

RESOLUTION 07-19

A RESOLUTION OF THE CITY COUNCIL ADOPTING THE BUDGET FOR THE CITY OF NORMANDY FOR THE FISCAL YEAR OF OCTOBER 1, 2007 THROUGH SEPTEMBER 30, 2008

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORMANDY, MISSOURI, AS FOLLOWS:

Section One.

The City Council hereby adopts the attached Exhibit A as the official Operating Budget for the City of Normandy for the Fiscal Year beginning October 1, 2007 and ending September 30, 2008. Said Exhibit A is incorporated as a part of this Resolution as if fully set out herein.

Section Two.

The following amounts are hereby appropriated in summary form as appropriations in the General Fund for the operating departments of the City of Normandy for the Fiscal Year of October 1 through September 30.

Administration	\$227,400
City Hall	\$147,790
Protective Inspection	\$27,350
Legal	\$71,984
Police	\$1,349,872
Streets	\$347,086
Parks	\$16,714
TOTAL	\$2,188,196

Section Three.

The following amounts are hereby appropriated in summary form as appropriations in the Capital Improvement Fund of the City of Normandy for the Fiscal Year of October 1 through September 30.

Capital Equipment-Police	\$33,730
Capital-Streets	\$30,000
Capital-Administration	\$10,000
TOTAL	\$73,730

Section Four.

The following amounts are hereby appropriated in summary form as appropriations in the Sewer Lateral Fund of the City of Normandy for the Fiscal Year of October 1 through September 30.

Sewer Lateral	\$33,200
TOTAL	\$33,200

Section Five.

The following amounts are hereby appropriated in summary form as appropriations in the Sanitation Fund of the City of Normandy for the Fiscal Year of October 1 through September 30.

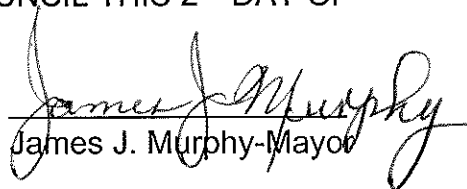
Sanitation Operating	\$189,583
TOTAL	\$189,583

Section Six.

The following amounts are hereby appropriated in summary form as appropriations in the Parks and Stormwater Fund of the City of Normandy for the Fiscal Year of October 1 through September 30.

Parks and Stormwater Operating	\$27,400
TOTAL	\$27,400

PASSED AND APPROVED BY THE CITY COUNCIL THIS 2nd DAY OF OCTOBER, 2007.


James J. Murphy-Mayor

Attest:


Pam Rogers, City Clerk

Official Seal



BUDGET SUMMARY FY 2007-08

ACCOUNT:	GENERAL FUND	SANITATION COLLECTION FUND	CAPITAL IMPROVEMENT FUND	SEWER LATERAL FUND	PARKS & STORM WATER FUND	TOTAL
REVENUES						
Taxes/Fees	\$1,091,850	\$220,000	\$80,000	\$33,000	\$86,000	
Licenses & Permits	\$51,600					
Utility Taxes	\$657,325					
Municipal Court	\$239,900					
Other	\$147,700	\$7,700	\$4,000	\$2,000	\$500	
TOTAL	\$2,188,375	\$227,700	\$84,000	\$35,000	\$86,500	\$2,621,575

EXPENDITURES

Administration	\$227,400					
City Hall	\$147,790					
Protective Inspection	\$27,350					
Police	\$1,349,872					
Legal	\$71,984					
Streets	\$347,086					
Parks	\$16,714					
TOTAL	\$2,188,196	\$189,583	\$73,730	\$33,200	\$27,400	\$2,512,109
NET INCOME/(LOSS)	\$179	\$38,117	\$10,270	\$1,800	\$59,100	\$109,466

PROJECTED FUND BALANCE 9/30/07:

General Fund	\$699,900
Cap. Imp. Fund	\$93,448
Sew Lateral Fund	\$47,290
Sanitation Collection Fund	\$160,204 *
Parks & Storm Water Fund	\$110,198

PROJECTED FUND BALANCE 9/30/07

General Fund	\$700,079
Cap. Imp. Fund	\$103,718
Sewer Lateral Fund	\$49,090
Sanitation Collection Fund	\$198,321
Parks & Storm Water Fund	\$169,298

DEPARTMENT: Administration

FUND: General

ACCOUNT:

PROGRAM DESCRIPTION:

The head of the Administration department is the City Administrator, who is the Chief Administrative Officer of the City and is appointed by and serves at the pleasure of the Mayor and City Council. The City Administrator is the Chief Budget Officer, Personnel Coordinator, and Administrator of Council policy. The City Administrator is responsible for providing the Mayor and City Council with information; for directing City departments, programs, and projects; and for providing effective leadership and direction for coordinating the City's operations.

OBJECTIVES:

1. To coordinate and supervise all financial functions of the City.
2. To prepare and submit for Council approval the annual budget and annual audit.
3. To keep the Mayor and City Council informed of municipal matters.
4. To recruit personnel, process appointments, and propose updates and changes to the City's personnel code.
5. To oversee the City's unemployment, worker's compensation, retirement and insurance programs.
6. To coordinate and supervise all functions of the administrative staff of the City of Normandy.

EXPENDITURES

	ACTUAL 2003-04	ACTUAL 2004-05	ACTUAL 2005-06	PROJECTED 2006-07	BUDGETED 2007-08
PERSONNEL	202,765	213,155	200,836	216,295	212,966
SUPPLIES, SERVICES, MISC.	18,324	13,089	15,198	12,454	14,434
CAPITAL	0	0	0	0	0
GRAND TOTAL	\$221,089	\$226,244	\$216,035	\$228,749	\$227,400
MAYOR	1	1	1	1	1
CITY COUNCIL	8	8	8	8	8
CITY ADMINISTRATOR	1	1	1	1	1
CITY CLERK	1	1	1	1	1
FINANCE DIRECTOR	1	1	1	1	1
TREASURER	1	1	1	1	1
TOTAL DEPT. STAFF	13	13	13	13	13

DEPARTMENT:**ADMINISTRATION****GENERAL FUND ACCOUNT #:****100100-**

ACCOUNT#	ACCOUNT-TITLE	ACTUAL 2003-04	ACTUAL 2004-05	ACTUAL 2005-06	PROJECTED 2006-07	BUDGETED 2007-08
501	Wages	165,578	168,000	166,709	175,929	180,073
502	FICA Expense	11,966	12,345	10,036	13,149	13,500
	Section 125					(6,655)
503	Health	21,838	28,000	21,292	22,095	22,170
504	Pension Contribution	2,473	3,910	1,674	4,420	3,131
505	Worker's Compensation	910	900	1,124	702	747
506	Unemployment Insurance Claims	0	0	0	0	0
	PERSONNEL SUBTOTAL	\$202,765	\$213,155	\$200,836	\$216,295	\$212,966
510	Dues & Subscriptions	5,336	5,129	3,635	4,429	4,599
511	Training	1,914	310	275	130	160
515	Travel & Expense Allowances	10,827	7,350	11,188	7,595	9,375
560	Miscellaneous Expense	247	300	100	300	300
	SUPPLIES, SERVICES, MISC., SUBTOTAL	\$18,324	\$13,089	\$15,198	12,454	\$14,434
590	Capital Equipment	0	0	0	0	0
	CAPITAL SUBTOTAL	\$0	\$0	\$0	0	\$0
	DEPARTMENT TOTAL	\$221,089	\$226,244	\$216,035	228,749	\$227,400

BUDGET WORK PAPER		
DEPARTMEN	ADMINISTRATIVE	
FUND:	GENERAL	
LINE ITEM		ESTIM.
REFERENCE	JUSTIFICATION FOR LINE ITEM	COST
	TOTAL	\$14,134
560	Miscellaneous Expense-Unforeseen expenses and employee relations	\$300
	X-Mas bonus (\$50 per employee, 3 employees).	
	Unforeseen expenses that occur throughout the year.	
	TOTAL	\$14,434

BUDGET FORM II - PERSONNEL SERVICES
FISCAL YEAR 2007-08
DEPARTMENT: ADMINISTRATION
FUND: GENERAL
ACCT. GROUP: 10010050-

<i>Employee</i>	<i>Title</i>	<i>Total Salary</i>	<i>Salary with Merit Increase</i>	<i>Section 125</i>	<i>Sec. 125 Elective</i>	<i>Social Security</i>	<i>Health Insurance</i>	<i>Life STD&LTD</i>	<i>LAGERS Pension</i>	<i>Workers Comp.</i>	<i>Total</i>
Murphy, James	Mayor	10,800	10,800	0	0	826	0	0	0	54	\$11,680
Merz, Donald	Councilperson	3,000	3,000	0	0	230	0	0	0	15	\$3,245
Beel, Lee	Councilperson	3,000	3,000	0	0	230	0	0	0	15	\$3,245
Evans, Tony	Councilperson	3,000	3,000	0	0	230	0	0	0	15	\$3,245
Vogt, George	Councilperson	3,000	3,000	0	0	230	0	0	0	15	\$3,245
Green, Patrick	Councilperson	3,000	3,000	0	0	230	0	0	0	15	\$3,245
Quintisk-Dailey, Bridget	Councilperson	3,000	3,000	0	0	230	0	0	0	15	\$3,245
Ebert, John	Councilperson	3,000	3,000	0	0	230	0	0	0	15	\$3,245
Reid, Bob	Councilperson	3,000	3,000	0	0	230	0	0	0	15	\$3,245
Bury, Brent	City Administrator	65,920	67,898	-869	0	5,128	6,797	573	1,494	338	\$82,228
Rogers, Pam	City Clerk	39,923	41,121	0	-910	3,076	3,971	371	905	205	\$49,648
Kulage, Kay	Finance Director	32,286	33,255	-1,876	-3,000	2,400	10,147	312	732	166	\$47,011
Frank, Ann	Treasurer	3,000	3,000	0	0	230	0	0	0	0	\$3,230
TOTALS BY COLUMN:		\$175,929	\$180,073	(\$2,746)	(\$3,910)	\$13,500	\$20,915	\$1,256	\$3,131	\$747	\$212,966

DEPARTMENT: City Hall

FUND: General

ACCOUNT: 100-200

PROGRAM DESCRIPTION:

The Nonallocated-City Hall department includes expenditures that are primarily for the day to day operation of City Hall. All of the costs associated with having professional services such as accounting, the annual audit, engineering, and computer information services are expended from this department.

Other expenses associated with this department include costs in maintaining the building, liability insurance, equipment rental and maintenance, postage, printing, duplicating, election expenses, public relations, and Cable T.V. regulation

OBJECTIVES:

1. Provide professional services to the city on a contractual basis to assure it is being run properly.
2. Operate City Hall in a safe and efficient manner to benefit citizens and employees alike.
3. To conduct the duties associated with keeping residents informed and granting them the right to vote.

EXPENDITURES

	ACTUAL 2003-04	ACTUAL 2004-05	ACTUAL 2005-06	PROJECTED 2006-07	BUDGETED 2007-08
PERSONNEL	5,836	26	0	0	0
SUPPLIES, SERVICES, MISC.	136,297	143,946	142,223	142,020	147,790
CAPITAL	0	850	0	0	0
GRAND TOTAL	\$142,133	\$144,822	\$142,223	\$142,020	\$147,790
PART-TIME CLERK	0.5	0.5	0		0
PART-TIME MAINTENANCE	0	0	0		0
TOTAL DEPT. STAFF	0.5	0.5	0		0

DEPARTMENT: CITY HALL

GENERAL FUND ACCOUNT #: 100200-

ACCOUNT #	ACCOUNT-TITLE	ACTUAL 2003-04	ACTUAL 2004-05	ACTUAL 2005-06	PROJECTED 2006-07	BUDGETED 2007-08
1101	Wages	5,440	0	0	0	0
1102	FICA Expense	391	26	0	0	0
1105	Worker's Compensation	5	0	0	0	0
1106	Unemployment Comp	0	0	0	0	0
PERSONNEL SUBTOTAL		5,836	26	0	0	0
1113	Professional Services	19,180	21,746	19,917	21,450	20,950
1120	Uniforms	0	1,024	742	1,000	500
1135	Telephone & Utilities	20,744	22,731	27,003	22,100	25,300
1140	Legal Advertising Expenses	4,093	4,206	1,497	2,000	1,500
1141	Office Supplies	6,356	4,924	5,347	5,000	5,500
1142	Printing & Duplicating	297	2,801	456	3,500	1,500
1144	Postage	3,723	2,984	2,329	3,000	3,000
1145	Election Expense	958	3,531	1,200	1,500	1,500
1147	Housekeeping Supplies	893	779	850	900	900
1149	Liability Insurance	58,191	57,894	59,285	60,000	66,000
1159	Public Relations	1,924	2,786	1,591	2,250	2,250
1160	Miscellaneous Expense	963	640	972	1,000	1,000
1180	Equipment Maintenance	850	0	0	100	100
1182	Equipment & Land Rental	6,606	7,302	9,901	7,850	7,850
1183	Building & Grounds Maint.	11,519	10,546	11,131	10,370	9,940
1190	Equipment	0	55	0	0	0
SUPPLIES, SERVICES, MISC., SUBTOTAL		136,297	143,946	142,223	142,020	147,790
1190	Capital Equipment	0	850	0	0	0
DEPARTMENT TOTAL		142,133	144,822	142,223	142,020	147,790

DEPARTMENT: Protective Inspection
FUND: GENERAL
ACCOUNT: 100300

PROGRAM DESCRIPTION:

The Protective Inspection Department is responsible for building code compliance for all new construction, renovation, property inspections and property maintenance code inspections for all properties in the City.

OBJECTIVES:

1. To ensure all building construction and renovation is done in compliance with City codes.
2. To ensure the retention of property values through effective and fair code enforcement.

EXPENDITURES

	ACTUAL 2003-04	ACTUAL 2004-05	ACTUAL 2005-06	PROJECTED 2006-07	BUDGET 2007-08
PERSONNEL	10,201	10,050	\$11,584	\$28,485	26,000
SUPPLIES, SERVICES, MISC.	927	1,000	\$731	\$875	1,350
CAPITAL	0	0	\$0		0
GRAND TOTAL	\$11,128	\$11,050	\$12,315	\$29,360	\$27,350
PART TIME INSPECTOR	1	1	1	1	0
TOTAL DEPT. STAFF	1	1	1	1	0

DEPARTMENT: Protective Inspection

GENERAL FUND ACCOUNT #: 100300-

ACCOUNT	ACCOUNT-TITLE	ACTUAL 2003-04	ACTUAL 2004-05	ACTUAL 2005-06	PROJECTED 2006-07	BUDGETED 2007-08
1001	Wages	9,193	9,000	\$10,387	\$28,100	26,000
1002	FICA Expense	703	650	\$729	\$145	0
1005	Worker's Compensation	305	400	\$468	\$240	0
PERSONNELSUBTOTAL		\$10,201	\$10,050	\$11,584	\$28,485	\$26,000
1010	Dues & Subscriptions	250	100	\$280	\$0	0
1011	Training	0	100	\$0	\$0	0
1035	Telephone & Utilities	0	0	\$624	\$425	0
041	Supplies & Equipment	0	0	\$86	\$100	500
1059	Nuisance Abatement	627	700	-\$360	\$300	750
1060	Miscellaneous Expense	50	100	\$101	\$50	100
SUPPLIES, SERVICES, MISC.		\$927	\$1,000	\$731	\$875	\$1,350
1090	Capital Equipment	0	0			0
DEPARTMENT TOTAL		\$11,128	\$11,050	\$12,315	\$29,360	\$27,350

BUDGET WORK PAPER

DEPARTMENT:	PROTECTIVE INSPECTION	
FUND:	GENERAL	
LINE ITEM REFERENCE #	JUSTIFICATION FOR LINE ITEM	ESTIM. COST
1001	Contract - Midwest Design Consultants Approx. \$1,000 per two week period	\$26,000
1010	Dues Subscriptions	\$0
1011	Training	\$0
1035	Telephone & Utilities	\$0
1041	Supplies -digital camera, laser tape measure, ground test, misc. tools	\$500
1059	Nuisance Abatement - Costs associated with boarding up properties, having Public Nuisance Hearings, filing of liens, etc..	\$750
1060	Miscellaneous Expense - Any other unforeseen expense not accounted for at the present time.	\$100
	TOTAL	\$27,350

DEPARTMENT:	POLICE
FUND:	GENERAL
ACCOUNT:	100400-
PROGRAM DESCRIPTION:	

The Police Department is responsible for all law enforcement and crime prevention activities within the City of Normandy. In addition to daily patrol activities, the Police Department conducts crime investigations and assists with residential and business crime prevention programs.

OBJECTIVES:

1. To respond to all emergency and non-emergency calls for service.
2. To provide the orderly and safe flow of traffic throughout the City.
3. To reduce and suppress crime through public awareness and prevention.
4. To provide for the detention and care of prisoners.
5. To support projects involving drug and alcohol awareness and child abuse prevention.
6. To improve professional public safety skills.
7. To enforce city ordinances.

EXPENDITURES

	ACTUAL 2003-04	ACTUAL 2004-05	ACTUAL 2005-06	PROJECTED 2006-07	BUDGETED 2007-08
PERSONNEL SERVICES	1,223,845	1,223,794	\$1,169,970	\$1,160,569	1,194,007
SUPPLIES, SERVICES, MISC.	120,797	160,379	\$145,233	\$154,082	155,865
GRAND TOTAL	\$1,344,642	\$1,384,174	\$1,315,203	\$1,314,651	\$1,349,872
CHIEF OF POLICE	1	1	1	1	1
LIEUTENANT	1	1	1	1	1
SERGEANTS	4	4	4	4	4
POLICE OFFICERS	16	16	16	15	15
POLICE CLERK	0.5	0.5	0.5	0.5	0.5
CROSSING GUARDS	3	3	2	2	2
CANINE					1
TOTAL DEPT. STAFF	25.5	25.5	24.5	23.5	24.5

DEPARTMENT:

POLICE

GENERAL FUND ACCOUNT #:

100400-

ACCOUNT #	ACCOUNT-TITLE	ACTUAL 2003-04	ACTUAL 2004-05	ACTUAL 2005-06	PROJECTED 2006-07	BUDGETED 2007-08
601	Wages	\$931,745	\$922,141	\$872,070	\$894,948	\$915,130
602	FICA Expense	\$71,067	\$71,790	\$68,204	\$66,478	\$68,466
603	Health Insurance	\$142,180	\$142,900	\$140,225	\$134,524	\$138,377
	Section 125				-\$25,959	(\$20,147)
603A	Life, STD, & LTD	\$0		\$0	\$8,200	\$8,137
604	Pension Contribution	\$6,233	\$6,678	\$5,103	\$6,560	\$3,634
605	Worker's Compensation	\$43,541	\$49,009	\$56,469	\$44,765	\$48,969
606	Unemployment	\$747	\$4,367	\$396	\$0	\$0
607	Overtime	\$4,076	\$7,986	\$1,531	\$5,000	\$5,000
608	Holiday Pay	\$24,256	\$18,923	\$25,971	\$26,053	\$26,442
	PERSONNEL SUBTOTAL	\$1,223,845	\$1,223,794	\$1,169,970	\$1,160,569	\$1,194,007
610	Dues & Subscriptions	\$535	\$891	\$583	\$681	\$690
611	Training	\$1,122	\$6,701	\$2,243	\$4,750	\$5,000
613	Professional Services	\$3,283	\$9,781	\$2,515	\$3,800	\$1,300
615	Travel & Expense	\$456	\$590	\$202	\$1,000	\$1,500
616	Contracted Services	\$54,550	\$51,357	\$57,456	\$63,640	\$60,775
620	Uniform Equipment	\$7,109	\$9,825	\$10,865	\$5,400	\$7,400
625	Vehicle Expense	\$31,849	\$53,104	\$57,463	\$61,200	\$64,300
635	Telephone & Utilities	\$5,428	\$4,878	\$5,858	\$5,700	\$6,000
641	Supplies & Equipment	\$7,667	\$9,205	\$3,989	\$3,261	\$3,550
659	Public Relations	\$6,690	\$4,433	\$2,573	\$3,150	\$3,350
660	Miscellaneous Expense	\$968	\$8,367	\$433	\$500	\$1,000
680	Equipment Maintenance	\$1,140	\$1,247	\$1,053	\$1,000	\$1,000
	SUPPLIES, SERVICES, MISC., SUBTOTAL	\$120,797	\$160,379	\$145,233	\$154,082	\$155,865
	GRAND TOTALS	\$1,344,642	\$1,384,174	\$1,315,203	\$1,314,651	\$1,349,872

DEPARTMENT:	POLICE	
FUND:	GENERAL	
LINE ITEM		TOTAL ESTIM.
ACCOUNT #	JUSTIFICATION FOR LINE ITEM	COST
610	Dues & Subscriptions	
	IACP Dues-Chief Lebert	\$0
	Missouri Police Chief Dues-Chief Lebert	\$200
	Backstopper Dues	\$150
	Major Case Squad Dues (2 officers)	\$100
	Identification Association (IAI) 1 officer	\$20
	St. Louis Area Police Chiefs Assoc. Dues	\$50
	FBINAA Dues-Chief Lebert	\$0
	Law Enforcement Officials Dues--(2 officers)	\$20
	Sam's Club	\$30
	NASRO dues (1 Officer)	\$0
	CACVSA Dues (2 detectives)	\$120
	SUBTOTAL	\$690
611	Training	
	Miscellaneous in-service training, to include Major Case Squad Training, D.A.R.E., CVSA, and community policing seminars, and St. Louis County Police Academy 22 Officers @ \$50 per Officer. This was paid from 423 last year	\$5,000
	SUBTOTAL	\$5,000
613	Professional Services	
	Pre-hire & incumbent drug, psychological, and physical exams for new hires and periodic incumbents.	\$300
	IPMA tests for new hires	\$0
	Police Vehicle Equipment Installation	\$0
	Computer Support (Excluding REJIS)	\$1,000
	SUBTOTAL	\$1,300
615	Travel & Expense	
	Miscellaneous expenses to include professional functions, monies to pay informants, special evidence storage, meals and expenses for Major Case Squad	\$1,500
	SUBTOTAL	\$1,500

DEPARTMENT:	POLICE	
FUND:	GENERAL	
LINE ITEM		TOTAL ESTIM.
ACCOUNT #	JUSTIFICATION FOR LINE ITEM	COST
616	Contracted Services REJIS-Monthly Support for Criminal Justice Network as well as Internet Support and In-Vehicle Laptop Computers	\$14,500
	C.A.R.E./Communications-Computer assisted report system and police support services, along with dispatching services. Amount is based on reports written.	\$45,000
	Emergency Phone on city hall	\$0
	Haines Directory	\$475
	Leads on Line Computer Subscription	\$800
	SUBTOTAL	\$60,775
	Uniform Equipment Uniforms/Equipment for two new hires @ \$1,000/officer	\$3,000
620	Uniform/Equipment Maintenance for 22 officers @ \$200 per officer	\$4,400
	SUBTOTAL	\$7,400
	Vehicle Expense License plate renewals, state inspections for 3 unmarked vehicles	\$300
625	Ongoing scheduled and unscheduled mechanical repairs to fleet of 9 vehicles	\$6,000
	Fuel for 9 vehicles	\$55,000
	Body Damage-figure represents \$500 deductible for two auto accidents	\$1,000
	Car Wash (2 facilities: S & S for interior/exterior, Ferguson Express for exterior only)	\$2,000
	SUBTOTAL	\$64,300
	Telephone/Mobile Phones 7 Cell Phones	
635	SUBTOTAL	\$6,000

DEPARTMENT:	POLICE	
FUND:	GENERAL	
LINE ITEM		TOTAL ESTIM.
ACCOUNT #	JUSTIFICATION FOR LINE ITEM	COST
641	Supplies & Equipment 35 mm film, cassette tapes, roller, tape, Polaroid film, digital disks for digital cameras, batteries for flashes and meters	\$200
	MRT Supplies	\$0
	Fingerprint equipment: brushes, powder, tapes, backing cards, containers, markers, dust masks, superglue, etc.	\$300
	Vinyl gloves for evidence collection, officer safety	\$100
	Evidence collection bags and containers	\$100
	Ink remover and towels for cleaning fingerprints, hands at crime scenes	\$100
	Portable Radio battery replacements	\$250
	Batteries: flashlight, recorders, cameras, flash units, videos	\$250
	2 Sets graphics for patrol vehicles	\$0
	Firearms equipment: gun cleaning kits, targets, earmuffs, eyewear protection, ammunition, mace	\$2,000
	Flares	\$250
	SUBTOTAL	\$3,550
659	Public Relations D.A.R.E. expenses	\$1,000
	Miscellaneous leaflets, Halloween supplies, etc.-\$500	\$500
	National Night Out Against Crime Expenses-\$750	\$750
	Christmas Bonus \$50 x 22 employees-\$1,100	\$1,100
	SUBTOTAL	\$3,350

DEPARTMENT:	POLICE	
FUND:	GENERAL	
LINE ITEM		TOTAL ESTIM.
ACCOUNT #	JUSTIFICATION FOR LINE ITEM	COST
660	Miscellaneous Expenses This account covers miscellaneous expenses and incidentals incurred during the year, such as food, awards, greeting cards, flowers, etc.	
	SUBTOTAL	\$1,000
680	Equipment Maintenance Miscellaneous repairs to equipment (vcr, radios, etc.)	
	SUBTOTAL	\$1,000
	TOTAL	\$155,865

DEPARTMENT: Legal
FUND: General
ACCOUNT: 1006A0050

PROGRAM DESCRIPTION:

The Legal Department consists of the Municipal Judge, Prosecuting Attorney, Court Clerk and City Attorney. The Municipal Court processes all traffic violations, code violations, collects fines, and assigns penalties. The City Attorney provides legal counsel to Mayor & City Council, City Administrator and all appointed officials of the City on legal matters of municipal concern. The City Attorney's role is to ensure that all city activities are conducted in accordance with the law and to properly represent the City in litigation.

OBJECTIVES:

Municipal Court:

1. To effeciently handle and collect fines.
2. To hear and deliberate all cases docketed.
3. To increase the City's collection rate on fines issued.

City Attorney:

1. To represent the City and its officials on matters of legal concern.
2. To review municipal ordinances, resolutions, contracts, and other documents for compliance.

EXPENDITURES

	ACTUAL 2003-04	ACTUAL 2004-05	ACTUAL 2005-06	PROJECTED 2006-07	BUDGETED 2007-08
PERSONNEL	24,221	20,583	\$20,746	\$22,608	21,209
SUPPLIES, SERVICES, MISC.	44,371	46,030	\$56,644	\$52,650	50,775
CAPITAL	0	0	\$0	\$0	0
GRAND TOTAL	\$68,592	\$66,613	\$77,391	\$75,258	\$71,984

STAFFING

MUNICIPAL JUDGE	1	1	1	1	1
PROSECUTING ATTORNEY	1	1	1	1	1
CITY ATTORNEY	1	1	1	1	1
COURT CLERK	0.5	0.5	0.5	0.5	0.5
COURT CLERK	0.5	0			0
TOTAL DEPT. STAFF	4	3.5	3.5	3.5	3.5

DEPARTMENT:

LEGAL

GENERAL FUND ACCOUNT #: 1006A0050

ACCOUNT #	ACCOUNT-TITLE	ACTUAL 2003-04	ACTUAL 2004-05	ACTUAL 2005-06	PROJECTED 2006-07	BUDGETED 2006-07
1101	Wages	19,696	14,500	14,289	16,708	15,149
1102	FICA Expense	1,463	1,000	1,024	1,212	1,092
1103	Health Insurance Section 125	2,745	4,000	4,283	4,400 (952)	5,325 (869)
1104	Pension Contribution	91	800	682	1,000	454
1105	Worker's Compensation	226	283	468	240	57
PERSONNEL SUBTOTAL		\$24,221	\$20,583	20,746	22,608	\$21,209
1110	Dues & Subscriptions	105	100	85	125	125
1111	Training	0	180	150	25	0
1113	Professional Services	43,866	44,000	54,722	50,500	48,900
1115	Travel and Expense	228	750	648	1,450	1,500
1141	Office Supplies	172	1,000	1,039	550	250
SUPPLIES, SERVICES, SUBTOTAL		\$44,371	\$46,030	\$56,644	\$52,650	\$50,775
1190	Capital Equipment	0	0			0
DEPARTMENT TOTAL		\$68,592	\$66,613	\$77,391	\$75,258.00	\$71,984

BUDGET WORK PAPER		
DEPARTMENT:	LEGAL	
FUND:	GENERAL	
LINE ITEM REFERENCE #	JUSTIFICATION FOR LINE ITEM	ESTIM. COST
610A	Dues and Subscriptions -Missouri Association of Court Administrators Dues. <i>Missouri Association of Court Administrators Dues.</i> <i>Missouri State Statutes</i> (to include S&H) West Books	125 50 75
611A	Training -Computer training at New Horizons for Lori, \$90 per session	0
613A	Professional Services -Covers fees for the <i>City Attorney</i> (monthly retainer \$600). <i>Lawsuit retainer</i> if the City happens to be forced into litigation (\$4,500). <i>Prosecuting Attorney</i> (\$600 monthly retainer). <i>Municipal Judge</i> (\$1000 monthly retainer). <i>Miscellaneous legal fees</i> when legal counsel must recuse themselves for fear of conflict of interest and legal research for various ordinances and legal counsel for other issues that require assistance (avg.5-6 hours per month at \$130 an hour). Prisoner Detention -fee associated with incarcerating those individual repeat offenders who will be transported to the St. Louis County Jail/St. Ann Jail and held for a few days in order to decrease the recidivism rate (Holding Charge: \$31 per day with approximately 5 days to be used per month for 4-5 offenders). <i>REJIS</i> -Client Server Court system based and linked to the regional system, for municipalities that provides complete court functionality including interfaces to the regional arrest system, Dept. of Revenue, etc...Court system will eliminate redundant data entry, in turn reducing errors and manpower requirements. Monthly maintenance and usage fee (\$665)	7,200 4,500 7,200 12,000 8,000 2,000 8,000
	SUBTOTAL	48,900
615A	Travel and Expense -Missouri Association of Court Administrators Conference Fall Seminar for Court Clerks Registration fee for Municipal Judges Spring Conference	600 300 600
	SUBTOTAL	1,500
641A	Office Supplies -Court Case receipt books, Court Case envelopes, Missouri Uniform Court Summons Forms.	250
	TOTAL	\$50,775

BUDGET FORM II - PERSONNEL SERVICES

FISCAL YEAR 2007-08

DEPARTMENT: LEGAL

FUND: GENERAL

ACCT. GROUP: 1006A0050-

Employee	Title	Salary	Salary with Merit	Section 125	Sec.125 Elective	Social Security	Health Insurance	Life STD<D	LAGERS Pension	Workers Comp	Total
Hartman, Lorie	Court Clerk	\$29,416	15,149	(869)	0	1,092	5,035	289	454	70	\$22,091
	TOTALS	29,416	15,149	(869)	0	1,092	5,035	289	454	57	\$21,209

Subtotal Work. Comp. 70

DEPARTMENT: PW - Streets

FUND: General

ACCOUNT: 100700

PROGRAM DESCRIPTION:

The Public Works Department is organized into two divisions in the General Fund with the Street Department and Parks Department. The Street Division is responsible for maintenance of city streets, sidewalks, bridges, parking lots, downtown street lighting, traffic signals, City Hall and the Public Works Garage. The Parks Division primarily maintains the facilities at Hoelzel Park. The Sanitation Department has its own fund and is responsible for trash pickup.

OBJECTIVES:

1. To maintain safe, clean, smooth streets for motorists.
2. To maintain safe sidewalks and other municipal facilities for the public.
3. To ensure all refuse services are provided in a timely manner.
4. To ensure city park property is maintained properly for residents to use at their leisure.

EXPENDITURES

	ACTUAL 2003-04	ACTUAL 2004-05	ACTUAL 2005-06	PROJECTED 2006-07	BUDGETED 2007-08
PERSONNEL SERVICES	293,871	295,721	\$299,106	\$257,365	247,266
SUPPLIES, SERVICES, MISC.	75,024	76,538	\$77,775	\$98,890	99,100
CAPITAL	875	2,040	\$0	\$720	720
GRAND TOTAL	\$369,770	\$374,298	\$376,881	\$356,975	\$347,086
PUBLIC WORKS DIRECTOR	1	1	1		1
MECHANIC/LABORER	1	1	1		1
STREET WORKER	5	5	3		3
ADMIN. ASST.			0.5		0
TOTAL DEPT. STAFF	7	7	5.5		5

DEPARTMENT:

STREETS

GENERAL FUND ACCOUNT #:

100700

ACCOUNT #	ACCOUNT-TITLE	ACTUAL 2003-2004	ACTUAL 2004-2005	ACTUAL 2005-2006	PROJECTED 2006-07	BUDGETED 2007-08
701	Wages	223,421	218,974	214,191	195,095	181,435
702	FICA Expense	16,771	16,841	16,009	14,573	13,674
703	Health Insurance	30,590	31,847	39,141	30,653	34,781
	Section 125			0	-4,596	-2,694
704	Pension Contribution	3,807	6,597	5,001	5,949	5,736
705	Worker's Compensation	19,282	21,461	24,763	15,691	14,335
PERSONNEL SUBTOTAL		293,871	295,721	299,106	257,365	247,266
713	Professional Services	90	0	0	130	350
716	Contracted Services	2,613	3,362	2,648	4,590	4,600
720	Uniform & Safety Equipment	1,715	1,551	68	2,340	2,340
725	Vehicle Expense	9,938	14,157	18,616	20,590	20,590
726	Office Supplies	0	0	0	0	0
730	Traffic Control	1,309	1,038	911	1,200	1,200
733	Weed & Pest Control	63	182	225	450	450
734	Snow Removal	5,828	2,590	4,594	7,485	7,485
735	Telephone & Utilities	512	203	1,413	1,520	1,520
736	Street Lighting	41,991	42,036	42,179	46,000	46,000
740	Legal Advertising/Recruitment	0	0	0	0	0
	Supplies and Equipment	0	0	0	0	0
747	Housekeeping Supplies	797	804	630	1,000	1,000
759	Public Relations	400	202	266	400	350
760	Miscellaneous Expense	175	281	189	965	995
770	Hardware and Handtools	256	85	0	300	300
780	Equipment Maintenance	4,564	3,741	3,225	4,000	4,000
782	Equipment & Land Rental	0	92	100	420	420
783	Building & Grounds Maintenance	1,981	2,696	1,240	3,000	3,000
784	Street & Drainage Repair	2,792	3,518	1,469	4,500	4,500
SUPPLIES, SERVICES, MISC. SUBTOTAL		75,024	76,538	77,775	98,890	99,100
790	Capital Equipment	875	2,040	0	720	720
795	Capital Construction	0	0	0	0	0
CAPITAL SUBTOTAL		875	2,040	0	720	720
DEPARTMENT TOTAL		369,770	374,298	376,881	356,975	347,086

BUDGET WORK PAPER

(50 lines per page)

DEPARTMENT: FUND: LINE ITEM REFERENCE #	700 - PUBLIC WORKS PERSONNEL SERVICES	TOTAL ESTIMATED COST
JUSTIFICATION FOR LINE ITEM		
701 26.0939 22.7121 10.8170 11.5919 10.8170	Wages { 2080 man hour } { merit @ 3% } <input type="checkbox"/> director \$54,275.31 \$55,903.57 <input type="checkbox"/> mechanic / laborer \$47,241.17 \$48,658.40 <input type="checkbox"/> driver / laborer \$22,499.36 \$22,499.36 <input type="checkbox"/> street maintenance \$24,111.15 \$24,834.49 <input type="checkbox"/> street maintenance \$22,499.36 \$23,174.34	\$175,070.16
\$170,626.35		\$175,070.16
701-A	Section 125	-\$2,014.00
701-B	Section 125 Elective	-\$680.00
702	F.I.C.A. Expense: { .0765 % of total wages }	\$13,673.68
703	Insurance for six (6) employee crew: <i>{ formulated by individual, individual with child, spouse, or family status. }</i> <input type="checkbox"/> Health Insurance: <input type="checkbox"/> Dental Insurance: <input type="checkbox"/> Life Insurance: <i>uniform \$20,000 policy per employee @ \$5.20 monthly</i> <input type="checkbox"/> Short Term Disability Insurance: <i>per employee \$10.30 monthly</i> <input type="checkbox"/> Long Term Disability Insurance: <i>per employee \$14.39 monthly</i>	\$34,780.69
704	Pension Contribution: { salary times 3.0 % }	\$5,735.91
705	Workers Compensation: { \$ 10.33 rate per 100 dollars of salary; minus 02 %; minus 25 % }	\$14,334.95
706	<input type="checkbox"/> overtime {estimated } { \$26.00 labor/hour average x 240 hours emergency & snow detail overtime } <i>{ note: the total amount of account 706 is reflected in total of account 701 }</i>	\$6,364.80
PERSONNEL TOTAL > >		\$247,266

BUDGET WORK PAPER

DEPARTMENT: FUND:	700 - PUBLIC WORKS SUPPLIES, SERVICES, MISC.	TOTAL ESTIMATED COST
LINE ITEM REFERENCE #	JUSTIFICATION FOR LINE ITEM	
713	Professional Services <input type="checkbox"/> Drug testing of new employee and random testing for CDL's when necessary. { Rapid testing is \$50.00 each occurrence X seven 7 }	\$350.00
716	Contracted Services <input type="checkbox"/> Mosquito contract with St. Louis County Vector. \$2,500.00 <input type="checkbox"/> Street sweeping service \$1,800.00 <input type="checkbox"/> Annual Phase II Storm Water permit application fee \$150.00 <input type="checkbox"/> St. Louis County Testing Labs { <i>concrete cylinders</i> } \$80.00 <input type="checkbox"/> Blue print and/or plan reproduction { <i>County Blue</i> } \$0.00 <input type="checkbox"/> Sam's Club annual membership fee \$70.00	\$4,600.00
720	Uniform & Safety Equipment	\$2,340.00
720-A	<input type="checkbox"/> uniforms 5 men @ \$250.00	\$1,250.00
720-B	<input type="checkbox"/> safety shoes 5 men @ \$ 80.00	\$400.00
720-C	<input type="checkbox"/> rain wear 5 men @ \$ 40.00	\$200.00
720-D	<input type="checkbox"/> work gloves 4 dozen leather cuff	\$90.00
720-E	<input type="checkbox"/> first - aid station re-stock { done quarterly } { includes safety goggles, mask, ear plugs, sweat bands, etc. }	\$400.00
725	Vehicle Expense	\$4,290.00
725-A	<input type="checkbox"/> petroleum, no lead gas - 3,500 gals @ \$7875.00	\$10,500.00
725-B	<input type="checkbox"/> petroleum, diesel - 1,400 gals @ \$3,150.00	\$4,900.00
725-C	<input type="checkbox"/> oil, anti-freeze, hydraulic oil, atf, filters \$600.00 <input type="checkbox"/> bio degradable degreaser { 10 gallons } \$300.00	
1126 *	Office Supplies: paper, ink, folders, disc, cables, binders, etc.	\$600.00
730	Traffic Control <input type="checkbox"/> traffic signs, post, hardware	\$1,200.00
733	Weed & Pest Control <input type="checkbox"/> 5 gallon container mosquito/fly/larvicide \$25.00 gal / \$ 125.00 <input type="checkbox"/> 10 gallon container weed sterilant \$50.00 gal / \$ 500.00	\$450.00
734	Snow Removal <input type="checkbox"/> Bulk de-icing salt 200 tons @ \$32. 00 \$6,800.00 <input type="checkbox"/> Melt-man ice control for City Hall. 20 bags @ 13.00 \$260.00 <input type="checkbox"/> Calcium Chloride 500 gallons @ \$ 0 .80 \$425.00	\$7,485.00
1135 *	Telephone & Utilities: existing telephone, water, gas, electric.	\$6,500.00
735	Telephone & Utilities: Celular <input type="checkbox"/> 12 month service for 314-267-3695 Nex-Tel . \$1,120.00 <input type="checkbox"/> 12 month service for 314-486-2116 Nex-Tel . \$400.00	\$1,520.00

BUDGET WORK PAPER

DEPARTMENT:	700 - PUBLIC WORKS		TOTAL ESTIMATED COST
FUND:	SUPPLIES, SERVICES, MISC.		
LINE ITEM REFERENCE #	JUSTIFICATION FOR LINE ITEM		
736	Street Lighting		\$46,000.00
1140 *	Legal advertising / recruitment	\$1,000.00	\$0.00
	[] advertising for asphalt overlay project CDGB and used vehicle sale.		
740			
747	Housekeeping Supplies <i>includes parks & recreation...</i>		\$1,000.00
	[] toilet tissue, paper towels, cleaners, plastic liners, bowl cleaner, etc.		
759	Public Relations		\$350.00
759-A	[] Christmas gift certificates { \$25.00 X 5 }	\$125.00	
759-B	[] National Night Out Event	\$225.00	
760	Miscellaneous	\$300.00	\$995.00
760-A	[] shop towels service	\$250.00	
760-B	[] Gift certificates { \$25.00 X 7 }	\$175.00	
	[] Ice in 7 lb bags { Purchase of 300 @ \$.80 }	\$270.00	
770	Hardware & Hand tools		\$300.00
	[] Street brooms, rakes, shovels, asphalt lutes, etc.		
780	Equipment Maintenance		\$4,000.00
	{ <i>includes lawn equipment, snow plows & salt spreaders & front loader tractor</i> }		
782	Equipment & Land Rental		\$420.00
	[] Equipment rental on acetylene & oxygen tanks...	\$120.00	
	[] Equipment Rental on Ice Machine	\$300.00	
783	Building & Grounds Maintenance		\$3,000.00
	[] Maintenance to building, furnace, air conditioners, compressor, hoist, landscape, etc.	\$2,100.00	
	[] Septic tank clean out and material disposal.	\$900.00	
	{ <i>the Public Works Facility is on a septic tank / drain field system.</i> }		
784	Street & Drainage Repair		\$4,500.00
784-A	[] Crackfilling material { ASTM-3405 } 72 blocks @ 27.00 each		
	{ 72 blocks @ \$27.00 each }	\$2,000.00	
784-B	[] re-filling of 100 lb propane bottle for crack filling operation.		
	{ \$50.00 each occurrence by 10 times }	\$500.00	
784-C	[] asphalt & curb mix, concrete saw blades,	\$2,000.00	
	ss-1, concrete mix, expansion joints, street marking paint, etc.		
SUPPLIES, SERVICES, MISC TOTAL > >			\$99,100.00

BUDGET WORK PAPER

DEPARTMENT: FUND:	700 - PUBLIC WORKS CAPITAL EQUIPMENT & CONSTRUCTION	TOTAL ESTIMATED COST
LINE ITEM REFERENCE #	JUSTIFICATION FOR LINE ITEM	
	Capital Equipment - 790	
790-A	<input type="checkbox"/> two (2) 2-cycle gasoline powered weed trimmer purchase... { commercial - Red-Max model: BCZ-2600S or equal }	\$720.00
790-B		
790-C		
790-D		
CAPITAL EQUIPMENT TOTAL > >		\$720.00
	Capital Construction - 795	
795-A	<input type="checkbox"/> none	
CAPITAL CONSTRUCTION TOTAL > >		\$0.00
GRAND TOTAL		\$347,086.19

BUDGET WORK PAPER

DEPARTMENT: FUND:	700 - PUBLIC WORKS CAPITAL IMPROVEMENTS	TOTAL ESTIMATED COST
LINE ITEM REFERENCE #	JUSTIFICATION FOR LINE ITEM	
	Capital Contracted Services:	
1220.1	<input type="checkbox"/> Professional Engineering Services { <i>Frontenace Engineering</i> }	\$0.00
	Capital Improvements:	
1221.1	<input type="checkbox"/> Project	\$66,888.00
	CDBG Funds for Home Improvement Program	\$66,888.00
	Note: this project will receive \$66,888.00 of funds from Community Development Block Grant Funds per our July 3th 2007 council meeting. ***Budgeted in Capital Improvement Fund	-\$66,888.00
1222.1		
1223.1	<input type="checkbox"/> Replacement septic tank drainage field for Public Works Facility << to be used on an if needed basis >>	\$0.00
1224.1		
1225.1		
1226.1		
CAPITAL IMPROVEMENT TOTAL > >		\$0.00

DEPARTMENT: PW - Parks

FUND: General

ACCOUNT: 100900

PROGRAM DESCRIPTION:

The Public Works Department is organized into two divisions in the General Fund with the Street Department and Parks Department. The Street Division is responsible for maintenance of city streets, sidewalks, bridges, parking lots, downtown street lighting, traffic signals, City Hall and the Public Works Garage. The Parks Division maintains primarily the facilities at Hoelzel Park. A half cent sales tax was passed on the November 2004 ballot to further support the Parks Department.

OBJECTIVES:

1. To provide a variety of park and recreational facilities
2. To upgrade existing parks and recreational facilities.
4. To ensure city park property is maintained properly for residents to use at their leisure.

EXPENDITURES

	ACTUAL 2003-04	ACTUAL 2004-05	ACTUAL 2005-06	PROJECTED 2006-07	BUDGETED 2007-08
PERSONNEL SERVICES	7,941	10,970	11,594	11,444	12,344
SUPPLIES, SERVICES, MISC.	2,590	3,189	1,969	3,600	3,770
CAPITAL	0	0	521	0	600
GRAND TOTAL	\$10,531	\$14,159	\$14,084	\$15,044	\$16,714
Summer Laborer	3	3	3	3	3
TOTAL DEPT. STAFF	3	3	3	3	3

DEPARTMENT:

PARKS

GENERAL FUND ACCOUNT #:

100-900

ACCOUNT #	ACCOUNT-TITLE	ACTUAL 2003-2004	ACTUAL 2004-2005	ACTUAL 2005-2006	PROJECTED 2006-07	BUDGETED 2007-08
901	Wages	6,933	9,744	10,247	10,140	10,920
902	FICA Expense	703	745	782	777	834
905	Worker's Compensation	305	481	565	527	590
	SUBTOTAL	\$7,941	\$10,970	\$11,594	\$11,444	\$12,344
913	Prof. Fees	0	0	0	0	150
916	Contracted Services	0	0	0	50	70
960	Miscellaneous	0	0	0	150	150
980	Equipment Maintenance	218	986	0	600	600
982	Equipment & Land Rental	0	0	0	0	0
983	Building & Grounds Maintenance	2,372	2,203	1,969	2,800	2,800
	SUPPLIES, SERVICES, MISC., SUBTOTAL	\$2,590	\$3,189	\$1,969	\$3,600	\$3,770
990	Capital Equipment	0	0	521	0	600
995	Capital Construction	0	0	0	0	0
	CAPITAL SUBTOTAL	\$0	\$0	\$521	\$0	\$600
	DEPARTMENT TOTAL	\$10,531	\$14,159	\$14,084	\$15,044	\$16,714

BUDGET WORK PAPER

{51 lines per page }

DEPARTMENT: FUND:	900 - PARKS & RECREATION PERSONNEL SERVICES		TOTAL ESTIMATED COST
LINE ITEM REFERENCE #	JUSTIFICATION FOR LINE ITEM		
901	Wages {520 work hours each employee @ \$ 7.00 per hour} <input type="checkbox"/> laborer # 1 \$3,640.00 \$3,640.00 <input type="checkbox"/> laborer # 2 \$3,640.00 \$3,640.00 <input type="checkbox"/> laborer # 3 \$3,640.00 \$3,640.00 \$10,920.00		\$10,920.00
902	F.I.C.A. Expense: { .0765 % of total wages }		\$834.00
904	Pension Contribution: { does not apply to summer help }		\$0.00
905	Workers Compensation: { \$ 6.02 rate per 100 dollars of salary }		\$590.21
906	<input type="checkbox"/> overtime {estimated} \$0.00		\$0.00
Department of Labor - "wage and hour division" (314) 539-2706 <input type="checkbox"/> Minimum wage is \$ 5.15 per hour { as of 08/09/2001}			
TOTAL			PERSONNEL TOTAL > > \$12,344.21

BUDGET WORK PAPER

DEPARTMENT: FUND:	900 - PARKS & RECREATION SUPPLIES, SERVICES, MISC. SUBTOTAL		TOTAL ESTIMATED COST
LINE ITEM REFERENCE #	JUSTIFICATION FOR LINE ITEM		
913	Professional Services Drug testing of new employee and random testing of existing		\$150.00
916	Contracted Services <input type="checkbox"/> Yearly inspection for back-flow pressure valve at Hoelzel park...		\$70.00
960	Miscellaneous <input type="checkbox"/> Park Board meeting supplies (notebooks and such)...		\$150.00
970	Hardware & Handtools		\$0.00
980	Equipment Maintenance		\$600.00
982	Equipment & Land Rental		\$0.00
983	Building & Grounds Maintenance <input type="checkbox"/> Maintenance to comfort station & park grounds. \$1,500.00 <input type="checkbox"/> Sealer for pressure treated wood timbers, wood benches & wood picnic tables at park facility to treat for arsenic. \$300.00 <input type="checkbox"/> Purchase of plants, mulch, chemicals for all planting areas at R.H.M.P., the "Wedge", Belwood park, Tear Drop Park \$800.00 <input type="checkbox"/> restock of baseball foul line marking chalk in 50-pound bags. \$200.00		\$2,800.00
TOTAL		SUPPLIES, SERVICES, MISC TOTAL >>	\$3,770.00

BUDGET WORK PAPER

DEPARTMENT: FUND:	900 - PARKS & RECREATION CAPITAL IMPROVEMENTS	TOTAL ESTIMATED COST
LINE ITEM REFERENCE #	JUSTIFICATION FOR LINE ITEM	
	Capital Contracted Services:	
1240.1	<input type="checkbox"/> Architect / engineering consulting for Normandy park system "Master-Plan". {development & improvement to Hoelzel Park, Parchester Park and other green space areas within Normandy. On an as needed basis. }	\$0.00
	Capital Improvements:	
1241.1	<input type="checkbox"/> Funds from 1/2 cent sales tax to finance operational expenses of park system. (i.e. summer help employees) **Budgeted for in Parks and Stormwater Sales Tax Fund (\$16,750)	\$0.00
1242.1	<input type="checkbox"/> Purchase of "Rubberific" mulch for playground area at R.H.M.P. **Budgeted for in Parks and Stormwater Sales Tax Fund (\$1,000)	\$0.00
1243.1	Ball Field maintainence contracted to Munie Outdoor Services **Budgeted for in Parks and Stormwater Sales Tax Fund (\$4,000)	\$0.00
1245.1	<input type="checkbox"/> Turface MVP / 6-tons total in bulk or 50 lb bags \$320.00 per ton.. **Budgeted for in Parks and Stormwater Sales Tax Fund (\$2,000)	\$0.00
1246.1	<input type="checkbox"/> Replacement steel exterior doors to existing restroom facility (replace both restroom doors, the utility closet door and all door frames.)	0.00
1247.1	<input type="checkbox"/> Install 3-inch overlay to service drive and additional parking area on south side of tennis courts. 20000*	\$0.00
1248.1	<input type="checkbox"/> Purchase & install digital video camera survailance system monitoring Robert Hoelzel Memorial Park... 25000* *To be funded by CDBG Funds	0.00
CAPITAL IMPROVEMENT TOTAL > >		\$0.00

SANITATION FUND

Budget Summary FY 2007-08

ACCOUNT #	ACTUAL 2003-04	ACTUAL 2004-05	ACTUAL 2005-06	PROJECTED 2006-07	BUDGETED 2007-08
REVENUES					
Sanitation Collection Fees	196,602	207,030	205,169	222,000	220,000
Other Sanitation Income	2,573	2,762	1,998	1,570	2,000
Grant Reimbursement	0	0	0		0
Int. Inc. General Fund	0	868	1,406	5,700	5,700
TOTAL REVENUES	\$199,175	\$210,660	\$208,572	\$229,270	\$227,700
EXPENDITURES					
Personnel	77,113	68,893	68,490	106,641	115,038
Supplies, Services, Miscellaneous	86,737	84,731	88,680	65,590	68,045
Capital-Minor Items	0	0	1,148	5,500	1,000
Capital-Major Items	8,592	0	1,985	0	5,500
Depreciation			37,064		
TOTAL EXPENDITURES	\$172,442	\$153,624	\$197,367	\$177,731	\$189,583
NET INCOME/(LOSS)	\$26,733	\$57,036	\$11,206	\$51,539	\$38,117
ACTUAL FUND BALANCE 9/30/06		\$108,665			
PROJECTED FUND BALANCE 9/30/07		\$160,204			
PROJECTED FUND BALANCE 9/30/08		\$198,321			

DEPARTMENT:

FUND:

ACCOUNT:

PROGRAM DESCRIPTION:

The Public Works Department is organized into two divisions in the General Fund with the Street Department and Parks Department. The Street Division is responsible for maintenance of city streets, sidewalks, bridges, parking lots, downtown street lighting, traffic signals, City Hall and Public Works Garage. The Parks Division maintains the facilities at Hoelzel Park. The Sanitation Department has its own fund and is responsible for trash pickup.

OBJECTIVES:

1. To ensure all refuse services are provided in a timely and financially prudent manner.

EXPENDITURES

	ACTUAL 2003-04	ACTUAL 2004-05	ACTUAL 2005-06	PROJECTED 2006-07	BUDGETED 2007-08
PERSONNEL SERVICES	77,113	68,893	68,490	106,641	115,038
SUPPLIES, SERVICES, MISC	86,737	84,731	88,680	65,590	68,045
CAPITAL-MINOR	0	0	1,148	5,500	1,000
CAPITAL-MAJOR	8,592	0	1,985	0	5,500
DEPRECIATION			37,064		
GRAND TOTAL	\$172,442	\$153,624	\$197,367	\$177,731	\$189,583
Driver\Laborer	1	1	1		1
Laborer	1	1	1		1
Part-time Billing Clerk					0.5
TOTAL DEPT. STAFF	2	2	2		2.5

DEPARTMENT:

SANITATION

GENERAL FUND ACCOUNT #:

100-800

ACCOUNT #	ACCOUNT-TITLE	ACTUAL 2003-2004	ACTUAL 2004-2005	ACTUAL 2005-2006	PROJECTED 2006-07	BUDGETED 2007-08
801	Wages	55,193	47,284	48,894	78,623	86,136
802	FICA Expense	4,399	3,758	3,578	5,937	6,512
803	Health Insurance	8,501	7,641	6,016	10,862	11,806
	Section 125		0			-1,007
804	Pension Contribution	1,171	1,563	58	2,090	1,466
805	Worker's Compensation	7,849	8,646	9,944	9,129	8,949
806	Unemployment Insuran Claims	0	0	0		
	Overtime					1,175
PERSONNEL SUBTOTAL		\$77,113	\$68,893	\$68,490	\$106,641	115,038
813	Professional Services	20,726	24,766	25,126	0	200
816	Contracted Services	4,970	5,134	10,149	220	0
820	Uniform & Safety Equipment	510	610	16	0	800
825	Vehicle Expense	15,577	21,535	20,756	25,950	25,950
835	Telephone & Utilities	0	38	230	265	265
840	Dumping Fees	43,884	32,204	32,244	38,300	38,645
859	Public Relations	100	50	25	700	1,635
860	Miscellaneous Expense	75	125	100	125	150
870	Hardware & Handtools	0	0	0	0	100
882	Equipment & Land Rental	697	220	0		
899	Banking Fees	198	49	34	30	300
SUPPLIES, SERVICES, MISC., SUBTOTAL		\$86,737	\$84,731	\$88,680	\$65,590	68,045
890	Capital-Minor Equipment	0	0	1,148	5,500	1,000
891	Capital-Major Equipment	8,592	0	1,985	0	5,500
	Depreciation			37,064		
DEPARTMENT TOTAL		\$172,442	\$153,624	\$197,367	\$177,731	\$189,583

BUDGET WORK PAPER

{50 lines per page }

DEPARTMENT: FUND:	800 - SANITATION DEPARTMENT PERSONNEL SERVICES		TOTAL ESTIMATED COST
LINE ITEM REFERENCE #	JUSTIFICATION FOR LINE ITEM		
801	Wages { 2080 work hours } { merit @ 3% } <input type="checkbox"/> laborer - ri \$41,536.14 \$42,782.23 <input type="checkbox"/> laborer - jrww \$23,159.34 \$23,854.12 Billing \$19,500.00 \$19,500.00 \$64,695.49 \$86,136.35		\$86,136.35
801-A	Section 125		-\$1,006.69
801-B	Section 125 Elective		\$0.00
802	F.I.C.A. Expense: { .0765 % of total wages }		\$6,512.42
803	Insurance for two (2) employee crew: <i>{ formulated by individual, individual with child, spouse, or family status. }</i> <input type="checkbox"/> Health Insurance: <input type="checkbox"/> Dental Insurance: <input type="checkbox"/> Life Insurance: <i>uniform \$20,000 policy per employee @ \$5.20 monthly</i> <input type="checkbox"/> Short Term Disability Insurance: <i>per employee \$10.30 monthly</i> <input type="checkbox"/> Long Term Disability Insurance: <i>per employee \$14.39 monthly</i>		\$11,806.49
804	Pension Contribution: { salary times 3.0 % }		\$1,466.00
805	Workers Compensation: { \$ 14.82 rate per 100 dollars of salary }		\$8,949.00
806	<input type="checkbox"/> overtime {estimated} \$1,109.47 { \$36.00 labor/hour average x 25 hours equipment malfunction overtime } { \$36.00 is a two man crew per hour rate } { note: the total amount of account 806 is reflected in total of account 801 }		\$1,174.78
PERSONNEL TOTAL >>			\$115,038.35

BUDGET WORK PAPER

DEPARTMENT:	800 - SANITATION DEPARTMENT		TOTAL ESTIMATED COST
FUND:	SUPPLIES, SERVICES, MISC.		
LINE ITEM REFERENCE #	JUSTIFICATION FOR LINE ITEM		
813	Professional Services		\$200.00
	Drug testing of new employee and random testing of existing employees		
	Raid testing is \$50.00 each occurrence X four 4		\$0.00
820	Uniform & Safety Equipment		\$800.00
820-A	<input type="checkbox"/>	uniforms 2 men @ \$ 250.00 ea.	\$500.00
820-B	<input type="checkbox"/>	safety shoes 2 men @ \$ 80.00 ea.	\$160.00
820-C	<input type="checkbox"/>	rain wear 2 men @ \$ 30.00 ea.	\$60.00
820-D	<input type="checkbox"/>	work gloves, rubber six (6) pair @ \$13.00	\$80.00
825	Vehicle Expense - for 3 vehicles.		\$2,000.00
825-A	<input type="checkbox"/>	petroleum, no lead gasoline { none used }	\$0.00
825-B	<input type="checkbox"/>	petroleum, diesel 4500 gallons @ \$2.25	\$15,750.00
	<input type="checkbox"/>	tires, '94 International / '00 Volvo	
		front tires: two (2) @ 260.	\$550.00
		rear tires: sixteen (16) @ \$ 250.00	\$4,000.00
	<input type="checkbox"/>	tires, '85 Brigidear	
		rear tires: eight (8) @ \$ 250.00	\$2,000.00
	<input type="checkbox"/>	5 gallons - Orange Solvent @ \$ 28.75 ea.	\$150.00
		to degrease rear hopper of sanitation truck	
	<input type="checkbox"/>	oil, anti-freeze, hydraulic, filters & parts	\$1,500.00
835	Telephone & Utilities		\$265.00
	<input type="checkbox"/>	12 month service for (314) 486-2182 Nex-Tel-	\$265.00
840	Dumping fees { landfill contract with Fred Weber, Inc. }		
	<input type="checkbox"/>	household - 3 months @ 325 tons @ \$ 25.50 per ton...	\$8,287.50
	<input type="checkbox"/>	household - 9 months @ 975 tons @ \$ 25.70 per ton...	\$25,057.50
	<input type="checkbox"/>	yard waste - tipping fee = 200 tons @ \$25.50 per ton..	\$5,100.00
	<input type="checkbox"/>	recycling tipping fee	\$0.00
	<input type="checkbox"/>	tire disposal average \$5.00 per tire	\$200.00
859	Public Relations		\$1,635.00
	<input type="checkbox"/>	Christmas gift certificates	\$75.00
	<input type="checkbox"/>	Sanitation, yardwaste & recycling educational { grant requirement }	
		1200 @ .45 newsletter.	\$540.00
		1200 @ \$ 0.85 educational flier with billing.	\$1,020.00

BUDGET WORK PAPER

DEPARTMENT: FUND:	800 - SANITATION DEPARTMENT SUPPLIES, SERVICES, MISC.	TOTAL ESTIMATED COST
LINE ITEM REFERENCE #	JUSTIFICATION FOR LINE ITEM	
860	Miscellaneous <input type="checkbox"/> Waste haulers permit x three (3) \$75.00 <input type="checkbox"/> Gift certificates {\$25.00 X 3 } \$75.00	\$150.00
870	Hardware & Hand tools	\$100.00
899	Banking Fees	\$300.00
SUPPLIES, SERVICES, MISC, TOTAL > >		\$68,045.00

BUDGET WORK PAPER

DEPARTMENT: FUND:	800 - SANITATION DEPARTMENT CAPITAL EQUIPMENT & CONSTRUCTION	TOTAL ESTIMATED COST
LINE ITEM REFERENCE #	JUSTIFICATION FOR LINE ITEM	
890-A	Capital Equipment - 890 <input type="checkbox"/> Purchase of two (2) 2-cubic yard dumpster to replace existing older worn & defective units.	\$1,000.00
CAPITAL EQUIPMENT TOTAL >>		\$1,000.00
Capital Construction -895		
CAPITAL CONSTRUCTION TOTAL >>		\$0.00
GRAND TOTAL		\$189,583

BUDGET WORK PAPER

DEPARTMENT: FUND:	800 - SANITATION DEPARTMENT CAPITAL IMPROVEMENTS	TOTAL ESTIMATED COST
LINE ITEM REFERENCE #	JUSTIFICATION FOR LINE ITEM	
891	Capital Contracted Services: [] Consulting Services { Genesis Group, Inc. }	\$0.00
1231.1	Capital Improvements: [] Purchase of replacement parts for 96 gallon roll-out trash carts. designed to facilitate replacement of defective carts not covered by warranty. *96 gallon cart (bodies only) @ \$35.00 each (100x\$35.00) \$3,500.00 *96 gal. cart lids (lids only) @ \$14.75 each (100x\$14.75) \$1,475.00 *hinge pins for above lids @ \$.50 each (200x\$.50) \$100.00 *Freight on all of above (100x\$4.15) FOB Kentucky to Norm: \$415.00	\$0.00 \$5,500.00
CAPITAL IMPROVEMENTS TOTAL >>		\$6,500.00

CAPITAL IMPROVEMENT FUND

Budget Summary FY 2007-08

ACCOUNT #	ACTUAL 2003-04	ACTUAL 2004-05	ACTUAL 2005-06	PROJECTED 2006-07	BUDGETED 2007-08	TOTAL
REVENUES						
Capital Improvement Sales Tax	73,647	75,113	71,783	74,025	80,000	374,568
Interest Income	363	702	2,597	4,000	4,000	11,662
Transfer-General Fund (5 year plan)	68,826	0	0	0	0	68,826
Grant Income			65,266			
TOTAL REVENUES	\$142,836	\$75,815	\$139,646	\$78,025	\$84,000	\$455,056
EXPENDITURES						
Streets	147,750	11,918	41,385	0	0	201,053
Street Reconstruction Trust Fund	0	1,543	0	30,000	30,000	1,543
Parks	25,175	86,478	32,931	0	0	144,584
Sanitation	0	0	0	0	0	0
Police	22,616	23,267	45,586	32,872	33,730	91,469
Administration	13,962	4,596	16,217	12,523	10,000	34,775
Legal	0	0	12,989	0	0	12,989
Protective Inspection	0	0	0	0	0	0
Banking Fees	0	109	0	0	0	109
TOTAL EXPENDITURES	\$209,503	\$127,911	\$149,108	\$75,395	\$73,730	\$486,522
NET INCOME/(LOSS)	(\$66,667)	(\$52,096)	(\$9,461)	\$2,630	\$10,270	

ACTUAL FUND BALANCE 9/30/06 \$90,818

PROJECTED FUND BALANCE 9/30/07 \$93,448

PROJECTED FUND BALANCE 9/30/08 \$103,718

DEPARTMENT:

FUND:

ACCOUNT:

PROGRAM DESCRIPTION:

The 1/2 cent Capital Improvement Fund was created in April of 1996 by voter approval to levy a 1/2 sales tax for the purpose of funding City wide Capital Improvements. Capital Improvements are defined as any expenditure over \$1,000 that are for items such as vehicles, street improvements, park equipment, other public infrastructure, and expenses such as professional consulting fees associated with these expenditures, ie., architectural, engineering, financial, etc...

OBJECTIVES:

1. To maintain safe, clean, smooth streets for motorists.
2. To maintain a safe and efficient environment at all municipal facilities for the use by the public.
3. To ensure that the proper equipment is provided in order to allow for necessary City services to be provided.

EXPENDITURES

	ACTUAL 2003-04	ACTUAL 2004-05	ACTUAL 2005-06	PROJECTED 2006-07	BUDGETED 2007-08
Streets	147,750	11,918	41,385	0	0
Street Recon. Fund		1,543		30,000	30,000
Parks	25,175	86,478	32,931	0	0
Sanitation	0	0	0	0	0
Police	22,616	23,267	45,586	32,872	33,730
Administration	13,962	4,596	16,217	12,523	10,000
Legal	0	0	12,989	0	0
Protective Inspection	0	109	0	0	0
Bank Fees				0	0
GRAND TOTAL	\$209,503	\$127,911	\$149,108	\$75,395	\$73,730

**STAFFING
(NONE)**

CAPITAL IMPROVEMENT FUND DETAIL**BUDGET SUMMARY FY 2007-08**

1210.1	CAPITAL---Police		
	Vehicles for Patrol Officers; 4 existing vehicles to be leased. (2 Chevy, 2 Dodge)	26,100	
	Bullet-proof Vests - five replacements @ \$700 each	3,500	
	Rifles - 3 Bushmaster A2 Carbine rifles and 30 magazines	3,630	
	Missouri Accident Reconstruction Software (MARS)	500	
	CAPITAL EQUIPMENT---Police Subtotal		33,730
	CAPITAL---Streets		
	Community Development Block Grant	66,888	
1221.1	Housing Improvement Program - \$66,888		
	NOTE: \$66,888 of this project will be paid for with CDBG Funds	-66,888	
	***Not included in overall total of Capital Imp. Fund		
	Street Reconstruction Trust Fund - Savings plan recommended by Frontenac Engineering to allow for 10-year major reconstruction program	30,000	
	CAPITAL---Streets Subtotal		30,000
	CAPITAL---Administration		
	Professional Redevelopment Consultant for Redevelopment Project	10,000	
1201.1			
	CAPITAL---Administration Subtotal		10,000
TOTAL CAPITAL IMPROVEMENT			\$73,730

SEWER LATERAL FUND
BUDGET SUMMARY FY 2007-08

ACCOUNT #		ACTUAL 2003-04	ACTUAL 2004-05	ACTUAL 2005-06	PROJECTED 2006-07	BUDGETED 2007-08
PROJECTED SEWER LATERAL REVENUES						
405.2	Sewer Lateral Property Tax	36,868	35,482	32,293	33,000	33,000
450.2	Interest Income	41	679	1,868	2,200	2,000
	TOTAL REVENUES	\$36,909	\$36,161	\$34,161	\$35,200	\$35,000
PROJECTED SEWER LATERAL EXPENDITURES						
1300	Payment to Contractor	14,308	28,886	23,541	42,000	21,200
1310	Reimbursement to Homeowner	998	2,313	1,694	505	2,000
1320	Admin. Reimbursement to General Fun	10,000	8	0	0	10,000
	TOTAL EXPENDITURES	\$25,306	\$31,207	\$25,235	\$42,505	\$33,200
	NET INCOME/(LOSS)	\$11,603	\$4,954	\$8,927	(\$7,305)	\$1,800

ACTUAL FUND BALANCE 9/30/06 \$54,595
PROJECTED FUND BALANCE 9/30/07 \$47,290
PROJECTED FUND BALANCE 9/30/08 \$49,090

DEPARTMENT:	SEWER LATERAL
FUND:	SEWER LATERAL
ACCOUNT:	101300

PROGRAM DESCRIPTION:

The Sewer Lateral Fund was created in April of 1999 by voter approval to levy a \$28 annual fee for the purpose of funding the repair of broken sewer lateral for residential structures that have less than six dwelling units per building.

OBJECTIVES:

1. To maintain a safe, clean, residential environment.
2. To repair broken Sewer Laterals for those residents who qualify for the program

EXPENDITURES

	ACTUAL 2003-04	ACTUAL 2004-05	ACTUAL 2005-06	PROJECTED 2006-07	BUDGETED 2007-08
Payment to Contractor	14,308	28,886	23,541	42,000	21,200
Reimbursement to Homeowner	998	2,313	1,694	505	2,000
Admin. Reimbursement to General Fund	10,000	8	0	0	10,000
GRAND TOTAL	\$25,306	\$31,207	\$25,235	\$42,505	\$33,200

**STAFFING
(NONE)**

DEPARTMENT:	PARKS & STORM WATER
FUND:	PARKS & STORM WATER
ACCOUNT:	101700

PROGRAM DESCRIPTION:

The 1/2 cent Parks and Storm Water Fund was created in November of 2004 by voter approval to levy a 1/2 sales tax for the purpose of funding City wide Parks and Storm Water Operations. Parks and Storm Water Operations are defined as any expenditure that are for items such as vehicles, street improvements, park equipment, other public infrastructure, and expenses such as professional consulting fees associated with these expenditures, ie., architectural, engineering, financial, etc...

OBJECTIVES:

1. To maintain safe, clean, smooth streets for motorists.
2. To maintain a safe and efficient environment at all municipal facilities for the use by the public.
3. To ensure that the proper equipment is provided in order to allow for necessary City services to be provided.

EXPENDITURES

	ACTUAL 2003-04	ACTUAL 2004-05	ACTUAL 2005-06	PROJECTED 2006-07	BUDGETED 2007-08
Parks	0	0	75,000	11,916	27,250
Stormwater	0	15	0	0	150
GRAND TOTAL	\$0	\$15	\$75,000	\$11,916	\$27,400

**STAFFING
(NONE)**

PARKS AND STORMWATER FUND DETAIL

BUDGET SUMMARY FY 2007-08

1501.5	Parks Expenses		
	Rubberific Mulch for Playground at RHMP	\$1,000	
	Ballfield maintenance contracted to Munie Outdoor Services	\$4,000	
	Turface MVP/6-tons in bulk or 50 lb bags (\$320.00 per ton)	\$2,000	
	Subtotal Parks		\$7,000
	Transfer to General Fund for Parks operational expenses	\$16,750	
	Subtotal Transfers		\$16,750
	Capital Requests		
1246.1	<input type="checkbox"/> Replacement steel exterior doors to existing restroom facility (replace both restroom doors, the utility closet door and all door frames.)		\$3,500
1247.1	<input type="checkbox"/> Install 3-inch overlay to service drive and additional parking area on south side of tennis courts.	20000*	
1248.1	<input type="checkbox"/> Purchase & install digital video camera surveillance system monitoring Robert Hoelzel Memorial Park...	25000*	
	*To be funded with CDBG funds, not included in overall P/S total		
1599.5	Banking Fees		\$150
	Parks/Stormwater---Parks Subtotal		\$27,400
TOTAL PARKS/STORMWATER			\$27,400