ 92,137	\$ 811,788
<u>Net Restricted Assets</u>				
Cash/Payables*	\$ -	\$ 12,147	\$ -	\$ 12,147
Bond Reserve (water)	-	-	-	-
Replacement Reserve (water)	100,000	-	-	100,000
Well Reserve (water)	50,000	-	-	50,000
Bond Reserve (sewer)	-	-	-	-
Replacement Reserve (sewer)	47,883	-	-	47,883
Closure/Elec. Equip. deprec. Reserve	-	799,183	95,959	895,142
Unamortized Bond Costs (w & s)	-	(96,000)	-	(96,000)
Total	\$ 197,883	\$ 715,330	\$ 95,959	\$ 1,009,172
<u>Net Long Term Assets</u>				
Non-Depreciable	\$ 173,552	\$ 18,822	\$ -	\$ 192,374
Equipment Less Accum. Deprec.	3,567,162	2,379,568	135,047	6,081,777
Less Long Term Debt (water)	-	-	-	-
Less Long Term Debt (sewer)	-	-	-	-
Less Long Term Debt (electric)	-	(1,054,000)	-	(1,054,000)
Estimated Landfill Closure Costs	-	-	(78,542)	(78,542)
Total	\$ 3,740,714	\$ 1,344,390	\$ 56,505	\$ 5,141,609
TOTAL RETAINED EARNINGS	\$ 4,305,286	\$ 2,412,682	\$ 244,601	\$ 6,962,569

* Held constant to facilitate comparisons

ENTERPRISE FUNDS
FISCAL YEAR 2014 - 2015
REVENUE DETAIL

		Actual 12-13		Estimated 13-14		Budgeted 14-15	
<u>ENTERPRISE FUND-WATER UTILITY</u>							
03-01-01-44-430	State Primacy Fee	\$ (331)		\$ (311)		\$ -	
	Total Charge for Services		\$ (331)		\$ (311)		\$ -
03-01-01-47-111	Meter Sales	\$ 587,745		\$ 544,382		\$ 555,000	
03-01-01-47-191	Penalties	32,265		34,085		32,000	
03-01-01-47-193	Installation Charges	4,679		3,987		-	
03-01-01-47-199	Miscellaneous	5,085		2,801		-	
	Total Pub. Enterprise Oper. Revenue		\$ 629,774		\$ 585,255		\$ 587,000
03-01-01-47-910	Interest	\$ 1,757		\$ 2,092		\$ 1,800	
	Total Other Revenue		\$ 1,757		\$ 2,092		\$ 1,800
	FUND TOTAL		\$ 631,200		\$ 587,036		\$ 588,800

<u>ENTERPRISE FUND-SEWER UTILITY</u>							
03-01-02-44-430	State Sewer Connection Feed	\$ 133		\$ 27		\$ -	
			\$ 133		\$ 27		\$ -
03-01-02-47-210	Sewer Use Charges	\$ 240,135		\$ 235,645		\$ 237,000	
03-01-02-47-293	Installation Charges	1,400		1,400		500	
03-01-02-47-299	Miscellaneous	8,448		9,688		-	
	Total Pub. Enterprise Oper. Revenue		\$ 249,983		\$ 246,733		\$ 237,500
03-01-02-47-910	Interest	\$ 323		\$ 546		\$ 500	
	Total Other Revenue		\$ 323		\$ 546		\$ 500
	FUND TOTAL		\$ 250,439		\$ 247,306		\$ 238,000

<u>ENTERPRISE FUND-ELECTRIC UTILITY</u>							
03-01-03-46-330	Sale of Equipment	-		9,854		-	
03-01-03-46-452	Transfer From Accrued Benefits	33,594		33,594		33,594	
03-01-03-46-690	Donations-Energy Assistance	-		-		-	
03-01-03-46-990	Proceeds From Lease/Purchase Loan	-		-		-	
			\$ 33,594		\$ 43,448		\$ 33,594
03-01-03-47-312	Elec. Sales-Gen. Public	3,009,958		3,015,517		3,219,397	
03-01-03-47-313	Elec. Sales-City	53,014		50,301		50,000	
03-01-03-47-393	Installation Charges	505		550		-	
03-01-03-47-399	Misc. (Inc. Pole Lease)	14,359		6,906		2,975	
			\$ 3,077,836		\$ 3,073,274		\$ 3,272,372
03-01-03-47-910	Interest	3,627		4,100		4,100	
	Total Other Revenue		\$ 3,627		\$ 4,100		\$ 4,100
	FUND TOTAL		\$ 3,115,057		\$ 3,120,822		\$ 3,310,066

<u>ENTERPRISE FUND-SANITATION UTILITY</u>							
03-03-02-44-410	Refuse Collection Charges	\$ 403,548		\$ 407,558		\$ 409,000	
	Total Charge for Services		\$ 403,548		\$ 407,558		\$ 409,000
03-03-02-46-330	Disposal of Equipment	\$ -		\$ 117,900		\$ -	
	Total Charge for Services		\$ -		\$ 117,900		\$ -
03-03-02-47-199	Miscellaneous	\$ 4,708		\$ 4,700		\$ 300	
03-03-02-47-453	Transfer From Electric Fund	-		-		-	
03-03-02-47-910	Interest	\$ 994		\$ 998		\$ 806	
	Total Other Revenue		\$ 5,702		\$ 5,698		\$ 1,106
	FUND TOTAL		\$ 409,250		\$ 531,156		\$ 410,106

PROGRAM	FUNCTION	ACTIVITY
PUBLIC UTILITIES	WATER UTILITY	PLANNING/ADMINISTRATION AND TRAINING

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
ENTERPRISE	PUBLIC UTILITIES	WATER UTILITY	PLANNING/ADMINISTRATION AND TRAINING	
<u>No. 03</u>	<u>No. 01</u>	<u>No. 01</u>	<u>No. 01</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
22.02/16.41	Foreman/Water and Sewer	474	464	464
16.09/15.43	Senior Water & Wastewater Plant Operator	53	77	77
14.30/11.76	Water & Wastewater Plant Operator	90	90	90
15.59/12.09	Equipment Operator/ Water and Sewer	70	113	112
-/-	Others	2	0	0

COMMENTS:

Funds shown in Account No. 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.

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

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

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
ENTERPRISE	PUBLIC UTILITIES	WATER UTILITY	PLANNING/ ADMINISTRATION AND TRAINING
<u>No. 03</u>	<u>No. 01</u>	<u>No. 01</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 14,909	\$ 15,542	\$ 16,271
010 Accrued Employee Benefits	11,119	12,597	12,187
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	25
110 Printing, Publications, and Advertising	266	495	500
120 Dues, Memberships, Subscriptions, & Tuition	1,466	1,200	1,600
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural gas, Propane	-	-	-
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	937	800	1,000
160 Repair Services	-	-	100
170 Maintenance Agreements & Leases	1,256	1,400	1,800
180 Meals, Lodging, and Travel	311	300	300
190 Insurance	1,253	1,293	1,350
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	(4)	-	200
210 Operating Supplies	545	450	500
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	7,996	8,100	8,100
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	21,549	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
801 Transfer to General Fund	30,000	30,000	30,000
803 Transfer to Park Fund	-	-	-
809 Transfer to Accrued Benefits Fund	-	-	-
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	1,800
TOTAL	\$ 91,603	\$ 72,177	\$ 75,733

PROGRAM	FUNCTION	ACTIVITY
PUBLIC UTILITIES	WATER UTILITY	COMMUNICATIONS/ CENTRAL SERVICES

PURPOSE

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 inquires 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 under the direct supervision of the City Clerk, with general oversight provided by the City Administrator.

ANNUAL BUDGET PERSONNEL SCHEDULE

[illegible]

COMMENTS:

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

Funds in Account No. 506 include \$7,800 for a hand-held meter read instrument.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
ENTERPRISE	PUBLIC UTILITIES	WATER UTILITY	COMMUNICATIONS\ CENTRAL SERVICES
<u>No. 03</u>	<u>No. 01</u>	<u>No. 01</u>	<u>No. 02</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 12,461	\$ 10,588	\$ 10,939
010 Accrued Employee Benefits	9,915	7,068	6,840
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	1,929	1,800	1,800
110 Printing, Publications, and Advertising	-	-	200
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	20	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	1,105	1,500	2,000
160 Repair Services	-	-	50
170 Maintenance Agreements & Leases	642	800	900
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	12	195	400
210 Operating Supplies	225	300	1,000
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
302 Bad Debts	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	327	1,000	8,800
507 Construction Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	378	400	400
TOTAL	\$ 27,014	\$ 23,651	\$ 33,329

PROGRAM	FUNCTION	ACTIVITY
PUBLIC UTILITIES	WATER UTILITY	WATER WELL OPER./MAINTEN./& IMPROV.

PURPOSE

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 Grund 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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
ENTERPRISE	PUBLIC UTILITIES	WATER UTILITY	WATER WELL OPS./MAIN./& IMPROV.	
<u>No. 03</u>	<u>No. 01</u>	<u>No. 01</u>	<u>No. 03</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
22.02/16.41	Foreman/Water and Sewer	8	1	1
16.09/15.43	Senior Water & Wastewater Plant Operator	98	80	80
14.30/11.76	Water & Wastewater Plant Operator	0	2	2
15.59/12.09	Equipment Operator/Water and Sewer	6	2	2
22.33/14.44	Line Foreman	4	0	0
18.42/14.38	Lineman	2	0	0
-/-	Others	0	8	8

COMMENTS:

Natural Gas for well houses and backup generators are covered under the Building and Grounds activity.

Reserves of \$50,000 for Well #6 are carried over to FY 2014 - 2015 and are shown applied to well repairs in Account No. 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 \$50,00 in Account No. 901.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
ENTERPRISE	PUBLIC UTILITIES	WATER UTILITY	WATER WELL OPS./MAIN./IMPROV.
<u><i>No. 03</i></u>	<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	<u><i>No. 03</i></u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 1,979	\$ 1,411	\$ 1,477
010 Accrued Employee Benefits	1,854	1,333	1,290
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	53,014	52,000	60,000
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	180	50	100
160 Repair Services	94,544	500	51,000
170 Maintenance Agreements & Leases	-	940	950
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	2,563	5,000	4,000
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	1,042	1,100	1,100
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	50,000
TOTAL	\$ 155,176	\$ 62,334	\$ 169,917

PROGRAM	FUNCTION	ACTIVITY
PUBLIC UTILITIES	WATER UTILITY	WATER DISTRIBUTION OPER./MAINT./& IMPROV.

PURPOSE

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 clearwell 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, and 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.

SPECIAL OBJECTIVES

PAST YEARS

1. Construct main on Southland Street from Howard Burton east to city limits--**postponed indefinitely**.

1. Construct part of major loop around north city limits, in conjunction with any development of property being annexed north of Sunset Gardens--**postponed indefinitely**.

2. Construct new main from east water tower to Highway 22--**postponed**.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
ENTERPRISE	PUBLIC UTILITIES	WATER UTILITY	WATER DISTRIBUTION OPS./MAIN./& IMPROV.	
<u>No. 03</u>	<u>No. 01</u>	<u>No. 01</u>	<u>No. 06</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
22.02/16.41	Foreman/Water and Sewer	947	1015	1015
16.09/15.43	Senior Water & Wastewater Plant Operator	189	129	129
14.30/11.76	Water & Wastewater Plant Operator	1122	961	961
15.59/12.09	Equipment Operator/Water and Sewer	1104	1027	1027
18.50/14.31	Foreman/Street & Sanitation	0	2	2
14.71/10.29	Equipment Operators/Street & Sanitation	0	4	4

COMMENTS:

Funds in Account No. 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. 150 represent expense to install a 12" insert valve on Howard Burton Drive.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
ENTERPRISE	PUBLIC UTILITIES	WATER UTILITY	WATER DISTRIB. OPS./MAIN./IMPROV.
<u>No. 03</u>	<u>No. 01</u>	<u>No. 01</u>	<u>No. 06</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 57,004	\$ 53,257	\$ 55,755
010 Accrued Employee Benefits	57,023	49,351	47,742
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	50
110 Printing, Publications, and Advertising	-	-	100
120 Dues, Memberships, Subscriptions, & Tuition	250	250	250
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	8,049	1,000	12,800
160 Repair Services	-	-	1,000
170 Maintenance Agreements & Leases	2,334	3,400	2,900
180 Meals, Lodging, and Travel	729	200	300
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	500
210 Operating Supplies	96,900	117,916	102,200
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	29,669	30,000	30,000
<u>500 CAPITAL OUTLAYS</u>			
501 Radio Equipment	-	-	-
502 Vehicles	-	2,100	-
505 Tools	-	2,500	-
507 Construction Equipment	-	83,000	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
803 Transfer to Equipment Use Fund	-	-	-
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	225
TOTAL	\$ 251,958	\$ 342,974	\$ 253,822

PROGRAM	FUNCTION	ACTIVITY
PUBLIC UTILITIES	WATER UTILITY	WATER TREATMENT OPER./MAINT./& IMPROV.

PURPOSE

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 that act 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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
ENTERPRISE	PUBLIC UTILITIES	WATER UTILITY	WATER TREATMENT OPS./MAIN./& IMPROV.	
<u>No. 03</u>	<u>No. 01</u>	<u>No. 01</u>	<u>No. 07</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
22.02/16.41	Foreman/Water and Sewer	240	197	197
16.09/15.43	Senior Water & Wastewater Plant Op.	1030	1042	1042
14.30/11.76	Water & Wastewater Plant Operator	128	160	160
15.59/12.09	Equipment Operator/Water and Sewer	103	92	92
22.33/14.44	Lineman Foreman	2	0	0
18.42/14.38	Lineman	9	0	0

COMMENTS:

Natural gas utility expenses for the water plant budgeted in Buildings and Grounds Activity of this Fund.

Voluntary equipment replacement reserve fund is included in Account No. 901 and is fully funded at \$100,000.

Account No. 150 includes \$2,000 to clean and paint the aerator.

Account No. 430 includes \$22,000 to clean out the lime to the setting ponds and replace the floating pump there.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
ENTERPRISE	PUBLIC UTILITIES	WATER UTILITY	WATER TREATMENT OPS./MAIN./IMPROV.
<u><i>No. 03</i></u>	<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	<u><i>No. 07</i></u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 24,575	\$ 23,201	\$ 24,289
010 Accrued Employee Benefits	21,050	20,032	19,379
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	200	500
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	150	150
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	3,169	1,000	4,500
160 Repair Services	224	200	300
170 Maintenance Agreements & Leases	-	93	2,681
180 Meals, Lodging, and Travel	5,146	2,000	2,900
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	29,986	24,000	26,000
220 Tools & Small Equipment	-	500	1,000
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	22,000
450 Equipment Rental	-	-	-
490 Equipment Use Charges	1,915	2,800	2,800
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
507 Construction Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	60	60	100,060
TOTAL	\$ 86,125	\$ 74,236	\$ 206,559

PROGRAM	FUNCTION	ACTIVITY
PUBLIC UTILITIES	WATER UTILITY	BUILDINGS AND GROUNDS

PURPOSE

The purpose of this activity is to provide routine maintenance and general upkeep of the structures and grounds associated with the water utility. These area include the water storage building on South Street, the three well houses, the water treatment plant and adjacent storage building, and the underground storage areas. 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 interfund 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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
ENTERPRISE	PUBLIC UTILITIES	WATER UTILITY	BUILDINGS AND GROUNDS	
<u>No. 03</u>	<u>No. 01</u>	<u>No. 01</u>	<u>No. 09</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
22.02/16.41	Foreman/Water and Sewer	11	3	3
16.09/15.43	Senior Water & Wastewater Plant Op.	53	13	13
14.30/11.76	Water & Wastewater Plant Operator	30	11	11
15.59/12.09	Equipment Operator/Water and Sewer	23	7	7
-/-	Other	14	40	40

COMMENTS:

Natural gas expenses are for heating water wells and the water plant.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
ENTERPRISE	PUBLIC UTILITIES	WATER UTILITY	BUILDINGS AND GROUNDS
<u>No. 03</u>	<u>No. 01</u>	<u>No. 01</u>	<u>No. 09</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 2,245	\$ 689	\$ 722
010 Accrued Employee Benefits	1,991	675	653
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	50
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	50
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	2,313	3,500	4,000
133 Utilities-Telephone, Fax	1,405	1,450	1,500
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	652	900	900
160 Repair Services	-	250	500
170 Maintenance Agreements & Leases	163	-	150
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	7,636	7,369	7,400
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	100
210 Operating Supplies	1,490	3,200	2,000
220 Tools & Small Equipment	-	-	2,000
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	291	300	1,000
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	5,508	3,658	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 23,694	\$ 21,991	\$ 21,025

PROGRAM	FUNCTION	ACTIVITY
PUBLIC UTILITIES	SEWER UTILITY	PLANNING/ADMINISTRATION AND TRAINING

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
ENTERPRISE	PUBLIC UTILITIES	SEWER UTILITY	PLANNING/ADMINISTRATION AND TRAINING	
<u>No. 03</u>	<u>No. 01</u>	<u>No. 02</u>	<u>No. 01</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
22.02/16.41	Foreman/Water and Sewer	69	75	75
16.09/15.43	Senior Water & Wastewater Plant Operator	9	14	14
14.30/11.76	Water & Wastewater Plant Operator	28	16	16
15.59/12.09	Equipment Operator/ Water and Sewer	17	11	11
-/-	Others	0	11	11

COMMENTS:

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.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
ENTERPRISE	PUBLIC UTILITIES	SEWER UTILITY	PLANNING/ADMIN. AND TRAINING
<u>No. 03</u>	<u>No. 01</u>	<u>No. 02</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 2,021	\$ 2,433	\$ 2,547
010 Accrued Employee Benefits	1,361	1,884	1,823
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	75
110 Printing, Publications, and Advertising	-	-	100
120 Dues, Memberships, Subscriptions, & Tuition	225	90	200
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	30	50
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, and Travel	-	-	10
190 Insurance	4,967	4,967	5,000
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	-	100	200
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	771	1,360	1,300
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	-
503 Furniture and Files	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
802 Transfer to General Fund	-	-	-
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 9,345	\$ 10,864	\$ 11,305

PROGRAM	FUNCTION	ACTIVITY
PUBLIC UTILITIES	SEWER UTILITY	COMMUNICATIONS AND CENTRAL SERVICES

PURPOSE

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

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

ANNUAL BUDGET PERSONNEL SCHEDULE

FUND	PROGRAM	FUNCTION	ACTIVITY	
ENTERPRISE	PUBLIC UTILITIES	SEWER UTILITY	COMMUNICATIONS/ CENTRAL SERVICES	
<u>No. 03</u>	<u>No. 01</u>	<u>No. 02</u>	<u>No. 02</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
20.59/11.80	City Clerk	89	76	76
14.74/9.54	Deputy City Clerk	216	220	220
14.30/8.53	Assistant City Clerk II	114	124	124
11.81/8.31	Assistant City Clerk I	133	245	245
11.56/0.48	Part Time or Temporary Clerk	29	80	80

COMMENTS:

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

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
ENTERPRISE	PUBLIC UTILITIES	SEWER UTILITY	COMMUNICATION/CENTRAL SERVICES
<u>No. 03</u>	<u>No. 01</u>	<u>No. 02</u>	<u>No. 02</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 8,662	\$ 10,518	\$ 10,898
010 Accrued Employee Benefits	4,727	5,836	5,648
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	1,929	1,626	1,750
110 Printing, Publications, and Advertising	-	100	200
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	-	-	-
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
143 Professional Serv.-Data Processing	20	-	50
144 Consultant's Services	-	-	-
150 Contract Labor	1,105	1,509	1,800
160 Repair Services	-	-	100
170 Maintenance Agreements & Leases	642	700	900
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	12	50	100
210 Operating Supplies	225	250	250
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
320 Bad Debts	-	-	600
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
506 Data Processing Equipment	327	600	600
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	378	360	380
TOTAL	\$ 18,027	\$ 21,549	\$ 23,276

PROGRAM	FUNCTION	ACTIVITY
PUBLIC UTILITIES	SEWER UTILITY	SEWAGE COLLECTION OPS./MAINT./ & IMPROV.

PURPOSE

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 storm water 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.

SPECIAL OBJECTIVES

PAST YEARS

1. Finish replacement of 8" sewer main between Hickman and Allen Streets and South of Railroad Street behind the Boone County National Bank and the Black Hog Saloon--**postponed**.

1. Replace portion of 8" sewer main in alley between Collier Street and Rollins Street, north of Sneed Street-- **postponed**.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
ENTERPRISE	PUBLIC UTILITIES	SEWER UTILITY	SEWER COLLECTION OPS./MAIN./& IMPROV.	
<u>No. 03</u>	<u>No. 01</u>	<u>No. 02</u>	<u>No. 03</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
22.02/16.41	Foreman/Water and Sewer	194	224	224
16.09/15.43	Senior Water & Wastewater Plant Operator	28	38	38
14.30/11.76	Water and Wastewater Plant Operator	189	217	217
15.59/12.09	Equipment Operator/Water and Sewer	132	153	152
-/-	Other	3	8	8

COMMENTS:

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

Funds in Account No. 150 are for the future slip lining portions of the sewer mains.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
ENTERPRISE	PUBLIC UTILITIES	SEWER UTILITY	SEWER COLLECTION OPS./MAIN./& IMPROVEMENT
<u><i>No. 03</i></u>	<u><i>No. 01</i></u>	<u><i>No. 02</i></u>	<u><i>No. 03</i></u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 9,041	\$ 10,732	\$ 11,235
010 Accrued Employee Benefits	5,599	7,456	7,213
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	-	-	-
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	4,969	89,427	45,000
160 Repair Services	1,920	-	1,000
170 Maintenance Agreements & Leases	380	380	380
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	23,741	10,000	12,000
220 Tools & Small Equipment	-	-	200
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	3,712	-	-
490 Equipment Use Charges	4,399	5,800	6,000
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	-
505 Tools	-	-	-
507 Construction Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 53,761	\$ 123,795	\$ 83,028

PROGRAM	FUNCTION	ACTIVITY
PUBLIC UTILITIES	SEWER UTILITY	LIFT STATIONS OPS./MAINT./ & IMPROV.

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
ENTERPRISE	PUBLIC UTILITIES	SEWER UTILITY	LIFT STATION OPS./MAIN./ & IMPROV.	
<u>No. 03</u>	<u>No. 01</u>	<u>No. 02</u>	<u>No. 05</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
22.02/16.41	Foreman/Water and Sewer	21	11	11
16.09/15.43	Senior Water & Wastewater Plant Operator	103	207	207
14.30/11.76	Water and Wastewater Plant Operator	106	78	78
15.59/12.09	Equipment Operator/Water and Sewer	104	101	100
18.42/14.38	Lineman	29	6	0

COMMENTS:

Funds shown in Account No. 210 include purchase of degreasers and other chemicals.

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

Funds in Account No. 509 as budgeted for a replacement transfer switch at the lift station on Fountain Road.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
ENTERPRISE	PUBLIC UTILITIES	SEWER UTILITY	LIFT STATION OPS./MAIN./IMPROV.
<u>No. 03</u>	<u>No. 01</u>	<u>No. 02</u>	<u>No. 05</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 5,184	\$ 5,863	\$ 6,138
010 Accrued Employee Benefits	3,964	4,813	4,656
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
130 Utilities-Electricity	(10,134)	2,400	3,000
132 Utilities-Natural Gas, Propane	425	450	500
133 Utilities-Telephone, Fax	369	380	400
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	1,429	1,429	1,429
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	129	1,010	1,000
220 Tools & Small Equipment	-	-	100
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	2,699	3,626	3,600
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	4,000
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 4,065	\$ 19,971	\$ 24,823

PROGRAM	FUNCTION	ACTIVITY
PUBLIC UTILITIES	SEWER UTILITY	SEWER TREATMENT OP./MAINT./ & IMPROV.

PURPOSE

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. Some types of "categorical industries" are subject to state-mandated monitoring, although none are located in Centralia at this time. Monitoring, sampling, testing, and reporting of industrial wastewater effluent quality would be required by the City for several sites.

Maintenance activities include outfall structure repair, berm erosion control, walkway 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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
ENTERPRISE	PUBLIC UTILITIES	SEWER UTILITY	SEWAGE TREATMENT OP./MAINT./ & IMPROV.	
<u>No. 03</u>	<u>No. 01</u>	<u>No. 02</u>	<u>No. 07</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
22.02/16.41	Foreman/Water and Sewer	30	35	35
16.09/15.43	Senior Water & Wastewater Plant Op.	345	285	285
14.30/11.76	Water and Wastewater Plant Op.	41	35	35
15.59/12.09	Equipment Operator/Water and Sewer	34	30	30
22.33/14.44	Line Foreman	5	0	0
18.42/14.38	Lineman	117	0	0
-/-	Others	86	0	0

COMMENTS:

Funds budgeted in Account No. 150 cover expenses associated with lab testing of wastewater and contract analysis of wastewater

Funds budgeted in Account No. 210 include expenses for chemical additives for the lagoons and miscellaneous operating

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
ENTERPRISE	PUBLIC UTILITIES	SEWER UTILITY	SEWAGE TREATMENT OP./MAINT./ &
<u>No. 03</u>	<u>No. 01</u>	<u>No. 02</u>	<u>No. 07</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 9,867	\$ 5,795	\$ 6,067
010 Accrued Employee Benefits	8,962	5,001	4,838
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	14,333	14,700	15,000
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	1,000	5,000	1,000
144 Consultant's Services	800	-	-
150 Contract Labor	4,115	5,000	6,000
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	16,126	5,000	4,000
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	10,635	8,000	14,000
<u>500 CAPITAL OUTLAYS</u>			
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
803 Transfer to Equipment Use Fund	-	-	-
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 65,838	\$ 48,496	\$ 50,905

PROGRAM	FUNCTION	ACTIVITY
PUBLIC UTILITIES	SEWER UTILITY	LAND APPLICATION

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
ENTERPRISE	PUBLIC UTILITIES	SEWER UTILITY	LAND APPLICATION	
<u>No. 03</u>	<u>No. 01</u>	<u>No. 02</u>	<u>No. 08</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
22.02/16.41	Foreman/Water and Sewer	33	30	30
16.09/15.43	Senior Water & Wastewater Plant Op.	107	68	68
14.30/11.76	Water and Wastewater Plant Op.	13	0	0
15.59/12.09	Equipment Operator/Water and Sewer	12	17	17
-/-	Others	298	212	212

COMMENTS:

Funds in Account No. 901 represent the sinking fund for equipment replacement required under the conditions of the DNR grant for treatment plant improvement in 1985. An estimated \$36,281, is carried over from 2013-2014 and a net \$11,602 is added for fiscal year 2014-2015. This reserve is available for equipment replacement in the present year, if necessary.

Funds in Account No. 430 are for purchase of a spare pump.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
ENTERPRISE	PUBLIC UTILITIES	SEWER UTILITY	LAND APPLICATION
<u><i>No. 03</i></u>	<u><i>No. 01</i></u>	<u><i>No. 02</i></u>	<u><i>No. 08</i></u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 4,542	\$ 2,097	\$ 2,196
010 Accrued Employee Benefits	4,110	1,486	1,438
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	-	(6,520)	1,500
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	1,315	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	12,728	5,778	2,000
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	4,200
450 Equipment Rental	-	-	-
490 Equipment Use Charges	2,607	2,600	3,000
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
507 Construction Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	2,346	-	47,883
TOTAL	\$ 27,648	\$ 5,441	\$ 62,217

PROGRAM	FUNCTION	ACTIVITY
PUBLIC UTILITIES	ELECTRIC UTILITY	PLANNING/ADMINISTRATION AND TRAINING

PURPOSE

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.

ANNUAL BUDGET PERSONNEL SCHEDULE

FUND	PROGRAM	FUNCTION	ACTIVITY	
ENTERPRISE	PUBLIC UTILITIES	ELECTRIC UTILITY	PLANNING/Administration AND TRAINING	
No. 03	No. 01	No. 03	<u>No. 01</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
22.33/14.44	Line Foreman	1001	869	869
18.42/14.38	Lineman	60	26	26
16.56/12.99	Lineman	48	23	23
17.18/12.10	Lineman	23	16	16
14.53/9.22	Apprentice Lineman	73	12	12

COMMENTS:

Funds budgeted in Account No. 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. 801 represent a transfer to the General Fund (\$60,000) 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.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
ENTERPRISE	PUBLIC UTILITIES	ELECTRIC UTILITY	PLANNING/ ADMINISTRATION AND TRAINING
<u>No. 03</u>	<u>No. 01</u>	<u>No. 03</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 23,884	\$ 20,322	\$ 21,076
010 Accrued Employee Benefits	13,038	10,740	10,687
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	100
110 Printing, Publications, and Advertising	1,153	1,200	1,500
120 Dues, Memberships, Subscriptions, & Tuition	2,892	5,704	5,704
130 Utilities-Electricity	-	-	-
131 Utilities-Electricity	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	1,547	2,500	2,400
160 Repair Services	-	-	200
170 Maintenance Agreements & Leases	1,451	1,250	2,000
180 Meals, Lodging, and Travel	393	400	400
190 Insurance	7,051	6,227	6,300
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	(2)	125	100
210 Operating Supplies	1,967	1,400	1,500
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
320 Bad Debts	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	4,233	2,700	4,200
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
506 Data Processing Equipment	-	78,508	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
801 Transfer to General Fund	80,000	80,000	60,000
803 Transfer to Park Fund	-	-	-
804 Transfer to Cemetery Fund	20,000	-	37,000
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	(1,522)	-
TOTAL	\$ 157,607	\$ 209,554	\$ 153,167

PROGRAM	FUNCTION	ACTIVITY
PUBLIC UTILITIES	ELECTRIC UTILITY	COMMUNICATIONS AND CENTRAL SERVICES

PURPOSE

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 costumer 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.

ANNUAL BUDGET PERSONNEL SCHEDULE

FUND	PROGRAM	FUNCTION	ACTIVITY	
ENTERPRISE	PUBLIC UTILITIES	ELECTRIC UTILITY	COMMUNICATIONS AND CENTRAL SERVICES	
<u>No. 03</u>	<u>No. 01</u>	<u>No. 03</u>	<u>No. 02</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
20.59/11.80	City Clerk	184	158	158
14.74/9.54	Deputy City Clerk	447	455	455
14.30/8.53	Assistant City Clerk II	235	258	258
11.81/8.31	Assistant City Clerk I	541	507	507
11.56/.48	Part Time or Temporary Clerk	61	165	165
-/-	Others	42	29	29

COMMENTS:

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

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
ENTERPRISE	PUBLIC UTILITIES	ELECTRIC UTILITY	COMMUNICATIONS/CENTRAL SERVICES
<u>No. 03</u>	<u>No. 01</u>	<u>No. 03</u>	<u>No. 02</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 21,510	\$ 22,122	\$ 22,920
010 Accrued Employee Benefits	12,763	13,159	12,736
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	3,857	3,300	3,500
110 Printing, Publications, and Advertising	-	-	100
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
143 Professional Serv.-Data Processing	39	40	200
144 Consultant's Services	-	-	-
150 Contract Labor	3,415	4,000	4,500
160 Repair Services	-	-	400
170 Maintenance Agreements & Leases	1,284	1,400	2,000
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	24	91	500
210 Operating Supplies	2,041	1,500	2,000
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expenses & Finance Charges	-	-	-
320 Bad Debts	-	-	3,000
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	11,240	2,705	3,000
507 Construction Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	756	700	700
TOTAL	\$ 56,929	\$ 49,017	\$ 55,556

PROGRAM	FUNCTION	ACTIVITY
PUBLIC UTILITIES	ELECTRIC UTILITY	BUILDINGS AND GROUNDS

PURPOSE

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, and 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.

ANNUAL BUDGET PERSONNEL SCHEDULE

FUND	PROGRAM	FUNCTION	ACTIVITY	
ENTERPRISE	PUBLIC UTILITIES	ELECTRIC UTILITY	BUILDINGS AND GROUNDS	
<u>No. 03</u>	<u>No. 01</u>	<u>No. 03</u>	<u>No. 03</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
22.33/14.44	Line Foreman	32	63	63
18.42/14.38	Lineman	62	77	77
16.56/12.99	Lineman	97	193	193
17.18/12.10	Lineman	87	137	137
14.53/9.22	Apprentice Lineman	68	156	156
-/-	Others	0	2	2

COMMENTS:

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

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

Funds budgeted in Account No. 510 are for repair to the electric shop (\$3,380) and the Water & Light Building (City Hall) (\$50,000).

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
ENTERPRISE	PUBLIC UTILITIES	ELECTRIC UTILITY	BUILDINGS AND GROUNDS
<u><i>No. 03</i></u>	<u><i>No. 01</i></u>	<u><i>No. 03</i></u>	<u><i>No. 03</i></u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 8,510	\$ 12,073	\$ 12,520
010 Accrued Employee Benefits	5,361	7,407	7,370
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	2,100	2,700	3,000
133 Utilities-Telephone, Fax	1,556	1,700	2,000
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	15,500	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	750	900	1,600
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	301	301	301
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	3,113	3,007	3,100
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	1,544	2,400	3,000
220 Tools & Small Equipment	120	50	50
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expenses & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
490 Equipment Use Charges	99	100	400
<u>500 CAPITAL OUTLAYS</u>			
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	53,380
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 23,454	\$ 46,138	\$ 86,721

PROGRAM	FUNCTION	ACTIVITY
PUBLIC UTILITIES	ELECTRIC UTILITY	ELECTRIC DISTRIBUTION OPS./MAINT./ & IMPROV.

PURPOSE

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 included 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 \$1,637,000. As of April 1, 2013 there is \$1,338,000 remaining principal. 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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
ENTERPRISE	PUBLIC UTILITIES	ELECTRIC UTILITY	ELECTRIC DISTRIBUTION OPS./MAINT./ & IMPROV.	
<u>No. 03</u>	<u>No. 01</u>	<u>No. 03</u>	<u>No. 04</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
22.33/14.44	Line Foreman	754	869	869
18.42/14.38	Lineman	1394	959	959
16.56/12.99	Lineman	922	1003	1003
17.18/12.10	Lineman	931	997	997
14.53/9.22	Apprentic Lineman	1176	863	863
-/-	Others	13	4	4

COMMENTS:

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

Cost of wholesale power purchases shown in Account No. 130.

Funds for depreciation reserve, shown in Account No. 903, include carry over of \$746,099 and addition of \$50,000.

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

Funds in Account No. 142 are for engineering services related to eventually boring and installing lines underneath the railroad tracks.

Funds in Account No. 502 represents funds to purchase and replacement of spool trailer.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
ENTERPRISE	PUBLIC UTILITIES	ELECTRIC UTILITY	ELECTRIC DISTRIBUTION OPS./MAINT./ & IMPROV.
<u>No. 03</u>	<u>No. 01</u>	<u>No. 03</u>	<u>No. 04</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 93,303	\$ 83,260	\$ 86,349
010 Accrued Employee Benefits	87,088	70,855	70,509
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	32	100	150
110 Printing, Publications, and Advertising	-	-	200
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	2,223,401	2,475,668	2,530,526
140 Professional Serv.-Legal	564	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	576	-	20,000
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	1,500
150 Contract Labor	2,021	3,900	3,000
160 Repair Services	386	203	200
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	135,076	118,000	120,000
220 Tools & Small Equipment	2,579	2,700	3,000
<u>300 FINANCIAL EXPENSES</u>			
305 Interest - Capital Lease	64,138	63,044	58,435
309 Principal - Capital Lease	77,182	94,000	96,000
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	50,081	40,000	48,000
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	4,000
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
511 Substation Project	-	-	-
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
903 Depreciation Reserve	-	-	796,099
TOTAL	\$ 2,736,427	\$ 2,951,730	\$ 3,837,968

PROGRAM	FUNCTION	ACTIVITY
PUBLIC UTILITIES	ELECTRIC UTILITY	BRUSH AND TREE CONTROL

PURPOSE

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 utility and public works. This reflects the joint efforts which are frequently put forth by electric and street crew and also the fact that some tree work is performed in non-utility street rights-of-way and 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.

ANNUAL BUDGET PERSONNEL SCHEDULE

FUND	PROGRAM	FUNCTION	ACTIVITY	
ENTERPRISE	PUBLIC UTILITIES	ELECTRIC UTILITY	BRUSH AND TREE CONTROL	
<u>No. 03</u>	<u>No. 01</u>	<u>No. 03</u>	<u>No. 08</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
22.33/14.44	Line Foreman	64	46	46
18.42/14.38	Lineman	113	80	80
16.56/12.99	Lineman	255	362	362
17.18/12.10	Lineman	208	306	306
14.53/9.22	Apprentice Lineman	260	218	218
-/-	Others	145	131	130

COMMENTS:

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

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
ENTERPRISE	PUBLIC UTILITIES	ELECTRIC UTILITY	BRUSH AND TREE CONTROL
<u>No. 03</u>	<u>No. 01</u>	<u>No. 03</u>	<u>No. 08</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 17,236	\$ 19,040	\$ 19,746
010 Accrued Employee Benefits	10,365	11,807	11,749
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	100
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	24,862	25,200	25,000
160 Repair Services	30	100	200
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	4,036	1,050	3,500
220 Tools & Small Equipment	354	416	500
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expenses & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	11,559	12,000	13,000
<u>500 CAPITAL OUTLAYS</u>			
502 Vehicles	-	-	-
505 Tools	23,250	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 91,692	\$ 69,613	\$ 73,795

PROGRAM	FUNCTION	ACTIVITY
PUBLIC UTILITIES	ELECTRIC UTILITY	STREET LIGHTING

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
ENTERPRISE	PUBLIC UTILITIES	ELECTRIC UTILITY	STREET LIGHTING	
<u>No. 03</u>	<u>No. 01</u>	<u>No. 03</u>	<u>No. 09</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
22.33/14.44	Line Foreman	8	60	60
18.42/14.38	Lineman	89	206	206
16.56/12.99	Lineman	44	71	71
17.18/12.10	Lineman	124	22	22
14.53/9.22	Apprentice Lineman	123	138	138

COMMENTS:

Funds budgeted in Account No. 210 cover expenses associated with purchase of series ballast lights, photoeye switches, bulbs, etc. and purchase of decorative street lights and poles.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
ENTERPRISE	PUBLIC UTILITIES	ELECTRIC UTILITY	STREET LIGHTING
<u><i>No. 03</i></u>	<u><i>No. 01</i></u>	<u><i>No. 03</i></u>	<u><i>No. 09</i></u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 5,010	\$ 9,242	\$ 9,585
010 Accrued Employee Benefits	3,630	6,526	6,494
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	-	-	-
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	1,394	5,500	6,000
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expenses & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	1,934	3,500	3,000
<u>500 CAPITAL OUTLAYS</u>			
502 Vehicles	-	-	-
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 11,968	\$ 24,768	\$ 25,079

PROGRAM	FUNCTION	ACTIVITY
OTHER UTILITIES	SANITATION UTILITY	PLANNING/ADMINISTRATION/ AND CENTRAL SERVICES

PURPOSE

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. The activity also covers the City's participation in the Mid-Missouri Solid Waste Management Region.

The activity also includes communication equipment expenses and cashiering 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 cashiering 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.

ANNUAL BUDGET PERSONNEL SCHEDULE

[illegible]

COMMENTS:

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

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

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

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
ENTERPRISE	OTHER UTILITIES	SANITATION UTILITY	PLANNING/ ADMINISTRATION/ & CENTRAL SERVICE
<u>No. 03</u>	<u>No. 03</u>	<u>No. 02</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 16,954	\$ 21,096	\$ 22,034
010 Accrued Employee Benefits	10,600	13,555	13,118
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	3,857	3,500	3,600
110 Printing, Publications, and Advertising	698	1,150	1,200
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	39	-	75
144 Consultant's Services	-	-	-
150 Contract Labor	2,210	3,027	3,100
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	1,963	2,000	2,200
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	855	871	916
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	24	200	400
210 Operating Supplies	551	600	600
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expenses & Finance Charges	-	-	-
320 Bad Debts	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	654	650	1,500
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
809 Transfer to Accrued Benefits Fund	-	-	-
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	756	700	800
TOTAL	\$ 39,161	\$ 47,349	\$ 49,543

PROGRAM	FUNCTION	ACTIVITY
OTHER UTILITIES	SANITATION UTILITY	TRASH COLLECTION

PURPOSE

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 the direct supervision of the Refuse Collector/Driver and general oversight is provided by the Foreman/Street and Sanitation.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
ENTERPRISE	OTHER UTILITIES	SANITATION UTILITY	TRASH COLLECTION	
<u>No. 03</u>	<u>No. 03</u>	<u>No. 02</u>	<u>No. 02</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
13.92/14.45	Refuse Collector/Driver	1847	1745	1745
12.59/13.69	Refuse Collector	1654	1589	1589
18.50/14.31	Foreman/Street & Sanitation	73	138	138
14.71/10.29	Equipment Operator/Street & Sanitation	792	885	885
13.15/8.70	Equipment Operator/Street & Sanitation	892	466	466
-/-	Others	99	106	106

COMMENTS:

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

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
ENTERPRISE	OTHER UTILITIES	SANITATION UTILITY	TRASH COLLECTION
<u>No. 03</u>	<u>No. 03</u>	<u>No. 02</u>	<u>No. 02</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 74,365	\$ 65,473	\$ 68,463
010 Accrued Employee Benefits	73,507	65,469	60,837
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	70	150	300
160 Repair Services	30	-	50
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	5,565	5,534	6,000
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expenses & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	66,006	53,553	68,000
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	162,056	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	(1,886)	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
801 Transfer to Equipment Use Fund	-	-	-
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 217,657	\$ 352,235	\$ 203,650

PROGRAM	FUNCTION	ACTIVITY
OTHER UTILITIES	SANITATION UTILITY	TRASH DISPOSAL AND LANDFILL

PURPOSE

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

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
ENTERPRISE	OTHER UTILITIES	SANITATION UTILITY	TRASH DISPOSAL AND LANDFILL	
<u>No. 03</u>	<u>No. 03</u>	<u>No. 02</u>	<u>No. 03</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
18.50/14.31	Foreman/Street & Sanitation	54	42	42
14.71/10.29	Equipment Operator/Street & Sanitation	12	39	39
13.15/8.70	Equipment Operator/Street & Sanitation	38	15	15
13.92/14.45	Refuse Collector/Driver	70	79	79
12.59/13.69	Refuse Collector	52	55	55
-/-	Others	19	0	0

COMMENTS:

Laboratory Fees for chemical tests relating to stormwater runoff and other permit requirements are shown in Account No. 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. 904 represent the City's remaining statutory obligation for postclosure maintenance of the landfills.

Funds in Account No. 902 represent the cost of placing loads of solid waste in the City of Columbia's Sanitation Landfill. Since October of 2011, the cost is \$38.00 per ton.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
ENTERPRISE	OTHER UTILITIES	SANITATION UTILITY	TRASH DISPOSAL AND LANDFILL
<u>No. 03</u>	<u>No. 03</u>	<u>No. 02</u>	<u>No. 03</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 4,372	\$ 3,844	\$ 3,999
010 Accrued Employee Benefits	2,271	1,190	1,122
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	12,977	36,466	14,000
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	531	400	400
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expenses & Finance Charges	-	-	-
320 Bad Debts	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	4,080	12,000	6,300
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	-
505 Tools	-	-	-
507 Construction Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
902 Tipping Fees	92,875	94,000	96,000
904 Closure/Equipment Replacement Reserve	-	-	95,959
TOTAL	\$ 117,106	\$ 147,900	\$ 217,780

**A. B. CHANCE MEMORIAL TRUST FUND
FISCAL YEAR 2014 - 2015**

CASH FLOW

Estimated Beginning Fund Balance	\$ 252,827
Expected Revenues	\$ 654
Appropriated Expenditures	<u>\$ (10,150)</u>
Estimated Ending Fund Balance	\$ 243,331

REVENUE DETAIL

		Actual 12-13	Estimated 13-14	Budgeted 14-15
04-01-01-46-110	Interest	\$ 343	\$ 209	\$ 654
	Total Other Revenue	<u>\$ 343</u>	<u>\$ 209</u>	<u>\$ 654</u>
	FUND TOTAL	\$ 343	\$ 209	\$ 654

PROGRAM	FUNCTION	ACTIVITY
CEMETERY OPERATIONS	A. B. CHANCE MEMORIAL	OPERATIONS

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
TRUST	CEMETERY OPERATIONS	A. B. CHANCE MEMORIAL	OPERATIONS	
<u><i>No. 04</i></u>	<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	<u><i>No. 02</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15

COMMENTS:

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

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
TRUST	CEMETERY OPERATIONS	A. B. CHANCE MEMORIAL	OPERATIONS
<u>No. 04</u>	<u>No. 01</u>	<u>No. 01</u>	<u>No. 02</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	50
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	-	-	-
131 Utilities-Water	456	179	600
132 Utilities-Natural Gas, Propane	-	-	-
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	6,636	6,598	7,500
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	683	785	2,000
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expenses & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 7,775	\$ 7,562	\$ 10,150

CAPITAL PROJECTS FUNDS

FISCAL YEAR 2014 - 2015

CASH FLOW

	FIRE EQUIPMENT	HIGHWAY & STREETS	TOTAL
Estimated Beginning Fund Balance	\$ 4,374	\$ -	\$ 4,374
Expected Revenues	\$ 2,025	\$ -	\$ 2,025
Appropriated Expenditures	\$ (6,399)	\$ -	\$ (6,399)
Estimated Ending Fund Balance	\$ -	\$ -	\$ -

REVENUE DETAIL

CAPITAL PROJECTS FIRE EQUIPMENT		Actual 12-13	Estimated 13-14	Budgeted 14-15
05-02-01-41-620	25% Tobacco Tax	\$ 2,135	\$ 2,048	\$ 2,000
	Total Taxes	\$ 2,135	\$ 2,048	\$ 2,000
05-02-01-43-427	Assistance to Fire Fighters Grant	\$ -	\$ -	\$ -
	Total	\$ -	\$ -	\$ -
05-02-01-46-110	Interest	\$ 70	\$ 21	\$ 25
05-02-01-46-451	Transfer from General Fund	\$ -	\$ -	\$ -
05-02-01-46-690	Other Contributions	\$ -	\$ -	\$ -
	Total Other Revenue	\$ 70	\$ 21	\$ 25
	FUND TOTAL	\$ 2,205	\$ 2,069	\$ 2,025

CAPITAL PROJECTS HIGHWAYS & STREETS		Actual 12-13	Estimated 13-14	Budgeted 14-15
5-03-01-43-650	County Grant	\$ -	\$ -	\$ -
	Total Intergovernmental Revenue	\$ -	\$ -	\$ -
05-03-01-46-451	Transfer from General Fund	\$ -	\$ -	\$ -
05-03-01-46-453	Transfer from Trans. Sales Tax Fund	\$ -	\$ -	\$ -
05-03-01-46-690	Other Contributions (School District)	\$ -	\$ -	\$ -
05-03-01-46-990	Lease/Purchase Loan	\$ -	\$ -	\$ -
	Total Other Revenue	\$ -	\$ -	\$ -
	FUND TOTAL	\$ -	\$ -	\$ -

PROGRAM	FUNCTION	ACTIVITY
PUBLIC SAFETY	FIRE EQUIPMENT	CAPITAL OUTLAY

PURPOSE

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 fire fighting equipment.

The purpose of this activity, therefore, is to provide a sinking account from which purchase of fire fighting 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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
CAPITAL PROJECTS	PUBLIC SAFETY	FIRE EQUIPMENT	CAPITAL OUTLAY	
<u><i>No. 05</i></u>	<u><i>No. 02</i></u>	<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15

COMMENTS:

Appropriation in Account No. 502 reflects cost of a refurbished replacement tanker truck.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
CAPITAL PROJECTS	PUBLIC SAFETY	FIRE EQUIPMENT	CAPITAL OUTLAY
<u>No. 05</u>	<u>No. 02</u>	<u>No. 01</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	-	-	-
220 Tools & Small Equipment	-	-	6,399
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expenses & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	40,535	-	-
503 Furniture and Files	-	-	-
504 Fire Fighting Equipment	-	-	-
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 40,535	\$ -	\$ 6,399

PROGRAM	FUNCTION	ACTIVITY
PUBLIC WORKS	HIGHWAYS AND STREETS	CAPITAL OUTLAY

PURPOSE

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 2011-2012, 2012-2013 and 2013-2014 there was no activity in this account

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
CAPITAL PROJECTS	PUBLIC WORKS	HIGHWAYS & STREETS	CAPITAL OUTLAY	
<u><i>No. 05</i></u>	<u><i>No. 03</i></u>	<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15

COMMENTS:

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
CAPITAL PROJECTS	PUBLIC WORKS	HIGHWAYS & STREETS	CAPITAL OUTLAY
<u><i>No. 05</i></u>	<u><i>No. 03</i></u>	<u><i>No. 01</i></u>	<u><i>No. 01</i></u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	-	-	-
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
309 Capital Lease Payment	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
505 Tools	-	-	-
507 Construction Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
905 Payment to City of Columbia	-	-	-
TOTAL	\$ -	\$ -	\$ -

INTERNAL SERVICES FUNDS

PROGRAM	FUNCTION	ACTIVITY
CENTRAL SERVICES	PERSONNEL	ACCRUED EMPLOYEE BENEFITS

PURPOSE

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.

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

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

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
INTERNAL SERVICES FUND	CENTRAL SERVICES	PERSONNEL	ACCRUED EMPLOYEE BENEFITS	
<u><i>No. 06</i></u>	<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	<u><i>No. 01</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15

COMMENTS:

No expenses recorded in this activity. Payouts consist of reduction of accrued liability accounts.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
INTERNAL SERVICES FUND	CENTRAL SERVICES	PERSONNEL	ACCRUED EMPLOYEE BENEFITS
<u>No. 06</u>	<u>No. 01</u>	<u>No. 01</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>	\$ -	\$ -	\$ -
<u>100 CONTRACTUAL SERVICES</u>	-	-	-
<u>200 SUPPLIES & MATERIALS</u>	-	-	-
<u>300 FINANCIAL EXPENSES</u>	-	-	-
<u>400 EQUIPMENT EXPENSES</u>	-	-	-
<u>500 CAPITAL OUTLAYS</u>	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>	-	-	-
<u>900 MISCELLANEOUS</u>	-	-	-
TOTAL	\$ -	\$ -	\$ -

PROGRAM	FUNCTION	ACTIVITY
CENTRAL SERVICES	FINANCIAL	CASHIERING & COLLECTING

PURPOSE

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.

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
INTERNAL SERVICES FUND	CENTRAL SERVICES	FINANCIAL	CASHIERING AND COLLECTING	
<u><i>No. 06</i></u>	<u><i>No. 01</i></u>	<u><i>No. 02</i></u>	<u><i>No. 01</i></u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15

COMMENTS:

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.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
INTERNAL SERVICES FUND	CENTRAL SERVICES	FINANCIAL	CASHIERING & COLLECTING
<u>No. 06</u>	<u>No. 01</u>	<u>No. 02</u>	<u>No. 01</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	-	-
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ -	\$ -	\$ -

PROGRAM	FUNCTION	ACTIVITY
CAPITAL EQUIPMENT	EQUIPMENT CHARGES	EQUIPMENT OPERATIONS

PURPOSE

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.

The rates for hourly or mileage charges are regularly examined to assure that the fund's surplus or deficit does not outstrip long-term expected expenditures. Use of this activity allows the City to adequately account for large, bulk purchases of fuel and to "save up" money to pay for the very large, and somewhat unpredictable, repair expenses that may be incurred by heavy construction equipment and large specialized vehicles.

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

**ANNUAL BUDGET
PERSONNEL SCHEDULE**

FUND	PROGRAM	FUNCTION	ACTIVITY	
INTERNAL SERVICES FUND	CAPITAL EQUIPMENT	EQUIPMENT CHARGES	EQUIPMENT OPERATIONS	
<u>No. 06</u>	<u>No. 02</u>	<u>No. 01</u>	<u>No. 02</u>	
ANTICIPATED SALARY/BENEFIT LEVEL	POSITION TITLE	ACTUAL HOURS 12-13	ESTIMATED HOURS 13-14	PROJECTED HOURS 14-15
18.50/14.31	Foreman/Street & Sanitation	143	152	N/A
14.71/10.29	Equipment Operator/Street & Sanitation	43	42	
13.15/8.70	Equipment Operator/Street & Sanitation	52	120	
13.92/14.45	Refuse Collector/Driver	19	16	
12.59/13.69	Refuse Collector	29	20	
22.02/16.41	Foreman/Water & Sewer	18	22	
16.09/15.43	Senior Water & Wastewater Plant Operator	0	5	
14.30/11.76	Water & Wastewater Plant Operator	63	85	
15.59/12.09	Equipment Operator/Water & Sewer	54	88	
22.33/14.44	Line Foreman	30	0	
18.42/14.38	Lineman	114	290	
16.56/12.99	Lineman	56	34	
17.18/12.10	Lineman	0	144	
14.53/9.22	Apprentice Lineman	112	48	
-/-	Other	0	0	

COMMENTS:

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.

ANNUAL BUDGET DETAIL

FUND	PROGRAM	FUNCTION	ACTIVITY
INTERNAL SERVICES FUND	CAPITAL EQUIPMENT	EQUIPMENT CHARGES	EQUIPMENT OPERATIONS
<u>No. 06</u>	<u>No. 02</u>	<u>No. 01</u>	<u>No. 02</u>
EXPENSE CLASSIFICATION	ACTUAL 12-13	ESTIMATED 13-14	BUDGETED 14-15
<u>000 PERSONNEL SERVICES</u>			
001 Salaries and Wages	\$ 13,827	\$ 16,241	\$ -
010 Accrued Employee Benefits	8,638	10,962	-
<u>100 CONTRACTUAL SERVICES</u>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	2,700	-	-
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	19,365	21,218	-
<u>200 SUPPLIES & MATERIALS</u>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	37	103	-
220 Tools & Small Equipment	-	-	-
<u>300 FINANCIAL EXPENSES</u>			
301 Interest Expense & Finance Charges	-	-	-
<u>400 EQUIPMENT EXPENSES</u>			
410 Motor Fuel	97,731	93,435	-
420 Equipment, Parts & Supplies	58,944	48,050	-
430 Equipment Repair Charges	28,529	18,075	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	2,227	2,247	-
<u>500 CAPITAL OUTLAYS</u>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
507 Construction Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<u>800 TRANSFERS TO OTHER FUNDS</u>			
<u>900 MISCELLANEOUS</u>			
901 Miscellaneous	-	-	-
TOTAL	\$ 231,998	\$ 210,331	\$ -

