### **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.

### 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 2<sup>nd</sup> DAY OF OCTOBER, 2007.

Attest:

James J. Murphy-Ma

Pam Rogers, City Clerk

Official Seal

# **BUDGET SUMMARY FY 2007-08**

ACCOUNT:	GENERAL FUND	SANITATION COLLECTION	CAPITAL IMPROVEMENT	SEWER LATERAL	PARKS & STORM WATER	TOTAL
REVENUES		FUND	FUND	FUND	FUND	
Taxes/Fees Licenses & Permits Utility Taxes	\$1,091,850 \$51,600 \$657,325	\$220,000	\$80,000	\$33,000	\$86,000	
Municipal Court Other	\$239,900 \$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 BALA	ANCE 9/30/07:					
General Fund		\$699,900 \$93,448				
Cap. Imp. Fund Sew Lateral Fund		\$47,290				
Sanitation Collection Fund		\$160,204				
Parks & Storm Water Fund	i	\$110,198				
PROJECTED FUND BALA	ANCE 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	1	\$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.

	ACTUAL	ACTUAL	ACTUAL	PROJECTED	BUDGETED
	2003-04	2004-05	2005-06	2006-07	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

# **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
PERSONNE	L 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, S	SERVICES, MISC., SUBTOTAL	\$18,324	\$13,089	\$15,198	12,454	\$14,434
590	Capital Equipment	0	0	0	0	0
CAPITAL SU	UBTOTAL	\$0	\$0	\$0	0	\$0
DEPART	ΓΜΕΝΤ TOTAL	\$221,089	\$226,244	\$216,035	228,749	\$227,400

DEPARTMEN	ADMINISTRATIVE	
FUND:	1.000	
	GENERAL	TO CODER #
LINE ITEM		ESTIM.
REFERENCE	JUSTIFICATION FOR LINE ITEM	COST
510	Dues & Subsriptions-Funding for professional organizations & periodicals	
	TOWA Total City Managada Association	\$545
	ICMA-International City Manager's Association	\$75
	MCMA-Missouri City Manager's Association	\$50
	SLACMA-St. Louis Area City Manager's Association	\$125
	IIMC-International Institute for Municipal Clerk's	\$75
	IIMC MMC-3rd level	\$75 \$75
	MOCCFOA MPCC	
	MOCCFOA-MO City Clerk's & Finance Officer's Association	\$40
	MOCCFOA-MO City Clerk's & Fin. Officer's Assoc. (Eastern Division)	\$25
	GFOA-Government Finance Officer's Association	\$40
	MSC-Mayor's of Small Cities	\$50
	MML-Missouri Municipal League	\$750
	SLCML-St. Louis County Municipal League	\$2,000
	NCI-North County Incorporated	\$384
	North County Chamber of Commerce	\$275
	St. Louis Business Journal-Weekly periodical used by City Adm.	\$90
	SUBTOTAL	\$4,599
511	Training-Funding for local seminars & training sessions	
311	Pam CCFOA Lunches \$16 x 10	\$160
		,
	SUBTOTAL	\$160
515	Travel & Expense Allowance-Expenses incurred for Professional	
	Conferences and Monthly Travel Allowance for City Administrator	
	(\$250 per month) and Finance Director (\$50 per month)	\$3,200
	IIMC Annual Conference City Clerk (includes conf. registration & airfare	\$0
	NO HOTEL COSTS)	ቀኅ ዓለብ
	MO Muni. League ConfElected Officials, City Adm. & Clerk	\$3,800
	Missouri City Manager's Winter Workshop-Columbia	\$0
	MO Muni. League Legislative ConfElected Officials &City Adm.	\$400
	Missouri City Clerk's Association Spring Conference-Columbia	\$600
	Missouri City Manager's Spring Conference-Lake Ozark	\$0
L i	MO Muni. League Newly Elected Officials ConfJeff. City	\$125
	Regional Clerks Conference	\$150
	ICMA - Pittsburgh - City Administrator	\$1,100
	SUBTOTAL	\$9,375
	TOTAL	\$14,134

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:

ACC'T. GROUP: GENERAL 10010050-

ACC L. GNOCE	TOCTOCO.										
		Total	Salary with	Section	Sec. 125	Social	Health	Life	LAGERS	Workers	
Employee	Title	Salary	Merit Increase	125	Elective	Security	e.	STD&LTD	Pension	Comp.	Total
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	1.5	\$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
Quinlisk-Dailey, Bridget Councilperson	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
	TOTAL TOTAL OF THE PARTY OF THE	9175 000	£100 073	(9) 74()	(*2 010)	2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	830 014	91 250	93 131	3	270 0103
	TOTALS BY COLUMN:	\$1/5,929	\$180,073	(\$2,746)	(\$3,910)	\$13,500	\$20,915	\$1,236	\$3,131	\$/4/	3212,960

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.

	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
		0.4			
PART-TIME CLERK	0.5	0.5	0		U
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 SUBT	TOTAL	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	1591	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	11131	10,370	9,940
1190	Equipment	0	55	0	0	
SUPPLIES, SERVIC	CES, 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

BUDGET W	ORK PAPER		
DEPARTMENT:	CITY HALL	"	
FUND:	GENERAL		
LINE ITEM		ES	TIM.
REFERENCE#	JUSTIFICATION FOR LINE ITEM	C	OST
1113	Professional Services-Services that require specific technical expertise.  Annual Audit conducted by Hochschild, Bloom & Company(03-6900, 04-7200).  Financial advice and technical assistance provided by Hochschild, Bloom.  Payroll charges from ADP (\$129 avg. per pay period)  REJIS - Information Technology Support Service  Basic Internet Access for Dept. Heads & Detectives (\$19.95 per month)  Electronic mailboxes for approximately 20 employees (\$1.75 per month)  Commerce Bank (fees for accepting credit & debit cards \$420) & Telecheck (fees for guaranteeing checks \$1560)  Tusc Annual administration fee \$4.50 per employee(15) per month (12)	8,000 1,500 3,200 4,000 720 420 2,300	
	SUBTOTAL	V	\$20,950
1121	Uniforms Kay, Pam & Lori (\$250-\$300 each for Polos and Pants)		\$500
1135	Telephone & Utilitics-Telephone, Electric, Water, Gas and Sewer for operational purposes Southwestern Bell/IONEX City Hall, Public Works \$352 mthly.avg.  AmerenUE: for City Hall, PW, Hoelzel Park, Kirkland light on Flag; monthly avg. \$970  Missouri American Water: for City Hall, Public Works and Hoelzel Park, monthly avg. \$60  Laclede Gas: for Public Works Building, montly average of \$350  Metropolitan Sewer District: for City Hall and Hoelzel Park, PW on Septic; monthly avg. \$20  Ideacom: Annual telephone system maintenance contract \$1,200  SUBTOTAL	6,800 11,000 1,100 3,300 1,000 2,100	\$25,300
1140	Legal Advertising Expenses-Advertising in local newspapers for Public Hearings, Requests		\$1,500
	for Bids, Job Openings; average of \$350 per month for ALL DEPARTMENTS		<b>4</b> – <b>,</b> –
1141	Office Supplies-Provide Office supplies for ALL DEPARTMENTS such as pens, pencils, paper, business cards, envelopes, file folders, paperclips, notepads, disks, etc. avg. of \$450 per month		\$5,500
1142	Printing & Duplicating-Covers the cost of codification (\$3,000), printing of budget, printing of business cards and various other city documents, etc (no codification this year)	enterent un un manuel de la company de la co	\$1,500
1144	Postage-Provides postage for all City mailings such as meter replenishment, bulk mailing fee, sanitation billing, package mailing, newsletter, (monthly average \$250)		\$3,000
1145	Election Expense-Covers expense for elections to be held in April, June, August, and November (approximately \$1,200 per election).		\$1,500
1147	Housekeeping Supplies-Provides supplies for the cleaning of City Hall such toilet paper, paper towels, floor wax, hand soap, window cleaner, mop heads, brooms, trash bags, (average of \$66.50 per month) etc		\$900
1149	Liability Insurance-Insurance coverage for all city operations including Public Official Liability, General Liability, Police Liability, Auto Insurance, Property Coverage, Notary and Surety Bonds, Property Coverage City Hall Commercial Crime Coverage.	,	\$66,000
1159	Public Relations-Funding for newsletter (\$450 qtr.)& special events. City Picnic, Natl. Night Out, City Hall Open House, Flowers for Funerals, Plaques, Pictures, Council Shirts, X-Mas Bonus.		\$2,250
1160	Miscellaneous Expense-Coffee, Newspaper, & other unforeseen expenses.		\$1,000
1180	Equipment Maintenance-Covers miscl. office equipment repairs (ie.typewriter).		\$100
1182	Equipment & Land Rental-Covers rental and maintenance fees for the Hasler Postage meter (\$80 per quarter), and IKON Copier (\$512 per month) POS Equipment (\$65 per mo.) EBE (reader/printer \$541 per year)		\$7,850
1183	Building & Grounds Maintenance-Covers expense for Janitorial service to clean City Hall Monday-Friday (\$700 per month).  Heating & Air Conditioning Maintenance.  Orkin Part Control cervices (\$55 per month)	6,840 2,500 600	
	Orkin Pest Control services (\$55 per month)  SUBTOTAL	1	\$9,940
	TOTAL		\$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.

	ACTUAL 2003-04	ACTUAL 2004-05	ACTUAL PI 2005-06	ROJECTED 2006-07	BUDGET 2007-08
CERSONNEL SUPPLIES, SERVICES, MISC.	10,201 927	10,050 1,000	\$11,584 \$731	\$28,485 \$875	26,000 1,350
CAPITAL GRAND TOTAL	0 <b>\$11,128</b>	0 <b>\$11,050</b>	\$0 <b>\$12,315</b>	\$29,360	0 \$27,350
	<b>4.2.3.2</b> 0	<b>412,00</b> 0	*,	<b>,</b>	· - · ,
PART TIME INSPECTOR	1	1	1	1	0
TOTAL DEPT. STAFF	1	1	1	1_	0

# **DEPARTMENT: Protective Inspection**

GENERAL FUND ACCOUNT #: 100300-

ACCOUN	NI ACCOUNT-TITLE	ACTUAL	ACTUAL	ACTUAL	PROJECTED F	BUDGETED
		2003-04	2004-05	2005-06	2006-07	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
PERSON	NELSUBTOTAL	\$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
SUPPLIE	ES, SERVICES, MISC.	\$927	\$1,000	\$731	\$875	\$1,350
1090	Capital Equipment	0	0			0
DEPAI	RTMENT TOTAL	\$11,128	\$11,050	\$12,315	\$29,360	\$27,350

BUDGET WORK PAPER

DEPARTMENT:	PROTECTIVE INSPECTION	
FUND:	GENERAL	
LINE ITEM		ESTIM.
REFERENCE #	JUSTIFICATION FOR LINE ITEM	COST
1001	Contract - Midwest Design Consultants Approx. \$1,000 per two week period	\$26,000
1010	Dues	\$0
	Subscriptions	
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

POLICE GENERAL

FUND: 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.

	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

# **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
PERSONNEI	LSUBTOTAL	\$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, S	ERVICES, MISC., SUBTOTAL	\$120,797	\$160,379	\$145,233	\$154,082	\$155,865
GRAND TO	<b>OTALS</b>	\$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	1	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
611	Training Miscellaneous in-service training, to include Major Case Squad Training, D.A.R.E., CVSA, and commu- policing seminars, and St. Louis County Police Academy 22 Officers @ \$50 per Officer. This was paid from 423 las	·	\$690 \$5,000
613	Professional Services Pre-hire & incumbent drug, psychological, and physical exams for new hires and periodic incumbents.  IPMA tests for new hires	SUBTOTAL	<b>\$5,000</b> \$300 \$0
	Police Vehicle Equipment Installation		\$0
	Computer Support (Excluding REJIS)		\$1,000
615	Travel & Expense  Miscellaneous expenses to include professional functions, monies to pay informants, special evidence storage, meals and expenses for Major Case Squad	SUBTOTAL	\$1,300 \$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
620	Uniform Equipment Uniforms/Equipment for two new hires @ \$1,000/officer	\$3,000
	Uniform/Equipment Maintenance for 22 officers @ \$200 per officer	\$4,400
	SUBTOTAL	\$7,400
625	Vehicle Expense License plate renewals, state inspections for 3 unmarked vehicles	\$300
	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	\$1,000
	auto accidents	
	Car Wash (2 facilities: S & S for interior/exterior, Ferguson Express for exterior only)	\$2,000
	SUBTOTAL Telephone/Mobile Phones	\$64,300
635	7 Cell Phones 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  Batteries: flashlight, recorders, cameras, flash units, videos	\$250 \$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
	Public Relations	e1 000
659	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
	Miscellaneous Expenses	
	This account covers miscellaneous expenses and incidentals	
660	incurred during the year, such as food, awards, greeting cards,	
	flowers, etc.	
	SUBTOTAL	\$1,000
	Equipment Maintenance	
680	Miscellaneous repairs to equipment (vcr, radios, etc.)	
	SUBTOTAL	\$1,000
	TOTAL	\$155,865

BUDGET FORM II - PERSONNEL SERVICES
FISCAL YEAR 2007-08

DEPARTMENT:	POLICE
FUND:	GENERAL
ACC'T. GROUP: 100400	100400

Total	1,194,007	1,19	14	57,814										
\$1,197,707	26,442	5,000		48,969	3,634	8,137	138,377	68,466	-5,330	-14,817	915,130	888,659		TOTALS
\$4,103	0				0	0	0	275	0	0	3,600	3,600	Part Time	Cross Guard
\$3,077	0		171		0	0	0	207	0	0	2,700	2,700	Part Time	Cross Guard
\$21,465	0		957		61	145	5,019	1,086	0	-952	15,149	14,708	Court Clerk	L. Hartman
\$47,263	1,452		2,293		145	335	3,966	2,777	٥	0	36,295	35,238	Patrol Officer	Pierce
\$50,822	1,424		2,386		151	346	6,801	2,822	0	-869	37,762	36,662	Patrol Officer	M. Smith
\$48,596	1,452		2,386		151	346	3,966	2,864	-330	0	37,762	36,662	Patrol Officer	J. Tuhill
\$50,533	1,360		2,386		151		6,576	2,822	0	-869	37,762	36,662	Patrol Officer	S. Whitworth
\$48,065	1,424		2,339		148		3,966	2,832	0		37,021	35,943	Patrol Officer	S. Moeller
\$53,112	1,452		2,386		151		10,147	2,745	0	-1,876	37,762	36,662	Patrol Officer	A. Madigan
\$48,659	1,360		2,233		141	335	4,516	2,848	0	1,876	35,350	34,320	Patrol Officer	D. Montgomery
\$46,981	1,424		2,339		148	335	3,966	2,755		-1,007	37,021	35,943	Patrol Officer	T. Conner
\$50,741	1,496		2,457		156	354	4,407	2,975	0	0	38,895	37,762	Patrol Officer	K. George
\$52,820			2,556		162	366	7,127	3,028	0	-869	40,451	39,273	Detective	L. Porzelt
\$47,319	1,556		2,556		162		4,516	2,712	-5000	0	40,451	39,273	Detective	S. Stuber
\$59,017	1,761		2,893		183	366	4,516	3,503	0	0	45,794	44,460	Patrol Officer	V. Brinkman
\$50,281	1,360		2,233		141	366	10,147	2,561	0	-1,876	35,350	34,320	Patrol Officer	M. Eaton
\$46,024	1,360		2,233		141	334	3,966	2,704	0	0	35,350	34,320	Patrol Oficer	C. Mathis
\$51,974	1,496		2,457		156	354	6,576	2,909	0	-869	38,895	37,762	Patrol Officer	E. Cochran
\$58,530	0		2,893		183	378	6,797	3,437	0	-869	45,794	44,460	Sergeant	C. McCann
\$68,732	2,022		3,321		210	458	7,213	3,945	0	-1,007	52,570	51,039	Sergeant	G. Chambers
\$70,730	2,022		3,321		210	458	10,147	3,878	Q.	-1,876	52,570	51,039	Sergeant	J. House
\$70,620	2,022		3,321		210	458	10,037	3,878	0	-1,876	52,570	51,039	Sergeant	Jeff Ballard
\$66,886	0		3,450		218	473	3,966	4,177	0	0	54,602	53,012	Lieutenant	Frank Mininni
\$81,359	0		4,021		255	541	10,037	4,726	0	-1,876	63,654	61,800	Chief of Police	Doug Lebert
Total				Сотр	Pension	STD&LTD	Insurance		Sec.125	125	with increase	Salary	Title:	Employee:
		Overtime Holiday		Workers	Lagers	Life Ins.	Health	FICA	Elective	Section	Salary			
	608	607		605	604	603A	603	602			601	Account		
														***************************************

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.

	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

**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	2,745	4,000	4,283	4,400	5,325
	Section 125				(952)	(869)
1104	Pension Contribution	91	800	682	1,000	454
1105	Worker's Compensation	226	283	468	240	57
PERSONNE	L 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
DEPART	MENT TOTAL	\$68,592	\$66,613	\$77,391	\$75,258.00	\$71,984

DEPARTMENT:	LEGAL			
FUND:	GENERAL			
LINE ITEM			EST	гім.
REFERENCE #	JUSTIFICATION FOR LINE ITEM			OST
TEFFERENCE #				
610A	Dues and Subscriptions-Missouri Association of Court Administrators Dues.			125
01071	Missouri Association of Court Administrators Dues.		50	
	Missouri State Statutes (to include S&H) West Books		75	
	Missourt Blate Blatates (to morado Beerr) West Books		,,,	
611A	Training-Computer training at New Horizons for Lori, \$90 per session			0
613A	Professional Services-Covers fees for the City Attorney (monthly retainer \$600).		7,200	
015A	Lawsuit retainer if the City happens to be forced into litigation (\$4,500).		4,500	
	Prosecuting Attorney (\$600 monthly retainer).		7,200	
	Municicpal Judge (\$1000 monthly retainer).		12,000	
	Municicpus Juage (\$1000 monthly resamer).		12,000	
	Miscellaneous legal fees 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).		8,000	
	other issues that require assistance (avg.5-6 notes per month at \$150 an note).		0,000	
	Prisoner Detention-fee associated with incarcerating those individual repeat		2,000	
	offenders who will be transported to the St. Louis County Jail/St. Ann Jail and held fo	r	-,	
	a few days in order to decrease the recidivism rate (Holding Charge: \$31per day			
	with approximately 5 days to be used per month for 4-5 offenders).			
	with approximately 5 days to 50 does per month for the originals.			
	REJIS -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, etcCourt system will eliminate			
	redundant data entry, in turn reducing errors and manpower requirements.			
	Monthly maintenance and usage fee (\$665)		8,000	
		SUBTOTAL		48,900
615A	Travel and Expense-Missouri Association of Court Administrators Conference		600	
	Fall Seminar for Court Clerks		300	
	Registration fee for Municipal Judges Spring Conference		600	
		SUBTOTAL		1,500
641A	Office Supplies-Court Case receipt books, Court Case envelopes, Missouri			250
	Uniform Court Summons Forms.			
		ma=		<b></b>
		TOTAL		\$50,775

BUDGET FORM II - PERSONNEL SERVICES FISCAL YEAR 2007-08
DEPARTMENT: LEGAL

2007-08 LEGAL GENERAL

FUND: ACC'T. GROUP: 1006A0050-

	70	rk. Comp.	Subtotal Work. Comp.								
\$21,209	57	454	289	5,035	1,092	0	(869)	15,149	TOTALS 29,416	TOTALS	
\$22,091	70	454	289	5,035	1,092	0	15,149 (869)		\$29,416	Court Clerk	Hartman, Lorie
Total	Comp	Pension	STD&LTD	125 Elective Security Insurance STD&LTD Pension Comp	Security	Elective	125	Merit		Title	Employee
	Workers	Life LAGERS Workers		Health	Social	Sec.125	Section	Salary Salary with Section Sec.125 Social	Salary		
										1000000	7001.01001.

**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.

	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

# **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, SE	ERVICES, 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
CAPITAL SU	BTOTAL	875	2,040	0	720	720
DEPART	MENT TOTAL	369,770	374,298	376,881	356,975	347,086

		700 - PUBLIC WORKS	1	
EPARTMENT: FUND:		PERSONNEL SERVICES		TOTAL
LINE ITEM		1 ERSONVEL SERVICES		ESTIMATED
REFERENCE #	JUST	TIFICATION FOR LINE ITE	м	COST
I ZALDI (OL)				0001
701	Wages	{ 2080 man hour }	{ merit @ 3% }	\$175,070.1
26.0939		\$54,275.31	\$55,903.57	
22.7121	[] mechanic / laborer	\$47,241.17	\$48,658.40	
10.8170		\$22,499.36	\$22,499.36	
11.5919	street maintenance	\$24,111.15	\$24,834.49	
10.8170	street maintenance	\$22,499.36	\$23,174.34	
;   		\$170,626.35	\$175,070.16	
701-A	Section 125		[	-\$2,014.0
701-В	Section 125 Elective			-\$680.0
702	F.I.C.A. Expense:			\$13,673.6
ļ	{ .0765 % of total wages }		į	,
703	Insurance for six (6) employee	crew:	 	\$34,780.6
; 		dual with child, spouse, or family sta	tus.}	
i 1	[] Health Insurance:			
:	[] Dental Insurance:			
!	[] Life Insurance: uniform \$	20,000 policy per employee @ \$	5.20 monthly	
ļ	[] Short Term Disability Insur	rance: per employee \$10.30 mc	onthly	
ļ	[] Long Term Disability Insur	ance: per employee \$14.39 mo	onthly	
704	Pension Contribution:	{ salary times 3.0 % }		\$5,735.9
705 ¦	Workers Compensation:	;		\$14,334.9
į		of salary; minus 02 %; minus 25	% }	
706	[] overtime {estimated}		į	\$6,364.8
1		x 240 hours emergency & snow	detail overtime }	
l		ount 706 is reflected in total of accou		
i	•		j	
]			i	
i				
;			i	
! !			1	
 			1 1	
ļ			 	
ı			l	

	VORK PAPER		
DEPARTMENT:	700 - PUBLIC WORKS	i i	
FUND:	SUPPLIES, SERVICES, M	ISC.	TOTAL
LINE ITEM			ESTIMATED
REFERENCE #	JUSTIFICATION FOR LINE	ITEM	COST
713	Professional Services	!	\$350.00
710	[ ] Drug testing of new employee and random testing for	CDI 's when necessary	Ψ000.0
	{ Rapid testing is \$50.00 each occurrence X seven 7 }	1	
	Trapid testing is 400.00 each occurrence x seven 7	1	
716	Contracted Services		\$4,600.0
	[] Mosquito contract with St. Louis County Vector.	\$2,500.00	
	Street sweeping service	\$1,800.00	
	I [] Annual Phase II Strom Water permit application fee	\$150.00	
	[] St. Louis County Testing Labs { concrete cylinders }	\$80.00	
	[] Blue print and/or plan reproduction { County Blue }	\$0.00	
	[] Sam's Club annual membership fee	\$70.00	
	İ.,	j	Φ0.040.0
720 720-A	Uniform & Safety Equipment	\$1,250.00	\$2,340.0
	[] uniforms 5 men @ \$250.00	\$400.00	
720-B	[] safety shoes 5 men @ \$ 80.00	· · · · · · · · · · · · · · · · · · ·	
720-C	[] rain wear 5 men @ \$ 40.00	\$200.00	
720-D	[] work gloves 4 dozen leather cuff	\$90.00	
720-E	[] first - aid station re-stock { done quarterly }	\$400.00	
	{ includes safety goggles, mask, ear plugs, sweat ban	ius, etc. }	
725	I ! Vehicle Expense	\$4,290.00;	\$20,590.00
725-A	[] petroleum, no lead gas - 3,500 gals @ \$7875.00	\$10,500.00	
725-B	petroleum, diesel - 1,400 gals @ \$3,150.00	\$4,900.00	
725-C	oil, anti-freeze, hydraulic oil, atf, filters	\$600.00	
	[] bio degradable degreaser { 10 gallons }	\$300.00	
1126 *	Office Supplies: paper, ink, folders, disc, cables, binders, etc.	\$600.00	\$0.00
700	Transfer Constant	į	¢4 200 0
730	Traffic Control [ ] traffic signs, post, hardware	\$1,200.00¦	\$1,200.0
	I trainc signs, post, nardware	\$1,200.00	
733	Weed & Pest Control		\$450.0
	[ ] 5 gallon container mosquito/fly/larvicide	\$25.00 gal / \$ 125.00	
	[] 10 gallon container weed sterilant	\$50.00 gal / \$ 500.00	
704	Chave Damaral		\$7,485.0
734	Snow Removal   [] Bulk de-icing salt 200 tons @ \$32.00	\$6,800.00	Ψ7,400.0
	[] Melt-man ice control for City Hall. 20 bags @ 13.00	\$260.00	
	; [] Calcium Chloride 500 gallons @ \$ 0.80	\$425.00	
1135 *	Telephone & Utilities: existing telephone, water, gas, electric.	\$6,500.00 I	\$0.0
735	Telephone & Utilities: Celular		\$1,520.0
	[] 12 month service for 314-267-3695 Nex-Tel .	\$1,120.00	
	[] 12 month service for 314-486-2116 Nex-Tel .	\$400.00	

DEPARTMENT:	700 - PUBLIC WORKS		mom i t
FUND: LINE ITEM	SUPPLIES, SERVICES, MISC.		TOTAL ESTIMATED
REFERENCE #	JUSTIFICATION FOR LINE ITEM		COST
736	Street Lighting		\$46,000.00
			<b>*</b> • • • •
1140 *	Legal advertising / recruitment [] advertising for asphalt overlay project CDGB and used vehicle sale.	\$1,000.00	\$0.00
740	! ! ! !		
747	Housekeeping Supplies includes parks & recreation  [] toilet tissue, paper towels, cleaners, plastic liners, bowl cleaner, etc.		\$1,000.00
759	l ! 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	I [] shop towels service	\$250.00	
760-B	Gift certificates { \$25.00 X 7 }	\$175.00	
	[] Ice in 7 lb bags { Purcahse of 300 @ \$.80 }	\$270.00	
770	l Hardware & Hand tools		\$300.00
<b>.</b>	[] Street brooms, rakes, shovels, asphalt lutes, etc.		
780	Equipment Maintenance		\$4,000.00
	{ includes lawn equipment, snow plows & salt spreaders & front loader tractor }		
782	Equipment & Land Rental	į	\$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,	\$2,100.00	
	compressor, hoist, landscape, etc.    Septic tank clean out and material disposal.	\$900.00	
	{ the Public Works Facility is on a septic tank / drain field system. }	φου.υυ	
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 occurance by 10 times }	\$500.00	
784-C	i asphalt & curb mix, concrete saw blades, ss-1, concrete mix, expansion joints, street marking paint, etc.	\$2,000.001	
	SUPPLIES, SERVICES, MISC	TOTAL > >	\$99,100.00

DEPARTMENT:	700 - PUBLIC WORKS	
FUND:	CAPITAL EQUIPMENT & CONSTRUCTION	TOTAL
LINE ITEM REFERENCE #	JUSTIFICATION FOR LINE ITEM	ESTIMATED COST
	Capital Equipment - 790	
790-A	[] two (2) 2-cycle gasoline powered weed trimmer purchase { commercial - Red-Max model: BCZ-2600S or equal }	\$720.0
790-B		! !
790-C		
790-D		
	CAPITAL EQUIPMENT TOTAL	. > > \$720.
	Capital Construction - 795	
795-A	[] none	
	CAPITAL CONSTRUCTION TOTAL	_ > > \$0.
		ļ

DEPARTMENT: FUND:	700 - PUBLIC WORKS CAPITAL IMPROVEMENTS	TOTAL
LINE ITEM REFERENCE #	JUSTIFICATION FOR LINE ITEM	ESTIMATED COST
	Capital Contracted Services:	
1220.1	[] Professional Engineering Services { Frontenace Engineering }	\$0.00
	Capital Improvements:	
1221.1	[] Project \$66,888.00 CDBG Funds for Home Improvement Program \$66,888.00	\$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	Replacement septic tank drainage field for Public Works Facility   << to be used on an if needed basis >>   Public Works Facility	\$0.00
1224.1		
1225.1		
1226.1		
	CAPITAL IMPROVEMENT TOTAL > >	\$0.00

Martin, Jarrett, Hulsey, Account Vacant Chandler ACC'T. GROUP: FUND: Employee { alphabetical order } Last Billy Rodney Kelvin Henry First 706 Overtime director laborer Title laborer 100 700 laborer mechanic/laborer Part-time Total Salaries GENERAL TOTALS BY COLUMN: Rate 11.5919 10.8170 22.7121 10.8170 26.0939 9 Account 54,275.31 24,111.15 22,499.36 \$176,866 \$170,626 47,241.17 22,499.36 \$6,240 \$0 \$4,568.61 701-A Merit Pay \$4,444 1,628 \$125 1,417 675 723 \$181,434.96 Salary 24,834.49 Total 701 \$175,070 48,658.40 55,903.57 22,499.36 23,174.34 \$6,365 \$0 Section (\$2,014.00) 701-A 125 (\$2,014) -1,007 -1,007 Sec. 125 Elective 701-B (\$680.00) (\$680) 680 Security Social 702 \$13,187 \$13,674 \$487 4,277 3,645 1,721 1,644 1,900 \$0 Health \$34,781 \$34,781 703 9,821 9,821 3,966 7,213 3,959 8 8 \$133.66 Lagers \$5,736 \$5,602 704 1,557 742 720 1,789 \$0 ST & LT Disability 428 428 483 250 Compensation Workers \$14,335 \$16,924 705 2,175 2,240 4,704 5.404 2,401 628 \$247,266 \$207,335 Total \$34,130 \$36,362 \$71,589 \$65,254 \$7,648

BUDGET FORM II -FISCAL YEAR: DEPARTMENT:

2007-08

PERSONNEL SERVICES

STREETS

16,924

**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.

	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

# **PARKS**

GENERAL FUND ACCOUNT #:

100-900

ACCOUN	T# 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
SUPPLIE	S, 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
CAPITAI	L SUBTOTAL	\$0	\$0	\$521	\$0	\$600
DEPAI	RTMENT TOTAL	\$10.531	\$14,159	\$14,084	\$15,044	\$16,714

TO DO A TOLDINA OF THE TOTAL		000 DADICO DECIDEATION		
EPARTMENT: FUND:	900 - PARKS & RECREATION PERSONNEL SERVICES  JUSTIFICATION FOR LINE ITEM		TOTAL ESTIMATED COST	
LINE ITEM				
REFERENCE #				
REFERENCE #	30			COST
901	l Wages	{520 work hours each employee @ \$ 7.	.00 per hour}	\$10,920.0
	aborer#1	\$3,640.00	\$3,640.00	` ,
	∏ laborer#2	\$3,640.00	\$3,640.00	
	laborer # 3	\$3,640.00	\$3,640.00	
	II laborer is o	40,010.00	\$10,920.00	
902	F.I.C.A. Expense:			\$834.0
	{ .0765 % of total wages }			400 170
	1 (.0100 % of total wages)		į	
904	Pension Contribution:	{ does not apply to summer help }		\$0.0
	Workers Compensation:			\$590.2
	{ \$ 6.02 rate per 100 dollars	s of salary }	1	
906	[] overtime {estimated}		\$0.00	
	į			

DEPARTMENT:	900 - PARKS & RECREATION		
FUND:	SUPPLIES, SERVICES, MISC. SUBTOTAL		TOTAL
LINE ITEM			ESTIMATED
REFERENCE #	JUSTIFICATION FOR LINE ITEM		COST
913	Professional Services		\$150.0
	Drug testing of new employee and random testing of existing	i	
916	Contracted Services		\$70.0
	[] Yearly inspection for back-flow pressure valve at Hoelzel park		
960	Miscellaneous		\$150.0
	[ [] Park Board meeting supplies (notebooks and such)		
970	Hardware & Handtools		\$0.0
980	Equipment Maintenance		\$600.0
982	Equipment & Land Rental		\$0.0
983	Building & Grounds Maintenance	å4 500 00	\$2,800.0
	Maintenance to comfort station & park grounds.   Sealer for pressure treated wood timbers, wood	\$1,500.00 \$300.00	\$0.
	benches & wood picnic tables at park facility to treat for arsenic.  [] Purchase of plants, mulch, chemicals for all planting areas at R.H.M.P.,		
	the "Wedge", Belwood park, Tear Drop Park	\$800.00	
	[ ] restock of baseball foul line marking chalk in 50-pound bags.	\$200.00	
		İ	
	! ! 	j	
		: 	
	TOTAL SUPPLIES, SERVICES, MISC	COTAL > >	\$3,770.

DEPARTMENT:	1	RKS & RECREATION	
FUND: LINE ITEM	CAPITAL EQUII	PMENT & CONSTRUCTION	TOTAL ESTIMATED
REFERENCE #	JUSTIFICA	TION FOR LINE ITEM	COST
	   Capital Equipment - 990		
	Capital Equipment - 500		
990-A	Replacement shingle roof for the existing	ng restroom facility	\$600.00
	Labor to be provided by PW staff		
		į	
	: 	i	
		CAPITAL EQUIPMENT TOTAL > >	\$600.00
		CALITAL EQUIL MERT TOTAL > 2	φου.σ.
		İ	
		į	
	Capital Construction - 995		
995-A			
		į	
		!	
		į	
		1	
		!	
		1	
	TOTAL	CAPITAL CONSTRUCTION TOTAL > >	\$0.00
	IOIAL		

DEPARTMENT: FUND:	900 - PARKS & RECREATION CAPITAL IMPROVEMENTS	TOTAL
LINE ITEM REFERENCE #	JUSTIFICATION FOR LINE ITEM	ESTIMATED COST
	Capital Contracted Services:	
1240.1	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	[] 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	[] 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 maintainenance contracted to Munie Outdoor Services  **Budgeted for in Parks and Stormwater Sales Tax Fund (\$4,000)	\$0.00
1245.1	[] 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	[] Replacement steel exterior doors to existing restroom facility (replace both restroom doors, the utility closet door and all door frames.)	0.00
1247.1	3500 [] Install 3-inch overlay to service drive and additional parking area on south side of tennis courts.  20000*	\$0.00
1248.1	[] 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

\$12,344	\$590	\$0	\$0	\$834	\$10,920.00	\$0.00	\$10,920	TOTALS BY COLUMN:		
		\$0	\$0	\$0	\$0			Part-time		
\$0	\$0.00	\$0.00	\$0	\$0	\$0	\$0	\$0	Overtime	906	Account
\$12,451	\$697	\$0	\$0	\$834	\$10,920.00	\$0.00	\$10,920	Total Regular Salaries	Te	
\$0										
\$0										
\$0								rs @ \$6.50 }	{ F.Y.I.: 520 work hours @ \$6.50 }	
\$0								***		
\$4,150	232.28	0.00	0.00	278	3,640.00	0.00	3,640.00	laborer 3 7.0000	help 3 lat	Summer
\$4,150	232.28	0.00	0.00	278	3,640.00	0.00	3,640.00	laborer 2 7.0000	help 2	Summer
\$4,150	232.28	0.00	0.00	278	3,640.00	0.00	3,640.00	laborer 1 7.0000	help 1 lat	Summer
Total	Compensation	Pension	Insurance	Security	Salary	Pay	Salary	Title Rate	Ti	Employee:
	Workers	Lagers	Health	Social	Total	Merit			{ alphabetical order }	
	905	904	903	902	901	901-A	Account	100 900		ACC'T. GROUP:
								GENERAL		FUND:

BUDGET FORM II -FISCAL YEAR: DEPARTMENT:

2007-08

PERSONNEL SERVICES

PARKS & REC

# SANITATION FUND

# **Budget Summary FY 2007-08**

ACCOUNT#	ACTUAL	ACTUAL		PROJECTED 1	
	2003-04	2004-05	2005-06	2006-07	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	1	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	ļ	
TOTAL EXPENDITURES	\$172,442	\$153,624	\$197,367	\$177,731	\$189,583
NET INCOME/(LOSS)	<i>\$26,733</i>	\$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.

	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
PERSONNI	EL 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	0,230	5,500
•	Depreciation	<b>5,5</b> 2	J	37,064	v	-,
DEPAR	TMENT TOTAL	\$172,442	\$153,624	\$197,367	\$177,731	\$189,583

DODGEL 1	WORK PAPER			(50 lines per page )
DEPARTMENT:	800	- SANITATION DEPARTMEN	TV	
FUND:		PERSONNEL SERVICES		TOTAL
LINE ITEM				<b>ESTIMATED</b>
REFERENCE #	រប	STIFICATION FOR LINE ITE	M	COST
801	l Magan	{ 2080 work hours }	[ morit @ 29/ )]	\$86,136.3
001	Wages	•	{ merit @ 3% }	φου, ιου.ο:
	[] laborer - ri	\$41,536.14	\$42,782.23	
	laborer - jrw	\$23,159.34	\$23,854.12	
	Billing	\$19,500.00 \$64,695.49	\$19,500.00 \$86,136.35	
004.4	0	ф <del>04</del> ,085.48	φαυ, (30.33	#4 000 O
801-A	Section 125		j	-\$1,006.6
801-B	Section 125 Elective			\$0.00
000				ФС <b>Б</b> 4О 4
802   	F.I.C.A. Expense: <sup> </sup> { .0765 % of total wages }	}		\$6,512.4
803	Insurance for two (2) emp	•		\$11,806.4
<u> </u>	,	individual with child, spouse, or famil	ly status. }	
,	[] Health Insurance:		į	
	[] Dental Insurance:			
	. –	rm \$20,000 policy per employee (		
ļ		Insurance: per employee \$10.30		
1	[] Long Term Disability	Insurance: per employee \$14.39	9 monthly   :	
804	Pension Contribution:		1	\$1,466.00
	{ salary times 3.0 % }		į	
805	Workers Compensation:		!	\$8,949.00
	{ \$ 14.82 rate per 100 do	lars of salary }	ļ	
			-	
806	   [] overtime {estimated}		; \$1,109.47l	\$1,174.78
		erage x 25 hours equipment malfu	inction overtime }	·
	{ \$36.00 is a two man		i	
	, ,	nt of account 806 is reflected in to	tal of account 801 }	
			1	
	 		}	
	! !		i	
			i	
			i	
			i	
	 		1	
İ			NNEL TOTAL > >	\$115,038.3

B13	DEPARTMENT:		- SANITATION DEPARTMEN	T	
REFERENCE #   JUSTIFICATION FOR LINE ITEM   COST	FUND:		SUPPLIES, SERVICES, MISC.		TOTAL
### Professional Services   Drug testing of new employee and random testing of existing employees   Raid testing is \$50.00 each occurrence X four 4				_	ESTIMATED
Drug testing of new employee and random testing of existing employees   Raid testing is \$50.00 each occurrence X four 4	REFERENCE #	JU	STIFICATION FOR LINE ITEM	1	COST
Drug testing of new employee and random testing of existing employees   Raid testing is \$50.00 each occurrence X four 4   \$0		! ! ]		! !	
Raid testing is \$50.00 each occurrence X four 4	813	Professional Services		i	\$200.00
Second   Company   Second		Drug testing of new emplo	oyee and random testing of existing	employees	
820-A		Raid testing is \$50.00 eac	ch occurrence X four 4		\$0.00
820-A				!	****
Sace		1			\$800.00
820-C		· •	_		
work gloves, rubber   six (6) pair @ \$13.00   \$80.00         Vehicle Expense - for 3 vehicles.   \$2,000.00   \$25,950         25,950       petroleum, no lead gasoline { none used }   \$0.00   \$0.00		·	_	•	
Vehicle Expense - for 3 vehicles.   \$2,000.00   \$25,950   \$25.4   [] petroleum, no lead gasoline { none used } \$0.00   \$0.00   [] petroleum, diesel   4500 gallons @ \$2.25   \$15,750.00   [] tires, '94 International / '00 Volvo   front tires: two (2) @ 260.   \$550.00   rear tires: sixteen (16) @ \$250.00   \$4,000.00   [] tires, '85 Brigidear   rear tires: eight (8) @ \$250.00   \$2,000.00   [] 5 gallons - Orange Solvent @ \$2.8.75 ea.   \$150.00   to degrease rear hopper of sanitation truck   [] oil, anti-freeze, hydraulic, filters & parts   \$1,500.00   \$265.00   \$		ł ***	<del>-</del>	, i	
Separation   Sep	820-D	[] work gloves, rubber !	six (6) pair @ \$13.00	\$80.00   :	
Public Relations   4500 gallons @ \$2.25   \$15,750.00     tires, '94 International / '00 Volvo front tires: two (2) @ 260. \$550.00     rear tires: sixteen (16) @ \$ 250.00 \$4,000.00     tires, '85 Brigidear rear tires: eight (8) @ \$ 250.00 \$2,000.00     5 gallons - Orange Solvent @ \$ 28.75 ea. \$150.00     to degrease rear hopper of sanitation truck   oil, anti-freeze, hydraulic, filters & parts \$1,500.00      Telephone & Utilities \$265.00     12 month service for (314) 486-2182 Nex-Tel-\$265.00     household - 3 months @ 325 tons @ \$ 25.50 per ton \$8,287.50     household - 9 months @ 975 tons @ \$ 25.70 per ton \$25,057.50     yard waste - tipping fee \$0.00     recycling tipping fee \$0.00     tire disposal average \$5.00 per tire \$200.00     Sanitation, yardwaste & recycling educational { grant requirement } 1200 @ .45 newsletter. \$540.00	825	। ¦ Vehicle Expense - for 3 v	ehicles.	\$2,000.00	\$25,950.00
[] tires, '94 International / '00 Volvo	825-A	[] petroleum, no lead ga	soline { none used }	\$0.00	
front tires: two (2) @ 260. \$550.00 rear tires: sixteen (16) @ \$250.00 \$4,000.00  [] tires, '85 Brigidear rear tires: eight (8) @ \$250.00 \$2,000.00 [] 5 gallons - Orange Solvent @ \$28.75 ea. \$150.00 to degrease rear hopper of sanitation truck [] oil, anti-freeze, hydraulic, filters & parts \$1,500.00  835  Telephone & Utilities \$265.00  840  Dumping fees { landfill contract with Fred Weber, Inc. } [] household - 3 months @ 325 tons @ \$25.50 per ton \$8,287.50 [] household - 9 months @ 975 tons @ \$25.70 per ton \$25,057.50 [] yard waste - tipping fee = 200 tons @ \$25.50 per ton \$5,100.00 [] recycling tipping fee [] tire disposal average \$5.00 per tire \$200.00  859  Public Relations [] Christmas gift certificates [] Sanitation, yardwaste & recycling educational { grant requirement } 1200 @ .45 newsletter. \$540.00	825-B	, , ,	-	\$15,750.00	
rear tires: sixteen (16) @ \$ 250.00 \$4,000.00  [] tires, '85 Brigidear     rear tires: eight (8) @ \$ 250.00 \$2,000.00  [] 5 gallons - Orange Solvent @ \$ 28.75 ea. \$150.00     to degrease rear hopper of sanitation truck  [] oil, anti-freeze, hydraulic, filters & parts \$1,500.00  835  Telephone & Utilities \$265.00  B40  Dumping fees { landfill contract with Fred Weber, Inc. }  [] household - 3 months @ 325 tons @ \$ 25.50 per ton \$8,287.50  [] household - 9 months @ 975 tons @ \$ 25.70 per ton \$25,057.50  [] yard waste - tipping fee = 200 tons @ \$25.50 per ton \$5,100.00  [] recycling tipping fee \$0.00  [] tire disposal average \$5.00 per tire \$200.00  859  Public Relations \$1,635  [] Christmas gift certificates \$75.00  [] Sanitation, yardwaste & recycling educational { grant requirement } 1200 @ .45 newsletter. \$540.00				\$550.00 <sup>1</sup>	
tires, '85 Brigidear		rear tires:	,		
rear tires: eight (8) @ \$ 250.00 \$2,000.00  [] 5 gallons - Orange Solvent @ \$ 28.75 ea. \$150.00 to degrease rear hopper of sanitation truck  [] oil, anti-freeze, hydraulic, filters & parts \$1,500.00  835  Telephone & Utilities [] 12 month service for (314) 486-2182 Nex-Tel-\$265.00  840  Dumping fees { landfill contract with Fred Weber, Inc. } [] household - 3 months @ 325 tons @ \$ 25.50 per ton \$8,287.50 [] household - 9 months @ 975 tons @ \$ 25.70 per ton \$25,057.50 [] yard waste - tipping fee = 200 tons @ \$25.50 per ton \$5,100.00 [] recycling tipping fee   \$0.00 [] tire disposal average \$5.00 per tire \$200.00  859  Public Relations \$1,635 [] Christmas gift certificates \$75.00 [] Sanitation, yardwaste & recycling educational { grant requirement } 1200 @ .45 newsletter. \$540.00		i   [] tires, '85 Brigidear	( , 0 :	i	
[] 5 gallons - Orange Solvent @ \$ 28.75 ea. \$150.00 to degrease rear hopper of sanitation truck   [] oil, anti-freeze, hydraulic, filters & parts \$1,500.00     835   Telephone & Utilities   \$265.00     12 month service for (314) 486-2182 Nex-Tel- \$265.00     840   Dumping fees   { landfill contract with Fred Weber, Inc. }   [] household - 3 months @ 325 tons @ \$ 25.50 per ton \$8,287.50   \$38,645   [] household - 9 months @ 975 tons @ \$ 25.70 per ton \$25,057.50   [] yard waste - tipping fee = 200 tons @ \$25.50 per ton \$5,100.00   [] recycling tipping fee   \$0.00   [] tire disposal   average \$5.00 per tire   \$200.00     859   Public Relations   \$1,635   [] Christmas gift certificates   \$75.00   [] Sanitation, yardwaste & recycling educational { grant requirement } 1200 @ .45   newsletter. \$540.00		I	eight (8) @ \$ 250.00	\$2,000.00	
[] oil, anti-freeze, hydraulic, filters & parts \$1,500.00  835 Telephone & Utilities \$265.00  [] 12 month service for (314) 486-2182 Nex-Tel- \$265.00  840 Dumping fees { landfill contract with Fred Weber, Inc. } [] household - 3 months @ 325 tons @ \$ 25.50 per ton \$8,287.50 \$38,645 [] household - 9 months @ 975 tons @ \$ 25.70 per ton \$25,057.50 [] yard waste - tipping fee = 200 tons @ \$25.50 per ton \$5,100.00 [] recycling tipping fee \$0.00 [] tire disposal average \$5.00 per tire \$200.00  859 Public Relations \$1,635 [] Christmas gift certificates \$75.00 [] Sanitation, yardwaste & recycling educational { grant requirement } 1200 @ .45 newsletter. \$540.00		[ [] 5 gallons - Orange So		\$150.00	
### Telephone & Utilities    12 month service for (314) 486-2182 Nex-Tel-		to degrease rear hopp	per of sanitation truck	i I	
[] 12 month service for (314) 486-2182 Nex-Tel- \$265.00  840 Dumping fees { landfill contract with Fred Weber, Inc. }  [] household - 3 months @ 325 tons @ \$25.50 per ton \$8,287.50 \$38,645 [] household - 9 months @ 975 tons @ \$25.70 per ton \$25,057.50 [] yard waste - tipping fee = 200 tons @ \$25.50 per ton \$5,100.00 [] recycling tipping fee \$0.00 [] tire disposal average \$5.00 per tire \$200.00 \$1,635 [] Christmas gift certificates \$75.00 [] Sanitation, yardwaste & recycling educational { grant requirement } \$1200 @ .45 newsletter. \$540.00		[] oil, anti-freeze, hydrau	ılic, filters & parts	\$1,500.00	
12 month service for (314) 486-2182 Nex-Tel- \$265.00	835	Telephone & Utilities		İ	\$265.00
household - 3 months @ 325 tons @ \$ 25.50 per ton	000	1 '	314) 486-2182 Nex-Tel-	\$265.00	Ψ=00100
household - 3 months @ 325 tons @ \$ 25.50 per ton	840	Dumping fees	{ landfill contract with Fred Wel	ber, Inc. }	
[] yard waste - tipping fee = 200 tons @ \$25.50 per ton \$5,100.00 [] recycling tipping fee \$0.00 [] tire disposal average \$5.00 per tire \$200.00  859  Public Relations \$1,635 [] Christmas gift certificates \$75.00 [] Sanitation, yardwaste & recycling educational { grant requirement } \$1200 @ .45 newsletter. \$540.00			@ 325 tons @ \$ 25.50 per ton	\$8,287.50	\$38,645.00
[] recycling tipping fee \$0.00 [] tire disposal average \$5.00 per tire \$200.00  859 Public Relations \$1,635 [] Christmas gift certificates \$75.00 [] Sanitation, yardwaste & recycling educational { grant requirement } \$1200 @ .45 newsletter. \$540.00		[] household - 9 months (	@ 975 tons @ \$ 25.70 per ton	\$25,057.50	
[] tire disposal average \$5.00 per tire \$200.00  859 Public Relations \$1,635  [] Christmas gift certificates \$75.00  [] Sanitation, yardwaste & recycling educational { grant requirement } 1200 @ .45 newsletter. \$540.00		[] yard waste - tipping fee	e = 200 tons @ \$25.50 per ton	\$5,100.00	
Public Relations \$1,635  [] Christmas gift certificates \$75.00  [] Sanitation, yardwaste & recycling educational { grant requirement }  1200 @ .45 newsletter. \$540.00		[] recycling tipping fee		\$0.00	
[] Christmas gift certificates \$75.00 [] Sanitation, yardwaste & recycling educational { grant requirement } 1200 @ .45 newsletter. \$540.00		[] tire disposal	average \$5.00 per tire	\$200.00	
[] Christmas gift certificates \$75.00 [] Sanitation, yardwaste & recycling educational { grant requirement } 1200 @ .45 newsletter. \$540.00	859	Public Relations		!	\$1,635.00
[] Sanitation, yardwaste & recycling educational { grant requirement } 1200 @ .45 newsletter. \$540.00		Christmas gift certifica	ites	\$75.00	, ,
1200 @ .45 newsletter. \$540.00				1	
		1			
		, –		ı	
			Ť	[	
į		 		!	

Name of

DEPARTMENT: FUND:	800 - SANITATION DEPARTM SUPPLIES, SERVICES, MIS		TOTAL
LINE ITEM REFERENCE#	JUSTIFICATION FOR LINE I		ESTIMATED COST
860	Miscellaneous [] Waste haulers permit x three (3) [] Gift certificates {\$25.00 X 3 }	\$75.00 \$75.00	\$150.0
870	Hardware & Hand tools	İ	\$100.0
899	Banking Fees		\$300.0
	)    - 		
		  - 	
	1 	:    - 	
	: 	į	
	1   	İ	
	 	!   1 	
	SUPPLIES, SERVICE	CES, MISC, TOTAL > >	\$68,045.0

DEPARTMENT:	800 - SA	NITATION DEPARTMENT	
FUND:	CAPITAL EQ	QUIPMENT & CONSTRUCTION	TOTAL
LINE ITEM REFERENCE#	JUSTIFI	ESTIMATED COST	
	Capital Equipment - 890		   
890-A	[] Purchase of two (2) 2-cubic existing older worn & defect		\$1,000.0
		CAPITAL EQUIPMENT TOTAL >	>  \$1,000.0
	L		
	Capital Construction -895		
]			
]			
		CAPITAL CONSTRUCTION TOTAL >	 
	<u> </u>		 
	GRAND TOTAL		\$189,58

DEPARTMENT:	800 - SANITATION DEPARTMENT	
FUND:	CAPITAL IMPROVEMENTS	TOTAL
LINE ITEM REFERENCE #	JUSTIFICATION FOR LINE ITEM	ESTIMATED COST
	    Capital Contracted Services:	
891	[] Consulting Services { Genesis Group, Inc, }	\$0.00
	Capital Improvements:	
1231.1	Purchase of replacement parts for 96 gallon roll-out trash carts.  designed to facilitate replacement of defective carts not covered by warran	\$0.00 ty.
	*96 gallon cart (bodies only) @ \$35.00 each (100x\$35.00) \$3,500.0	o
	j*96 gal. cart lids (lids only) @ \$14.75 each (100x\$14.75) \$1,475.0	0j
	*hinge pins for above lids @ \$.50 each (200x\$.50) \$100.0	0 <b>i</b>
	*Freight on all of above (100x\$4.15) FOB Kentucky to Norma \$415.0	0¦
	 	\$5,500.00
	CAPITAL IMPROVEMENTS TOTAL >	> \$6,500.00

\$115,038	\$9,106	\$1,485	\$11,806	\$6,583		(\$1,006.69)	\$87,063.35	\$1,967.86	\$85,095	TOTALS BY COLUMN:	TOT.		
		\$0	0\$	0\$			\$0		\$0	ne	Part-time		
\$1,175	157	\$19.47	\$0	\$71			\$927	\$27	\$900	ne	Overtime	806	Account
	1												
\$115,480	\$10,565	\$1,466	\$11,806	\$6,512	\$0	(\$1,007)	86,136	1,941	\$84,195	Total Regular Salaries	Total R	i	
\$0				_									
\$0													
\$0													
\$0	· · ·												
\$21,089	97			1,492		0	19,500.00		19,500.00		Admin. Asst	Jean	Spurlock
\$34,112	3,747	525	4,161	1,825	0	0	23,854.12	695	23,159.34	11.1343	laborer	Emmanuel	Jones
\$60,279	6,721	941	7,646	3,196	0	-1,007	42,782.23	1,246	41,536.14	19.9693	laborer	Michael	Brown
Total	Pension Compensation	Pension	Insurance	Security	Elective	125	Salary	Pay	Salary	Rate	Title	First	Last
	Workers	Lagers	Health	Social	Sec.125	Section	Total	Merit	-	-	rder}	{ alphabetical order }	Employee
	805	804	803	802	801-B	801-A	801	801-A	Account	00	100 800	OUP:	ACC'T. GROUP:
										RAL	GENERAL		FUND:
										SANITATION	SANIT	ENT:	DEPARTMENT:
							*****	*****		ĕ	2007-08	EAR:	FISCAL YEAR:
										PERSONNEL SERVICES	PERSO	ORM II -	BUDGET FORM II -

.....

## 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						
Strects	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	12989	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 evironment 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.

	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**

210.1	CAPITALPolice		
	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 Acident Reconstruction Software (MARS)	500	
	CAPITAL EQUIPMENTPolice Sub	total	33,730
	CAPITALStreets		
1221.1	Community Development Block Grant Housing Improvement Program - \$66,888	66,888	
	NOTE: \$66,888 of this project will be paid for with CDBG Funds ***Not inleuded in overall total of Capital Imp. Fund	-66,888	
	Street Reconstruction Trust Fund - Savings plan recommended by Frontenac Engineering to allow for 10-year major reconstruction program	30,000	
	CAPITALStreets Sub	total	30,000
	CAPITALAdministration		
1201.1	Professional Redevelopment Consultant for Redevelopment Project	10,000	
	CAPITALAdministration Sub	total	10,000

TOTAL CAPITAL IMPROVEMENT

\$73,730

# SEWER LATERAL FUND

# **BUDGET SUMMARY FY 2007-08**

	UNT #	ACTUAL	ACTUAL	ACTUAL	PROJECTED	BUDGETED
		2003-04	2004-05	2005-06	2006-07	2007-08
PROJI	CCTED 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
PROJE	CCTED SEWER LATERAL EXPENDIT	JRES				
PROJE 1300	CCTED SEWER LATERAL EXPENDITOR  Payment to Contractor	U <b>RES</b> 14,308	28,886	23,541	42,000	21,200
			28,886 2,313	23,541 1,694	42,000 505	21,200 2,000
1300	Payment to Contractor	14,308	,	,	•	·
1300 1310	Payment to Contractor Reimbursement to Homeowner	14,308 998	2,313	1,694	505	2,000

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 reair broken Sewer Laterals for those residents who qualify for the program

	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)			•	

### PARKS AND STORMWATER

# Budget Summary FY 2007-08

ACCOUNT #	ACTUAL 2003-04	ACTUAL 2004-05	ACTUAL 2005-06	PROJECTED 2006-07	BUDGETED 2007-08	TOTAL
REVENUES						
Parks & Storm Water Sales Tax	0	8,176	84,004	86,600	86,000	264,780
Interest Income	0	0	170	228	500	898
Transfer-General Fund (Park Master Plan)	0	0	0	0	0	0
Grant Income				3,208	. 0	
TOTAL REVENUES	\$0	\$8,176	\$84,174	\$90,036	\$86,500	\$265,678
EXPENDITURES						
Parks	0	0	0	11,916	10,500	22,416
Storm Water	0	0	0	0	0	0
Transfer to General Fund for O&M	0	0	75,000	0	16,750	91,750
Banking Fees	0	0	0	0	150	150
TOTAL EXPENDITURES	\$0	\$0	\$75,000	\$11,916	\$27,400	\$114,316
NET INCOME/(LOSS)		\$8,176	\$9,174	\$78,120	\$59,100	\$151,362

ACTUAL FUND BALANCE 9/30/06 \$32,078

PROJECTED FUND BALANCE 9/30/07 \$110,198

PROJECTED FUND BALANCE 9/30/08 \$169,298

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 evironment 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.

·	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	ì	\$7,000
	Transfer to General Fund for Parks operational expenses	\$16,750	
	Subtotal Transfers	i	\$16,750
	Capital Requests		
1246.1	Replacement steel exterior doors to existing restroom facility (replace both restroom doors, the utility closet door and all door frames.)		\$3,500
1247.1	<ul> <li>Install 3-inch overlay to service drive and additional parking area on south side of tennis courts.</li> </ul>	20000*	
1248.1	Purchase & install digital video camera survailance 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/StormwaterParks Subtotal	I	\$27,400

TOTAL PARKS/STORMWATER

\$27,400