

CITY OF CENTRALIA  
**BUDGET & ANNUAL ACTIVITY REPORT**

FISCAL YEAR  
APRIL 1, 2019 - MARCH 31, 2020



**MAYOR**  
Tim Grenke

**ALDERMEN**

Donald Bormann    David Wilkins  
Don Rodgers       Robert Hudson, Jr.  
Landon Magley    Jim Lee

**CITY ADMINISTRATOR**  
Heather N. Russell

**CITY CLERK**  
Tara Strain



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## Summary of All Budgeted Funds

	<b>Estimated Fund Balance April 1, 2019</b>	<b>Revenues</b>	<b>Expenditures</b>	<b>End Balance March 31, 2020</b>
General Fund	\$ 354,718	\$ 2,265,380	\$ (2,534,401)	\$ 85,697
Municipal Pool	\$ -	\$ 110,500	\$ (110,500)	\$ -
Park Areas	\$ 170,075	\$ 264,150	\$ (259,500)	\$ 174,725
Library Operations	\$ -	\$ 188,924	\$ (188,924)	\$ -
Library Bond	\$ 10,884	\$ 316	\$ -	\$ 11,200
Park Sales Tax	\$ 175,944	\$ 210,000	\$ (298,537)	\$ 87,407
Recreation Center	\$ 172,063	\$ 230,800	\$ (245,700)	\$ 157,163
Park East Annex	\$ -	\$ 27,500	\$ (17,400)	\$ 10,100
Cemetery Operations	\$ 331,613	\$ 45,275	\$ (34,550)	\$ 342,339
Avenue of Flags	\$ 12,719	\$ 2,200	\$ (2,853)	\$ 12,067
Transportation Sales Tax	\$ 480,843	\$ 480,000	\$ (781,542)	\$ 179,301
Public Safety Sales Tax	\$ -	\$ 205,000	\$ (205,000)	\$ -
Water	\$ 474,613	\$ 742,000	\$ (786,086)	\$ 430,527
Sewer	\$ 522,217	\$ 446,525	\$ (493,146)	\$ 475,596
Electric	\$ 633,558	\$ 3,808,119	\$ (4,307,347)	\$ 134,330
Sanitation	\$ 375,241	\$ 448,500	\$ (549,485)	\$ 274,256
AB Chance Trust Fund	\$ 232,760	\$ 600	\$ (5,950)	\$ 227,410
Capital Projects	\$ 88,937	\$ 1,850	\$ -	\$ 90,787
Internal Service Equipment	\$ 260,069	\$ 210,050	\$ (240,534)	\$ 229,585
<b>Totals</b>	<b>\$ 4,296,255</b>	<b>\$ 9,687,689</b>	<b>\$ (11,061,454)</b>	<b>\$ 2,922,490</b>



## GENERAL FUND

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

Those activities are traditionally paid for with taxes, such as those on retail sales and property; fees for services, such as business licenses and building inspection fees; and transfers from other funds or from other governments, such as the annual grant and county sales tax allocation from Boone County for road and bridge projects or the annual transfer from the Electric and Water funds. The City also receives about 2% of our General Fund Revenue from fines assessed in Municipal Court.

The expenses of the General Fund are for providing the resources to run the traditional governmental functions. The operations of the Board of Aldermen and their appointed committees, boards, and commissions are part of the General Government Program, as are the administrative functions of City Administrator, the Director of Public Works and Utilities, the City Clerk and her staff, the Mayor, and the City Attorney. In addition, the costs for elections and the costs associated with running the Municipal Court are funded in the General Government Program.

Public Safety is the second of the four programs in the general fund. In addition to police and fire protection, the fund pays for the contracted costs for building inspections, animal control, emergency management training and equipment, as well as weed, pest and other nuisance control.

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

Community Planning and Economic Development funds the city's contribution to the Chamber of Commerce, and the county-wide organization based in Columbia, REDI (Regional Economic Development Inc.). In the past years, this fund has paid for a hotel feasibility study, funds for the Mid-Missouri Regional Planning Commission to update our Comprehensive Plan, and helped to secure grant through CDBG for demolition of 110 E. Railroad and two other blighted structures.



**GENERAL FUND  
FISCAL YEAR 2019-2020**

**CASH FLOW**

	Budget 17-18	Actual 17-18	Budget 18-19	Estimated 18-19	Budgeted 19-20
<b>Revenues Total</b>	<b>\$ 1,985,255</b>	<b>\$ 1,827,381</b>	<b>\$ 2,200,555</b>	<b>\$ 2,015,545</b>	<b>\$ 2,265,380</b>
General Government Total	477,569	561,543	481,476	447,062	510,869
Public Safety Total	1,105,725	1,121,790	1,130,094	1,094,685	1,250,273
Public Works Total	280,291	249,806	468,456	397,560	406,620
Comm Planning/ Econ. Dev Total	286,824	42,101	186,679	37,877	192,657
Contingency & Reserves	193,679	-	173,982	-	173,982
<b>General Fund Total Expenditures</b>	<b>\$ 2,344,088</b>	<b>\$ 1,975,240</b>	<b>\$ 2,440,687</b>	<b>\$ 1,977,184</b>	<b>\$ 2,534,401</b>
General Fund Revenues	1,985,255	1,827,381	2,200,555	2,015,545	2,265,380
Fund Balance Reserve	387,811	316,038	341,982	316,349	342,144
Total Expenditures w/o Reserve	2,344,088	1,975,240	2,440,687	1,977,184	2,534,401
<b>ADOPTED ENDING BALANCE</b>	<b>\$ 42,028</b>	<b>\$ 194,236</b>	<b>\$ 96,136</b>	<b>\$ 254,718</b>	<b>\$ 85,697</b>

\*(An estimated \$319,237 of appropriations are earmarked for a contingency and cash flow reserve.)

**General Fund Revenue Detail**

		<b>Actual 17-18</b>	<b>Estimated 18-19</b>	<b>Budgeted 19-20</b>
01-00-00-41-111	Real Property Tax (Current)	\$ 258,699	\$ 253,249	\$ 260,000
01-00-00-41-112	Personal Property Tax (Current)	101,151	100,864	101,000
01-00-00-41-113	Business Surtax	89,839	85,000	85,500
01-00-00-41-120	Railroad & Utility Property Tax	4,625	4,643	5,500
01-00-00-41-121	Financial Institution Tax	1	5	5
01-00-00-41-211	Property Tax Delinquent 1 Year	7,901	8,213	8,200
01-00-00-41-212	Property Tax Delinquent 2 Years	4,125	5,313	5,300
01-00-00-41-320	Interest & Penalties on Property Tax	3,566	4,574	4,600
01-00-00-41-520	Local Sales Tax	408,439	396,431	400,200
01-00-00-41-610	75% of Tobacco Stamps Tax	5,759	4,999	5,000
01-00-00-41-821	Gross Receipts Tax--Natural Gas	109,848	74,465	80,000
01-00-00-41-822	Gross Receipts Tax--Phone	93,299	93,345	94,000
01-00-00-41-823	Gross Receipts Tax--Electric	270,522	244,818	247,000
01-00-00-41-825	Gross Receipts Tax--Cable TV	21,462	12,180	12,000
	<b>Total Local Taxes</b>	<b>\$ 1,379,236</b>	<b>\$ 1,288,099</b>	<b>\$ 1,308,305</b>
01-00-00-42-210	Beer Licenses	\$ -	\$ 52	\$ 50
01-00-00-42-220	Liquor Licenses	3,975	2,325	2,300
01-00-00-42-300	Business Licenses	4,333	4,101	4,100
01-00-00-42-410	Animal Registration	920	911	920
01-00-00-42-620	Alcohol Permit - Special Event	-	105	300
01-00-00-42-630	Fireworks Stand Permit	-	75	75
01-00-00-42-640	Building & Plumbing Permits	39,704	32,691	32,000
	<b>Total Licenses and Permits</b>	<b>\$ 48,932</b>	<b>\$ 40,260</b>	<b>\$ 39,745</b>
01-00-00-43-300	CDBG Grant	\$ -	\$ -	\$ 140,000
01-00-00-43-302	SRTS Grant (Sidewalk)	-	-	-
01-00-00-43-305	USDA Grant	-	-	5,500
01-00-00-43-422	LEAP/Other Police Grant	-	-	10,000
01-00-00-43-423	MO Post Commission Fees	500	500	500
01-00-00-43-425	Homeland Security Grant	-	-	-
01-00-00-43-550	State Gas & Motor Fuel Tax	108,641	95,039	95,500
01-00-00-43-560	State Auto Sales Tax	54,065	53,695	54,000
01-00-00-43-620	County Road & Bridge Tax Payment	64,408	66,121	65,000
	<b>Total Intergovernmental Revenues</b>	<b>\$ 227,614</b>	<b>\$ 215,355</b>	<b>\$ 370,500</b>
01-00-00-44-111	Maps and Copies	\$ 191	\$ 234	\$ 230
01-00-00-44-250	Animal Care Charges	1,275	1,202	1,200
01-00-00-44-901	Misc - Donations	-	400	400
	<b>Total Charges for Services</b>	<b>\$ 1,466</b>	<b>\$ 1,436</b>	<b>\$ 1,430</b>
01-00-00-45-110	Fines--Police Training	\$ 338	\$ 234	\$ 300
01-00-00-45-112	Sheriff's Retirement Fund	-	-	100
01-00-00-45-115	Fines--Biometric Fees	340	300	350
01-00-00-45-120	Fines--Other	10,208	10,693	10,800
01-00-00-45-121	Bond Money	-	-	-
01-00-00-45-124	Fines--Restitution	1,440	1,000	500
01-00-00-45-126	Alcohol Recoupment Funds	4	227	225
01-00-00-45-127	Fine Pending Plea	238	288	-
	<b>Total Fines and Forfeits</b>	<b>\$ 12,567</b>	<b>\$ 12,742</b>	<b>\$ 12,275</b>
01-00-00-46-110	Interest	\$ 14,618	\$ 24,403	\$ 24,000
01-00-00-46-220	Rental of City Property	-	125	\$ 125
01-00-00-46-310	Sales of Land	-	-	\$ -
01-00-00-46-330	Sales of Equipment	2,029	33,093	\$ 3,500
01-00-00-46-451	Appropriated Transfer/Water Fund	40,000	50,000	\$ 50,000
01-00-00-46-452	Appropriated Transfer/Sewer Fund	-	-	\$ 50,000
01-00-00-46-453	Appropriated Transfer/Electric Fund	100,000	150,000	\$ 150,000
01-00-00-46-454	Transfer from Other Funds	-	198,000	\$ 50,500
01-00-00-46-455	Transfer from Public Safety Sales Tax	-	-	\$ 205,000
01-00-00-46-690	Other Contributions	(36,786)	200	\$ -
01-00-00-46-990	Miscellaneous	93	1,832	\$ -
01-00-00-46-991	Loss/Gain On Sale	37,612	-	\$ -
	<b>Total Other Revenues</b>	<b>\$ 157,566</b>	<b>\$ 457,653</b>	<b>\$ 533,125</b>
<b>ACCOUNT TOTAL</b>		<b>\$ 1,827,381</b>	<b>\$ 2,015,545</b>	<b>\$ 2,265,380</b>

**GENERAL GOVERNMENT PROGRAM  
FISCAL YEAR 2019-2020**

**SUMMARY OF EXPENDITURES**

	<b>Budget 17-18</b>	<b>Actual 17-18</b>	<b>Budget 18-19</b>	<b>Estimated 18-19</b>	<b>Budgeted 19-20</b>
<b>GENERAL GOVERNMENT</b>					
<b>111 - Legislative Subtotal</b>	<b>\$ 64,295</b>	<b>\$ 52,958</b>	<b>\$ 64,295</b>	<b>\$ 58,589</b>	<b>\$ 62,755</b>
Aldermen & Other Boards &					
111-1 Commissions	44,500	33,689	44,500	32,116	34,900
111-3 Ordinances & Proceedings	19,795	19,269	19,795	26,473	27,855
<b>112 - Judicial Subtotal</b>	<b>\$ 71,781</b>	<b>\$ 61,805</b>	<b>\$ 69,635</b>	<b>\$ 65,849</b>	<b>\$ 56,369</b>
112-1 Municipal Court	37,246	32,247	38,235	37,768	20,315
112-2 Public Defense	19,335	11,998	15,700	3,322	12,200
112-3 Legal Research	15,200	17,559	15,700	24,759	23,854
<b>113 - Executive Subtotal</b>	<b>\$ 5,300</b>	<b>\$ 4,890</b>	<b>\$ 5,484</b>	<b>\$ 7,261</b>	<b>\$ 7,275</b>
113-1 Mayor	5,300	4,890	5,484	7,261	7,275
<b>114 - Management Subtotal</b>	<b>\$ 167,711</b>	<b>\$ 281,879</b>	<b>\$ 164,336</b>	<b>\$ 159,804</b>	<b>\$ 214,437</b>
City Administrator / Director of					
114-1 Public Works & Utilities	126,105	246,254	122,893	110,497	173,325
114-2 Clerical & Customer Service	41,606	35,625	41,443	49,307	41,112
<b>115 - Elections Subtotal</b>	<b>\$ 4,100</b>	<b>\$ 2,643</b>	<b>\$ 3,100</b>	<b>\$ 13,014</b>	<b>\$ 3,250</b>
115-1 Elections	4,100	2,643	3,100	13,014	3,250
<b>116 - Finance Subtotal</b>	<b>\$ 130,307</b>	<b>\$ 126,571</b>	<b>\$ 139,922</b>	<b>\$ 105,470</b>	<b>\$ 126,215</b>
Internal Accounting / Audit --					
116-1 City Treasurer	4,826	3,470	4,914	3,673	4,144
116-2 Payroll	14,367	14,513	14,686	13,053	10,859
116-3 Purchasing	15,065	15,929	16,844	14,375	14,039
116-4 Cashiering/Collecting	24,588	20,009	25,006	19,781	29,445
116-5 Accounting	44,611	42,003	49,972	26,238	39,228
116-6 Independent Audit	26,850	30,647	28,500	28,350	28,500
<b>117 - Gen. Gov't Buildings &amp; Grounds Sub.</b>	<b>\$ 34,075</b>	<b>\$ 30,796</b>	<b>\$ 34,704</b>	<b>\$ 37,075</b>	<b>\$ 40,568</b>
117-1 City Hall Building & Grounds	34,075	30,796	34,704	37,075	40,568
<b>GENERAL GOVERNMENT TOTAL</b>	<b>\$ 477,569</b>	<b>\$ 561,543</b>	<b>\$ 481,476</b>	<b>\$ 447,062</b>	<b>\$ 510,869</b>

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.

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

FUND		PROGRAM	FUNCTION		ACTIVITY			
GENERAL		GENERAL GOVERNMENT	LEGISLATIVE		ALDERMEN AND OTHER BOARDS/COMMISSIONS			
<i>No. 01</i>		<i>No. 01</i>	<i>No. 01</i>		<i>No. 01</i>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours
\$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**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>GENERAL GOVERNMENT</b>	<b>LEGISLATIVE</b>	<b>ALDERMEN AND OTHER BOARDS/COMMISSION</b>
<i>No. 01</i>	<i>No. 01</i>	<i>No. 01</i>	<i>No. 01</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 550	\$ 600	\$ 600
010 Accrued Employee Benefits	31,137	30,134	32,000
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	250
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	934	697	750
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	478	45	500
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	40	40	100
210 Operation Supplies	-	-	100
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	\$ 550	\$ 600	\$ 600
<b>TOTAL</b>	<b>\$ 33,689</b>	<b>\$ 32,116</b>	<b>\$ 34,900</b>

PROGRAM	FUNCTION	ACTIVITY
GENERAL GOVERNMENT	LEGISLATIVE	ORDINANCES AND PROCEEDINGS

**PURPOSE**

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

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

FUND		PROGRAM	FUNCTION		ACTIVITY			
GENERAL		GENERAL GOVERNMENT	LEGISLATIVE		ORDINANCES & PROCEEDINGS			
<i>No. 01</i>		<i>No. 01</i>	<i>No. 01</i>		<i>No. 03</i>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$45,510/year		City Attorney	50%		50%		50%	

**COMMENTS:**

City Attorney retainer of \$45,510 per year is paid bi-weekly. The retainer expenses is charged in the following proportions to the following budgeted activities:

Ordinances & Proceedings - 50%

Legal Research - 50%

Funds in account no. 150 include the cost of updating and maintaining an "on-line" version of the City Code.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>GENERAL GOVERNMENT</b>	<b>LEGISLATIVE</b>	<b>ORDINANCES &amp; PROCEEDINGS</b>
<i>No. 01</i>	<i>No. 01</i>	<i>No. 01</i>	<i>No. 03</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ -	\$ 13,464	\$ 22,755
010 Accrued Employee Benefits	18	-	1,300
<b><u>100 CONTRACTUAL SERVICES</u></b>			
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	19,211	12,635	3,500
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	40	375	300
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 19,269</b>	<b>\$ 26,473</b>	<b>\$ 27,855</b>

PROGRAM	FUNCTION	ACTIVITY
GENERAL GOVERNMENT	JUDICIAL	COURT

**PURPOSE**

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

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

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

FUND		PROGRAM	FUNCTION		ACTIVITY			
GENERAL		GENERAL GOVERNMENT	JUDICIAL		COURT			
<i>No. 01</i>		<i>No. 01</i>	<i>No. 02</i>		<i>No. 01</i>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$	15,770.00	City Prosecutor	100%		100%		100%	
\$ 14.90	\$ 6.64	Patrolmen	7	8.5	10	18	22	2
\$ 20.17	\$ 11.55	City Clerk	14	0	25		30	
\$ 12.85	\$ 7.18	Assistant City Clerk I	100	0	76		90	10

**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**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>GENERAL GOVERNMENT</b>	<b>JUDICIAL</b>	<b>COURT</b>
<u>No. 01</u>	<u>No. 01</u>	<u>No. 02</u>	<u>No. 01</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 16,733	\$ 16,427	\$ 17,859
002 Overtime Wages	\$ 183	\$ 480	\$ 237
010 Accrued Employee Benefits	14,687	20,348	1,618
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	365	270	-
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	-	65	-
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	279	179	400
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	-	200
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 32,247</b>	<b>\$ 37,768</b>	<b>\$ 20,315</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL GOVERNMENT</b>	<b>JUDICIAL</b>	<b>PUBLIC DEFENSE</b>

**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.

FUND		PROGRAM	FUNCTION		ACTIVITY			
GENERAL		GENERAL GOVERNMENT	JUDICIAL		COURT			
<i>No. 01</i>		<i>No. 01</i>	<i>No. 02</i>		<i>No. 02</i>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20

**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 account no. 140. For such instances, the City Attorney is paid at an hourly rate determined by contract. In FY 2017-18, FY 2018-19 and FY 2019-20, funds have been set aside in account no. 140 to cover the City's defense in a lawsuit that is not covered by insurance.

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

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

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>GENERAL GOVERNMENT</b>	<b>JUDICIAL</b>	<b>PUBLIC DEFENSE</b>
<b><u>No. 01</u></b>	<b><u>No. 01</u></b>	<b><u>No. 02</u></b>	<b><u>No. 02</u></b>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	5,047	1,725	7,500
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	6,951	1,547	4,000
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	50	200
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	500
<b>TOTAL</b>	<b>\$ 11,998</b>	<b>\$ 3,322</b>	<b>\$ 12,200</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL GOVERNMENT</b>	<b>JUDICIAL</b>	<b>LEGAL RESEARCH</b>

### **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.

FUND		PROGRAM	FUNCTION		ACTIVITY			
GENERAL		GENERAL GOVERNMENT	JUDICIAL		LEGAL RESEARCH			
<i>No. 01</i>		<i>No. 01</i>	<i>No. 02</i>		<i>No. 03</i>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$45,510/year		City Attorney		50%		50%		50%

**COMMENTS:**

50% 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**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>GENERAL GOVERNMENT</b>	<b>JUDICIAL</b>	<b>LEGAL RESEARCH</b>
<b><u>No. 01</u></b>	<b><u>No. 01</u></b>	<b><u>No. 02</u></b>	<b><u>No. 03</u></b>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ -	\$ 13,644	\$ 18,204
010 Accrued Employee Benefits	-	-	1,300
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	850	-	850
120 Dues, Memberships, Subscriptions, & Tuition	45	760	800
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	16,636	10,355	2,500
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	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	28	-	200
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
506 Data Processing Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 17,559</b>	<b>\$ 24,759</b>	<b>\$ 23,854</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL GOVERNMENT</b>	<b>EXECUTIVE</b>	<b>MAYOR</b>

**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.

FUND		PROGRAM	FUNCTION		ACTIVITY			
GENERAL		GENERAL GOVERNMENT	EXECUTIVE		MAYOR			
<i>No. 01</i>		<i>No. 01</i>	<i>No. 03</i>		<i>No. 01</i>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$1,500/year		Mayor		100%		100%		100%

**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**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>GENERAL GOVERNMENT</b>	<b>EXECUTIVE</b>	<b>MAYOR</b>
<u>No. 01</u>	<u>No. 01</u>	<u>No. 03</u>	<u>No. 01</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 1,500	\$ 1,500	\$ 1,500
010 Accrued Employee Benefits	304	775	125
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	521	1,339	1,200
120 Dues, Memberships, Subscriptions, & Tuition	430	901	600
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	667	720	800
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	882	80	100
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	486	977	1,000
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	870	1,000
210 Operation Supplies	-	-	100
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	-
503 Furniture and Files	-	-	-
506 Data Processing Equipment	-	-	750
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	100	100	100
<b>TOTAL</b>	<b>\$ 4,890</b>	<b>\$ 7,261</b>	<b>\$ 7,275</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL GOVERNMENT</b>	<b>MANAGEMENT</b>	<b>CITY ADMINISTRATOR</b>

**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.

FUND		PROGRAM	FUNCTION		ACTIVITY			
GENERAL		GENERAL GOVERNMENT	MANAGEMENT		CITY ADMINISTRATOR			
<i>No. 01</i>		<i>No. 01</i>	<i>No. 04</i>		<i>No. 01</i>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$66,625/year		City Administrator	100%			100%	100%	
\$62,500/year		Director of Public Works & Public Utilities		n/a	n/a		100%	
		Asst. to City Administrator		342.75	n/a		n/a	

**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**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>GENERAL GOVERNMENT</b>	<b>MANAGEMENT</b>	<b>CITY ADMINISTRATOR</b>
<i><u>No. 01</u></i>	<i><u>No. 01</u></i>	<i><u>No. 04</u></i>	<i><u>No. 01</u></i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 80,124	\$ 70,227	\$ 132,725
010 Accrued Employee Benefits	32,674	31,843	32,500
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	1,875	1,772	1,200
120 Dues, Memberships, Subscriptions, & Tuition	2,192	1,205	1,200
133 Utilities-Telephone, Fax	3,409	4,133	4,200
144 Consultant's Services	-	-	-
150 Contract Labor	1,728	199	250
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	889	472	750
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	55	300
210 Operation Supplies	236	592	200
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
809 Transfer to Accrued Employee Benefits Fund	-	-	-
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 123,127</b>	<b>\$ 110,497</b>	<b>\$ 173,325</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL GOVERNMENT</b>	<b>MANAGEMENT</b>	<b>CLERICAL AND CUSTOMER SERVICE</b>

**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.

FUND		PROGRAM	FUNCTION	ACTIVITY					
GENERAL		GENERAL GOVERNMENT	MANAGEMENT	CLERICAL AND CUSTOMER SERVICE					
<i>No. 01</i>		<i>No. 01</i>	<i>No. 04</i>	<i>No. 02</i>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 20.17	\$ 11.55	City Clerk	263.75	38	441.25	73	340	40	
\$ 17.24	\$ 7.15	Deputy City Clerk	40	17.5	26	28.5	20	5	
\$ 16.74	\$ 8.52	Assistant City Clerk II	661.25	82.5	880	66.5	670	40	
\$ 13.12	\$ 7.15	Assistant City Clerk I	4.25	0	6	6.75	100	40	
\$ 12.85	\$ 7.18	Assistant City Clerk I	0	0		1	20	5	
		Asst. to the City Administrator	24	0		n/a		n/a	

**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**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>GENERAL GOVERNMENT</b>	<b>MANAGEMENT</b>	<b>CLERICAL &amp; CUSTOMER SERVICE</b>
<i>No. 01</i>	<i>No. 01</i>	<i>No. 04</i>	<i>No. 02</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 16,976	\$ 23,866	\$ 19,987
002 Overtime Wages	3,639	4,548	3,227
010 Accrued Employee Benefits	9,745	12,809	11,797
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	513	150
120 Dues, Memberships, Subscriptions, & Tuition	252	1,025	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	125	444	500
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	150
180 Meals, Lodging, & Travel	327	893	1,000
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	4,562	4,895	3,500
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	315	100
<b>TOTAL</b>	<b>\$ 35,625</b>	<b>\$ 49,307</b>	<b>\$ 41,112</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL GOVERNMENT</b>	<b>ELECTIONS</b>	<b>ELECTIONS</b>

**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 2019, these are April 2 and November 5.

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.

FUND		PROGRAM	FUNCTION		ACTIVITY			
GENERAL		GENERAL GOVERNMENT	ELECTIONS		ELECTIONS			
<i>No. 01</i>		<i>No. 01</i>	<i>No. 05</i>		<i>No. 01</i>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20

**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**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>GENERAL GOVERNMENT</b>	<b>ELECTIONS</b>	<b>ELECTIONS</b>
<u>No. 01</u>	<u>No. 01</u>	<u>No. 05</u>	<u>No. 01</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	218	229	250
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
140 Professional Serv.-Legal	-	-	-
150 Contract Labor	2,425	12,785	3,000
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
450 Equipment Rental	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	\$ 2,643	\$ 13,014	\$ 3,250

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL GOVERNMENT</b>	<b>FINANCE</b>	<b>INTERNAL ACCOUNTING &amp; AUDITING/CITY TREASURER</b>

**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.

FUND		PROGRAM	FUNCTION		ACTIVITY			
GENERAL		GENERAL GOVERNMENT	FINANCE		INTERNAL ACCOUNTING & AUDITING/CITY TREASURER			
<u>No. 01</u>		<u>No. 01</u>	<u>No. 06</u>		<u>No. 01</u>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$ 245.32		City Treasurer	100%		100%		100%	

COMMENTS:

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>GENERAL GOVERNMENT</b>	<b>FINANCE</b>	<b>INTERNAL ACCOUNTING &amp; AUDIT/TREASURER</b>
<u>No. 01</u>	<u>No. 01</u>	<u>No. 06</u>	<u>No. 01</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 2,633	\$ 2,872	\$ 2,944
010 Accrued Employee Benefits	574	601	600
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	63	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	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
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	-	-
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
506 Data Processing Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 3,470</b>	<b>\$ 3,673</b>	<b>\$ 4,144</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL GOVERNMENT</b>	<b>FINANCE</b>	<b>PAYROLL &amp; PERSONNEL</b>

**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 Assistant City Clerk II, with some assistance provided by the Deputy City Clerk. The City Clerk is directly responsible for supervision of the Activity.

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

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>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 20.17	\$ 11.55	City Clerk	40.75	1.5	42.25		40		
\$ 17.24	\$ 7.15	Deputy City Clerk					385		
\$ 16.74	\$ 8.52	Assistant City Clerk II	430.5	60	439.75	44.5			
\$ 13.12	\$ 7.15	Assistant City Clerk I							

COMMENTS:

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>GENERAL GOVERNMENT</b>	<b>FINANCE</b>	<b>PAYROLL &amp; PERSONNEL</b>
<i>No. 01</i>	<i>No. 01</i>	<i>No. 06</i>	<i>No. 02</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 7,522	\$ 7,340	\$ 7,444
002 Overtime Wages	\$ 1,441	\$ 797	\$ -
010 Accrued Employee Benefits	5,550	4,724	3,215
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
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	-	-	-
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	191	200
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 14,513</b>	<b>\$ 13,053</b>	<b>\$ 10,859</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL GOVERNMENT</b>	<b>FINANCE</b>	<b>PURCHASING</b>

**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.

FUND		PROGRAM	FUNCTION	ACTIVITY					
GENERAL		GENERAL GOVERNMENT	FINANCE	PURCHASING					
<i>No. 01</i>		<i>No. 01</i>	<i>No. 06</i>	<i>No. 03</i>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 20.17	\$ 11.55	City Clerk					40		
\$ 17.24	\$ 7.15	Deputy City Clerk	471	70	464.75	74.25	480	20	
\$ 16.74	\$ 8.52	Assistant City Clerk II	2.5		27	0.5	10		
\$ 13.12	\$ 7.15	Assistant City Clerk I							
\$ 12.85	\$ 7.18	Assistant City Clerk I							

**COMMENTS:**

Operating supplies include purchase orders and check request vouchers.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>GENERAL GOVERNMENT</b>	<b>FINANCE</b>	<b>PURCHASING</b>
<b><u>No. 01</u></b>	<b><u>No. 01</u></b>	<b><u>No. 06</u></b>	<b><u>No. 03</u></b>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 7,515	\$ 7,013	\$ 9,249
002 Overtime Wages	\$ 1,737	\$ 1,614	\$ 517
010 Accrued Employee Benefits	6,280	5,648	4,122
<b><u>100 CONTRACTUAL SERVICES</u></b>			
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	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	398	100	150
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
503 Furniture and Files	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 15,929</b>	<b>\$ 14,375</b>	<b>\$ 14,039</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL GOVERNMENT</b>	<b>FINANCE</b>	<b>CASHIERING &amp; COLLECTING</b>

**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.

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>			
				FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE		Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$ 20.17	\$ 11.55	City Clerk		54	7	25	2	45	5
\$ 17.24	\$ 7.15	Deputy City Clerk		162	19	172	16	172	18
\$ 16.74	\$ 8.52	Assistant City Clerk II		82	10	80	7	84	9
\$ 13.12	\$ 7.15	Assistant City Clerk I		234	5	195	5	192	5
\$ 12.85	\$ 7.18	Assistant City Clerk I				195	9	183	5
\$ 12.85	\$ 1.00	Scanning Clerk		15		18		21	
\$ 11.91	\$ 1.00	PT or Temporary		154		29		568	

**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**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>GENERAL GOVERNMENT</b>	<b>FINANCE</b>	<b>CASHIERING &amp; COLLECTING</b>
<i>No. 01</i>	<i>No. 01</i>	<i>No. 06</i>	<i>No. 04</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 10,039	\$ 9,445	\$ 10,420
002 Overtime Wages	\$ 1,022	\$ 818	\$ 1,038
010 Accrued Employee Benefits	4,709	4,749	5,508
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	1,429	1,402	1,625
110 Printing, Publications, and Advertising	-	19	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	195
133 Utilities-Telephone, Fax	10	3	65
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	1,200	1,721	2,600
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	611	768	780
180 Meals, Lodging, & Travel	-	-	195
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	207	325
210 Operation Supplies	208	268	260
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
320 Bad Debts	223	(425)	300
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
503 Furniture and Files	-	-	-
506 Data Processing Equipment	180	319	325
508 Other Equipment	-	-	5,460
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	377	487	350
<b>TOTAL</b>	<b>\$ 20,009</b>	<b>\$ 19,781</b>	<b>\$ 29,445</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL GOVERNMENT</b>	<b>FINANCE</b>	<b>ACCOUNTING</b>

**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.

FUND		PROGRAM	FUNCTION	ACTIVITY					
GENERAL		GENERAL GOVERNMENT	FINANCE	ACCOUNTING					
<i>No. 01</i>		<i>No. 01</i>	<i>No. 06</i>	<i>No. 05</i>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 20.17	\$ 11.55	City Clerk	1107	9	783	34	1000	60	
\$ 17.24	\$ 7.15	Deputy City Clerk				4			
\$ 16.74	\$ 8.52	Assistant City Clerk II			2	1			
\$ 13.12	\$ 7.15	Assistant City Clerk I							
\$ 12.85	\$ 7.18	Assistant City Clerk I							

**COMMENTS:**

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

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>GENERAL GOVERNMENT</b>	<b>FINANCE</b>	<b>ACCOUNTING</b>
<i>No. 01</i>	<i>No. 01</i>	<i>No. 06</i>	<i>No. 05</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 24,589	\$ 13,607	\$ 20,170
002 Overtime Wages	286	1,135	1,815
010 Accrued Employee Benefits	14,833	8,396	12,243
<b><u>100 CONTRACTUAL SERVICES</u></b>			
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	2,294	3,100	5,000
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	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	-	-
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
503 Furniture and Files	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 42,003</b>	<b>\$ 26,238</b>	<b>\$ 39,228</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL GOVERNMENT</b>	<b>FINANCE</b>	<b>INDEPENDENT AUDIT</b>

**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.

FUND		PROGRAM		FUNCTION		ACTIVITY			
GENERAL		GENERAL GOVERNMENT		FINANCE		INDEPENDENT AUDIT			
<i>No. 01</i>		<i>No. 01</i>		<i>No. 06</i>		<i>No. 06</i>			
			<u>FY 2017-18</u>		<u>FY 2018-19</u>		<u>FY 2019-20</u>		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	

**COMMENTS:**

Funds budgeted for auditing services are contractual.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>GENERAL GOVERNMENT</b>	<b>FINANCE</b>	<b>INDEPENDENT AUDIT</b>
<i><u>No. 01</u></i>	<i><u>No. 01</u></i>	<i><u>No. 06</u></i>	<i><u>No. 06</u></i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
133 Utilities-Telephone, Fax	-	-	-
141 Professional Serv.-Accounting	30,647	28,350	28,500
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	-
160 Repair Services	-	-	-
180 Meals, Lodging, & Travel	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
503 Furniture and Files	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 30,647</b>	<b>\$ 28,350</b>	<b>\$ 28,500</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL GOVERNMENT</b>	<b>GENERAL GOVERNMENT BUILDINGS &amp; GROUNDS</b>	<b>CITY HALL BUILDINGS &amp; GROUNDS</b>

**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 and Director of Public Works &

FUND		PROGRAM		FUNCTION		ACTIVITY			
GENERAL		GENERAL GOVERNMENT		GENERAL GOV BLDGS & GRNDS		CITY HALL BUILDINGS AND GROUNDS			
<u>No. 01</u>		<u>No. 01</u>		<u>No. 07</u>		<u>No. 01</u>			
				<u>FY 2017-18</u>		<u>FY 2018-19</u>		<u>FY 2019-20</u>	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 21.02	\$ 15.46	Foreman/Street & Sanitation	2						
\$ 16.28	\$ 9.69	Equipment Operator/ Street & Sanitation	2						
\$ 14.90	\$ 7.60	Equipment Operator/ Street & Sanitation							
\$ 21.78	\$ 11.94	Foreman/Water & Sewer			12		6		
\$ 16.17	\$ 10.44	Water & Sewer Asst Foreman			6		6		
\$ 15.35	\$ 10.46	Equipment Operator/ Water & Sewer			11		8		
\$ 16.61	\$ 8.14	Apprentice Lineman			3				

**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.

Funds budgeted in account no. 510 include new sidewalks, widening the ramp and repairing the steps in front of City Hall.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>GENERAL GOVERNMENT</b>	<b>GENERAL GOV BLDNGS &amp; GRNDS</b>	<b>CITY HALL BLDNGS &amp; GRNDS</b>
<b><u>No. 01</u></b>	<b><u>No. 01</u></b>	<b><u>No. 07</u></b>	<b><u>No. 01</u></b>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 133	\$ 580	\$ 351
002 Overtime Wages	-	\$ -	\$ -
010 Accrued Employee Benefits	97	313	218
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	25
110 Printing, Publications, and Advertising	-	-	75
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	4,101	3,862	4,500
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	13,804	18,083	15,000
160 Repair Services	-	-	500
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	11,868	12,743	12,800
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	100
210 Operation Supplies	793	1,495	2,000
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	5,000
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 30,796</b>	<b>\$ 37,075</b>	<b>\$ 40,568</b>



**PUBLIC SAFETY PROGRAM  
FISCAL YEAR 2019-2020**

**SUMMARY OF EXPENDITURES**

<b>GENERAL GOVERNMENT</b>	<b>Budget 17-18</b>	<b>Actual 17-18</b>	<b>Budget 18-19</b>	<b>Estimated 18-19</b>	<b>Budgeted 19-20</b>
<b>121 - Police Protection Subtotal</b>	<b>\$ 895,392</b>	<b>\$ 901,235</b>	<b>\$ 930,829</b>	<b>\$ 914,551</b>	<b>\$ 980,413</b>
Planning/Admin/Investigation/					
121-1 Training	84,100	94,132	89,255	55,870	120,722
121-2 Patrol/Law Enforcement	556,800	546,865	585,076	584,563	602,014
121-3 Communication /Clerical	238,500	246,540	240,006	260,336	242,901
121-4 Buildings & Grounds	15,992	13,297	15,992	13,783	14,225
121-5 School Resource Officer	-	400	500	-	550
<b>122 - Fire Protection Subtotal</b>	<b>\$ 107,818</b>	<b>\$ 130,433</b>	<b>\$ 106,722</b>	<b>\$ 105,915</b>	<b>\$ 170,440</b>
Planning/Admin/Investigation/					
122-1 Training	13,108	14,095	14,690	4,525	11,750
122-2 Fire Fighting	80,710	109,346	80,232	83,848	147,990
122-4 Building & Grounds	14,000	6,992	11,800	17,542	10,700
<b>123 - Protective Inspection Subtotal</b>	<b>\$ 44,182</b>	<b>\$ 47,453</b>	<b>\$ 44,182</b>	<b>\$ 28,534</b>	<b>\$ 28,750</b>
123-4 Building, Health & Safety Insp.	44,182	47,453	44,182	28,534	28,750
<b>124 - Emergency Management Subtotal</b>	<b>\$ 14,500</b>	<b>\$ 140</b>	<b>\$ 1,450</b>	<b>\$ 20</b>	<b>\$ 614</b>
124-1 Admin / Training / Operation	14,500	140	1,450	20	614
<b>125 - Other Public Safety Subtotal</b>	<b>\$ 43,833</b>	<b>\$ 42,529</b>	<b>\$ 46,911</b>	<b>\$ 45,666</b>	<b>\$ 70,056</b>
125-1 Rabies / Animal Control	30,545	26,723	29,464	26,999	49,904
125-3 Weed, Nuisance & Pest Control	13,288	15,807	17,447	18,667	20,152
<b>PUBLIC SAFETY TOTAL</b>	<b>\$ 1,105,725</b>	<b>\$ 1,121,790</b>	<b>\$ 1,130,094</b>	<b>\$ 1,094,685</b>	<b>\$ 1,250,273</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC SAFETY</b>	<b>POLICE PROTECTION</b>	<b>PLANNING, ADMIN., INVESTIG., PUBLIC RELATIONS &amp; TRAINING</b>

**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.

In November 2018, voters elected to impose a 1/2 cent Public Safety Sales tax. A portion of that tax is used to help fund additional personnel, supplies and equipment for the Centralia Police Dept.

FUND		PROGRAM	FUNCTION	ACTIVITY				
GENERAL		PUBLIC SAFETY	POLICE PROTECTION	PLAN./ADMIN/INVESTIG./PUB. RELAT./& TRAINING				
<i>No. 01</i>		<i>No. 02</i>	<i>No. 01</i>	<i>No. 01</i>				
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$52,500/year		Chief of Police		40%		40%		40%
\$47,000/year		Lieutenant		n/a	84	45		40%
\$ 18.23	\$ 14.50	Sergeant	340	9		2		2
\$ 16.17	\$ 9.40	Corporal			22	54	15	5
\$ 15.80	\$ 6.90	Patrol Officer	10		38	6	10	5
\$ 15.35	\$ 9.08	Patrol Officer	209				50	5
\$ 14.90	\$ 7.60	Patrol Officer	113		130	12	75	5
\$ 14.90	\$ 6.16	Patrol Officer	124		110	74	85	25
\$ 14.45	\$ 6.64	Patrol Officers (2)					100	10
\$ 14.45	\$ 1.50	Patrol Officers (part-time)	59		64	3	2	
\$ 16.66	\$ 11.58	Code Enforcement Officer	33		32	2	5	2
\$ 15.00	\$ 11.16	Dispatch Supervisor	94		52	3	50	2
\$ 13.28	\$ 14.03	Dispatcher	60		6		15	3
\$ 13.09	\$ 9.86	Dispatcher			31	2	25	5
\$ 12.65	\$ 9.94	Dispatcher	4		39	5	25	5
\$ 12.22	\$ 1.00	PT Dispatchers	11		20		2	
\$ 12.43	\$ 1.00	PT Dispatchers	8				18	

**COMMENTS:**

Training expenses shown in Account No. 120 and 180.

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

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

Funds in account no. 170 include membership fees for the East Central Drug Task Force and to Huber for support for the CAD system.

Funds in account no. 509 are to replace the furnace in the Police Dept.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>PUBLIC SAFETY</b>	<b>POLICE PROTECTION</b>	<b>PLAN/ADMIN/INVST PUB RELAT &amp; TRAINING</b>
<u>No. 01</u>	<u>No. 02</u>	<u>No. 01</u>	<u>No. 01</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 37,563	\$ 16,883	\$ 46,750
002 Overtime Wages	\$ 2,701	\$ 4,306	\$ 1,645
010 Accrued Employee Benefits	17,668	8,891	23,977
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	75	-
110 Printing, Publications, and Advertising	533	301	-
120 Dues, Memberships, Subscriptions, & Tuition	2,982	6,832	-
130 Utilities-Electricity	-	-	-
133 Utilities-Telephone, Fax	342	3,559	9,650
140 Professional Serv.-Legal	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	781	1,420	1,500
160 Repair Services	-	520	-
170 Maintenance Agreements & Leases	9,585	117	11,500
180 Meals, Lodging, & Travel	932	1,154	1,200
190 Insurance	7,530	-	7,500
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	354	1,000
210 Operation Supplies	1,005	975	1,000
220 Tools & Small Equipment	-	300	500
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	12,509	10,185	12,000
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	2,500
510 Building Improvements	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
903 Neighborhood Watch Program	-	-	-
904 Special Equipment	-	-	-
<b>TOTAL</b>	<b>\$ 94,132</b>	<b>\$ 55,870</b>	<b>\$ 120,722</b>

<b>PUBLIC SAFETY</b>	<b>POLICE PROTECTION</b>	<b>PATROL AND LAW ENFORCEMENT</b>
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**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.

FUND		PROGRAM	FUNCTION	ACTIVITY				
GENERAL		PUBLIC SAFETY	POLICE PROTECTION	PATROL AND LAW ENFORCEMENT				
<i>No. 01</i>		<i>No. 02</i>	<i>No. 01</i>	<i>No. 02</i>				
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$52,500/year		Chief of Police		60%		60%		60%
\$47,000/year		Lieutenant		n/a	2820	360		60%
\$ 18.23	\$ 14.50	Sergeant	2249	231	1980	55	1850	28
\$ 16.17	\$ 9.40	Corporal	1950	29	1993	160	1835	95
\$ 15.80	\$ 6.90	Patrol Officer	1877		1949	68	1840	45
\$ 15.35	\$ 9.08	Patrol Officer	1893		2065	121	1800	95
\$ 14.90	\$ 7.60	Patrol Officer	2064		1697	200	1770	43
\$ 14.90	\$ 6.16	Patrol Officer	1859		2049	474	1765	115
\$ 14.45	\$ 6.64	Patrol Officers (2)					3600	170
\$ 14.45	\$ 1.16	Patrol Officers (part-time)	6026	10	3017	16	1098	

**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 one two patrol car with a new or very low-mileage used vehicle

For several years, a vehicle has been provided to the Chief of Police free of charge from Forrest Chevrolet. The lease will end on the current vehicle near the end of FY20, so funds are budgeted in account no. 502 to replace the Chief's vehicle with a low-mileage vehicle.

Funds in account no. 508 are for new body cameras, and \$10,000 in offsetting revenues have been budgeted in 01-00-00-43-422

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>PUBLIC SAFETY</b>	<b>POLICE PROTECTION</b>	<b>PATROL &amp; LAW ENFORCEMENT</b>
<i>No. 01</i>	<i>No. 02</i>	<i>No. 01</i>	<i>No. 02</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 299,282	\$ 291,968	\$ 300,357
002 Overtime Wages	\$ 26,432	\$ 30,452	\$ 13,540
010 Accrued Employee Benefits	147,246	149,833	156,668
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	123	689	700
120 Dues, Memberships, Subscriptions, & Tuition	2,788	1,300	1,300
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	2,616	3,317	2,500
160 Repair Services	-	659	-
170 Maintenance Agreements & Leases	-	3,936	4,000
180 Meals, Lodging, & Travel	84	120	400
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	47	84	1,750
210 Operation Supplies	1,705	3,463	3,500
220 Tools & Small Equipment	14,040	13,241	7,500
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	75	300
450 Equipment Rental	-	-	-
490 Equipment Use Charges	37,391	30,883	35,000
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	325	74	500
502 Vehicles	9,343	30,533	54,500
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	2,005	6,646	1,000
508 Other Equipment	3,439	17,291	2,500
509 Miscellaneous	-	-	16,000
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
803 Transfer to Equipment Use Fund	-	-	-
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
903 Drug Enforcement	-	-	-
<b>TOTAL</b>	<b>\$ 546,865</b>	<b>\$ 584,563</b>	<b>\$ 602,014</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC SAFETY</b>	<b>POLICE PROTECTION</b>	<b>COMMUNICATION AND CLERICAL SUPPORT SERVICES</b>

**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.

FUND		PROGRAM	FUNCTION	ACTIVITY				
GENERAL		PUBLIC SAFETY	POLICE PROTECTION	COMMUNICATION AND CLERICAL SUPPORT				
<i>No. 01</i>		<i>No. 02</i>	<i>No. 01</i>	<i>No. 03</i>				
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$ 15.00	\$ 11.16	Dispatcher/Supervisor	1734	72	1899	176	1825	78
\$ 13.28	\$ 14.03	Dispatcher	1799	32	1821	185	1860	17
\$ 13.09	\$ 9.86	Dispatcher	1795	22	1903	93	1850	35
\$ 12.65	\$ 9.94	Dispatcher	1970	13	2029	52	1850	35
\$ 12.22	\$ 1.00	Part Time Dispatcher(s)	2173		2439	193	2455	
\$ 12.43	\$ 1.00	Part Time Dispatcher(s)	467		146		120	

**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.

The cooperative Computer Aided Dispatch software was to be installed and in operation during FY19, however, since the system was not running as expected, the \$8,000 already paid will be a credit for FY20. In FY21, the annual fee to Boone County will be \$8,000.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>PUBLIC SAFETY</b>	<b>POLICE PROTECTION</b>	<b>COMMUNICATIONS &amp; CLERICAL SUPPORT</b>
<b><u>No. 01</u></b>	<b><u>No. 02</u></b>	<b><u>No. 01</u></b>	<b><u>No. 03</u></b>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 125,519	\$ 127,578	\$ 131,187
002 Overtime Wages	\$ 3,999	\$ 16,347	\$ 3,445
010 Accrued Employee Benefits	92,798	84,834	87,470
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	54	-	100
120 Dues, Memberships, Subscriptions, & Tuition	-	204	200
133 Utilities-Telephone, Fax	13,044	10,973	11,000
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	864	3,141	1,000
160 Repair Services	-	24	-
170 Maintenance Agreements & Leases	4,045	9,600	5,000
180 Meals, Lodging, & Travel	-	56	250
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	3,479	3,411	1,500
210 Operation Supplies	1,582	1,419	1,500
220 Tools & Small Equipment	395	540	250
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	2,210	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	762	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 246,540</b>	<b>\$ 260,336</b>	<b>\$ 242,901</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC SAFETY</b>	<b>POLICE PROTECTION</b>	<b>BUILDINGS AND GROUNDS</b>

**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.

FUND		PROGRAM	FUNCTION		ACTIVITY			
GENERAL		PUBLIC SAFETY	POLICE PROTECTION		BUILDING AND GROUNDS			
<i>No. 01</i>		<i>No. 02</i>	<i>No. 01</i>		<i>No. 04</i>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$ 16.66	\$ 11.58	Code Enforcement Officer	356		347		345	
\$ 21.02	\$ 15.46	Foreman/Street & Sanitation	1				5	

**COMMENTS:**

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>PUBLIC SAFETY</b>	<b>POLICE PROTECTION</b>	<b>BUILDINGS &amp; GROUNDS</b>
<u>No. 01</u>	<u>No. 02</u>	<u>No. 01</u>	<u>No. 04</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 5,584	\$ 5,507	\$ 5,853
002 Overtime Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	3,661	3,466	4,072
<b><u>100 CONTRACTUAL SERVICES</u></b>			
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	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	1,801	2,741	2,000
160 Repair Services	55	114	100
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
185 Building Rental	-	-	-
190 Insurance	736	736	750
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	275	175	200
210 Operation Supplies	123	209	350
220 Tools & Small Equipment	533	823	800
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	529	13	100
510 Building Improvements	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 13,297</b>	<b>\$ 13,783</b>	<b>\$ 14,225</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC SAFETY</b>	<b>POLICE PROTECTION</b>	<b>SCHOOL RESOURCES OFFICER</b>

**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. The agreement with the Centralia R-VI School District was not renewed for the 2016-2017 school year, and no money has been budgeted by the City for the base salary, however a small amount of money is allocated for some training for the patrol officer that uses part of his or her time during the school year as a school resource officer.

FUND		PROGRAM	FUNCTION		ACTIVITY			
GENERAL		PUBLIC SAFETY	POLICE PROTECTION		SCHOOL RESOURCES OFFICER			
<i>No. 01</i>		<i>No. 02</i>	<i>No. 01</i>		<i>No. 05</i>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
		School Resource Officer						

**COMMENTS:**

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>PUBLIC SAFETY</b>	<b>POLICE PROTECTION</b>	<b>SCHOOL RESOURCES OFFICER</b>
<u>No. 01</u>	<u>No. 02</u>	<u>No. 01</u>	<u>No. 05</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	400	-	350
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	-	-	200
185 Building Rental	-	-	-
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	-	-
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 400</b>	<b>\$ -</b>	<b>\$ 550</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC SAFETY</b>	<b>FIRE PROTECTION</b>	<b>FIRE ADMINISTRATION, PREVENTION, AND TRAINING</b>

**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.

FUND		PROGRAM	FUNCTION		ACTIVITY			
GENERAL		PUBLIC SAFETY	FIRE PROTECTION		FIRE ADMINISTRATION, PREVENTION, & TRAINING			
<i>No. 01</i>		<i>No. 02</i>	<i>No. 02</i>		<i>No. 01</i>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
-/-		Fire Chief						
-/-		Assistant Chief						
-/-		Firefighters (up to 26)						

**COMMENTS:**

Fire Chief is compensated \$200 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**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>PUBLIC SAFETY</b>	<b>FIRE PROTECTION</b>	<b>FIRE ADMINISTRATION, PREVENTION, &amp; TRAINING</b>
<u>No. 01</u>	<u>No. 02</u>	<u>No. 02</u>	<u>No. 01</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ -	\$ -	\$ -
002 Overtime Wages			
010 Accrued Employee Benefits	-	-	-
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	100
110 Printing, Publications, and Advertising	-	37	100
120 Dues, Memberships, Subscriptions, & Tuition	450	727	1,000
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing			
144 Consultant's Services			
150 Contract Labor	1,752	1,826	2,000
160 Repair Services	-	-	200
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	100	450
190 Insurance	3,144	-	100
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	500
210 Operation Supplies	5,247	1,760	7,000
220 Tools & Small Equipment	-	-	100
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	3,352	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	150	75	200
<b>TOTAL</b>	<b>\$ 14,095</b>	<b>\$ 4,525</b>	<b>\$ 11,750</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC SAFETY</b>	<b>FIRE PROTECTION</b>	<b>FIRE FIGHTING</b>

### **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. Boone County Fire Protection District serves as the closest and most frequent responder in our mutual aid network.

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>				
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$ 13.00	\$ 5.70	Fire Chief	734		786		790	
\$ 13.00	\$ 5.70	Assistant Fire Chief	686		715		720	
\$ 13.00	\$ 5.70	Firefighters (up to 26)	3240		3711.5		3715	
\$ 13.00	\$ 5.70	Others	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 \$13 per regular bimonthly meeting and \$13 per call per hour for actual callouts.

Funds in account no. 504 include expenses for replacement turnout gear and SCBA's. 15% of this cost is offset by USDA grant funds.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>PUBLIC SAFETY</b>	<b>FIRE PROTECTION</b>	<b>FIRE FIGHTING</b>
<b><u>No. 01</u></b>	<b><u>No. 02</u></b>	<b><u>No. 02</u></b>	<b><u>No. 02</u></b>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 56,131	\$ 55,997	\$ 67,925
002 Overtime Wages	\$ -		\$ -
010 Accrued Employee Benefits	12,910	10,667	8,375
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	247	-	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	1,982	1,174	2,000
160 Repair Services	1,586	4,577	1,500
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	100
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	85	500
210 Operation Supplies	4,908	11,748	10,000
220 Tools & Small Equipment	319	-	1,000
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	500
430 Equipment Repair Charges	(210)	(400)	200
450 Equipment Rental	200	-	50
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	500
502 Vehicles	-	-	-
503 Furniture and Files	-	-	-
504 Fire Fighting Equipment	31,273	-	55,140
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
806 Transfer to Capital Project Fund	-	-	-
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 109,346</b>	<b>\$ 83,848</b>	<b>\$ 147,990</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC SAFETY</b>	<b>FIRE PROTECTION</b>	<b>BUILDINGS, GROUNDS AND CLERICAL SUPPORT</b>

**PURPOSE**

The Centralia Fire Department stores equipment for fire fighting in the 2018 West Sneed Street Fire Station. 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.

FUND		PROGRAM	FUNCTION		ACTIVITY			
GENERAL		PUBLIC SAFETY	FIRE PROTECTION		BUILDINGS, GROUNDS, AND CLERICAL SUPPORT			
<i>No. 01</i>		<i>No. 02</i>	<i>No. 02</i>		<i>No. 04</i>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20

**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**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>PUBLIC SAFETY</b>	<b>FIRE PROTECTION</b>	<b>BUILDINGS/GROUNDS /CLERICAL SUPPORT</b>
<i>No. 01</i>	<i>No. 02</i>	<i>No. 02</i>	<i>No. 04</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<b><u>100 CONTRACTUAL SERVICES</u></b>			
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	3,864	4,403	4,600
133 Utilities-Telephone, Fax	1,386	1,768	1,800
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	154	50	500
160 Repair Services	-	-	100
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	821	821	900
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	-	300
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	767	10,500	2,500
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
806 Transfer to Capital Project Fund	-	-	-
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 6,992</b>	<b>\$ 17,542</b>	<b>\$ 10,700</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC SAFETY</b>	<b>PROTECTIVE INSPECTIONS</b>	<b>BUILDING, HEALTH, &amp; SAFETY INSPECTIONS</b>

**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.

FUND		PROGRAM	FUNCTION		ACTIVITY			
GENERAL		PUBLIC SAFETY	PROTECTIVE INSPECTIONS		BUILDING, HEALTH, & SAFETY INSPECTIONS			
<u>No. 01</u>		<u>No. 02</u>	<u>No. 03</u>		<u>No. 04</u>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
-/-		Others						

**COMMENTS:**

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. Offsetting revenues are recorded in account no. 01-00-00-42-640.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>PUBLIC SAFETY</b>	<b>PROTECTIVE INSPECTIONS</b>	<b>BUILDING, HEALTH, &amp; SAFETY INSPECTIONS</b>
<u>No. 01</u>	<u>No. 02</u>	<u>No. 03</u>	<u>No. 04</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ -	\$ -	\$ -
002 Overtime Wages	-	-	-
010 Accrued Employee Benefits	-	-	-
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	81	793	500
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	47,273	27,740	27,500
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	100	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	-	250
220 Tools & Small Equipment	-	-	500
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
	-	-	-
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 47,453</b>	<b>\$ 28,534</b>	<b>\$ 28,750</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC SAFETY</b>	<b>EMERGENCY MANAGEMENT</b>	<b>ADMINISTRATION, TRAINING AND OPERATIONS</b>

**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.

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>				
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
Volunteers		Emergency Management Director and support volunteers						
\$ 25.29	\$ 14.22	Line Foreman					2.00	
\$ 19.80	\$ 11.60	Assistant Line Foreman					1.00	
\$ 16.61	\$ 10.64	Apprentice Lineman	1.00		1.00		3.00	

**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**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>PUBLIC SAFETY</b>	<b>EMERGENCY MANAGEMENT</b>	<b>ADMINISTRATION, TRAINING &amp; OPERATIONS</b>
<u>No. 01</u>	<u>No. 02</u>	<u>No. 04</u>	<u>No. 01</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 15	\$ 15	\$ 72
002 Overtime Wages	-	-	-
010 Accrued Employee Benefits	5	5	72
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	100
120 Dues, Memberships, Subscriptions, & Tuition	-	-	50
130 Utilities- Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	-	-	120
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	120	-	100
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	-	-
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	100
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 140</b>	<b>\$ 20</b>	<b>\$ 614</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC SAFETY</b>	<b>OTHER PUBLIC SAFETY</b>	<b>ANIMAL AND RABIES CONTROL</b>

**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.

FUND		PROGRAM	FUNCTION	ACTIVITY				
GENERAL		PUBLIC SAFETY	OTHER PUBLIC SAFETY	ANIMAL AND RABIES CONTROL				
<i>No. 01</i>		<i>No. 02</i>	<i>No. 05</i>	<i>No. 01</i>				
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$ 16.66	\$ 11.58	Code Enforcement Officer	870		849		850	

**COMMENTS:**

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

Funds in account no. 510 are allocated to build a new animal holding facility.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>PUBLIC SAFETY</b>	<b>OTHER PUBLIC SAFETY</b>	<b>ANIMAL &amp; RABIES CONTROL</b>
<b><u>No. 01</u></b>	<b><u>No. 02</u></b>	<b><u>No. 05</u></b>	<b><u>No. 01</u></b>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 13,820	\$ 13,212	\$ 14,161
002 Overtime Wages	-	-	-
010 Accrued Employee Benefits	9,966	9,229	9,843
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	56	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	221	1,395	1,500
160 Repair Services	-	-	100
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	200
210 Operation Supplies	1,214	1,502	2,000
220 Tools & Small Equipment	13	63	250
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	1,489	1,541	1,750
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	20,000
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 26,723</b>	<b>\$ 26,999</b>	<b>\$ 49,904</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC SAFETY</b>	<b>OTHER PUBLIC SAFETY</b>	<b>WEED, NUISANCE, AND PEST CONTROL</b>

**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.

FUND		PROGRAM	FUNCTION		ACTIVITY			
GENERAL		PUBLIC SAFETY	OTHER PUBLIC SAFETY		WEED, NUISANCE AND PEST CONTROL			
<i>No. 01</i>		<i>No. 02</i>	<i>No. 05</i>		<i>No. 03</i>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$ 16.66	\$ 11.58	Code Enforcement Officer	573		662		675	
\$ 14.90	\$ 7.60	Equipment Operator - Street & Sanitation			2		4	

**COMMENTS:**

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>PUBLIC SAFETY</b>	<b>OTHER PUBLIC SAFETY</b>	<b>WEED, NUISANCE AND PEST CONTROL</b>
<i>No. 01</i>	<i>No. 02</i>	<i>No. 05</i>	<i>No. 03</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 9,256	\$ 10,958	\$ 11,305
002 Overtime Wages	-	-	-
010 Accrued Employee Benefits	5,806	6,939	7,847
<b><u>100 CONTRACTUAL SERVICES</u></b>			
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	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	-	-
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	745	771	1,000
<b><u>500 CAPITAL OUTLAYS</u></b>			
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
803 Transfer to Park Fund	-	-	-
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 15,807</b>	<b>\$ 18,667</b>	<b>\$ 20,152</b>



**PUBLIC WORKS PROGRAM  
FISCAL YEAR 2019-2020**

**SUMMARY OF EXPENDITURES**

<b>PUBLIC WORKS</b>	<b>Budget 17-18</b>	<b>Actual 17-18</b>	<b>Budget 18-19</b>	<b>Estimated 18-19</b>	<b>Budgeted 19-20</b>
<b>131 - Highways &amp; Streets Subtotal</b>	<b>\$ 266,946</b>	<b>\$ 239,593</b>	<b>\$ 455,111</b>	<b>\$ 386,371</b>	<b>\$ 392,096</b>
131-1 Planning / Administration	27,865	25,556	150,537	99,067	90,385
131-2 Street Maintenance	76,580	106,675	135,047	130,357	104,388
131-3 Alley Maintenance	3,000	3,734	3,026	8,277	8,069
Sidewalk & Parking Lot					
131-4 Maintenance	23,578	2,335	30,578	7,300	22,145
131-5 Buildings & Grounds	14,123	12,737	14,123	11,391	12,181
131-6 Snow & Ice Removal	26,675	25,027	26,675	47,758	39,281
131-7 Street Signs & Markings	11,350	16,049	11,350	11,558	17,542
131-8 Storm Drainage	64,265	42,622	64,265	61,575	85,635
131-9 Brush & Tree Control	19,510	4,860	19,510	9,088	12,471
<b>133 - Weed Control Subtotal</b>	<b>\$ 13,345</b>	<b>\$ 10,213</b>	<b>\$ 13,345</b>	<b>\$ 11,189</b>	<b>\$ 14,524</b>
133-1 City Property	13,345	10,213	13,345	11,189	14,524
<b>PUBLIC WORKS TOTAL</b>	<b>\$ 280,291</b>	<b>\$ 249,806</b>	<b>\$ 468,456</b>	<b>\$ 397,560</b>	<b>\$ 406,620</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC WORKS</b>	<b>HIGHWAYS AND STREETS</b>	<b>PLANNING AND ADMINISTRATION</b>

**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.

FUND		PROGRAM	FUNCTION	ACTIVITY					
GENERAL		PUBLIC WORKS	HIGHWAYS AND STREETS	PLANNING AND ADMINISTRATION					
<u>No. 01</u>		<u>No. 03</u>	<u>No. 01</u>	<u>No. 01</u>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 21.02	\$ 15.46	Foreman/Street & Sanitation	337	43	355	35	335	30	
\$ 16.28	\$ 6.69	Equipment Operator/ Street & Sanitation	76	1	17		25		
\$ 14.90	\$ 7.60	Equipment Operator/ Street & Sanitation	11	0	38	1	45	1	
\$ 14.57	\$ 9.85	Equipment Operator/ Street & Sanitation					23		
		Part Time/Seasonal			5				
\$ 16.17	\$ 10.44	Water & Sewer Asst Foreman					1		

**COMMENTS:**

Funds in account no 142 are for design of Randolph Road in conjunction with the CDBG project.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>PUBLIC WORKS</b>	<b>HIGHWAYS &amp; STREETS</b>	<b>PLANNING AND ADMINISTRATION</b>
<u>No. 01</u>	<u>No. 03</u>	<u>No. 01</u>	<u>No. 01</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 8,012	\$ 7,584	\$ 8,470
002 Overtime Wages	1,308	\$ 1,052	\$ 968
010 Accrued Employee Benefits	5,475	5,306	6,397
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	113	549	350
120 Dues, Memberships, Subscriptions, & Tuition	-	-	50
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	75,938	65,000
144 Consultant's Services	-	-	-
150 Contract Labor	1,205	1,020	1,300
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	1,333	980	1,000
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	563	327	350
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	6,784	6,311	6,500
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	-
503 Furniture and Files	-	-	-
506 Data Processing Equipment	764	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 25,556</b>	<b>\$ 99,067</b>	<b>\$ 90,385</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC WORKS</b>	<b>HIGHWAYS AND STREETS</b>	<b>STREET MAINTENANCE</b>

**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.

**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 Highway 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. Approximatley \$153,293 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.

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>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 21.02	\$ 15.46	Foreman/Street & Sanitation	529	39	275	1	325	1	
\$ 16.28	\$ 9.69	Equipment Operator/ Street & Sanitation			326	47	440	50	
\$ 14.90	\$ 7.60	Equipment Operator/ Street & Sanitation			265	12	440	15	
\$ 14.57	\$ 9.85	Equipment Operator/ Street & Sanitation					440	50	
		Part Time/Seasonal			161				
\$ 21.78	\$ 11.94	Foreman/Water & Sewer			2		2		
\$ 16.17	\$ 10.44	Water & Sewer Asst. Foreman			89	10	10	2	
\$ 15.35	\$ 10.46	Equipment Operator/ Water & Sewer			4	2	4	2	

**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.

Funds for dust control of the three gravel streets in the City are budgeted in account no. 150.

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

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>PUBLIC WORKS</b>	<b>HIGHWAYS &amp; STREETS</b>	<b>STREET MAINTENANCE</b>
<b><u>No. 01</u></b>	<b><u>No. 03</u></b>	<b><u>No. 01</u></b>	<b><u>No. 02</u></b>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 25,778	\$ 18,449	\$ 27,228
002 Overtime Wages	2,899	1,611	2,775
010 Accrued Employee Benefits	15,717	11,417	18,284
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	151	58	100
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
132 Utilities-Natural Gas, Propane	353	354	400
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	1,159	5,301	5,500
160 Repair Services	108	19	300
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	39,749	23,638	23,500
220 Tools & Small Equipment	381	257	300
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	114	1,000
490 Equipment Use Charges	20,380	35,206	25,000
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
507 Construction Equipment	-	-	-
508 Other Equipment	-	33,934	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
802 Transfer to Capital Project Fund	-	-	-
803 Transfer to Equipment Use Fund	-	-	-
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 106,675</b>	<b>\$ 130,357</b>	<b>\$ 104,388</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC WORKS</b>	<b>HIGHWAYS AND STREETS</b>	<b>ALLEY MAINTENANCE</b>

**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.

FUND		PROGRAM	FUNCTION	ACTIVITY				
GENERAL		PUBLIC WORKS	HIGHWAYS AND STREETS	ALLEY MAINTENANCE				
<i>No. 01</i>		<i>No. 03</i>	<i>No. 01</i>	<i>No. 03</i>				
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$ 21.02	\$ 15.46	Foreman/Street & Sanitation	3		24	4	40	4
\$ 16.28	\$ 9.69	Equipment Operator/ Street & Sanitation	42		36	2	40	2
\$ 14.90	\$ 7.60	Equipment Operator/ Street & Sanitation			28	2	40	2
\$ 14.57	\$ 6.90	Equipment Operator/ Street & Sanitation			28		40	2
\$ 15.35	\$ 10.46	Equipment Operator/Water & Sewer			19	1		
\$ 16.16	\$ 10.64	Apprentice Lineman			9	5		
\$ 16.17	\$ 10.44	Water & Sewer Asst. Foreman					2	
\$ 15.35	\$ 10.46	Equipment Operator/ Water & Sewer			2		2	1

**COMMENTS:**

Funds for aggregate shown in Account No. 210.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>PUBLIC WORKS</b>	<b>HIGHWAYS &amp; STREETS</b>	<b>ALLEY MAINTENANCE</b>
<i>No. 01</i>	<i>No. 03</i>	<i>No. 01</i>	<i>No. 03</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 641	\$ 1,573	\$ 2,734
002 Overtime Wages	-	359	286
010 Accrued Employee Benefits	349	664	1,748
<b><u>100 CONTRACTUAL SERVICES</u></b>			
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	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	3,408	1,000
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	160	-	-
490 Equipment Use Charges	2,585	2,272	2,300
<b><u>500 CAPITAL OUTLAYS</u></b>			
505 Tools	-	-	-
507 Construction Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 3,734</b>	<b>\$ 8,277</b>	<b>\$ 8,069</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC WORKS</b>	<b>HIGHWAYS AND STREETS</b>	<b>SIDEWALK AND PARKING LOT MAINTENANCE</b>

**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.

FUND		PROGRAM	FUNCTION	ACTIVITY				
GENERAL		PUBLIC WORKS	HIGHWAYS AND STREETS	SIDEWALK AND PARKING LOT MAINTENANCE				
<i>No. 01</i>		<i>No. 03</i>	<i>No. 01</i>	<i>No. 04</i>				
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$ 21.02	\$ 15.46	Foreman/Street & Sanitation	6		12		35	
\$ 16.28	\$ 9.69	Equipment Operator/ Street & Sanitation	7		9		20	
\$ 14.90	\$ 7.60	Equipment Operator/ Street & Sanitation	5		7		20	
\$ 14.57	\$ 9.85	Equipment Operator/ Street & Sanitation					20	
		Part Time/Seasonal			7			

**COMMENTS:**

Funds in account no. 150 are to hire a contractor to complete some sidewalk improvements as requested by citizen input.

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

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>PUBLIC WORKS</b>	<b>HIGHWAYS &amp; STREETS</b>	<b>SIDEWALK AND PARKING LOT MAINTENANCE</b>
<i><u>No. 01</u></i>	<i><u>No. 03</u></i>	<i><u>No. 01</u></i>	<i><u>No. 04</u></i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 290	\$ 617	\$ 1,651
002 Overtime Wages	-	-	-
010 Accrued Employee Benefits	183	382	1,084
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	62	-	-
140 Professional Serv.-Legal	519	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	350	2,000
144 Consultant's Services	-	-	-
150 Contract Labor	-	3,356	7,500
160 Repair Services	-	-	100
170 Maintenance Agreements & Leases	-	156	160
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	1,208	1,250
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	100
210 Operation Supplies	37	1,230	7,500
220 Tools & Small Equipment	-	-	300
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	1,244	-	500
<b><u>500 CAPITAL OUTLAYS</u></b>			
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
902 SRTS Project	-	-	-
<b>TOTAL</b>	\$ 2,335	\$ 7,300	\$ 22,145

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC WORKS</b>	<b>HIGHWAYS AND STREETS</b>	<b>BUILDINGS AND GROUNDS</b>

**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.

FUND		PROGRAM	FUNCTION	ACTIVITY				
GENERAL		PUBLIC WORKS	HIGHWAYS AND STREETS	BUILDINGS AND GROUNDS				
<i>No. 01</i>		<i>No. 03</i>	<i>No. 01</i>	<i>No. 05</i>				
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$ 21.02	\$ 15.46	Foreman/Street & Sanitation	69		57		55	
\$ 16.28	\$ 9.69	Equipment Operator/ Street & Sanitation	45		37		30	
\$ 14.90	\$ 7.60	Equipment Operator/ Street & Sanitation	92		43		30	
\$ 14.57	\$ 9.85	Equipment Operator/ Street & Sanitation					30	
		Part Time / Seasonal			2			

**COMMENTS:**

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

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>PUBLIC WORKS</b>	<b>HIGHWAYS &amp; STREETS</b>	<b>BUILDINGS AND GROUNDS</b>
<b><u>No. 01</u></b>	<b><u>No. 03</u></b>	<b><u>No. 01</u></b>	<b><u>No. 05</u></b>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 3,270	\$ 1,802	\$ 2,529
002 Overtime Wages	-	-	-
010 Accrued Employee Benefits	2,131	1,148	1,665
<b><u>100 CONTRACTUAL SERVICES</u></b>			
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	1,356	1,441	1,500
133 Utilities-Telephone, Fax	1,124	1,165	1,200
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	1,082	3,241	2,000
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	156	163
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	1,208	1,208	1,225
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	100
210 Operation Supplies	2,213	1,230	1,500
220 Tools & Small Equipment	351	-	200
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	100
<b><u>500 CAPITAL OUTLAYS</u></b>			
503 Furniture and Files	-	-	-
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 12,737</b>	<b>\$ 11,391</b>	<b>\$ 12,181</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC WORKS</b>	<b>HIGHWAYS AND STREETS</b>	<b>SNOW AND ICE REMOVAL</b>

### **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.

FUND		PROGRAM	FUNCTION	ACTIVITY				
GENERAL		PUBLIC WORKS	HIGHWAYS AND STREETS	SNOW AND ICE REMOVAL				
<i>No. 01</i>		<i>No. 03</i>	<i>No. 01</i>	<i>No. 06</i>				
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$ 21.02	\$ 15.46	Foreman/Street & Sanitation	58	46	87	79	60	49
\$ 16.28	\$ 9.69	Equipment Operator/ Street & Sanitation	49	14	108	77	65	15
\$ 14.90	\$ 7.60	Equipment Operator/ Street & Sanitation	80	49	92	54	65	50
\$ 14.57	\$ 9.85	Equipment Operator/ Street & Sanitation					65	15
\$ 21.78	\$ 11.94	Foreman / Water & Sewer			2	13	2	13
\$ 16.17	\$ 10.44	Asst Foreman / Water & Sewer				23	9	
\$ 15.35	\$ 10.46	Equipment Operator/Water & Sewer			32	18	25	10
\$ 16.61	\$ 10.64	Apprentice Lineman			66	51		

**COMMENTS:**

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

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>PUBLIC WORKS</b>	<b>HIGHWAYS &amp; STREETS</b>	<b>SNOW AND ICE REMOVAL</b>
<b><u>No. 01</u></b>	<b><u>No. 03</u></b>	<b><u>No. 01</u></b>	<b><u>No. 06</u></b>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 3,228	\$ 7,706	\$ 4,808
002 Overtime Wages	2,705	8,666	4,012
010 Accrued Employee Benefits	2,873	6,474	4,762
<b><u>100 CONTRACTUAL SERVICES</u></b>			
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	-	-	200
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	5,909	14,213	15,000
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	10,312	10,698	10,500
<b><u>500 CAPITAL OUTLAYS</u></b>			
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 25,027</b>	<b>\$ 47,758</b>	<b>\$ 39,281</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC WORKS</b>	<b>HIGHWAYS AND STREETS</b>	<b>STREET SIGNS AND MARKINGS</b>

**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.

FUND		PROGRAM	FUNCTION	ACTIVITY				
GENERAL		PUBLIC WORKS	HIGHWAYS AND STREETS	STREET SIGNS AND MARKINGS				
<i>No. 01</i>		<i>No. 03</i>	<i>No. 01</i>	<i>No. 07</i>				
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$ 21.02	\$ 15.46	Foreman/Street & Sanitation	98	3	83	4	100	4
\$ 16.28	\$ 9.69	Equipment Operator/ Street & Sanitation	123	2	109	4	110	4
\$ 14.90	\$ 7.60	Equipment Operator/ Street & Sanitation	115	5	87		100	
\$ 14.57	\$ 9.85	Equipment Operator/ Street & Sanitation					110	4
		Part Time / Seasonal			18			

**COMMENTS:**

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

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>PUBLIC WORKS</b>	<b>HIGHWAYS &amp; STREETS</b>	<b>STREET SIGNS AND MARKINGS</b>
<i>No. 01</i>	<i>No. 03</i>	<i>No. 01</i>	<i>No. 07</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 4,663	\$ 4,284	\$ 6,986
002 Overtime Wages	200	232	311
010 Accrued Employee Benefits	4,151	2,914	4,595
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
142 Professional Serv.-Architect, Engineer, and Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	527	-	150
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	6,038	3,839	5,000
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	469	289	500
<b><u>500 CAPITAL OUTLAYS</u></b>			
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 16,049</b>	<b>\$ 11,558</b>	<b>\$ 17,542</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC WORKS</b>	<b>HIGHWAYS AND STREETS</b>	<b>STORM DRAINAGE</b>

**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.

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>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 21.02	\$ 15.46	Foreman/Street & Sanitation	312	3	540	3	469	3	
\$ 16.28	\$ 9.69	Equipment Operator/ Street & Sanitation	215	6	519	4	460	4	
\$ 14.90	\$ 7.60	Equipment Operator/ Street & Sanitation	303	5	370	3	268	3	
\$ 14.57	\$ 9.85	Equipment Operator/ Street & Sanitation					460	4	
		Part Time / Seasonal			77				
\$ 21.02	\$ 15.46	Foreman/Water & Sewer			4		3		
\$ 16.17	\$ 10.44	Asst. Foreman/Water & Sewer				2	10	2	
\$ 15.35	\$ 10.46	Equipment Operator/ Water & Sewer			3		3		

**COMMENTS:**

Funds in Account No. 210 are for installation of culverts and stormsewers by City employees.

Funds in account no. 509 are for storm sewer lining. The plan for FY20 is to line the storm sewer near Singleton and Bradford by the Chance Rose Garden. Plans for FY21 include storm sewer lining of about \$100,000 near Extreme Mart on Singleton.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>PUBLIC WORKS</b>	<b>HIGHWAYS &amp; STREETS</b>	<b>STORM DRAINAGE</b>
<i>No. 01</i>	<i>No. 03</i>	<i>No. 01</i>	<i>No. 08</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 14,362	\$ 22,808	\$ 28,313
002 Overtime Wages	309	513	395
010 Accrued Employee Benefits	11,966	16,644	18,626
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, and Surveying	392	8,523	5,000
144 Consultant's Services	-	-	-
150 Contract Labor	1,453	-	1,000
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	10,912	10,165	15,000
220 Tools & Small Equipment	-	-	100
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	2,000
490 Equipment Use Charges	3,227	2,923	3,200
<b><u>500 CAPITAL OUTLAYS</u></b>			
505 Tools	-	-	-
507 Construction Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	12,000
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
802 Transfer to Capital Project Fund	-	-	-
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 42,622</b>	<b>\$ 61,575</b>	<b>\$ 85,635</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC WORKS</b>	<b>HIGHWAYS AND STREETS</b>	<b>BRUSH AND TREE CONTROL</b>

**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.

FUND		PROGRAM	FUNCTION	ACTIVITY					
GENERAL		PUBLIC WORKS	HIGHWAYS AND STREETS	BRUSH AND TREE CONTROL					
<u>No. 01</u>		<u>No. 03</u>	<u>No. 01</u>	<u>No. 09</u>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 21.02	\$ 15.46	Foreman/Street & Sanitation	18		58	6	75	6	
\$ 16.28	\$ 9.69	Equipment Operator/ Street & Sanitation	91		78	3	80	3	
\$ 14.90	\$ 7.60	Equipment Operator/ Street & Sanitation	23		119	3	150	3	
\$ 14.57	\$ 9.85	Equipment Operator/ Street & Sanitation					80	3	
		Part Time / Seasonal			31				
\$ 21.78	\$ 11.94	Foreman/Water & Sewer				4		4	
\$ 16.17	\$ 10.44	Asst. Foreman/Water & Sewer					13	1	
\$ 15.35	\$ 10.46	Equipment Operator/ Water & Sewer							

**COMMENTS:**

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

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>PUBLIC WORKS</b>	<b>HIGHWAYS &amp; STREETS</b>	<b>BRUSH AND TREE CONTROL</b>
<i>No. 01</i>	<i>No. 03</i>	<i>No. 01</i>	<i>No. 09</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 1,907	\$ 4,915	\$ 6,490
002 Overtime Wages	-	450	550
010 Accrued Employee Benefits	1,179	3,075	4,231
<b><u>100 CONTRACTUAL SERVICES</u></b>			
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	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	904	75	500
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	870	574	650
<b><u>500 CAPITAL OUTLAYS</u></b>			
502 Vehicles	-	-	-
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 4,860</b>	<b>\$ 9,088</b>	<b>\$ 12,471</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC WORKS</b>	<b>WEED CONTROL</b>	<b>CITY PROPERTY</b>

**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.

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>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 21.02	\$ 15.46	Foreman/Street & Sanitation	19	1	34	2	55	2	
\$ 16.28	\$ 9.69	Equipment Operator/ Street & Sanitation	29		13	3	20	3	
\$ 14.90	\$ 7.60	Equipment Operator/ Street & Sanitation	54		128	7	175	6	
\$ 14.57	\$ 9.85	Equipment Operator/ Street & Sanitation	156	23			20	3	
\$ 16.17	\$ 10.44	Asst. Foreman/Water & Sewer			10		10	1	

**COMMENTS:**

Supplies for weed eaters are budgeted in Account No. 210.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>PUBLIC WORKS</b>	<b>WEED CONTROL</b>	<b>CITY PROPERTY</b>
<i>No. 01</i>	<i>No. 03</i>	<i>No. 03</i>	<i>No. 01</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 3,921	\$ 2,797	\$ 4,542
002 Overtime Wages	490	284	360
010 Accrued Employee Benefits	2,700	1,700	2,821
<b><u>100 CONTRACTUAL SERVICES</u></b>			
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	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	200	500
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	(247)	3,100	3,000
<b><u>500 CAPITAL OUTLAYS</u></b>			
502 Vehicles	-	-	-
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
803 Transfer to Park Fund	3,349	3,108	3,200
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 10,213</b>	<b>\$ 11,189</b>	<b>\$ 14,524</b>



**COMMUNITY PLANNING & ECONOMIC DEVELOPMENT PROGRAM  
FISCAL YEAR 2019-2020**

**SUMMARY OF EXPENDITURES**

	<b>Budget 17-18</b>	<b>Actual 17-18</b>	<b>Budget 18-19</b>	<b>Estimated 18-19</b>	<b>Budgeted 19-20</b>
<b>COMM PLANNING/ECON DEV.</b>					
<b>141 - Community Planning</b>	<b>\$ 3,650</b>	<b>\$ 9,804</b>	<b>\$ 5,900</b>	<b>\$ 18,270</b>	<b>\$ 7,300</b>
Zoning, Planning & Subdivision					
141-1 Review	3,650	9,804	5,900	18,270	7,300
<b>142 - Economic Development</b>	<b>\$ 283,174</b>	<b>\$ 32,297</b>	<b>\$ 186,679</b>	<b>\$ 19,608</b>	<b>\$ 185,357</b>
Economic Planning &					
142-1 Development	283,174	32,297	186,679	19,608	185,357
<b>COMM. PLANNING &amp; ECON DEV. TOTALS</b>	<b>\$ 286,824</b>	<b>\$ 42,101</b>	<b>\$ 192,579</b>	<b>\$ 37,877</b>	<b>\$ 192,657</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>COMMUNITY PLANNING AND ECONOMIC DEVELOPMENT</b>	<b>COMMUNITY PLANNING</b>	<b>ZONING, PLANNING, AND SUBDIVISION REVIEW</b>

**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.

FUND		PROGRAM	FUNCTION		ACTIVITY			
GENERAL		COMMUNITY PLANNING/ ECONOMIC DEVELOPMENT	COMMUNITY PLANNING		ZONING, PLANNING, AND SUBDIVISION REVIEW			
<i>No. 01</i>		<i>No. 04</i>	<i>No. 01</i>		<i>No. 01</i>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20

**COMMENTS:**

Funds for plan review of any commercial development or new subdivision are included in account no. 142

Expenses for the Board of Adjustment are included in account no. 110.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>COMMUNITY PLANNING/ ECONOMIC DEVELOPMENT</b>	<b>COMMUNITY PLANNING</b>	<b>ZONING/PLANNING/ SUBDIVISION REVIEW</b>
<u>No. 01</u>	<u>No. 04</u>	<u>No. 01</u>	<u>No. 01</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ -	\$ -	\$ -
002 Overtime Wages	-		
010 Accrued Employee Benefits	-	-	-
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	961	332	1,000
120 Dues, Memberships, Subscriptions, & Tuition	1,868	1,608	2,000
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, and Surveying	3,958	14,500	2,500
144 Consultant's Services	-	-	-
150 Contract Labor	3,000	1,380	1,500
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	18	449	300
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
503 Furniture and Files	-	-	-
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	\$ <b>9,804</b>	\$ <b>18,270</b>	\$ <b>7,300</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>COMMUNITY PLANNING AND ECONOMIC DEVELOPMENT</b>	<b>ECONOMIC DEVELOPMENT</b>	<b>ECONOMIC PLANNING AND DEVELOPMENT</b>

**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.

FUND		PROGRAM	FUNCTION	ACTIVITY				
GENERAL		COMMUNITY PLANNING/ ECONOMIC DEVELOPMENT	ECONOMIC DEVELOPMENT	ECONOMIC PLANNING AND DEVELOPMENT				
<i>No. 01</i>		<i>No. 04</i>	<i>No. 02</i>	<i>No. 01</i>				
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$ 25.29	\$ 14.22	Line Foreman	21		3		30	
\$ 19.80	\$ 11.60	Line Assistant Foreman			5		5	
\$ 16.16	\$ 10.64	Apprentice Lineman			14		3	
\$ 16.61	\$ 9.90	Apprentice Lineman					5	
\$ 16.61	\$ 9.90	Apprentice Lineman					6	
\$ 21.02	\$ 15.46	Street & Sanitation Foreman	43		13	4	15	4
\$ 16.28	\$ 9.69	Street & Sanitation Equipment Operator	12		21		20	
\$ 14.90	\$ 7.60	Equipment Operator/ Street & Sanitation	14		9		20	
\$ 14.57	\$ 9.85	Equipment Operator/ Street & Sanitation					20	
		Part Time / Seasonal Street & Sanitation			7			
		Asst. to the City Administrator	78					

**COMMENTS:**

Funds for staff expenses in support of Anchor Fest run by the Chamber of Commerce are budgeted in account no. 001 and 010.

Dues to the Chamber of Commerce, Missouri Municipal League, Missouri Economic Development Council, and membership and service contracts in REDI, 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 .

Funds in account no. 903 are for expenditures associated with the demolition of individual single-family homes at \$1,500 each for five projects.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>COMMUNITY PLANNING/ ECONOMIC DEVELOPMENT</b>	<b>ECONOMIC DEVELOPMENT</b>	<b>ECONOMIC PLANNING AND DEVELOPMENT</b>
<u>No. 01</u>	<u>No. 04</u>	<u>No. 02</u>	<u>No. 01</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 3,055	\$ 1,230	\$ 2,319
002 Overtime Wages	-	-	126
010 Accrued Employee Benefits	1,437	708	1,462
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	687	-	2,500
120 Dues, Memberships, Subscriptions, & Tuition	1,882	2,032	2,500
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	1,520	-	-
142 Professional Serv.-Architect, Engineer, and Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	16,759	10,000	13,000
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	250
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	100
210 Operation Supplies	-	-	300
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
503 Furniture and Files	-	-	-
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	147	109	300
903 Housing Replacement Subsidy	6,810	5,529	7,500
905 Community Development Block Grant	-	-	155,000
<b>TOTAL</b>	<b>\$ 32,297</b>	<b>\$ 19,608</b>	<b>\$ 185,357</b>



**CONTINGENCY AND CASH FLOW RESERVE PROGRAM  
FISCAL YEAR 2019-2020**

**SUMMARY OF EXPENDITURES**

	<b>Budget 17-18</b>	<b>Actual 17-18</b>	<b>Budget 18-19</b>	<b>Estimated 18-19</b>	<b>Budgeted 19-20</b>
<b>CONTINGENCY &amp; CASH FLOW RESERVE</b>	<b>\$ 193,679</b>	<b>\$ -</b>	<b>\$ 173,982</b>	<b>\$ -</b>	<b>\$ 173,982</b>
<b>151 - Contingency &amp; Cash Flow Reserve</b>					
Contingency & Cash Flow					
151-1 Reserve	193,679	-	173,982	-	173,982
<b>COMM. PLANNING &amp; ECON DEV. TOTALS</b>	<b>\$ 193,679</b>	<b>\$ -</b>	<b>\$ 173,982</b>	<b>\$ -</b>	<b>\$ 173,982</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>CONTINGENCY AND CASH FLOW RESERVE</b>	<b>CONTINGENCY AND CASH FLOW RESERVE</b>	<b>CONTINGENCY AND CASH FLOW RESERVE</b>

**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.

Funds budgeted in account 01-05-01-01-902 represent \$4,556.10 to be used for improvements to Wigham Street, about \$153,294 to be used for improvements to an extension of Randolph Street in Hwy 22, and \$16,132 set aside for future improvement to Gano Chance Drive.

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>			
			<u>FY 2017-18</u>		<u>FY 2018-19</u>		<u>FY 2019-20</u>	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20

**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 \$153,294 to be used for improvements to a southernly extension of Randolph Street and \$16,132 set aside for future improvement to Gano Chance Drive.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>GENERAL</b>	<b>CONTINGENCY AND CASH FLOW RESERVE</b>	<b>CONTINGENCY AND CASH FLOW RESERVE</b>	<b>CONTINGENCY AND CASH FLOW RESERVE</b>
<u>No. 01</u>	<u>No. 05</u>	<u>No. 01</u>	<u>No. 01</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>	\$ -	\$ -	\$ -
<b><u>100 CONTRACTUAL SERVICES</u></b>	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>	-	-	-
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
902 Escrowed For Streets	-	-	173,982
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 173,982</b>

**CASH FLOW  
SPECIAL REVENUE FUNDS  
FISCAL YEAR 2019 - 2020**

	<b>PARKS &amp; REC FUND</b>	<b>LIBRARY</b>	<b>LIBRARY BOND</b>	<b>PARK SALES TAX</b>
Beginning Fund Balance	\$ 342,138	\$ -	\$ 10,884	\$ 175,944
Revenues	\$ 571,476			
Transfers In (Out)	\$ 24,474	\$ 188,924	\$ 316	\$ 210,000
Expenditures	\$ (606,200)	\$ (188,924)	\$ -	\$ (298,537)
Ending Fund Balance	\$ 331,888	\$ -	\$ 11,200	\$ 87,407

	<b>CEMETERY</b>	<b>AVENUE OF FLAGS</b>	<b>TRANS. SALES TAX</b>	<b>PUBLIC SAFETY SALES TAX</b>
Beginning Fund Balance	\$ 331,613	\$ 12,719	\$ 480,843	\$ -
Revenues	\$ 45,275	\$ 2,200	\$ 480,000	\$ 205,000
Expenditures	\$ (34,550)	\$ (2,853)	\$ (781,542)	\$ (205,000)
Ending Fund Balance	\$ 342,339	\$ 12,067	\$ 179,301	\$ -

Note: \$203,176 of Cemetery balance is expected to be in perpetual care reserves and not available for appropriation.

**Details of Park and Recreation Fund:**

	<b>POOL ACTIVITY</b>	<b>PARK ACTIVITY</b>	<b>REC CENTER ACTIVITY</b>	<b>EAST ANNEX ACTIVITY</b>	<b>TOTAL</b>
Beginning Fund Balance	\$ -	\$ 170,075	\$ 172,063	\$ -	\$ 342,138
Revenues	\$ 80,500	\$ 260,176	\$ 230,800	\$ 25,500	\$ 571,476
Transfers In (Out)	\$ 30,000	\$ 3,974	\$ (9,500)	\$ 2,000	\$ 24,474
Expenditures	\$ (110,500)	\$ (259,500)	\$ (236,200)	\$ (17,400)	\$ (606,200)
Ending Fund Balance	\$ -	\$ 174,725	\$ 157,163	\$ 10,100	\$ 331,888



		Actual 17-18	Estimated 18-19	Budgeted 19-20
<b>PARK &amp; RECREATION FUND - POOL ACCOUNT</b>				
02-01-01-44-710	Swim Card Fee	\$ 4,695	\$ 5,591	\$ 12,000
02-01-01-44-711	Pool Membership-Dues/Pass	-	(35)	-
02-01-01-44-712	Pool Admission Fees, Individual	31,282	28,783	28,500
02-01-01-44-713	Pool, Household Pass	-	(50)	-
02-01-01-44-714	Swimming Lessons	2,300	2,305	2,300
02-01-01-44-716	Pool Concessions	27,003	19,699	19,200
02-01-01-44-717	Pool Parties	6,820	9,388	9,000
02-01-01-44-718	100 Pass Card	5,450	7,765	-
02-01-01-44-719	Other Pool Charges	-	-	1,000
02-01-01-44-790	Recreation Charges-Swim Team	5,825	6,535	6,500
02-01-01-44-791	Swim Suit Sales Receipts	1,152	1,122	1,000
02-01-01-44-801	Transfer from Park Activity	800	-	-
02-01-01-44-887	Transfer from Recreation Center Activity	35,900	-	30,000
	Total Charges for Services	\$ 121,227	\$ 81,103	\$ 109,500
<hr/>				
02-01-01-46-454	Transfer from Park Sales Tax	\$ 2,900	\$ 10,000	\$ -
02-01-01-46-690	Other Contributions	-	-	1,000
	Total Charges for Other Contract	\$ 2,900	\$ 10,000	\$ 1,000
<hr/>				
	<b>ACCOUNT TOTAL</b>	<b>\$ 124,127</b>	<b>\$ 91,103</b>	<b>\$ 110,500</b>
<hr/>				
<b>PARK &amp; RECREATION FUND - PARK ACCOUNT</b>				
02-01-02-41-111	Real Property Tax (Current)	\$ 118,382	\$ 115,953	\$ 117,000
02-01-02-41-112	Personal Property Tax (Current)	45,714	45,978	44,500
02-01-02-41-113	Business Surtax	40,227	40,000	40,300
02-01-02-41-120	Railroad & Utility Property Tax	2,119	2,106	2,100
02-01-02-41-121	Financial Institution Tax	-	-	-
02-01-02-41-211	Property Tax Delinquent 1 Year	4,224	4,999	5,500
02-01-02-41-212	Property Tax Delinquent 2 Years	1,905	1,797	1,700
02-01-02-41-320	Interest & Penalties on Property Tax	1,597	2,402	1,500
	Total Local Taxes	\$ 214,167	\$ 213,234	\$ 212,600
<hr/>				
02-01-02-44-719	Other Pool Charges	\$ -	\$ 590	\$ -
02-01-02-44-720	Baseball/Softball Fees	-	19,873	19,500
02-01-02-44-730	Park & Recreation Concessions	-	-	-
	Total Charges for Service	\$ -	\$ 20,463	\$ 19,500
<hr/>				
02-01-02-46-110	Interest	\$ 737	\$ 1,703	\$ 1,500
02-01-02-46-220	Rental of Park Property	-	-	-
02-01-02-46-450	Transfer from General Fund	4,724	3,974	4,500
02-01-02-46-451	Transfer from Water Fund	-	-	-
02-01-02-46-452	Transfer from Park Sales Tax Fund	24,000	-	-
02-01-02-46-453	Transfer from Electric Fund	-	-	-
02-01-02-46-690	Other Contribution	1,025	23	1,500
02-01-02-46-691	Designated Contributions	-	-	-
02-01-02-46-901	Lease Purchase Proceeds	-	-	-
02-01-02-46-990	Miscellaneous	-	100,727	24,550
	Total Other Revenue	\$ 30,486	\$ 106,427	\$ 32,050
<hr/>				
	<b>ACCOUNT TOTAL</b>	<b>\$ 244,652</b>	<b>\$ 340,123</b>	<b>\$ 264,150</b>

Revenues in line items 02-01-01-44-801, 02-01-01-44-887, and 02-01-01-46-454 are required transfers annually to keep the municipal pool fund solvent. The pool is considered a public good and therefore the subsidy is acceptable. At the same time, it is valuable to track the revenue in and out to determine how efficiently the operation is being run.

		Actual 17-18	Estimated 18-19	Budgeted 19-20
<b>PARK &amp; RECREATION FUND - RECREATION CENTER ACCOUNT</b>				
02-01-06-44-710	20 Pass Card Fee	\$ 5,275	\$ 4,296	\$ 6,000
02-01-06-44-711	Annual Membership--Individual	56,276	61,400	62,500
02-01-06-44-712	Daily Admission Fee	10,987	11,400	12,500
02-01-06-44-713	Annual Membership--Family	141,236	145,000	147,000
02-01-06-44-714	Annual Membership--All Couples	48,510	47,100	50,000
02-01-06-44-715	Silver Sneakers	-	3,372	3,500
02-01-06-44-716	Concessions	14,515	11,500	15,500
02-01-06-44-718	Basketball Fees	-	6,980	7,000
02-01-06-44-719	Group Class/Clinic Fees	17,132	13,400	17,500
02-01-06-44-790	Rental Fees	888	1,675	700
02-01-06-44-792	Rental Fees - East Annex	-	11,600	-
Total Charges for Service		294,819	317,723	322,200
<hr/>				
02-01-06-46-110	Interest	\$ 3,140	\$ 4,500	\$ 2,500
02-01-06-46-990	Miscellaneous	1,605	809,455	1,500
Total Other Revenue		\$ 4,744	\$ 813,955	\$ 4,000
<hr/>				
<b>ACCOUNT TOTAL</b>		<b>\$ 299,564</b>	<b>\$ 1,131,678</b>	<b>\$ 326,200</b>
<hr/>				
<b>PARK &amp; RECREATION FUND - EAST ANNEX ACCOUNT</b>				
02-01-07-44-790	Rental Fees - Batting Cages	\$ -	\$ -	\$ 500
02-01-07-44-792	Rental Fees - Other	-	-	25,000
02-01-07-44-887	Transfer from Recreation Center Activity	-	-	2,000
Total Charges for Service		\$ -	\$ -	\$ 27,500
<hr/>				
02-01-07-46-110	Interest	\$ -	\$ -	\$ -
02-01-07-46-990	Miscellaneous	-	-	-
Total Other Revenue		\$ -	\$ -	\$ -
<hr/>				
<b>ACCOUNT TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 27,500</b>
<hr/>				
<b>PARK AND RECREATION SALES TAX FUND</b>				
02-01-05-41-520	Sales Tax	\$ 213,693	\$ 212,515	\$ 210,000
Total Local Taxes		\$ 213,693	\$ 212,515	\$ 210,000
<hr/>				
02-01-05-46-110	Interest	\$ 2,999	\$ 4,465	\$ 4,200
02-01-05-46-112	Interest COP Project	-	-	-
02-01-05-46-113	Interest COP Project Debt Service Fund	-	-	-
02-01-05-46-114	Interest COP Debt Service Reserve	-	-	-
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	-	-	-
02-01-05-46-454	Transfer from Electric Fund	-	-	-
02-01-05-46-691	Designated Contributions	-	2,500	-
Total Other Revenue		\$ 2,999	\$ 6,965	\$ 4,200
<hr/>				
<b>ACCOUNT TOTAL</b>		<b>\$ 216,692</b>	<b>\$ 219,480</b>	<b>\$ 214,200</b>
<hr/>				
<b>FUND TOTAL</b>		<b>\$ 516,255.85</b>	<b>\$ 1,351,157.70</b>	<b>\$ 567,900.00</b>

**CULTURE AND RECREATION PROGRAM**  
**FISCAL YEAR 2019 - 2020**

**SUMMARY OF EXPENDITURES**

	<b>Budget 17-18</b>	<b>Actual 17-18</b>	<b>Budget 18-19</b>	<b>Estimated 18-19</b>	<b>Budgeted 19-20</b>
<b>CULTURE &amp; RECREATION</b>					
<b>211 - Swimming Pool</b>	<b>\$ 112,881</b>	<b>\$ 115,436</b>	<b>\$ 118,200</b>	<b>\$ 85,453</b>	<b>\$ 110,500</b>
211-1 Pool Operations	112,881	115,436	118,200	85,453	110,500
<b>212 - Park Areas</b>	<b>\$ 224,130</b>	<b>\$ 209,960</b>	<b>\$ 265,850</b>	<b>\$ 320,247</b>	<b>\$ 259,500</b>
212-1 Maintenance Operations	224,130	209,960	265,850	320,247	259,500
<b>216 - Recreation Center</b>	<b>\$ 289,905</b>	<b>\$ 320,595</b>	<b>\$ 304,874</b>	<b>\$ 755,125</b>	<b>\$ 322,750</b>
216-1 Recreation Center Operations	289,905	320,595	304,874	755,125	322,750
<b>217 - East Annex</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 17,400</b>
217-1 East Annex Operations	-	-	-	-	17,400
<b>PARKS &amp; REC OPERATIONS SUBTOTAL</b>	<b>\$ 626,916</b>	<b>\$ 645,991</b>	<b>\$ 688,924</b>	<b>\$ 1,160,824</b>	<b>\$ 710,150</b>
<b>215 - Parks &amp; Recreation Sales Tax</b>	<b>\$ 210,800</b>	<b>\$ 201,649</b>	<b>\$ 215,100</b>	<b>\$ 159,252</b>	<b>\$ 298,537</b>
215-1 Special Tax	210,800	201,649	215,100	159,252	298,537
<b>213 - Library</b>	<b>\$ 303,840</b>	<b>\$ 331,279</b>	<b>\$ 308,725</b>	<b>\$ 305,484</b>	<b>\$ 307,234</b>
213-1 Library Operations/Admin	303,840	331,279	308,725	305,484	307,234
<b>214 - Library Bond</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
214-1 Debt Service	-	-	-	-	-
<b>LIBRARY SUBTOTAL</b>	<b>\$ 303,840</b>	<b>\$ 331,279</b>	<b>\$ 308,725</b>	<b>\$ 305,484</b>	<b>\$ 307,234</b>
<b>CULTURE &amp; RECREATION TOTALS</b>	<b>\$ 1,141,556</b>	<b>\$ 1,178,919</b>	<b>\$ 1,212,749</b>	<b>\$ 1,625,560</b>	<b>\$ 1,315,921</b>



<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>CULTURE AND RECREATION</b>	<b>SWIMMING POOL</b>	<b>OPERATIONS</b>

**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.

The Centralia Municipal Pool Facilities were upgraded in the fall/winter of 2015/2016. The renovated pool opened on Memorial Day 2016. The improvements were financed primarily by a refinancing agreement with Central Bank of Boone County. Debt service for this agreement is accounted for in the Park Sales Tax activity. The debt service was refinanced in 2015 and interest rate savings were used for the Recreation Center lease-purchase agreement.

FUND		PROGRAM	FUNCTION		ACTIVITY			
SPECIAL REVENUE		CULTURE AND RECREATION	SWIMMING POOL		OPERATIONS			
<i>No. 02</i>		<i>No. 01</i>	<i>No. 01</i>		<i>No. 01</i>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
-/-		Misc. Regular City Employees	4967.75	6.00	4038.50			

**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.

All expensed for concessions for both the pool and the parks have been budgeted in 02-01-01-01-230 and the revenues are all in 02-01-01-44-716.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>SPECIAL REVENUE</b>	<b>CULTURE AND RECREATION</b>	<b>SWIMMING POOL</b>	<b>OPERATIONS</b>
<b><u>No. 02</u></b>	<b><u>No. 01</u></b>	<b><u>No. 01</u></b>	<b><u>No. 01</u></b>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 47,977	\$ 48,510	\$ 42,000
002 Overtime Wages	\$ 33		\$ -
010 Accrued Employee Benefits	5,545	5,859	7,500
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	28	-	-
110 Printing, Publications, and Advertising	83	303	-
120 Dues, Memberships, Subscriptions, & Tuition	1,150	478	400
130 Utilities-Electricity	9,118	2,563	7,200
131 Utilities-Water	1,758	2,395	2,500
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	201	294	400
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, and Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	2,855	2,265	500
160 Repair Services	42	-	3,000
170 Maintenance Agreements & Leases	2,413	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	331	146	2,200
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	922	-	-
210 Operation Supplies	18,459	11,834	10,500
220 Tools & Small Equipment	-	-	-
230 Refreshment Supplies	17,832	7,870	16,000
231 Recreation Supplies	17	-	-
232 Swim Team Expenses	2,721	2,156	6,500
233 Swimsuit Expenses	1,125	780	1,000
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio and Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	7,700
510 Building Improvements	2,829	-	3,100
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 115,436</b>	<b>\$ 85,453</b>	<b>\$ 110,500</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>CULTURE AND RECREATION</b>	<b>PARK AREAS</b>	<b>OPERATIONS</b>

**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.

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>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
-/-		Misc. Regular City Employees	7033.75		7776.75			

**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**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>SPECIAL REVENUE</b>	<b>CULTURE AND RECREATION</b>	<b>PARK AREAS</b>	<b>OPERATIONS</b>
<u>No. 02</u>	<u>No. 01</u>	<u>No. 02</u>	<u>No. 01</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 102,958	\$ 113,562	\$ 100,000
002 Overtime Wages	56	-	-
010 Accrued Employee Benefits	14,275	23,514	22,000
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	28	-	-
110 Printing, Publications, and Advertising	1,180	715	200
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	3,149	4,800	5,500
131 Utilities-Water	2,323	2,100	2,500
132 Utilities-Natural Gas, Propane	150	-	-
133 Utilities-Telephone, Fax	1,568	1,753	1,800
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, and Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	7,388	4,882	3,500
160 Repair Services	2,537	3,813	7,500
170 Maintenance Agreements & Leases	2,496	1,265	1,500
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	6,528	7,064	8,500
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	30,299	39,512	23,500
211 July 4th Supplies	2,718	3,655	4,500
212 Pumpkin Festival Supplies	-	596	750
220 Tools & Small Equipment	250	654	500
230 Refreshment Supplies	300	-	-
231 Recreation Supplies	382	1,358	-
232 Baseball/Softball Supplies	1,666	26,925	19,000
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
310 Loan Repayment	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
502 Vehicles	-	-	-
503 Furniture and Files	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	22,024	9,555	31,000
510 Building Improvements	6,843	66,114	2,500
511 Park Improvements	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
803 Transfer to Pool Activity	800	-	-
809 Transfer to Accrued Benefits Fund	-	-	-
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	41	8,411	24,750

**TOTAL \$ 209,960 \$ 320,247 \$ 259,500**

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.

FUND		PROGRAM	FUNCTION		ACTIVITY			
SPECIAL REVENUE		CULTURE AND RECREATION	PARK AREAS		RECREATION CENTER			
<i>No. 02</i>		<i>No. 01</i>	<i>No. 06</i>		<i>No. 01</i>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
-/-		Misc. Regular City Employees	12173.50		12276.20			

**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.

Funds in Account No. 808 represent a transfer to the Pool Activity to balance the pool's operating deficit for each fiscal year.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>SPECIAL REVENUE</b>	<b>CULTURE AND RECREATION</b>	<b>PARK AREAS</b>	<b>RECREATION CENTER</b>
<i>No. 02</i>	<i>No. 01</i>	<i>No. 06</i>	<i>No. 01</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 141,170	\$ 145,500	\$ 148,500
002 Overtime Wages	-	-	-
010 Accrued Employee Benefits	27,277	39,000	38,500
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	56	-	1,000
110 Printing, Publications, and Advertising	388	500	1,000
120 Dues, Memberships, Subscriptions, & Tuition	2,755	-	1,250
130 Utilities-Electricity	25,095	21,100	26,000
131 Utilities-Water	783	890	1,100
132 Utilities-Natural Gas, Propane	2,744	3,450	4,500
133 Utilities-Telephone, Fax	1,425	1,533	1,600
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, and Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	18,338	13,966	6,000
160 Repair Services	3,128	2,268	4,000
170 Maintenance Agreements & Leases	4,405	5,200	3,000
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	8,192	8,800	9,000
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	826	1,400	1,500
210 Operation Supplies	17,658	11,000	10,000
220 Tools & Small Equipment	245	-	300
230 Refreshment Supplies	13,931	12,800	13,000
231 Recreation Supplies	8,123	4,500	6,000
232 Basketball Supplies	-	-	5,000
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
503 Furniture and Files	-	-	-
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	4,413	470,000	6,500
510 Building Improvements	3,044	12,320	3,000
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
807 Transfer to Park Sales Tax Fund	-	-	-
808 Transfer to Pool Activity	35,900	-	30,000
809 Transfer to Park Fund	-	-	-
810 Transfer to East Annex	-	-	2,000
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	699	898	-

**TOTAL \$ 320,595 \$ 755,125 \$ 322,750**

FUND		PROGRAM	FUNCTION		ACTIVITY			
SPECIAL REVENUE		CULTURE AND RECREATION	PARK AREAS		EAST ANNEX			
<i>No. 02</i>		<i>No. 01</i>	<i>No. 06</i>		<i>No. 01</i>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20

**COMMENTS:**

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

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>SPECIAL REVENUE</b>	<b>CULTURE AND RECREATION</b>	<b>PARK AREAS</b>	<b>EAST ANNEX</b>
<i>No. 02</i>	<i>No. 01</i>	<i>No. 07</i>	<i>No. 01</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ -	\$ -	\$ -
002 Overtime Wages	-	-	-
010 Accrued Employee Benefits	-	-	-
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	250
130 Utilities-Electricity	-	-	5,500
131 Utilities-Water	-	-	500
132 Utilities-Natural Gas, Propane	-	-	3,500
133 Utilities-Telephone, Fax, Internet	-	-	1,450
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, and Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	-	-	1,500
160 Repair Services	-	-	1,500
170 Maintenance Agreements & Leases	-	-	250
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	-	-	1,200
			-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	-	-	500
220 Tools & Small Equipment	-	-	250
231 Recreation Expense	-	-	250
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
503 Furniture and Files	-	-	-
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	500
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
807 Transfer to Park Sales Tax Fund	-	-	-
808 Transfer to Pool Activity	-	-	-
809 Transfer to Park Fund	-	-	-
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	250

**TOTAL \$ - \$ - \$ 17,400**

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>CULTURE AND RECREATION</b>	<b>PARKS AND RECREATION</b>	<b>SPECIAL TAX</b>

**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.

FUND		PROGRAM	FUNCTION		ACTIVITY			
SPECIAL REVENUE		CULTURE AND RECREATION	PARKS AND RECREATION		SPECIAL TAX			
<i>No. 02</i>		<i>No. 01</i>	<i>No. 05</i>		<i>No. 01</i>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20

**COMMENTS:**

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

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>SPECIAL REVENUE</b>	<b>CULTURE AND RECREATION</b>	<b>PARKS AND RECREATION</b>	<b>SPECIAL TAX</b>
<i>No. 02</i>	<i>No. 01</i>	<i>No. 05</i>	<i>No. 01</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<b><u>100 CONTRACTUAL SERVICES</u></b>			
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	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Service Fees & Finance Charges	-	2,014	2,014
305 Interest Expense	84,749	87,238	84,088
310 Bond Principal & Interest	90,000	70,000	75,000
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
803 Transfer to Pool	2,900	-	-
806 Transfer to Park	24,000	-	-
810 Transfer to Park Project Trustee	-	-	-
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	137,435
<b>TOTAL</b>	<b>\$ 201,649</b>	<b>\$ 159,252</b>	<b>\$ 298,537</b>

		Actual 17-18	Estimated 18-19	Budgeted 19-20
<b>LIBRARY FUND</b>				
02-01-03-41-111	Real Property Tax (Current)	\$ 184,579	\$ 178,291	\$ 180,074
02-01-03-41-112	Personal Property Tax (Current)	76,550	75,901	\$ 76,660
02-01-03-41-113	Business Surtax	40,647	32,000	\$ 32,000
02-01-03-41-120	Railroad & Utility Property Tax	3,850	3,992	\$ 4,000
02-01-03-41-121	Financial Institution Tax	1	-	-
02-01-03-41-211	Property Tax Delinquent 1 Year	9,161	10,749	8,000
02-01-03-41-212	Property Tax Delinquent 2 Years	3,121	3,206	1,800
02-01-03-41-320	Interest & Penalties on Property Tax	2,583	1,345	1,200
	Total Local Taxes	\$ 320,491	\$ 305,484	\$ 303,734
02-01-03-43-120	Library Grant	\$ 2,382	\$ 194	\$ 2,250
02-01-03-43-520	State Library Aid	\$ 98	\$ 1,437	\$ 100
02-01-03-43-620	Arts & Entertainment Tax	\$ -	\$ 2,008	\$ -
	Total Intergovernmental Revenue	\$ 2,480	\$ 3,638	\$ 2,350
02-01-03-45-100	Library Fines	\$ 4,711	\$ 4,625	\$ -
	Total Fines	\$ 4,711	\$ 4,625	\$ -
02-01-03-46-110	Interest	\$ 206	\$ 515	\$ 150
02-01-03-46-690	Building Fund Contributions	\$ 1	\$ -	\$ -
02-01-03-46-990	Donations & Miscellaneous	\$ 5,302	\$ 2,998	\$ 1,000
	Total Other Revenue	\$ 5,509	\$ 3,513	\$ 1,150
	<b>FUND TOTAL</b>	<b>\$ 333,191</b>	<b>\$ 317,260</b>	<b>\$ 307,234</b>
<b>LIBRARY DEBIT SERVICE FUND</b>				
02-01-04-41-111	Real Property Tax (Current)	\$ (481)	\$ -	\$ -
02-01-04-41-112	Personal Property Tax (Current)	(508)	-	-
02-01-04-41-120	Railroad & Utility Property Tax	0	-	-
02-01-04-41-121	Financial Institution Tax	0	-	-
02-01-04-41-122	Property Tax Delinquent	-	-	-
02-01-04-41-211	Property Tax Delinquent 1 Year	(307)	-	-
02-01-04-41-212	Property Tax Delinquent 2nd Year	454	279	223
02-01-04-41-320	Interest & Penalties on Property Tax	269	111	89
		\$ (573)	\$ 390	\$ 312
02-01-04-46-110	Interest	\$ 2	\$ 5	\$ 4
	Total Other Revenue	\$ 2	\$ 5	\$ 4
	<b>FUND TOTAL</b>	<b>\$ (570)</b>	<b>\$ 395</b>	<b>\$ 316</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>CULTURE AND RECREATION</b>	<b>LIBRARIES</b>	<b>OPERATIONS AND ADMINISTRATION</b>

**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.

FUND		PROGRAM	FUNCTION		ACTIVITY			
SPECIAL REVENUE		CULTURE AND RECREATION	LIBRARIES		OPERATIONS AND ADMINISTRATION			
<i>No. 02</i>		<i>No. 01</i>	<i>No. 03</i>		<i>No. 01</i>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20

**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**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>SPECIAL REVENUE</b>	<b>CULTURE AND RECREATION</b>	<b>LIBRARIES</b>	<b>OPERATIONS AND ADMINISTRATION</b>
<i><u>No. 02</u></i>	<i><u>No. 01</u></i>	<i><u>No. 03</u></i>	<i><u>No. 01</u></i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
<b><u>100 CONTRACTUAL SERVICES</u></b>			
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
<b><u>300 FINANCIAL EXPENSES</u></b>			
<b><u>400 EQUIPMENT EXPENSES</u></b>			
<b><u>500 CAPITAL OUTLAYS</u></b>			
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
806 Transfer to Library District	\$ 331,279	\$ 305,484	\$ 307,234
<b><u>900 MISCELLANEOUS</u></b>			
<b>TOTAL</b>	<b>\$ 331,279</b>	<b>\$ 305,484</b>	<b>\$ 307,234</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>CULTURE AND RECREATION</b>	<b>LIBRARY BOND</b>	<b>DEBT SERVICE</b>

**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. As of April 1, 2017, the debt was repaid.

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

FUND		PROGRAM	FUNCTION		ACTIVITY			
SPECIAL REVENUE		CULTURE AND RECREATION	LIBRARY BOND		DEBT SERVICE			
<i>No. 02</i>		<i>No. 01</i>	<i>No. 04</i>		<i>No. 01</i>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20

**COMMENTS:**

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

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>SPECIAL REVENUE</b>	<b>CULTURE AND RECREATION</b>	<b>LIBRARY BOND</b>	<b>DEBT SERVICE</b>
<i><u>No. 02</u></i>	<i><u>No. 01</u></i>	<i><u>No. 04</u></i>	<i><u>No. 01</u></i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<b><u>100 CONTRACTUAL SERVICES</u></b>			
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	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Service Fees & Finance Charges	-	-	-
305 Interest Expense	-	-	-
310 Bond Principal & Interest	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
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	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
806 Transfer to Library District	14	-	316
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 14</b>	<b>\$ -</b>	<b>\$ 316</b>



**CEMETERY PROGRAM**  
**FISCAL YEAR 2019 - 2020**

**REVENUES**

<b>CEMETERY</b>		<b>Budget 17-18</b>	<b>Actual 17-18</b>	<b>Budget 18-19</b>	<b>Estimated 18-19</b>	<b>Budgeted 19-20</b>
<b>CEMETERY OPERATIONS FUND</b>						
02-02-01-44-321	Burial Charges	11,575	13,225	11,575	12,325	11,575
	Total Charges for Service	\$ 11,575	\$ 13,225	\$ 11,575	\$ 12,325	\$ 11,575
02-02-01-46-110	Interest	1,200	4,128	1,200	7,415	1,200
02-02-01-46-340	Sales of Cemetery Lots	5,500	8,525	5,500	8,650	5,500
02-02-01-46-453	Transfer from Electric Utility Fund	30,000	35,000	30,000	30,000	25,000
02-02-01-46-630	Perpetual care Contributions	-	775	-	-	-
02-02-01-46-640	General Contributions	2,000	3,197	3,000	2,280	2,000
	Total Other Revenue	\$ 38,700	\$ 51,625	\$ 39,700	\$ 48,345	\$ 33,700
	<b>FUND TOTAL</b>	<b>\$ 50,275</b>	<b>\$ 64,850</b>	<b>\$ 51,275</b>	<b>\$ 60,670</b>	<b>\$ 45,275</b>
<b>CEMETERY AVENUE OF FLAGS FUND</b>						
02-02-02-46-110	Interest	40	122	120	268	200
02-02-02-46-690	Donations-General Flags and Poles	-	-	-	-	-
02-02-02-46-691	Donations-Specific Flags	2,000	6,259	2,000	3,495	2,000
02-02-02-46-901	Miscellaneous	-	-	-	-	-
	Total Other Revenue	\$ 2,040	\$ 6,381	\$ 2,120	\$ 3,763	\$ 2,200
	<b>FUND TOTAL</b>	<b>\$ 2,040</b>	<b>\$ 6,381</b>	<b>\$ 2,120</b>	<b>\$ 3,763</b>	<b>\$ 2,200</b>

**SUMMARY OF EXPENDITURES**

<b>CEMETERY</b>		<b>Budget 17-18</b>	<b>Actual 17-18</b>	<b>Budget 18-19</b>	<b>Estimated 18-19</b>	<b>Budgeted 19-20</b>
<b>221 - Cemetery</b>		<b>\$ 51,245</b>	<b>\$ 38,784</b>	<b>\$ 51,512</b>	<b>\$ 34,456</b>	<b>\$ 34,550</b>
	221-1 Cemetery Operations	51,245	38,784	51,512	34,456	34,550
	<b>CEMETERY TOTALS</b>	<b>\$ 51,245</b>	<b>\$ 38,784</b>	<b>\$ 51,512</b>	<b>\$ 34,456</b>	<b>\$ 34,550</b>
<b>AVENUE OF FLAGS</b>		<b>Budget 17-18</b>	<b>Actual 17-18</b>	<b>Budget 18-19</b>	<b>Estimated 18-19</b>	<b>Budgeted 19-20</b>
<b>222 - Avenue of Flags</b>		<b>\$ 5,500</b>	<b>\$ 4,981</b>	<b>\$ 4,400</b>	<b>\$ 485</b>	<b>\$ 2,853</b>
	222-1	5,500	4,981	4,400	485	2,853
	<b>AVENUE OF FLAGS TOTALS</b>	<b>\$ 5,500</b>	<b>\$ 4,981</b>	<b>\$ 4,400</b>	<b>\$ 485</b>	<b>\$ 2,853</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>CEMETERY</b>	<b>OPERATIONS</b>	<b>CEMETERY GROUNDS</b>

### **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 Assistant City Clerk II, acting as Cemetery Sexton, the City Clerk, 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.

FUND		PROGRAM	FUNCTION	ACTIVITY				
SPECIAL REVENUE		CEMETERY	OPERATIONS	CEMETERY GROUNDS				
<i>No. 02</i>		<i>No. 02</i>	<i>No. 01</i>	<i>No. 01</i>				
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$ 16.74	\$ 8.52	Asst City Clerk II / Cemetery Sexton	159	71	81	45	120	20
\$ 17.25	\$ 7.15	Deputy City Clerk	3					
\$ 12.35	\$ 7.18	Assistant City Clerk I	3	1	3		15	5
\$ 21.02	\$ 15.46	Foreman/Street & Sanitation	3	1	3		5	
\$ 16.28	\$ 9.69	Equipment Operator/ Street & Sanitation	8		3		5	
\$ 14.57	\$ 7.60	Equipment Operator/ Street & Sanitation					5	
\$ 15.35	\$ 7.60	Equipment Operator/ Water & Wastewater	2		2			1
\$ 21.78	\$ 11.94	Foreman/Water & Sewer			1		2	
\$ 16.17	\$ 10.44	Asst. Foreman/Water & Sewer					2	

**COMMENTS:**

Contract labor in Account No. 150 includes: cemetery mowing, grave opening, and headstone strengthening. \$8,000 is included in this fund fixing head stones; a donation in FY17 is the source of the additional fund balance that will cover this expenditure.

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**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>SPECIAL REVENUE</b>	<b>CEMETERY</b>	<b>OPERATIONS</b>	<b>CEMETERY GROUNDS</b>
<u>No. 02</u>	<u>No. 02</u>	<u>No. 01</u>	<u>No. 01</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 2,819	\$ 2,432	\$ 2,529
002 Overtime Wages	1,684		\$ 618
010 Accrued Employee Benefits	2,781	1,276	1,553
		-	
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	679	525	500
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	-	1,990	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	30,457	27,825	29,000
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	269	131	150
210 Operating Supplies	96	277	200
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 38,784</b>	<b>\$ 34,456</b>	<b>\$ 34,550</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>CEMETERY</b>	<b>MEMORIALS</b>	<b>AVENUE OF FLAGS</b>

**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 Assistant City Clerk II, acting as Cemetery Sexton, the City Clerk, and the City Administrator. City officials receive advise and some voluntary labor from the members of the Cemetery Board.

FUND		PROGRAM	FUNCTION		ACTIVITY			
SPECIAL REVENUE		CEMETERY	MEMORIALS		AVENUE OF FLAGS			
<u>No. 02</u>		<u>No. 02</u>	<u>No. 02</u>		<u>No. 01</u>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20

COMMENTS:

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>SPECIAL REVENUE</b>	<b>CEMETERY</b>	<b>MEMORIALS</b>	<b>AVENUE OF FLAGS</b>
<u>No. 02</u>	<u>No. 02</u>	<u>No. 02</u>	<u>No. 01</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	216	250	253
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	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	134	-	100
210 Operating Supplies	4,631	235	2,500
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 4,981</b>	<b>\$ 485</b>	<b>\$ 2,853</b>



**PUBLIC WORKS SALES TAX PROGRAM**  
**FISCAL YEAR 2019 - 2020**

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

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

**REVENUES**

		<b>Budget 17-18</b>	<b>Actual 17-18</b>	<b>Budget 18-19</b>	<b>Estimated 18-19</b>	<b>Budgeted 19-20</b>
<b>TRANSPORTATION SALES TAX FUND</b>						
02-03-01-41-520	Sales Tax	210,000	213,695	215,000	212,850	210,000
	<b>Total Charges for Service</b>	<b>\$ 210,000</b>	<b>\$ 213,695</b>	<b>\$ 215,000</b>	<b>\$ 212,850</b>	<b>\$ 210,000</b>
02-03-01-43-300	CDBG Grant	-	-	200,000	-	200,000
02-03-01-43-650	County Grant	79,140	78,701	79,000	77,979	70,000
	<b>Total Other Revenue</b>	<b>\$ 79,140</b>	<b>\$ 78,701</b>	<b>\$ 279,000</b>	<b>\$ 77,979</b>	<b>\$ 270,000</b>
02-03-01-46-110	Interest	-	-	50	-	-
	<b>Total Other Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50</b>	<b>\$ -</b>	<b>\$ -</b>
<b>FUND TOTAL</b>		<b>\$ 289,140</b>	<b>\$ 292,396</b>	<b>\$ 494,050</b>	<b>\$ 290,829</b>	<b>\$ 480,000</b>

**SUMMARY OF EXPENDITURES**

		<b>Budget 17-18</b>	<b>Actual 17-18</b>	<b>Budget 18-19</b>	<b>Estimated 18-19</b>	<b>Budgeted 19-20</b>
<b>TRANSPORTATION SALES TAX</b>						
<b>231 - Transportation Sales Tax</b>		<b>\$ 2,556,521</b>	<b>\$ 333,076</b>	<b>\$ 789,000</b>	<b>\$ 208,153</b>	<b>\$ 781,542</b>
231-1 Trans Sales Tax Exp/		2,556,521	333,076	789,000	208,153	781,542
<b>CEMETERY TOTALS</b>		<b>\$ 2,556,521</b>	<b>\$ 333,076</b>	<b>\$ 789,000</b>	<b>\$ 208,153</b>	<b>\$ 781,542</b>

**CASH FLOW**

Estimated Cash Balance as of April 1, 2019	\$	480,843
Expected Revenues	\$	480,000
Proposed Expenditures	\$	(781,542)
<b>Ending Fund Balance</b>	<b>\$</b>	<b>179,301</b>

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

**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.

In the past the City utilized a short-term loan to fund road improvements on Lakeview Street and Columbia Street. For the last several years, funds have been used to pay for several anticipated asphalt overlay projects. In FY17-18, some funds were used towards the matching funds of a MODOT Safe Routes to School Grant to install sidewalk along Jefferson Street near the high school.

This activity is carried out under the general supervision of the Director of Public Works & Utilities and City Administrator, with the assistance of the Street and Sanitation Foreman.

FUND		PROGRAM	FUNCTION		ACTIVITY			
SPECIAL REVENUE		PUBLIC WORKS	HIGHWAYS & STREETS		SPECIAL TAX / DEBT SERVICE			
<i>No. 02</i>		<i>No. 03</i>	<i>No. 01</i>		<i>No. 01</i>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20

**COMMENTS:**

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

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>SPECIAL REVENUE</b>	<b>PUBLIC WORKS</b>	<b>HIGHWAYS &amp; STREETS</b>	<b>SPECIAL TAX/ DEBT SERVICE</b>
<i>No. 02</i>	<i>No. 03</i>	<i>No. 01</i>	<i>No. 01</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<b><u>100 CONTRACTUAL SERVICES</u></b>			
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	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Service Fees & Finance Charges	-	-	-
305 Interest Expense	-	-	-
310 Bond Principal & Interest	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
507 Construction Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	333,076	208,153	781,542
510 Building Improvements	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
802 Transfer to Capital Projects Fund	-	-	-
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 333,076</b>	<b>\$ 208,153</b>	<b>\$ 781,542</b>

**PUBLIC SAFETY SALES TAX PROGRAM**  
**FISCAL YEAR 2019 - 2020**

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

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

**REVENUES**

		<b>Budget 17-18</b>	<b>Actual 17-18</b>	<b>Budget 18-19</b>	<b>Estimated 18-19</b>	<b>Budgeted 19-20</b>
<b>PUBLIC SAFETY SALES TAX FUND</b>						
02-04-01-41-520	Sales Tax	-	-	-	-	205,000
	<b>Total Charges for Service</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 205,000</b>
<hr/>						
02-04-01-46-110	Interest	-	-	-	-	-
	<b>Total Other Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>FUND TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 205,000</b>

**SUMMARY OF EXPENDITURES**

		<b>Budget 17-18</b>	<b>Actual 17-18</b>	<b>Budget 18-19</b>	<b>Estimated 18-19</b>	<b>Budgeted 19-20</b>
<b>PUBLIC SAFETY SALES TAX</b>						
	<b>241 - Public Safety Sales Tax</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 205,000</b>
	241-1 Trans Sales Tax Exp.	-	-	-	-	205,000
	<b>CEMETERY TOTALS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 205,000</b>

**CASH FLOW**

Estimated Cash Balance as of April 1, 2019	\$	-
Expected Revenues	\$	205,000
Proposed Expenditures	\$	(205,000)
<b>Ending Fund Balance</b>	<b>\$</b>	<b>-</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC SAFETY</b>	<b>POLICE &amp; FIRE</b>	<b>SPECIAL TAX/DEBT SERVICE</b>

**PURPOSE**

The purpose of this activity is to account for the use of a special public safety sales tax which was authorized by the voters in November of 2018. Proceeds from this tax can only be used for public safety 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 cost for two additional police officers, as well as for equipment and supplies expenses for the Centralia Police Department and Centralia Fire Department.

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

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>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20

COMMENTS:

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>SPECIAL REVENUE</b>	<b>PUBLIC SAFETY</b>	<b>POLICE &amp; FIRE</b>	<b>SPECIAL TAX/ DEBT SERVICE</b>
<i>No. 02</i>	<i>No. 03</i>	<i>No. 01</i>	<i>No. 01</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<b><u>100 CONTRACTUAL SERVICES</u></b>			
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	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Service Fees & Finance Charges	-	-	-
305 Interest Expense	-	-	-
310 Bond Principal & Interest	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
507 Construction Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	205,000
510 Building Improvements	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
802 Transfer to Capital Projects Fund	-	-	-
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 205,000</b>

**ENTERPRISE FUNDS**  
**FISCAL YEAR 2019 - 2020**

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

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

Each fund is presented separately in the section.



**ENTERPRISE FUNDS**

**WATER FUND**

FISCAL YEAR 2019 - 2020

**REVENUE DETAIL**

	<b>Budget 17-18</b>	<b>Actual 17-18</b>	<b>Budget 18-19</b>	<b>Estimated 18-19</b>	<b>Budgeted 19-20</b>
<b>ENTERPRISE FUND-WATER UTILITY</b>					
03-01-01-44-430 State Primacy Fee	\$ 6,160	\$ 6,234	\$ 6,250	\$ 6,146	\$ 6,200
Total Charge for Services	\$ 6,160	\$ 6,234	\$ 6,250	\$ 6,146	\$ 6,200
03-01-01-47-111 Meter Sales	\$ 560,000	\$ 515,735	\$ 610,000	\$ 625,843	\$ 688,500
03-01-01-47-191 Penalties	35,500	34,128	35,500	34,612	35,000
03-01-01-47-193 Installation Charges	9,000	10,172	9,000	4,967	4,500
03-01-01-47-199 Miscellaneous	4,000	4,019	4,000	4,047	4,000
Total Pub. Enterprise Oper. Revenue	\$ 608,500	\$ 564,054	\$ 658,500	\$ 669,468	\$ 732,000
03-01-01-47-910 Interest	\$ 3,800	\$ 6,269	\$ 3,800	\$ 8,085	\$ 3,800
Total Other Revenue	\$ 3,800	\$ 6,269	\$ 3,800	\$ 8,085	\$ 3,800
<b>FUND TOTAL</b>	<b>\$ 618,460</b>	<b>\$ 576,557</b>	<b>\$ 668,550</b>	<b>\$ 683,699</b>	<b>\$ 742,000</b>

**SUMMARY OF EXPENDITURES**

<b>Water Fund Expenditures</b>	<b>Budget 17-18</b>	<b>Actual 17-18</b>	<b>Budget 18-19</b>	<b>Estimated 18-19</b>	<b>Budgeted 19-20</b>
<b>311 - Water Fund</b>					
Planning, Administration &					
311-1 Training	162,400	163,641	146,867	213,350	184,398
Communications / Central					
311-2 Services	27,375	24,944	34,390	25,966	35,794
Water Well					
311-3 Operations/Maint./Improv.	196,882	61,614	191,083	44,858	136,640
Water Distribution					
311-6 Operation/Maint./Improv.	351,985	183,477	323,449	421,868	183,322
Water Treatment					
311-7 Operation/Maint./Improv.	228,100	134,153	256,804	104,611	224,570
311-9 Water - Buildings & Grounds	23,025	17,803	21,080	26,880	27,453
<b>WATER FUND TOTALS</b>	<b>\$ 989,767</b>	<b>\$ 585,632</b>	<b>\$ 973,673</b>	<b>\$ 837,532</b>	<b>\$ 792,176</b>

**CASH FLOW**

Estimated Cash Balance as of April 1, 2019	\$	474,613
Expected Revenues	\$	742,000
Proposed Expenditures	\$	(792,176)
<b>Ending Fund Balance</b>	<b>\$</b>	<b>424,437</b>

This year's budget includes a 10% across the board increase in water rates as the second part in three increases to pay for needed repairs and upgrades to the City water treatment plant. Residents approved a \$7.8 million bond issue in April 2018.

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

**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.

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>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 21.78	\$ 11.94	Foreman/Water and Sewer	524.00	59.25	641.50	89.75	457.00	50.00	
\$ 18.32	\$ 10.92	Senior Water & Wastewater Plant Operator	37.00	29.00	22.00	47.00	40.00	45.00	
		Water & Wastewater Plant Operator	137.00	43.00					
\$ 16.17	\$ 10.44	Water & Wastewater Asst. Foreman	187.00	40.50	219.50	39.25	333.00	40.00	
\$ 15.35	\$ 10.46	Equipment Operator/ Water and Sewer	52.00	30.50	380.00	61.25	335.00	40.00	

**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.

Funds in account no. 901 include engineering services on the water treatment plant operations by Bartlett & West on the bond issue projects.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>ENTERPRISE</b>	<b>PUBLIC UTILITIES</b>	<b>WATER UTILITY</b>	<b>PLANNING/ ADMINISTRATION AND TRAINING</b>
<u>No. 03</u>	<u>No. 01</u>	<u>No. 01</u>	<u>No. 01</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 4,583	\$ 36,792	\$ 21,213
002 Overtime Wages	5,568	5,992	4,761
010 Accrued Employee Benefits	25,845	30,482	14,798
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	25
110 Printing, Publications, and Advertising	268	134	500
120 Dues, Memberships, Subscriptions, & Tuition	1,356	1,525	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	2,189	31,246	30,000
150 Contract Labor	1,314	1,282	1,000
160 Repair Services	-	-	100
170 Maintenance Agreements & Leases	2,375	2,040	2,200
180 Meals, Lodging, and Travel	148	380	500
190 Insurance	2,408	2,100	2,500
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	731	200
210 Operating Supplies	892	903	500
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	5,612	11,521	12,000
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	21,549	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
801 Transfer to General Fund	40,000	50,000	50,000
803 Transfer to Park Fund	1,375	866	1,000
809 Transfer to Accrued Benefits Fund	-	-	-
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	41,874	30,924	35,000
902 Primacy Fee to DNR	6,287	6,432	6,500
<b>TOTAL</b>	<b>\$ 163,641</b>	<b>\$ 213,350</b>	<b>\$ 184,398</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC UTILITIES</b>	<b>WATER UTILITY</b>	<b>COMMUNICATIONS/ CENTRAL SERVICES</b>

**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.

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>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 20.17	\$ 11.55	City Clerk	60	7	28	2	50	6	
\$ 17.24	\$ 7.15	Deputy City Clerk	181	21	192	17	191	20	
\$ 16.74	\$ 8.52	Assistant City Clerk II	92	11	89	8	94	10	
\$ 13.12	\$ 7.15	Assistant City Clerk I	261	6	218	5	215	4	
\$ 12.85	\$ 7.18	Assistant City Clerk I			218	10	205	5	
\$ 11.92	\$ 1.00	Part Time or Temporary Clerk	172		32		82		
\$ 12.85	\$ 1.00	Scanning Clerk	17		20		23		

**COMMENTS:**

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

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>ENTERPRISE</b>	<b>PUBLIC UTILITIES</b>	<b>WATER UTILITY</b>	<b>COMMUNICATIONS/CENTRAL SERVICES</b>
<i>No. 03</i>	<i>No. 01</i>	<i>No. 01</i>	<i>No. 02</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 11,198	\$ 11,178	\$ 12,595
002 Overtime Wages	1,140	966	1,096
010 Accrued Employee Benefits	6,392	6,893	6,205
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	1,594	1,795	1,813
110 Printing, Publications, and Advertising	-	50	218
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	352	623	73
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	1,338	1,950	2,900
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	682	856	870
180 Meals, Lodging, and Travel	-	-	218
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	256	363
210 Operating Supplies	231	325	290
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
320 Bad Debts	1,394	-	2,000
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	201	426	363
507 Construction Equipment	-	-	-
508 Other Equipment	-	-	6,090
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	421	648	700
<b>TOTAL</b>	<b>\$ 24,944</b>	<b>\$ 25,966</b>	<b>\$ 35,794</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC UTILITIES</b>	<b>WATER UTILITY</b>	<b>WATER WELL OPER./MAINTEN./&amp; IMPROV.</b>

### **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.

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>				
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$ 21.78	\$ 11.94	Foreman/Water and Sewer	7		8		7	
\$ 18.32	\$ 10.92	Senior Water & Wastewater Plant Operator	44	1	1		10	
		Water & Wastewater Plant Operator	1					
\$ 16.17	\$ 10.44	Water & Wastewater Asst. Foreman	13	1	10		2	
\$ 15.35	\$ 10.46	Equipment Operator/ Water and Sewer	2		5	1	10	

**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**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>ENTERPRISE</b>	<b>PUBLIC UTILITIES</b>	<b>WATER UTILITY</b>	<b>WATER WELL OPS./MAIN./IMPROV.</b>
<i>No. 03</i>	<i>No. 01</i>	<i>No. 01</i>	<i>No. 03</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 1,180	\$ 563	\$ 522
002 Overtime Wages	38	-	-
010 Accrued Employee Benefits	1,028	232	318
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	32,787	40,333	50,000
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	3,007	40	100
160 Repair Services	350	-	25,000
170 Maintenance Agreements & Leases	825	2,625	2,700
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	13,074	1,064	5,000
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	500
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	9,325	-	2,500
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	50,000
<b>TOTAL</b>	<b>\$ 61,614</b>	<b>\$ 44,858</b>	<b>\$ 136,640</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC UTILITIES</b>	<b>WATER UTILITY</b>	<b>WATER DISTRIBUTION OPER./MAINT./&amp; IMPROV.</b>

**PURPOSE**

The water transmission and distribution system consists of approximately 37.2 miles of water mains and service lines, approximately 1825 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.

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>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 21.78	\$ 11.94	Foreman/Water and Sewer	794	114	953	98	675	55	
\$ 18.32	\$ 10.92	Senior Water & Wastewater Plant Operator	42	20	45	35	60	26	
		Water & Wastewater Plant Operator	102	31		3			
\$ 16.17	\$ 10.44	Water & Wastewater Asst Foreman	166	49	738	50	675	35	
\$ 15.35	\$ 10.46	Equipment Operator/Water and Sewer	843	15	995	88	691	52	
		Equipment Operator/Water and Sewer	1155	87					
\$ 21.02	\$ 15.46	Foreman/Street & Sanitation	18	6	19	7	10	1	
\$ 16.28	\$ 9.69	Equipment Operator/Street & Sanitation	11	9	14	7	80		
\$ 14.90	\$ 7.60	Equipment Operator/ Street & Sanitation					80	1	
\$ 14.57	\$ 9.85	Equipment Operator/ Street & Sanitation					80		
\$ 25.29	\$ 14.22	Lineman Foreman	0	2	5	2			
\$ 16.61	\$ 10.64	Apprentice Lineman	10	3	24	3	2		

**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.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>ENTERPRISE</b>	<b>PUBLIC UTILITIES</b>	<b>WATER UTILITY</b>	<b>WATER DISTRIB. OPS./MAIN./IMPROV.</b>
<u>No. 03</u>	<u>No. 01</u>	<u>No. 01</u>	<u>No. 06</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 52,163	\$ 42,341	\$ 41,226
002 Overtime Wages	7,923	6,817	4,611
010 Accrued Employee Benefits	35,601	28,804	27,210
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	50
110 Printing, Publications, and Advertising	143	137	150
120 Dues, Memberships, Subscriptions, & Tuition	440	1,375	1,500
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	(244)	-	-
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	439	132,583	10,000
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	7,893	735	5,000
160 Repair Services	80	-	1,000
170 Maintenance Agreements & Leases	515	520	600
180 Meals, Lodging, and Travel	713	-	250
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	500
210 Operating Supplies	56,471	60,395	60,000
220 Tools & Small Equipment	837	425	5,000
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	20,504	25,025	25,000
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio Equipment	-	-	-
502 Vehicles	-	27,304	-
505 Tools	-	-	1,000
507 Construction Equipment	-	95,408	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
803 Transfer to Equipment Use Fund	-	-	-
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	225
<b>TOTAL</b>	<b>\$ 183,477</b>	<b>\$ 421,868</b>	<b>\$ 183,322</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC UTILITIES</b>	<b>WATER UTILITY</b>	<b>WATER TREATMENT OPER./MAINT./&amp; IMPROV.</b>

### **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.

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>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 21.78	\$ 11.94	Foreman/Water and Sewer	261	42	410	26	250	15	
\$ 18.32	\$ 10.92	Senior Water & Wastewater Plant Op.	965	47	1487	29	1295	45	
\$ 16.17	\$ 10.44	Water & Wastewater Asst Foreman	1217	47	183	14	275	19	
\$ 15.35	\$ 10.46	Equipment Operator/Water and Sewer	576	68	388	10	275	10	
\$ 19.80	\$ 11.60	Lineman	18						
\$ 16.61	\$ 10.64	Apprentice Lineman	10						
\$ 16.28	\$ 9.69	Equipment Operator/Street & Sanitation					5		
\$ 14.57	\$ 9.85	Equipment Operator/ Street & Sanitation					5		

**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 \$75,000

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>ENTERPRISE</b>	<b>PUBLIC UTILITIES</b>	<b>WATER UTILITY</b>	<b>WATER TREATMENT OPS./MAIN./IMPROV.</b>
<u>No. 03</u>	<u>No. 01</u>	<u>No. 01</u>	<u>No. 07</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 53,871	\$ 41,721	\$ 37,992
002 Overtime Wages	4,378	2,514	2,418
010 Accrued Employee Benefits	35,396	23,948	23,945
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	200
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	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	2,580	2,927	3,500
160 Repair Services	-	-	300
170 Maintenance Agreements & Leases	2,883	2,765	3,000
180 Meals, Lodging, and Travel	-	-	1,000
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	35,044	28,609	40,000
220 Tools & Small Equipment	-	-	2,000
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	2,500
450 Equipment Rental	-	-	500
490 Equipment Use Charges	-	1,928	2,500
<b><u>500 CAPITAL OUTLAYS</u></b>			
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	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	200	104,565
<b>TOTAL</b>	<b>\$ 134,153</b>	<b>\$ 104,611</b>	<b>\$ 224,570</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC UTILITIES</b>	<b>WATER UTILITY</b>	<b>BUILDINGS AND GROUNDS</b>

**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 areas include the water storage building on South Street, the three well houses, the water treatment plant and adjacent storage building, and the underground storage areas. Funds are provided for personnel, supplies, utilities, and other expenses that do not directly relate to any of the more specific activities 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.

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.

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>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 21.78	\$ 11.94	Foreman/Water and Sewer	1		19		20		
\$ 18.32	\$ 10.92	Senior Water & Wastewater Plant Op.	14		4	1	20	1	
\$ 16.17	\$ 10.44	Water & Wastewater Asst Foreman	2		5		26		
\$ 15.35	\$ 10.46	Equipment Operator/Water and Sewer	28	2	22	2	50		
\$ 19.80	\$ 11.60	Line Asst. Foreman			2		2		
\$ 16.61	\$ 10.64	Apprentice Lineman			4		4		

**COMMENTS:**

Natural gas expenses are budgeted from account no. 132 for heating water wells and the water plant.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>ENTERPRISE</b>	<b>PUBLIC UTILITIES</b>	<b>WATER UTILITY</b>	<b>BUILDINGS AND GROUNDS</b>
<u>No. 03</u>	<u>No. 01</u>	<u>No. 01</u>	<u>No. 09</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 732	\$ 988	\$ 722
002 Overtime Wages	12	13	653
010 Accrued Employee Benefits	510	527	653
<b><u>100 CONTRACTUAL SERVICES</u></b>			
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	2,834	3,121	3,500
133 Utilities-Telephone, Fax	2,658	2,708	2,750
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	2,226	1,393	1,500
160 Repair Services	752	-	750
170 Maintenance Agreements & Leases	-	156	175
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	7,190	7,235	7,400
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	200	-	250
210 Operating Supplies	690	10,738	7,000
220 Tools & Small Equipment	-	-	500
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	500
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	1,000
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 17,803</b>	<b>\$ 26,880</b>	<b>\$ 27,453</b>



**ENTERPRISE FUNDS**

**SEWER FUND**

FISCAL YEAR 2019 - 2020

**REVENUE DETAIL**

	Budget 17-18	Actual 17-18	Budget 18-19	Estimated 18-19	Budgeted 19-20
<b>ENTERPRISE FUND - SEWER UTILITY</b>					
03-01-02-43-413 DNR Grant	\$ -	\$ -	\$ -	\$ 24,982	\$ 25,000
Total Charge for Grants	\$ -	\$ -	\$ -	\$ 24,982	\$ 25,000
<hr/>					
03-01-02-44-430 Sewer Connection Fee	\$ 2,025	\$ 2,076	\$ 2,025	\$ 2,108	\$ 2,025
Total Charge for Fees	\$ 2,025	\$ 2,076	\$ 2,025	\$ 2,108	\$ 2,025
<hr/>					
03-01-02-46-990 Lease/Purchase Loan				\$ 755,000	
Total Charge for Loan Proceeds	\$ -	\$ -	\$ -	\$ 755,000	\$ -
<hr/>					
03-01-02-47-210 Sewer Use Charges	\$ 250,000	\$ 248,319	\$ 303,859	\$ 290,736	\$ 436,000
03-01-02-47-293 Installation Charges	2,000	3,800	3,600	1,850	1,500
03-01-02-47-299 Miscellaneous	4,000	4,729	4,000	313,789	4,500
Total for Charges	\$ 256,000	\$ 256,848	\$ 311,459	\$ 606,375	\$ 442,000
<hr/>					
03-01-02-47-910 Interest	\$ 1,500	\$ 4,579	\$ 2,500	\$ 8,841	\$ 2,500
Total Other Revenue	\$ 1,500	\$ 4,579	\$ 2,500	\$ 8,841	\$ 2,500
<hr/>					
<b>FUND TOTAL</b>	<b>\$ 259,525</b>	<b>\$ 263,503</b>	<b>\$ 315,984</b>	<b>\$ 617,324</b>	<b>\$ 446,525</b>

**SUMMARY OF EXPENDITURES**

Sewer Fund Expenditures	Budget 17-18	Actual 17-18	Budget 18-19	Estimated 18-19	Budgeted 19-20
<b>312 - Sewer Fund</b>					
Planning, Administration & Training					
312-1 Training	28,022	36,687	26,801	16,455	93,626
Communications / Central Services					
312-2 Services	25,241	21,392	24,694	23,770	33,825
Sewage Collection Operations/Maint./Improv.					
312-3 Operations/Maint./Improv. Lift Station	95,345	22,848	150,223	135,880	114,089
312-5 Operations/Maint./Improv. Sewage Treatment	37,175	28,759	32,284	29,916	43,135
312-7 Operations/Maint./Improv.	62,440	77,980	59,560	42,036	125,780
312-8 Land Application	26,375	10,724	30,576	32,396	82,690
<b>SEWER FUND TOTALS</b>	<b>\$ 274,598</b>	<b>\$ 198,389</b>	<b>\$ 324,138</b>	<b>\$ 280,453</b>	<b>\$ 493,146</b>

**CASH FLOW**

Estimated Cash Balance as of April 1, 2019	\$	522,217
Expected Revenues	\$	446,525
Proposed Expenditures	\$	(493,146)
<b>Ending Fund Balance</b>	<b>\$</b>	<b>475,596</b>

This year's budget includes a 50% across the board increase in water rates as the second part in three increases to pay for off revenue bonds to address EPA/DNR mandates. Residents approved a \$7.8 million bond issue in April 2018.

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

**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.

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>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 21.78	\$ 11.94	Foreman/Water and Sewer	39	2	57	3	30	1	
\$ 18.32	\$ 10.92	Senior Water & Wastewater Plant Operator	19	47					
\$ 16.17	\$ 10.44	Water & Wastewater Asst Foreman	2	1	99	4			
\$ 15.35	\$ 10.46	Equipment Operator/ Water and Sewer	127	6	11		25		

**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.

Funds in account no. 902 pay for sewer connection fee that is mandated by State regulations and payable to Missouri Department of Natural Resources. This is a pass-through fee that is charged to customers. The revenues are reflected in account 03-01-02-44-430.

Funds in account no. 502 are for the budgeted replacement of the Water & Sewer Foreman's truck. This will replace a 2WD truck with a 4WD truck.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>ENTERPRISE</b>	<b>PUBLIC UTILITIES</b>	<b>SEWER UTILITY</b>	<b>PLANNING/ADMIN. AND TRAINING</b>
<i>No. 03</i>	<i>No. 01</i>	<i>No. 02</i>	<i>No. 01</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 3,376	\$ 1,865	\$ 1,037
002 Overtime Wages	185	127	33
010 Accrued Employee Benefits	5,918	1,717	632
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	75
110 Printing, Publications, and Advertising	143	199	200
120 Dues, Memberships, Subscriptions, & Tuition	240	-	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	14,800	-	50
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	200
180 Meals, Lodging, and Travel	-	-	1,000
190 Insurance	4,113	3,869	4,000
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	-	-	200
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	5,612	6,301	6,500
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	26,000
503 Furniture and Files	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
801 Transfer to General Fund	-	-	50,000
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	1,000
902 Sewer Connection Fee	\$ 2,299	\$ 2,379	\$ 2,500
<b>TOTAL</b>	<b>\$ 36,687</b>	<b>\$ 16,455</b>	<b>\$ 93,626</b>

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.

FUND		PROGRAM	FUNCTION	ACTIVITY					
ENTERPRISE		PUBLIC UTILITIES	SEWER UTILITY	COMMUNICATIONS/ CENTRAL SERVICES					
<i>No. 03</i>		<i>No. 01</i>	<i>No. 02</i>	<i>No. 02</i>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 20.17	\$ 11.55	City Clerk	60	7	28	2	50	6	
\$ 17.24	\$ 7.15	Deputy City Clerk	181	21	192	17	191	20	
\$ 16.74	\$ 8.52	Assistant City Clerk II	92	11	89	8	94	10	
\$ 13.12	\$ 7.15	Assistant City Clerk I	261	6	218	5	215	4	
\$ 12.85	\$ 7.18	Assistant City Clerk I					205	5	
\$ 11.91	\$ 1.00	Part Time or Temporary Clerk	172		32		82		
\$ 12.85	\$ 1.00	Scanning Clerk	17		20		23		

**COMMENTS:**

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

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>ENTERPRISE</b>	<b>PUBLIC UTILITIES</b>	<b>SEWER UTILITY</b>	<b>COMMUNICATION/CENTRAL SERVICES</b>
<u>No. 03</u>	<u>No. 01</u>	<u>No. 02</u>	<u>No. 02</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 11,198	\$ 11,284	\$ 12,594
002 Overtime Wages	1,140	922	1,096
010 Accrued Employee Benefits	5,252	5,665	6,205
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	1,594	1,665	1,813
110 Printing, Publications, and Advertising	-	43	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	-	-	-
133 Utilities-Telephone, Fax	11	9	73
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
143 Professional Serv.-Data Processing	-	-	50
144 Consultant's Services	-	-	-
150 Contract Labor	1,338	2,035	2,900
160 Repair Services	-	-	100
170 Maintenance Agreements & Leases	682	764	870
180 Meals, Lodging, and Travel	-	-	218
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	214	363
210 Operating Supplies	231	276	290
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
320 Bad Debts	(677)	-	300
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
506 Data Processing Equipment	201	356	363
508 Other Equipment	-	-	6,090
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	421	537	500
<b>TOTAL</b>	<b>\$ 21,392</b>	<b>\$ 23,770</b>	<b>\$ 33,825</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC UTILITIES</b>	<b>SEWER UTILITY</b>	<b>SEWAGE COLLECTION OPS./MAINT./ &amp; IMPROV.</b>

**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.

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>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 21.78	\$ 11.94	Foreman/Water and Sewer	65	3	149	22	120	13	
\$ 18.32	\$ 10.92	Senior Water & Wastewater Plant Operator	3		26	12	40	11	
\$ 16.17	\$ 10.44	Water and Wastewater Asst Foreman	5	5	101	13	90	15	
\$ 15.35	\$ 10.46	Equipment Operator/Water and Sewer	85	9	96	11	80	10	
\$ 16.28	\$ 9.69	Equipment Operator/Street & Sanitation					15		
\$ 14.57	\$ 9.85	Equipment Operator/Street & Sanitation					15		

**COMMENTS:**

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

Funds in Account No. 509 are for the future slip lining portions of the sewer mains (\$75,000) and for rehabilitation of leaking manholes by lining them (\$5,000).

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>ENTERPRISE</b>	<b>PUBLIC UTILITIES</b>	<b>SEWER UTILITY</b>	<b>SEWER COLLECTION OPS./MAIN./ &amp; IMPROVEMENT</b>
<u>No. 03</u>	<u>No. 01</u>	<u>No. 02</u>	<u>No. 03</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATE D</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 3,300	\$ 7,623	\$ 6,492
002 Overtime Wages	432	2,049	1,321
010 Accrued Employee Benefits	1,908	4,256	4,476
<b><u>100 CONTRACTUAL SERVICES</u></b>			
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	5,250	-	2,000
160 Repair Services	-	-	1,000
170 Maintenance Agreements & Leases	380	480	600
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	6,165	3,473	10,000
220 Tools & Small Equipment	805	-	200
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	2,000
490 Equipment Use Charges	4,609	5,416	6,000
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	-
505 Tools	-	-	-
507 Construction Equipment	-	38,584	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	74,000	80,000
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 22,848</b>	<b>\$ 135,880</b>	<b>\$ 114,089</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC UTILITIES</b>	<b>SEWER UTILITY</b>	<b>LIFT STATIONS OPS./MAINT./ &amp; IMPROV.</b>

**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.

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>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 21.78	\$ 11.94	Foreman/Water and Sewer	3		65	8	70	8	
\$ 18.32	\$ 10.92	Senior Water & Wastewater Plant Operator	82		230	4	220	4	
\$ 16.17	\$ 10.44	Water and Wastewater Asst Foreman	161		68		60	10	
\$ 15.35	\$ 10.46	Equipment Operator/Water and Sewer	250		119	6	60	1	
\$ 16.28	\$ 9.69	Equipment Operator/Street & Sanitation					15		
\$ 14.57	\$ 9.85	Equipment Operator/Street & Sanitation					15		

**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. 508 are budgeted for a replacement of a pump grinder.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>ENTERPRISE</b>	<b>PUBLIC UTILITIES</b>	<b>SEWER UTILITY</b>	<b>LIFT STATION OPS./MAIN./IMPROV.</b>
<u>No. 03</u>	<u>No. 01</u>	<u>No. 02</u>	<u>No. 05</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 8,072	\$ 7,467	\$ 7,909
002 Overtime Wages	-	495	637
010 Accrued Employee Benefits	4,883	4,439	5,039
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
130 Utilities-Electricity	1,127	2,340	2,500
132 Utilities-Natural Gas, Propane	415	390	500
133 Utilities-Telephone, Fax	676	728	750
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	-	-	200
170 Maintenance Agreements & Leases	-	-	500
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	1,662	3,919	4,000
220 Tools & Small Equipment	-	-	100
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	11,924	10,138	11,000
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	10,000
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 28,759</b>	<b>\$ 29,916</b>	<b>\$ 43,135</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC UTILITIES</b>	<b>SEWER UTILITY</b>	<b>SEWER TREATMENT OP./MAINT./ &amp; IMPROV.</b>

### **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.

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>				
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$ 21.78	\$ 11.94	Foreman/Water and Sewer	43		78		65	
\$ 18.32	\$ 10.92	Senior Water & Wastewater Plant Operator	122		141		130	
\$ 16.17	\$ 10.44	Water and Wastewater Asst Foreman	248		80		75	
\$ 15.35	\$ 10.46	Equipment Operator/Water and Sewer	132		116	1	75	
		Part Time / Seasonal Street Dept			2			
\$ 16.28	\$ 9.69	Equipment Operator/Street & Sanitation					13	
\$ 14.57	\$ 9.85	Equipment Operator/ Street & Sanitation					13	

**COMMENTS:**

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

Funds budgeted in Account No. 210 include expenses for chemical additives for the lagoons and miscellaneous operating supplies and for aggregate to the lagoon roads.

Funds budgeted in account no. 142 for additional engineering for the revenue bond project. The City received a SCEAP grant in FY2018 and there will be some offsetting revenues, but actual expenses will be higher as well.

Funds budgeted in account no. 506 are for a new flow meter.

Funds budgeted in account no. 901 are to cover bond payments.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>ENTERPRISE</b>	<b>PUBLIC UTILITIES</b>	<b>SEWER UTILITY</b>	<b>SEWAGE TREATMENT OP./MAINT./ &amp;</b>
<i>No. 03</i>	<i>No. 01</i>	<i>No. 02</i>	<i>No. 07</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 8,956	\$ 7,007	\$ 6,562
002 Overtime Wages	81	16	-
010 Accrued Employee Benefits	5,722	3,857	4,017
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	14,967	14,649	15,000
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	40,877	10,335	30,000
144 Consultant's Services	-	-	-
150 Contract Labor	1,514	3,800	4,000
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	-	2,222	3,000
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	5,663	150	4,000
<b><u>500 CAPITAL OUTLAYS</u></b>			
505 Tools	-	-	-
506 Data Processing Equipment	-	-	15,000
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
803 Transfer to Equipment Use Fund	-	-	-
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	200	-	44,200
<b>TOTAL</b>	<b>\$ 77,980</b>	<b>\$ 42,036</b>	<b>\$ 125,780</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC UTILITIES</b>	<b>SEWER UTILITY</b>	<b>LAND APPLICATION</b>

**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 Director of Public Works and Utilities.

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>				
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$ 21.78	\$ 11.94	Foreman/Water and Sewer	73		171	3	100	1
\$ 18.32	\$ 10.92	Senior Water & Wastewater Plant Operator	69		38		50	
\$ 16.17	\$ 10.44	Water and Wastewater Asst Foreman	25		60		66	
\$ 15.35	\$ 10.46	Equipment Operator/Water and Sewer	123		106	1	90	1
\$ 19.80	\$ 11.60	Line Asst. Foreman	6		3		3	
\$ 16.16	\$ 10.64	Apprentice Lineman	12					
\$ 16.28	\$ 9.69	Equipment Operator/Street & Sanitation					12	
\$ 14.57	\$ 9.85	Equipment Operator/Street & Sanitation					12	

**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. A reserve of \$45,000 is available for equipment replacement in the present year, if necessary.

Funds in Account No. 508 are for purchase of a riverscreen for the Bowne pivot.

Funds in account no. 03-01-02-08-901 represent the sinking fund for equipment replacement required under the conditions of the DNR grant for treatment plant improvement in 1985. A reserve of \$45,000 is available for equipment replacement in the present year, if necessary.

Funds in account no. 150 are budgeted for a pivot drop for the Benoit farm.

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>ENTERPRISE</b>	<b>PUBLIC UTILITIES</b>	<b>SEWER UTILITY</b>	<b>LAND APPLICATION</b>
<u>No. 03</u>	<u>No. 01</u>	<u>No. 02</u>	<u>No. 08</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 5,593	\$ 7,193	\$ 5,972
002 Overtime Wages	79	59	56
010 Accrued Employee Benefits	3,601	3,772	3,662
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	(4,268)	-	1,000
133 Utilities-Telephone, Fax	-	-	-
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	2,250	7,000	10,000
160 Repair Services	-	1,965	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	2,869	12,406	10,000
220 Tools & Small Equipment	-	-	1,000
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	1,000
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
507 Construction Equipment	-	-	-
508 Other Equipment	-	-	5,000
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	600	-	45,000
<b>TOTAL</b>	<b>\$ 10,724</b>	<b>\$ 32,396</b>	<b>\$ 82,690</b>



**ENTERPRISE FUNDS**

**ELECTRIC FUND**

FISCAL YEAR 2019 - 2020

**REVENUE DETAIL**

	<b>Budget 17-18</b>	<b>Actual 17-18</b>	<b>Budget 18-19</b>	<b>Estimated 18-19</b>	<b>Budgeted 19-20</b>
<b>ENTERPRISE FUND- ELECTRIC UTILITY</b>					
03-01-03-46-330 Sale of Equipment					\$ 15,000
03-01-03-46-452 Transfer from Accrued Benefits	\$ 35,000	\$ 36,800	\$ 35,000	\$ 31,386	\$ 35,000
03-01-03-46-453 Transfer from Other Funds					
03-01-03-46-690 Donations - Energy Assistance				\$ 350,000	
03-01-03-46-990 Proceeds from Lease/Purchase Loan					
Subtotal	\$ 35,000	\$ 36,800	\$ 35,000	\$ 381,386	\$ 50,000
<hr/>					
03-01-03-47-312 Electric Sales - General Public	\$ 3,255,000	\$ 3,595,951	\$ 3,420,478	\$ 3,440,480	\$ 3,698,516
03-01-03-47-313 Electric Sales - City	\$ 52,300	\$ 32,787	\$ 52,300	\$ 38,333	\$ 41,208
03-01-03-47-393 Installation Charges	\$ 600	\$ 1,025	\$ 600	\$ 1,595	\$ 1,595
03-01-03-47-399 Miscellaneous	5,000	19,315	5,000	7,300	7,300
03-01-03-47-910 Interest Earnings	1,200	8,150	1,200	12,211	9,500
Total for Charges	\$ 3,314,100	\$ 3,657,228	\$ 3,479,578	\$ 3,499,919	\$ 3,758,119
<hr/>					
<b>FUND TOTAL</b>	<b>\$ 3,349,100</b>	<b>\$ 3,694,028</b>	<b>\$ 3,514,578</b>	<b>\$ 3,881,305</b>	<b>\$ 3,808,119</b>

**SUMMARY OF EXPENDITURES**

<b>Electric Fund Expenditures</b>	<b>Budget 17-18</b>	<b>Actual 17-18</b>	<b>Budget 18-19</b>	<b>Estimated 18-19</b>	<b>Budgeted 19-20</b>
<b>313 - Electric Fund</b>					
313-1 Planning, Administration & Training	238,465	213,894	288,820	684,450	254,115
313-2 Communications / Central Services	59,726	44,306	61,478	51,175	70,280
313-3 Electric Buildings & Grounds	36,931	37,580	39,775	32,069	43,738
Electric Distribution					
313-4 Operations/Maint./Improvements	3,972,633	2,812,013	4,118,072	3,305,013	3,838,526
313-8 Brush & Tree Control	66,120	39,280	60,774	58,703	79,353
313-9 Street Lighting	22,411	7,844	17,437	9,512	21,335
<b>ELECTRIC FUND TOTALS</b>	<b>\$ 4,396,286</b>	<b>\$ 3,154,917</b>	<b>\$ 4,586,356</b>	<b>\$ 4,140,923</b>	<b>\$ 4,307,347</b>

**CASH FLOW**

Estimated Cash Balance as of April 1, 2019	\$	633,558
Expected Revenues	\$	3,808,119
Proposed Expenditures	\$	(4,307,347)
<b>Ending Fund Balance</b>	<b>\$</b>	<b>134,330</b>

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

**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.

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>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 25.29	\$ 14.22	Line Foreman	774		797	34	700	28	
\$ 19.80	\$ 11.60	Asst. Line Foreman	102		20	3	10	2	
\$ 16.61	\$ 10.64	Apprentice Lineman	84		53	3	75	5	
\$ 16.61	\$ 9.90	Apprentice Lineman	85		74		70		
\$ 16.61	\$ 8.14	Apprentice Lineman	9		62		65	5	

**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 (\$150,000) 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**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>ENTERPRISE</b>	<b>PUBLIC UTILITIES</b>	<b>ELECTRIC UTILITY</b>	<b>PLANNING/ ADMINISTRATION AND TRAINING</b>
<i>No. 03</i>	<i>No. 01</i>	<i>No. 03</i>	<i>No. 01</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 22,755	\$ 20,793	\$ 21,389
002 Overtime Wages	1,504	1,170	1,371
010 Accrued Employee Benefits	13,411	25,257	12,605
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	100
110 Printing, Publications, and Advertising	1,666	939	1,200
120 Dues, Memberships, Subscriptions, & Tuition	8,184	6,045	10,000
130 Utilities-Electricity	-	-	-
131 Utilities-Electricity	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	341	790	850
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	7,031	4,800	4,800
150 Contract Labor	2,876	2,616	2,800
160 Repair Services	-	-	200
170 Maintenance Agreements & Leases	1,878	4,207	4,500
180 Meals, Lodging, and Travel	2,696	1,940	2,000
190 Insurance	11,053	3,068	6,300
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	100	571	500
210 Operating Supplies	2,399	1,015	1,500
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
320 Bad Debts	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	3,000	2,731	4,000
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
506 Data Processing Equipment	-	78,508	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
801 Transfer to General Fund	100,000	150,000	150,000
803 Transfer to Park Fund	-	350,000	-
804 Transfer to Cemetery Fund	35,000	30,000	30,000
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 213,894</b>	<b>\$ 684,450</b>	<b>\$ 254,115</b>

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 cashing and collection provided by the office staff at City Hall. A pro-rata share of 29% of such general costs and all of the expenses for special customer service to customers on electric-rated matters are accounted under this activity. These central services include utility billing, cashing, 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.

FUND		PROGRAM	FUNCTION	ACTIVITY					
ENTERPRISE		PUBLIC UTILITIES	ELECTRIC UTILITY	COMMUNICATIONS AND CENTRAL SERVICES					
<i>No. 03</i>		<i>No. 01</i>	<i>No. 03</i>	<i>No. 02</i>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 20.17	\$ 11.55	City Clerk	120	14	56	4	100	11	
\$ 17.24	\$ 7.15	Deputy City Clerk	362	43	384	35	383	39	
\$ 16.74	\$ 8.52	Assistant City Clerk II	184	23	177	15	187	19	
\$ 13.12	\$ 7.15	Assistant City Clerk I	522	11	435	10	429	8	
\$ 12.85	\$ 7.18	Assistant City Clerk I			435	20	409	10	
\$ 11.91	\$ 1.00	Part Time or Temporary Clerk	343		64		165		
\$ 12.85	\$ 1.00	Scanning Clerk	34		40		45		

**COMMENTS:**

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

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>ENTERPRISE</b>	<b>PUBLIC UTILITIES</b>	<b>ELECTRIC UTILITY</b>	<b>COMMUNICATIONS/CENTRAL SERVICES</b>
<i>No. 03</i>	<i>No. 01</i>	<i>No. 03</i>	<i>No. 02</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 22,395	\$ 22,427	\$ 25,188
002 Overtime Wages	2,281	1,836	2,191
010 Accrued Employee Benefits	11,100	12,099	12,411
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	3,188	3,330	3,625
110 Printing, Publications, and Advertising	-	43	100
120 Dues, Memberships, Subscriptions, & Tuition	-	-	435
133 Utilities-Telephone, Fax	22	12	145
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	2,677	4,070	5,800
160 Repair Services	-	-	1,740
170 Maintenance Agreements & Leases	1,364	1,519	435
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	427	725
210 Operating Supplies	1,227	550	580
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expenses & Finance Charges	-	-	-
320 Bad Debts	(4,056)	-	3,000
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	3,268	3,750	725
507 Construction Equipment	-	-	-
508 Other Equipment	-	-	12,180
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	841	1,111	1,000
<b>TOTAL</b>	<b>\$ 44,306</b>	<b>\$ 51,175</b>	<b>\$ 70,280</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC UTILITIES</b>	<b>ELECTRIC UTILITY</b>	<b>BUILDINGS AND GROUNDS</b>

**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.

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>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 25.29	\$ 14.22	Line Foreman	7		7	40		40	
\$ 19.80	\$ 11.60	Asst. Line Foreman	190		244	29	150	29	
\$ 16.61	\$ 10.64	Apprentice Lineman	28		197	33	135	26	
\$ 16.61	\$ 9.90	Apprentice Lineman	162		157	32	95	35	
\$ 16.61	\$ 8.14	Apprentice Lineman	148		223	18	175	40	

**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 Water & Light Building (City Hall) (\$5,000).

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>ENTERPRISE</b>	<b>PUBLIC UTILITIES</b>	<b>ELECTRIC UTILITY</b>	<b>BUILDINGS AND GROUNDS</b>
<i>No. 03</i>	<i>No. 01</i>	<i>No. 03</i>	<i>No. 03</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 8,206	\$ 9,215	\$ 9,697
002 Overtime Wages	4,586	4,928	4,895
010 Accrued Employee Benefits	6,050	6,590	7,395
<b><u>100 CONTRACTUAL SERVICES</u></b>			
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	2,300	2,820	3,000
133 Utilities-Telephone, Fax	1,413	1,430	2,000
140 Professional Serv.-Legal	-	-	-
141 Professional Serv.-Accounting	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	2,500
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	4,256	2,262	5,000
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	301	457	500
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	3,771	3,707	4,200
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	3,228	661	2,000
220 Tools & Small Equipment	37	-	50
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expenses & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	3,433	-	2,500
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 37,580</b>	<b>\$ 32,069</b>	<b>\$ 43,738</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC UTILITIES</b>	<b>ELECTRIC UTILITY</b>	<b>ELECTRIC DISTRIBUTION OPS./MAINT./ &amp; IMPROV.</b>

**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, 2019 there is \$775,000 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.

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>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 25.29	\$ 14.22	Line Foreman	7	79	931	115	925	100	
\$ 19.80	\$ 11.60	Asst. Line Foreman	190	32	1432	76	1470	70	
\$ 16.61	\$ 10.64	Apprentice Lineman	28	38	1400	71	1375	64	
\$ 16.61	\$ 9.90	Apprentice Lineman	162	2	1299	59	1303	60	
\$ 16.61	\$ 8.14	Apprentice Lineman	148	23	1134	25	1176	35	
\$61,500/salary		Director of Public Works			50%				

**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 \$509,826 and addition of \$50,000.

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

Funds in account no. 502 are for a digger derrick truck. This purchase was authorized in FY19, but the truck is to be delivered and paid for in May 2020.

Funds in account no. 508 are for an AMI system (\$40,000) and underground utilities (\$25,000)

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>ENTERPRISE</b>	<b>PUBLIC UTILITIES</b>	<b>ELECTRIC UTILITY</b>	<b>ELECTRIC DISTRIBUTION OPS./MAINT./ &amp; IMPROV.</b>
<i>No. 03</i>	<i>No. 01</i>	<i>No. 03</i>	<i>No. 04</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 72,117	\$ 122,972	\$ 116,514
002 Overtime Wages	5,020	11,470	9,834
010 Accrued Employee Benefits	56,601	74,299	71,102
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	150
110 Printing, Publications, and Advertising	-	-	200
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	2,399,092	2,499,582	2,515,000
140 Professional Serv.-Legal	6,841	2,376	3,000
142 Professional Serv.-Architect, Engineer, & Surveying	587	-	5,000
143 Professional Serv.-Data Processing	-	-	-
144 Consultant's Services	2,165	3,268	4,000
150 Contract Labor	7,735	6,243	8,000
160 Repair Services	-	-	200
170 Maintenance Agreements & Leases	-	-	500
180 Meals, Lodging, and Travel	-	-	1,200
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	55,923	70,559	85,000
220 Tools & Small Equipment	8,738	-	3,000
<b><u>300 FINANCIAL EXPENSES</u></b>			
305 Interest - Capital Lease	43,474	40,758	41,000
309 Principal - Capital Lease	99,000	128,000	120,000
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	54,720	22,946	25,000
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	205,000
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	69,071	65,000
509 Miscellaneous	-	-	-
511 Substation Project	-	-	-
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
903 Depreciation Reserve	-	253,469	559,826
<b>TOTAL</b>	<b>\$ 2,812,013</b>	<b>\$ 3,305,013</b>	<b>\$ 3,838,526</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC UTILITIES</b>	<b>ELECTRIC UTILITY</b>	<b>BRUSH AND TREE CONTROL</b>

**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.

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>				
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$ 25.29	\$ 14.22	Line Foreman	90		114		130	2
\$ 19.80	\$ 11.60	Asst. Line Foreman	106		79		125	
\$ 16.61	\$ 10.64	Apprentice Lineman	210		134		130	
\$ 16.61	\$ 9.90	Apprentice Lineman	185		255		275	
\$ 16.61	\$ 8.14	Apprentice Lineman	89		210		200	
\$ 21.02	\$ 15.46	Street & Sanitation Foreman	1		24		24	
\$ 16.28	\$ 9.69	Street & Sanitation Equipment Operator	69		59	4	80	4
\$ 14.90	\$ 7.60	Street & Sanitation Equipment Operator	187		67	5	80	5
\$ 14.90	\$ 7.60	Street & Sanitation Equipment Operator					80	4
		Part Time / Seasonal			21			
\$ 16.17	\$ 10.44	Water & Sewer Asst. Foreman			38		40	
\$ 15.35	\$ 10.46	Equipment Operator/Water & Sewer			7	3	7	3

**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**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>ENTERPRISE</b>	<b>PUBLIC UTILITIES</b>	<b>ELECTRIC UTILITY</b>	<b>BRUSH AND TREE CONTROL</b>
<i>No. 03</i>	<i>No. 01</i>	<i>No. 03</i>	<i>No. 08</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 15,637	\$ 17,043	\$ 20,757
002 Overtime Wages	236	265	444
010 Accrued Employee Benefits	9,014	9,552	12,052
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	181	150
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	2,690	23,598	35,000
160 Repair Services	-	-	200
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	4,547	1,648	3,500
220 Tools & Small Equipment	662	-	500
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expenses & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	6,493	6,418	6,750
<b><u>500 CAPITAL OUTLAYS</u></b>			
502 Vehicles	-	-	-
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 39,280</b>	<b>\$ 58,703</b>	<b>\$ 79,353</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC UTILITIES</b>	<b>ELECTRIC UTILITY</b>	<b>STREET LIGHTING</b>

**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.

FUND		PROGRAM	FUNCTION	ACTIVITY				
ENTERPRISE		PUBLIC UTILITIES	ELECTRIC UTILITY	STREET LIGHTING				
<i>No. 03</i>		<i>No. 01</i>	<i>No. 03</i>	<i>No. 09</i>				
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$ 25.29	\$ 14.22	Line Foreman	19		29	11	65	
\$ 19.80	\$ 11.60	Asst. Line Foreman	40		15	12	35	
\$ 16.61	\$ 10.64	Apprentice Lineman	6		16	11	55	
\$ 16.61	\$ 9.90	Apprentice Lineman	34		41		40	
\$ 16.61	\$ 8.14	Apprentice Lineman	37		72		65	

**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**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>ENTERPRISE</b>	<b>PUBLIC UTILITIES</b>	<b>ELECTRIC UTILITY</b>	<b>STREET LIGHTING</b>
<u>No. 03</u>	<u>No. 01</u>	<u>No. 03</u>	<u>No. 09</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 2,265	\$ 3,519	\$ 4,994
002 Overtime Wages	136	74	-
010 Accrued Employee Benefits	1,474	1,923	2,841
<b><u>100 CONTRACTUAL SERVICES</u></b>			
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	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	3,969	3,996	7,500
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expenses & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	1,000
<b><u>500 CAPITAL OUTLAYS</u></b>			
502 Vehicles	-	-	-
505 Tools	-	-	-
508 Other Equipment	-	-	5,000
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 7,844</b>	<b>\$ 9,512</b>	<b>\$ 21,335</b>



**ENTERPRISE FUNDS**

**SANITATION**

FISCAL YEAR 2019 - 2020

**REVENUE DETAIL**

	<b>Budget 17-18</b>	<b>Actual 17-18</b>	<b>Budget 18-19</b>	<b>Estimated 18-19</b>	<b>Budgeted 19-20</b>
<b>ENTERPRISE FUND- SANITATION</b>					
03-03-02-43-422 MMSWMD Grant	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ -</b>
<hr/>					
03-03-02-44-410 Refuse Collection Charges	\$ 435,000	\$ 438,633	\$ 444,000	\$ 449,423	\$ 445,000
<b>Subtotal</b>	<b>\$ 435,000</b>	<b>\$ 438,633</b>	<b>\$ 444,000</b>	<b>\$ 449,423</b>	<b>\$ 445,000</b>
<hr/>					
03-03-02-46-330 Sale of Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<hr/>					
03-03-02-47-199 Installation Charges	\$ 1,000	\$ 1,513	\$ 1,000	\$ 2,350	\$ 1,000
03-03-02-47-453 Transfer from Electric Fund	-	-	-	-	-
03-03-02-47-910 Interest	1,000	4,912	2,000	8,639	2,500
<b>Subtotal</b>	<b>\$ 2,000</b>	<b>\$ 6,425</b>	<b>\$ 3,000</b>	<b>\$ 10,989</b>	<b>\$ 3,500</b>
<hr/>					
<b>FUND TOTAL</b>	<b>\$ 437,000</b>	<b>\$ 445,058</b>	<b>\$ 452,000</b>	<b>\$ 465,412</b>	<b>\$ 448,500</b>

**SUMMARY OF EXPENDITURES**

	<b>Budget 17-18</b>	<b>Actual 17-18</b>	<b>Budget 18-19</b>	<b>Estimated 18-19</b>	<b>Budgeted 19-20</b>
<b>Sanitation Fund Expenditures</b>					
<b>332 - Sanitation Fund</b>					
332-1 Planning, Administration & Training	55,243	63,039	543,941	49,321	68,480
332-2 Trash & Recycling Collections	190,200	189,394	54,112	193,451	207,089
Trash Disposal, Recycling Costs, Landfill					
332-3 Costs	268,627	198,407	202,391	202,191	286,096
<hr/>					
<b>ELECTRIC FUND TOTALS</b>	<b>\$ 514,070</b>	<b>\$ 450,840</b>	<b>\$ 800,444</b>	<b>\$ 444,964</b>	<b>\$ 561,665</b>

**CASH FLOW**

Estimated Cash Balance as of April 1, 2019	\$	375,241
Expected Revenues	\$	448,500
Proposed Expenditures	\$	(561,665)
<b>Ending Fund Balance</b>	<b>\$</b>	<b>262,076</b>

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

**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.

FUND		PROGRAM		FUNCTION		ACTIVITY			
ENTERPRISE		OTHER UTILITIES		SANITATION UTILITY		PLANNING/ADMINISTRATION/ AND CENTRAL SERVICES			
<u>No. 03</u>		<u>No. 03</u>		<u>No. 02</u>		<u>No. 01</u>			
				FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE		Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$ 20.17	\$ 11.55	City Clerk		120	14	56	4	100	11
\$ 17.24	\$ 7.15	Deputy City Clerk		362	43	384	35	383	39
\$ 16.74	\$ 8.52	Assistant City Clerk II		184	23	177	15	187	19
\$ 13.12	\$ 7.15	Assistant City Clerk I		522	11	435	10	429	8
\$ 12.85	\$ 7.18	Assistant City Clerk I				435	20	409	10
\$ 11.91	\$ 1.00	Part Time or Temporary Clerk		343		64		165	
\$ 12.85	\$ 1.00	Scanning Clerk		34		40		45	

**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**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>ENTERPRISE</b>	<b>OTHER UTILITIES</b>	<b>SANITATION UTILITY</b>	<b>PLANNING/ ADMINISTRATION/ &amp; CENTRAL SERVICE</b>
<u>No. 03</u>	<u>No. 03</u>	<u>No. 02</u>	<u>No. 01</u>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 22,395	\$ 22,227	\$ 25,188
002 Overtime Wages	2,281	1,936	2,191
010 Accrued Employee Benefits	27,654	12,041	12,411
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	3,188	3,570	3,625
110 Printing, Publications, and Advertising	507	763	800
120 Dues, Memberships, Subscriptions, & Tuition	-	-	435
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	-	-	145
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	2,677	3,838	5,800
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	1,364	1,906	1,740
180 Meals, Lodging, and Travel	-	-	435
190 Insurance	1,268	360	500
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	48	427	725
210 Operating Supplies	415	543	580
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expenses & Finance Charges	-	-	-
320 Bad Debts	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	477	713	725
508 Other Equipment	-	-	12,180
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
809 Transfer to Accrued Benefits Fund	-	-	-
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	767	997	1,000
<b>TOTAL</b>	<b>\$ 63,039</b>	<b>\$ 49,321</b>	<b>\$ 68,480</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>OTHER UTILITIES</b>	<b>SANITATION UTILITY</b>	<b>TRASH COLLECTION</b>

**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.

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>			
				FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 21.02	\$ 15.46	Foreman/Street & Sanitation	21		36	16	22	10	
\$ 16.28	\$ 9.69	Equipment Operator/Street & Sanitation	382		92	14	85	14	
\$ 14.90	\$ 7.60	Equipment Operator/Street & Sanitation	85		167	2	105	2	
\$ 14.57	\$ 9.85	Equipment Operator/Street & Sanitation					85	14	
		Part Time / Seasonal Street Dept.			45				
\$ 16.61	\$ 10.64	Apprentice Lineman	3						
\$ 16.17	\$ 10.44	Water & Sewer Asst. Foreman			31	13	10	5	

**COMMENTS:**

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

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>ENTERPRISE</b>	<b>OTHER UTILITIES</b>	<b>SANITATION UTILITY</b>	<b>TRASH COLLECTION</b>
<i>No. 03</i>	<i>No. 03</i>	<i>No. 02</i>	<i>No. 02</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 6,964	\$ 5,137	\$ 4,811
002 Overtime Wages	810	810	1,129
010 Accrued Employee Benefits	4,512	3,336	3,399
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	38	205	250
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
140 Professional Serv.-Legal	-	-	-
142 Professional Serv.-Architect, Engineer, & Surveying	-	-	-
144 Consultant's Services	-	-	-
150 Contract Labor	176,724	183,525	185,000
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	346	439	500
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expenses & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	-	-	-
508 Other Equipment	-	-	6,000
509 Miscellaneous	-	-	6,000
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
801 Transfer to Equipment Use Fund	-	-	-
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 189,394</b>	<b>\$ 193,451</b>	<b>\$ 207,089</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>OTHER UTILITIES</b>	<b>SANITATION UTILITY</b>	<b>TRASH DISPOSAL AND LANDFILL</b>

**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.

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>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 21.02	\$ 15.46	Foreman/Street & Sanitation	71.00		46.75		35.00		
\$ 16.28	\$ 9.69	Equipment Operator/Street & Sanitation	72.50		18.50	12.00	15.00		
\$ 14.90	\$ 7.60	Equipment Operator/Street & Sanitation	91.50		20.00		15.00	12.00	
\$ 14.57	\$ 9.85	Equipment Operator/Street & Sanitation					15.00		
		Part Time / Seasonal Street Dept.			7.75	17.75			
\$ 16.17	\$ 10.44	Water & Sewer Asst. Foreman			16.00	0.25	10.00		

**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**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>ENTERPRISE</b>	<b>OTHER UTILITIES</b>	<b>SANITATION UTILITY</b>	<b>TRASH DISPOSAL AND LANDFILL</b>
<i>No. 03</i>	<i>No. 03</i>	<i>No. 02</i>	<i>No. 03</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 3,652	\$ 1,545	\$ 1,584
002 Overtime Wages	1,730	581	268
010 Accrued Employee Benefits	1,436	548	1,144
<b><u>100 CONTRACTUAL SERVICES</u></b>			
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	185,887	193,491	195,000
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	-	33	100
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expenses & Finance Charges	-	-	-
320 Bad Debts	(784)	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	6,424	5,943	6,000
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	-
505 Tools	-	-	-
507 Construction Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
902 Tipping Fees	62	50	-
904 Closure/Equipment Replacement Reserve	-	-	82,000
<b>TOTAL</b>	<b>\$ 198,407</b>	<b>\$ 202,191</b>	<b>\$ 286,096</b>

**A. B. CHANCE MEMORIAL TRUST FUND  
FISCAL YEAR 2019 - 2020**

**CASH FLOW**

Estimated Beginning Fund Balance	\$ 232,760
Expected Revenues	\$ 600
Appropriated Expenditures	<u>\$ (5,950)</u>
Estimated Ending Fund Balance	\$ 227,410

**REVENUE DETAIL**

		Budget 17-18	Actual 17-18	Budget 18-19	Estimated 18-19	Budgeted 19-20
04-01-01-46-110	Interest	\$ 600	\$ 1,274	\$ 600	\$ 1,860	\$ 600
04-01-01-46-190	Dividends & Capital Gains	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>		<b>\$ 600</b>	<b>\$ 1,274</b>	<b>\$ 600</b>	<b>\$ 1,860</b>	<b>\$ 600</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>CEMETERY OPERATIONS</b>	<b>A. B. CHANCE MEMORIAL</b>	<b>OPERATIONS</b>

**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.

FUND		PROGRAM	FUNCTION		ACTIVITY			
TRUST		CEMETERY OPRATIONS	A. B. CHANCE MEMORIAL		OPERATIONS			
<i>No. 04</i>		<i>No. 01</i>	<i>No. 01</i>		<i>No. 02</i>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20

**COMMENTS:**

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

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>TRUST</b>	<b>CEMETERY OPERATIONS</b>	<b>A. B. CHANCE MEMORIAL</b>	<b>OPERATIONS</b>
<i>No. 04</i>	<i>No. 01</i>	<i>No. 01</i>	<i>No. 02</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	-	-	-
110 Printing, Publications, and Advertising	-	-	50
120 Dues, Memberships, Subscriptions, & Tuition	-	-	-
130 Utilities-Electricity	-	-	-
131 Utilities-Water	193	128	400
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	3,675	3,675	4,500
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, and Travel	-	-	-
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	700	721	1,000
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expenses & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	363	-	-
<b>TOTAL</b>	<b>\$ 4,931</b>	<b>\$ 4,524</b>	<b>\$ 5,950</b>

**CAPITAL PROJECTS FUNDS**  
**FISCAL YEAR 2019 - 2020**

**CASH FLOW**

	<b>FIRE EQUIPME T</b>	<b>HIGHWAY &amp; STREETS</b>	<b>TOTAL</b>
<b>Estimated Beginning Fund Balance</b>	\$ 85,075	\$ 3,862	\$ 88,937
<b>Expected Revenues</b>	\$ 1,850	\$ -	\$ 1,850
<b>Appropriated Expenditures</b>	\$ -	\$ -	\$ -
<b>Estimated Ending Fund Balance</b>	\$ 86,925	\$ 3,862	\$ 90,787

**REVENUE DETAIL**

<b>CAPITAL PROJECTS FIRE EQUIPMENT</b>	<b>Budget 17-18</b>	<b>Actual 17-18</b>	<b>Budget 18-19</b>	<b>Estimated 18-19</b>	<b>Budgeted 19-20</b>
05-02-01-41-620 25% Tobacco Tax	1,800	1,920	1,800	-	1,800
<b>Total Taxes</b>	\$ 1,800		\$ 1,800		\$ 1,800
05-02-01-43-427 Assistance to Fire Fighters Grant	-		-		-
<b>Total</b>	\$ -		\$ -		\$ -
05-02-01-46-110 Interest	50	844	50	1,940	50
05-02-01-46-451 Transfer from General Fund	-		-		-
05-02-01-46-690 Other Contributions		159,866	-		-
Total Other Revenue	\$ 50		\$ 50		\$ 50
<b>FUND TOTAL</b>	\$ 1,850		\$ 1,850		\$ 1,850

<b>CAPITAL PROJECTS HIGHWAYS &amp; STREETS</b>	<b>Budget 17-18</b>	<b>Actual 17-18</b>	<b>Budget 18-19</b>	<b>Estimated 18-19</b>	<b>Budgeted 19-20</b>
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	\$ -		\$ -		\$ -
<b>FUND TOTAL</b>	\$ -		\$ -		\$ -



<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC SAFETY</b>	<b>FIRE EQUIPMENT</b>	<b>CAPITAL OUTLAY</b>

### **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.

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>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20

COMMENTS:

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>CAPITAL PROJECTS</b>	<b>PUBLIC SAFETY</b>	<b>FIRE EQUIPMENT</b>	<b>CAPITAL OUTLAY</b>
<i>No. 05</i>	<i>No. 02</i>	<i>No. 01</i>	<i>No. 01</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ -	\$ -	\$ -
010 Accrued Employee Benefits	-	-	-
<b><u>100 CONTRACTUAL SERVICES</u></b>			
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	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	-	-	-
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expenses & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	91,860	-	-
503 Furniture and Files	-	-	-
504 Fire Fighting Equipment	-	-	-
505 Tools	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 91,860</b>	<b>\$ -</b>	<b>\$ -</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>PUBLIC WORKS</b>	<b>HIGHWAYS AND STREETS</b>	<b>CAPITAL OUTLAY</b>

**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

FUND		PROGRAM	FUNCTION		ACTIVITY			
CAPITAL PROJECTS		PUBLIC WORKS	HIGHWAYS & STREETS		CAPITAL OUTLAY			
<u>No. 05</u>		<u>No. 03</u>	<u>No. 01</u>		<u>No. 01</u>			
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20

COMMENTS:

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>CAPITAL PROJECTS</b>	<b>PUBLIC WORKS</b>	<b>HIGHWAYS &amp; STREETS</b>	<b>CAPITAL OUTLAY</b>
<i>No. 05</i>	<i>No. 03</i>	<i>No. 01</i>	<i>No. 01</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ -	\$ -	\$ -
002 Overtime Wages	-	-	-
010 Accrued Employee Benefits	-	-	-
<b><u>100 CONTRACTUAL SERVICES</u></b>			
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	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operating Supplies	-	-	-
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
309 Capital Lease Payment	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
505 Tools	-	-	-
507 Construction Equipment	-	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
905 Payment to City of Columbia	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# **INTERNAL SERVICES FUNDS**



<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>CENTRAL SERVICES</b>	<b>FINANCIAL</b>	<b>CASHIERING &amp; COLLECTING</b>

**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 City Clerk under the general supervision of the City Administrator.

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

Since these funds are charged out for actual time, there is never any fund balance in this account.

FUND		PROGRAM	FUNCTION	ACTIVITY					
INTERNAL SERVICES FUND		CENTRAL SERVICES	FINANCIAL	CASHIERING AND COLLECTING					
<i>No. 06</i>		<i>No. 01</i>	<i>No. 02</i>	<i>No. 01</i>					
			FY 2017-18		FY 2018-19		FY 2019-20		
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20	
\$ 20.17	\$ 11.55	City Clerk	414		271	25	425	35	
\$ 17.24	\$ 7.15	Deputy City Clerk	1248		1318	122	1375	75	
\$ 16.74	\$ 8.52	Asst City Clerk II	634		572	42	690	40	
\$ 13.12	\$ 7.15	Asst City Clerk I	1799		1468	64	1775	60	
\$ 12.85	\$ 7.15	Asst City Clerk I	0		1830	18	1750	80	
\$ 11.92	\$ 1.00	Customer Service Rep	1184				750		
\$ 12.85	\$ 1.00	Scanning Clerk	116		201		125		

**COMMENTS:**

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

Funds in account no. 150 are budgeted for IT services (\$13,000) and the development of a new website (\$7,000)

Funds in account no. 201 are budgeted for dual screen monitors and mount system for City Hall staff (\$2,500)

Funds in account no. 506 are budgeted for the 5-year replacement of computers at City Hall.

Funds in account no. 508 are budgeted for security lock system for city buildings (\$14,000).

**ANNUAL BUDGET DETAIL**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>INTERNAL SERVICES FUND</b>	<b>CENTRAL SERVICES</b>	<b>FINANCIAL</b>	<b>CASHIERING &amp; COLLECTING</b>
<b><u>No. 06</u></b>	<b><u>No. 01</u></b>	<b><u>No. 02</u></b>	<b><u>No. 01</u></b>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 77,225	\$ 80,474	\$ 100,150
002 Overtime Wages	7,864	6,553	6,726
010 Accrued Employee Benefits	24,782	28,225	48,980
<b><u>100 CONTRACTUAL SERVICES</u></b>			
101 Postage and Freight	10,992	12,374	12,500
110 Printing, Publications, and Advertising	-	148	-
120 Dues, Memberships, Subscriptions, & Tuition	-	-	1,500
130 Utilities-Electricity	-	-	-
131 Utilities-Water	-	-	-
132 Utilities-Natural Gas, Propane	-	-	-
133 Utilities-Telephone, Fax	77	80	500
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	9,230	14,435	20,000
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	4,704	4,870	6,000
180 Meals, Lodging, & Travel	-	-	1,500
190 Insurance	-	-	-
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	1,474	2,500
210 Operation Supplies	1,596	1,988	2,000
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
420 Equipment, Parts & Supplies	-	-	-
430 Equipment Repair Charges	-	-	-
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
506 Data Processing Equipment	1,387	2,457	2,500
508 Other Equipment	-	-	42,000
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	2,901	3,427	3,500
<b>TOTAL</b>	<b>\$ 140,760</b>	<b>\$ 156,505</b>	<b>\$ 250,355</b>



**INTERNAL SERVICE FUNDS**  
**FISCAL YEAR 2019 - 2020**

**CASH FLOW**

Equipment Use

Estimated Beginning Fund Balance	\$	260,069
Expected Revenues	\$	210,050
Appropriated Expenditures	\$	(240,534)
Estimated Ending Fund Balance	\$	229,585

**REVENUE DETAIL**

INTERNAL SERVICE FUND EQUIPMENT USE	Budget 17-18	Actual 17-18	Budget 18-19	Estimated 18-19	Budgeted 19-20
06-02-01-48110 Equipment Use Charges	276,218	227,018	232,950	209,819	210,000
<b>Total Taxes</b>	<b>\$ 276,218</b>		<b>\$ 232,950</b>		<b>\$ 210,000</b>
05-02-01-43-427 Assistance to Fire Fighters Grant	-		-		-
<b>Total</b>	<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>
05-02-01-46-110 Interest	50	844	50	1,940	50
05-02-01-46-451 Transfer from General Fund	-		-		-
05-02-01-46-690 Other Contributions		159,866	-		-
Total Other Revenue	<b>\$ 50</b>		<b>\$ 50</b>		<b>\$ 50</b>
<b>FUND TOTAL</b>	<b>\$ 276,268</b>		<b>\$ 233,000</b>		<b>\$ 210,050</b>

<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>CAPITAL EQUIPMENT</b>	<b>EQUIPMENT CHARGES</b>	<b>EQUIPMENT OPERATIONS</b>

**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.

FUND		PROGRAM	FUNCTION	ACTIVITY				
INTERNAL SERVICES FUND		CAPITAL EQUIPMENT	EQUIPMENT CHARGES	EQUIPMENT OPERATIONS				
<i>No. 06</i>		<i>No. 02</i>	<i>No. 01</i>	<i>No. 02</i>				
			FY 2017-18		FY 2018-19		FY 2019-20	
ANTICIPATED SALARY LEVEL	ANTICIPATED BENEFIT LEVEL	POSITION TITLE	Actual Regular Hours	Actual Overtime Hours	Estimated Regular Hours	Estimated Overtime Hours	Projected Regular Hours 19-20	Projected Overtime Hours 19-20
\$ 21.02	\$ 15.46	Foreman/Street & Sanitation	162		220	1	200	1
\$ 16.28	\$ 9.69	Equipment Operator/Street & Sanitation	82		233	1	225	1
\$ 14.90	\$ 7.60	Equipment Operator/Street & Sanitation	210		162		225	
\$ 14.57	\$ 9.85	Equipment Operator/Street & Sanitation Part Time / Seasonal			21		225	1
\$ 21.78	\$ 11.94	Foreman/Water & Sewer	7		72		66	1
\$ 18.32	\$ 10.92	Water & Wastewater Plant Operator	2		3		10	
\$ 16.17	\$ 10.44	Water & Wastewater Asst Foreman	115		136		150	
\$ 15.35	\$ 10.46	Equipment Operator/Water & Sewer	55		144		135	
\$ 25.29	\$ 14.22	Line Foreman	51		4		25	
\$ 19.80	\$ 11.60	Line Asst Foreman	32		46		75	
\$ 16.61	\$ 10.64	Apprentice Lineman	161		113		83	
\$ 16.61	\$ 9.90	Apprentice Lineman	134		130		65	
\$ 16.61	\$ 9.90	Apprentice Lineman	76		175	1	160	12

**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**

<b>FUND</b>	<b>PROGRAM</b>	<b>FUNCTION</b>	<b>ACTIVITY</b>
<b>INTERNAL SERVICES FUND</b>	<b>CAPITAL EQUIPMENT</b>	<b>EQUIPMENT CHARGES</b>	<b>EQUIPMENT OPERATIONS</b>
<i>No. 06</i>	<i>No. 02</i>	<i>No. 01</i>	<i>No. 02</i>
<b>EXPENSE CLASSIFICATION</b>	<b>ACTUAL 17-18</b>	<b>ESTIMATED 18-19</b>	<b>BUDGETED 19-20</b>
<b><u>000 PERSONNEL SERVICES</u></b>			
001 Salaries and Wages	\$ 16,693	\$ 27,779	\$ 27,849
002 Overtime Wages	25	77	409
010 Accrued Employee Benefits	3,627	15,880	17,576
<b><u>100 CONTRACTUAL SERVICES</u></b>			
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	80	-	-
160 Repair Services	-	-	-
170 Maintenance Agreements & Leases	-	-	-
180 Meals, Lodging, & Travel	-	-	-
190 Insurance	26,107	10,816	12,000
<b><u>200 SUPPLIES &amp; MATERIALS</u></b>			
201 Office Supplies, Furniture & Equipment	-	-	-
210 Operation Supplies	310	-	-
220 Tools & Small Equipment	-	-	-
<b><u>300 FINANCIAL EXPENSES</u></b>			
301 Interest Expense & Finance Charges	-	-	-
<b><u>400 EQUIPMENT EXPENSES</u></b>			
410 Motor Fuel	55,820	56,584	60,000
420 Equipment, Parts & Supplies	52,659	40,958	45,000
430 Equipment Repair Charges	31,384	16,323	23,200
450 Equipment Rental	-	-	-
490 Equipment Use Charges	-	-	-
<b><u>500 CAPITAL OUTLAYS</u></b>			
501 Radio & Communications Equipment	-	-	-
502 Vehicles	-	-	-
503 Furniture and Files	-	-	-
505 Tools	-	-	-
507 Construction Equipment	52,260	-	-
508 Other Equipment	-	-	-
509 Miscellaneous	-	-	-
510 Building Improvements	-	-	-
<b><u>800 TRANSFERS TO OTHER FUNDS</u></b>			
801 Transfer to Other Funds	-	198,000	54,500
<b><u>900 MISCELLANEOUS</u></b>			
901 Miscellaneous	-	-	-
<b>TOTAL</b>	<b>\$ 238,966</b>	<b>\$ 366,417</b>	<b>\$ 240,534</b>

**CAPITAL IMPROVEMENT PROJECTS**  
**FISCAL YEAR 2019 - 2020**

A Capital Improvement Program (CIP) is an integral part of any budget. The capital budget allows for tracking one-time, large investments. These expenditures can be recurring costs if they are for items that exceed the organization's threshold for capitalizing and tracking as an asset. The CIP allows for long-term planning to allow for planning of staggering various large expenses, especially in the General Fund so that there are sufficient funds every year for needed equipment replacement. Finally, the capital budget can allow the City to make sure that adequate investments are being made to keep up rolling stock. In the Enterprise Funds, capital purchases should roughly be equal to depreciation.

<b>Capital Improvement Budget Summary</b>							
	FY 2017-18 Budget	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Planned	FY 2021-22 Planned	FY 2022-23 Planned	FY 2023-24 Planned
GENERAL GOVERNMENT	2,000	2,000	5,000	5,000	5,000	5,000	5,000
PUBLIC SAFETY	78,700	43,340	133,440	84,040	91,600	76,100	92,100
PUBLIC WORKS	5,000	60,000	17,000	146,000	105,000	55,000	30,000
PLANNING/ECON DEV.	5,000	-	155,000	-	150,000	-	-
<b>TOTAL GENERAL FUND</b>	<b>\$ 90,700</b>	<b>\$ 105,340</b>	<b>\$ 310,440</b>	<b>\$ 235,040</b>	<b>\$ 351,600</b>	<b>\$ 136,100</b>	<b>\$ 127,100</b>
	FY2018 Budget	FY2019 Budget	FY2020 Budget	FY2021 Planned	FY2022 Planned	FY2023 Planned	FY2024 Planned
ASPHALT OVERLAY	-	771,930	934,742	230,790	248,873	114,765	138,511
WATER FUND	100,000	15,000	46,000	70,000	10,000	5,000	5,000
SEWER FUND	60,000	93,000	115,000	60,000	65,000	70,000	70,000
ELECTRIC FUND	170,000	53,000	280,000	510,000	35,000	35,000	35,000
SANITATION FUND	6,000	13,000	6,000	125,000	-	300,000	-
INTERNAL SERV. FUND	103,430	91,430	54,500	56,000	-	30,000	-
<b>TOTAL OTHER FUNDS</b>	<b>\$ 439,430</b>	<b>\$ 1,037,360</b>	<b>\$ 1,436,242</b>	<b>\$ 1,051,790</b>	<b>\$ 358,873</b>	<b>\$ 554,765</b>	<b>\$ 248,511</b>
<b>CIP TOTAL ALL FUNDS</b>	<b>\$ 530,130</b>	<b>\$ 1,142,700</b>	<b>\$ 1,746,682</b>	<b>\$ 1,286,830</b>	<b>\$ 710,473</b>	<b>\$ 690,865</b>	<b>\$ 375,611</b>

**CAPITAL IMPROVEMENT PROJECTS**  
**FISCAL YEAR 2019 - 2020**

**GENERAL FUND DETAIL**

			<b>Capital Improvement Budget Summary</b>						
			FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
			Budget	Budget	Budget	Planned	Planned	Planned	Planned
<b>GENERAL GOVERNMENT</b>			1,000	1,000	-	-	-	-	-
Buildings & Grounds	01-01-07-01-506	Camera/DVR City Hall	1,000	1,000	-	-	-	-	-
Buildings & Grounds	01-01-07-01-507	City Hall Maintenance	-	-	5,000	5,000	5,000	5,000	5,000
Buildings & Grounds	01-01-07-01-507		-	-	-	-	-	-	-
<b>Subtotal</b>			<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 5,000</b>				
<b>PUBLIC SAFETY</b>									
<b>Police</b>									
Patrol	01-02-01-02-502	Vehicles (Police Car)	6,500	29,000	30,500	30,500	30,500	30,500	30,500
Patrol	01-02-01-02-502	Vehicles (Chief's Car)	-	-	24,000	-	-	-	-
Patrol	01-02-01-02-506	Mobile Data Terminals	-	8,000	-	-	12,000	-	-
Patrol	01-02-01-02-508	Ballistic Vests	-	2,700	1,600	2,400	1,600	1,600	1,600
Patrol	01-02-01-02-508	Body Cameras	-	-	16,000	-	-	-	16,000
Patrol	01-02-01-02-508	Radar	-	-	6,200	-	-	-	-
Dispatch	01-02-01-02-506	CAD System	28,200	-	-	8,000	8,000	8,000	8,000
<b>Subtotal</b>			<b>\$ 34,700</b>	<b>\$ 39,700</b>	<b>\$ 78,300</b>	<b>\$ 40,900</b>	<b>\$ 52,100</b>	<b>\$ 40,100</b>	<b>\$ 56,100</b>
<b>PUBLIC SAFETY</b>									
<b>Fire</b>									
Fire Protection	01-02-02-02-504	Fire Truck	44,000	-	-	-	-	-	-
Fire Protection	01-02-02-02-501	New Pagers	-	3,640	3,640	3,640	-	-	-
Fire Protection	01-02-02-02-504	10 sets of turn-out gear	-	-	27,500	27,500	27,500	-	-
Fire Protection	01-02-02-02-504	SCBA Equipment	-	-	24,000	12,000	12,000	36,000	36,000
<b>Subtotal</b>			<b>\$ 44,000</b>	<b>\$ 3,640</b>	<b>\$ 55,140</b>	<b>\$ 43,140</b>	<b>\$ 39,500</b>	<b>\$ 36,000</b>	<b>\$ 36,000</b>
<b>PUBLIC WORKS</b>									
<b>Street</b>									
Street Maint	01-03-01-02-502	Pickup Truck (Foreman)	-	-	-	26,000	-	-	-
Street Maint	01-03-01-02-507	Skid Steer (50%)	-	40,000	-	-	-	-	-
Street Maint	01-03-01-04-901	SRTS Engineering (Grant 80%)	-	15,000	-	15,000	-	-	-
Storm Drainage	01-03-01-08-509	Storm Sewer Lining/Repair	-	-	12,000	100,000	100,000	50,000	25,000
Storm Drainage	01-03-01-08-142	Engineering	5,000	5,000	5,000	5,000	5,000	5,000	5,000
<b>PUBLIC WORKS SUBTOTAL</b>			<b>\$ 5,000</b>	<b>\$ 60,000</b>	<b>\$ 17,000</b>	<b>\$ 146,000</b>	<b>\$ 105,000</b>	<b>\$ 55,000</b>	<b>\$ 30,000</b>
<b>COMMUNITY PLANNING/ECON DEV.</b>									
Community Planning	01-04-01-01-144	Comprehensive Planning Consultant	5,000	-	-	-	-	-	-
Community Planning	01-04-01-02-901	Demolition	-	-	155,000	-	150,000	-	-
<b>Subtotal</b>			<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 155,000</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>GENERAL FUND TOTAL</b>			<b>\$ 90,700</b>	<b>\$ 105,340</b>	<b>\$ 310,440</b>	<b>\$ 235,040</b>	<b>\$ 351,600</b>	<b>\$ 136,100</b>	<b>\$ 127,100</b>

**CAPITAL IMPROVEMENT PROJECTS**  
**FISCAL YEAR 2019 - 2020**

**ASPHALT OVERLAY - PROJECTED EXPENDITURES**

Street	Segment	Width	Length	Depth in inches	Estimated Tons of Asphalt	Estimates	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
Mayes Meadow		24	1138	2	373.37	28,002.73	28,283				
Meadowlark		27	193	2	71.24	5,342.79	5,559				
Randolph St	*Remington to Rowland (CDBG)	24	1412	6	1389.80	650,000.00	650,000				
Lakeview/Jefferson St Intersection					0.00	18,500.00	18,500				
Sneed St	Allen to Rollins	64	340	2	297.47	35,310.32	35,310				
Sneed St	Rollins to Collier (first half)	57	170	2	132.47	9,935.06	9,935				
Sneed St	Rollins to Collier (second half)	46	133	2	83.64	6,272.73	6,273				
Sneed St	Collier to Jenkins	32	339	2	148.30	11,122.35	11,122				
Sneed St	Jenkins to Bradford	32	341	2	149.17	11,187.97	11,188				
Curb & Sidewalk in front of City Hall and Police Dept					0.00	25,000.00	25,000				
Box culvert replacement at Sneed & Bradford					0.00	20,000.00	20,000				
Adams St.	Rodney Griffin to Tidball	20	1834.28	2	501.51	37,613.40	37,613				
Adams St.	Tidball to Lakeview	24	783.69	2	257.12	19,284.24	19,284				
Barnes St	Jefferson-Rollins	20	1245.62	2	340.57	25,542.45	25,542				
Rollins St.	Lakeview to Sims	32	650.06	2	284.37	21,328.01	21,328				
Burnett St.	Rollins to Allen	20	478.1	2	130.72	9,803.83	9,804				
Reed St	Whitman to Bruton	26	622.48	2	221.25	16,593.79		16,593			
Rollins St	Sneed to Railroad	50	736	2	503.08	37,730.69		37,730			
Singleton St	Rollins to Jefferson	55	1072.38	2	806.30	60,472.56		60,472			
Southland St	from Howard Burton	24	937.3	2	307.52	23,064.11		23,063			
Bruton St	Allen -Jenkins	21	1012	2	290.53	21,789.47		21,788			
Allen St	Lakeview to Bryson	22	1906.32	2	573.33	42,999.70		42,999			
Allen St	Bryson to Alco	21	640.49	2	183.87	13,790.45		13,789			
Allen St.	Alco to Gano	21	666.8	2	191.43	14,356.94		14,356			
Jefferson St.	Railroad - Cox	38	3767.29	2	2183.58	163,768.87			167,061		
Hulen St	Entire length	20	633.98	2	193.40	14,505.22		14,797			
Lakeview St.	Adams to Hwy 124	22	1775.81	2	595.90	44,692.83		45,591			
Barnes St	Allen-Rollins	38	380	2	220.25	16,519.08		16,851			
Bradford St	Singleton-Sneed	19	275	1.5	59.77	4,482.97		4,573			
Barnes St	Rollins to Columbia	22	984	2	330.20	24,764.89				25,012	
Bradford St	Sneed-Sims	20	1405	1.5	321.46	24,109.39				24,349	
Collier St	Singleton-Sneed	22	267	1.5	67.20	5,039.81				5,089	
Poage St.	(Lee to Jefferson)	27	1300	1.5	401.54	30,115.29				30,415	
Stone St	Switzer-Poage	16	283	3	103.60	7,769.92				7,847	
Collier St	Railroad-Singleton	22	422	1.5	106.21	7,965.54				8,044	
Collier St	#211-Barnes	26	343	1.5	102.02	7,651.51				7,727	
Collier St	Sneed-#211	50	145	1.5	82.94	6,220.40				6,282	
Central Street	Gano Ch - cul-de-sac	29	738	2	326.45	24,483.47					25,223
Cook, Leach, Richey & Rocky (Tidball Tr. Pk.)		18	2354	1.5	484.73	36,354.56					37,452
S. Columbia (Countryland to Gano)		22	707	3	355.87	26,690.21					27,496
Singleton St	200' e Collier-Jefferson	51	578	1.5	337.22	25,291.70					26,056
Rollins St	Barnes-Sneed	37	415	1.5	175.66	13,174.37					13,572
Hickman (100 N, part)		28	176	3	112.75	8,456.31					8,712

Cost Totals		\$ 1,657,100	\$ 934,742	\$ 230,790	\$ 248,873	\$ 114,765	\$ 138,511
Total Tons	11665.92	11963.39	2325.34	3077.30	3252.92	1515.16	1792.67

\*Funds for Randolph Road include sources other than the Transportation Sales Tax Fund (\$153,200 from escrow and \$200,000 from CDBG funding)

**CAPITAL IMPROVEMENT PROJECTS**  
**FISCAL YEAR 2019 - 2020**

**ENTERPRISE FUND DETAIL**

			Capital Improvement Budget Summary						
			FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
			Budget	Budget	Budget	Planned	Planned	Planned	Planned
<b>WATER</b>									
Planning & Admin	03-01-01-01-901	Water Plant Engineering	40,000	15,000	20,000	10,000	10,000	5,000	5,000
Well Oper/Maint	03-01-01-03-501	Drop Pump Well #4	25,000	-	-	-	-	-	-
Well Oper/Maint	03-01-01-03-501	Well #6 Upgrade/Maint	-	-	-	60,000	-	-	-
Dist. Oper / Maint	03-01-01-06-502	Replace Truck #6 - 4WD	35,000	-	-	-	-	-	-
Dist. Oper / Maint	03-01-01-06-502	Replace Truck - 4WD	-	-	26,000	-	-	-	-
<b>Subtotal</b>			<b>\$ 100,000</b>	<b>\$ 15,000</b>	<b>\$ 46,000</b>	<b>\$ 70,000</b>	<b>\$ 10,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
<b>SEWER</b>									
Coll/Oper/Maint	03-01-02-03-509	Sewer Main Lining	52,000	73,000	75,000	55,000	60,000	65,000	65,000
Coll/Oper/Maint	03-01-02-03-509	Manhole Lining	8,000	5,000	5,000	5,000	5,000	5,000	5,000
Lift Station Oper	03-01-02-05-508	Pump Grinder	-	-	10,000	-	-	-	-
Lift Station Oper	03-01-02-07-508	Replacement pump	-	15,000	-	-	-	-	-
Misc.	03-01-02-07-901	New Flow Meter	-	-	10,000	-	-	-	-
Other Equip.	03-01-02-08-508	Benoit Pivot Drop & Bowne Riverscreen	-	-	15,000	-	-	-	-
<b>Subtotal</b>			<b>\$ 60,000</b>	<b>\$ 93,000</b>	<b>\$ 115,000</b>	<b>\$ 60,000</b>	<b>\$ 65,000</b>	<b>\$ 70,000</b>	<b>\$ 70,000</b>
<b>ELECTRIC</b>									
Building & Grounds	03-01-03-03-510	City Hall Improvements	-	5,000	5,000	5,000	5,000	5,000	5,000
Distribution O/M	03-01-03-04-502	Bucket Truck	-	-	-	200,000	-	-	-
Distribution O/M	03-01-03-04-502	Digger Derrick Truck	-	-	205,000	-	-	-	-
Distribution O/M	03-01-03-04-508	Backyard Machine	75,000	-	-	155,000	-	-	-
Distribution O/M	03-01-03-04-508	Tamping Tool	5,000	-	-	-	-	-	-
Distribution O/M	03-01-03-04-508	Underground Utilities	45,000	40,000	25,000	25,000	25,000	25,000	25,000
Distribution O/M	03-01-03-04-508	Major Dist. Upgrade	45,000	-	-	120,000	-	-	-
Distribution O/M	03-01-03-04-508	AMI Meter Sytem	-	-	40,000	-	-	-	-
Street Lighting	03-01-03-09-508	LED street lights	-	8,000	5,000	5,000	5,000	5,000	5,000
<b>Subtotal</b>			<b>\$ 170,000</b>	<b>\$ 53,000</b>	<b>\$ 280,000</b>	<b>\$ 510,000</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>
<b>SANITATION</b>									
Trash Colleciton	03-03-02-02-508	Recycling Container	6,000	13,000	6,000	-	-	-	-
Trash Colleciton	03-03-02-02-502	Used Recycling Truck	-	-	-	125,000	-	-	-
Trash Colleciton	03-03-02-02-502	Trash Truck	-	-	-	-	-	300,000	-
<b>Subtotal</b>			<b>\$ 6,000</b>	<b>\$ 13,000</b>	<b>\$ 6,000</b>	<b>\$ 125,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ -</b>
<b>GENERAL FUND TOTAL</b>			<b>\$ 336,000</b>	<b>\$ 174,000</b>	<b>\$ 447,000</b>	<b>\$ 765,000</b>	<b>\$ 110,000</b>	<b>\$ 410,000</b>	<b>\$ 110,000</b>

**CAPITAL IMPROVEMENT PROJECTS**  
**FISCAL YEAR 2019 - 2020**

**INTERAL SERVICE FUND**

			Capital Improvement Budget Summary						
			FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
			Budget	Budget	Budget	Planned	Planned	Planned	Planned
<b>CAPITAL EQUIPMENT</b>									
Equip. Charges	06-02-01-02-502	Trans to GF Capital - Police	103,430	40,000	54,500	30,000		30,000	
Equip. Charges	06-02-01-02-507	Trans to GF Capital - Street	-	51,430	-	26,000	-	-	-
<b>Subtotal</b>			<b>\$ 103,430</b>	<b>\$ 91,430</b>	<b>\$ 54,500</b>	<b>\$ 56,000</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ -</b>