

**BEACHWOOD CITY COUNCIL
FINANCE AND INSURANCE COMMITTEE MEETING AGENDA
MONDAY, FEBRUARY 3, 2020, 6:00 PM
at BEACHWOOD CITY HALL, CONFERENCE ROOM A,
25325 Fairmount Boulevard, Beachwood, Ohio 44122**

Eric Synenberg
Barbara Bellin Janovitz
June E. Taylor

Agenda Items

1. Mayor's Report
2. Discussion regarding 2020 Budget
3. Any other matters coming before the Finance and Insurance Committee

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City of Beachwood
2020 Estimated Revenue Compared to Appropriations
General Fund

Total Estimated 2020 General Fund Revenue	45,965,000
Total 2020 General Fund Appropriations Less Transfers	42,607,300
Revenue Over (Under) Expenditures	3,357,700
Transfer to Debt Service	(3,300,000)
Revenue Over (Under) Expenditures	57,700
Transfer to Capital	3,000,000
Total General Fund Appropriations, Including Transfers	48,907,300

Departmental Property and Equipment Requests

2020

The table below lists the various departmental requests for property and equipment. Although expenditures for these items have been budgeted for, if and when these purchases are made, the departments must follow normal city purchasing practices.

Department	Description	Quantity	Amount
Finance	Computers, as needed for all departments		68,000
	Modems for police vehicles		22,500
	Centrex migration		10,000
	GIS system		40,000
	Total		140,500
Police	Renovation of old dispatch room		12,000
	Toughbooks	3	15,000
	Mapping program for vehicles		30,000
	Desktop computers	5	7,500
	Dash cameras		12,000
	Trailer camera	2	110,000
	Radio replacements		146,000
	Ford Hybrid (including equipment)	2	106,000
	Replace detective bureau 2009 Fusion	1	25,000
	Total		463,500
Fire	Replace kitchen cabinets in FS#1		35,000
	Replace MDT's - last purchased in 2013		11,000
	Vehicles - one for each station	2	80,000
	Replace Lifepak 12 cardiac monitor (no longer supported)		32,000
	Tornado siren alerting system		55,000
	Total		213,000
Service	Garbage Truck (replace 2008 truck)		300,000
	Chipper truck (replace 1996 truck)		150,000
	Leaf vac (replace 1997)		70,000
	Ford Sprinter Van (replace 1996 sewer truck)		40,000
	Hybrid Escape (replace 2007 Tahoe)		60,000
	GPS		40,000
	Sea snake sewer camera		10,000
	Total		670,000
Pools & Parks	Shade shelters for dog park		25,000
			25,000
Building	Hybrid pickup truck		42,000
	Total		42,000
Grand Total			\$ 1,554,000

City of Beachwood
General Fund
TOTAL APPROPRIATIONS

	Current YTD 2019 Appropriations	Proposed 2020 Appropriations	Difference	% Difference	
Council	166,050	181,900	15,850	9.5%	
Mayor's Office	671,000	721,000	50,000	7.5%	
Economic Development	579,800	596,700	16,900	2.9%	
Finance Department	3,225,400	3,400,700	175,300	5.4%	
Human Resources	217,000	248,600	31,600	14.6%	Includes annual maint. for HR software
Law Department	646,000	665,300	19,300	3.0%	
Police Department	11,522,600	12,031,400	508,800	4.4%	
Fire Department	9,562,000	8,458,300	(1,103,700)	-11.5%	Decrease due to large workers comp payout in 2019
Service Dept	10,032,200	10,997,200	965,000	9.6%	
Human Services	713,000	766,500	53,500	7.5%	
Recreation Administration	1,458,500	1,546,500	88,000	6.0%	
Recreation Camps	549,300	542,300	(7,000)	-1.3%	
Recreation Other	255,700	253,900	(1,800)	-0.7%	
Swimming Pool/ Parks	582,900	668,100	85,200	14.6%	Includes sandblasting the pool and shade shelters for dog park
Building Department	1,367,700	1,528,900	161,200	11.8%	Increase in Eng & Architect fees, offset by increase in revenue.
Total	<u>41,549,150</u>	<u>42,607,300</u>	<u>1,058,150</u>	<u>2.5%</u>	
Plus Transfer to Debt Service	3,000,000	3,300,000	300,000	10.0%	
Plus Transfer to Capital	3,000,000	3,000,000			
Grand Total	47,549,150	48,907,300	1,358,150	2.9%	
					TRUE

COUNCIL

		2017 Actual Expenses	2018 Actual Expenses	2019 Actual Expenses	2020 Appropriation
PERSONAL SERVICES - SALARIES AND WAGES					
SALARIED EMPLOYEES					
101.101.51110	COUNCIL	\$ 108,000	\$ 106,571	\$ 108,000	\$ 108,100
	TOTAL SALARIES AND WAGES	<u>108,000</u>	<u>106,571</u>	<u>108,000</u>	<u>108,100</u>
PERSONAL SERVICES - EMPLOYEE BENEFITS					
EMPLOYEE BENEFITS					
101.101.52110	HEALTH COVERAGE	1,374	968	-	-
101.101.52210	PERS	15,120	14,290	15,120	15,200
101.101.52240	MEDICARE	1,349	1,545	1,566	1,600
	TOTAL EMPLOYEE BENEFITS	<u>17,843</u>	<u>16,803</u>	<u>16,686</u>	<u>16,800</u>
PROFESSIONAL SERVICES					
OTHER PROFESSIONAL SERVICES					
101.101.53190	OTHER PROFESSIONAL SERVICES	14,750	29,996	21,675	19,700
	TOTAL PROFESSIONAL SERVICES	<u>14,750</u>	<u>29,996</u>	<u>21,675</u>	<u>19,700</u>
CONTRACTUAL SERVICES					
101.101.54990	OTHER CONTRACTUAL SERVICES	-	-	150	2,500
	TOTAL CONTRACTUAL SERVICES	<u>-</u>	<u>-</u>	<u>150</u>	<u>2,500</u>
OTHER SERVICES AND EXPENSES					
	INSURANCE	-	316	-	-
EMPLOYEE BUSINESS EXPENSES					
101.101.55310	EDUCATION AND TRAINING	-	65	600	500
101.101.55320	TRAVEL	-	-	-	600
101.101.55330	MEMBERSHIPS	300	300	300	500
101.101.55340	PROFESSIONAL/SOCIAL MEETINGS	345	215	90	600
PRINTING					
101.101.55410	LEGISLATIVE AND EXECUTIVE PUBLIC.	55,750	50,875	4,625	-
101.101.55430	BUSINESS PRINTING	573	92	776	1,500
101.101.55510	LEGAL NOTICES	-	393	311	500
101.101.55520	EMPLOYMENT ADVERTISING	-	75	-	-
101.101.55990	OTHER SERVICES AND EXPENSES	-	-	8,909	20,000
	TOTAL OTHER SERVICES & EXPENSES	<u>56,968</u>	<u>52,331</u>	<u>15,611</u>	<u>24,200</u>
MATERIALS AND SUPPLIES					
FOOD/GROCERY ITEMS					
101.101.56110	COFFEE	369	0	-	200
101.101.56190	OTHER FOOD/GROCERY ITEMS	857	981	523	1,000
OFFICE SUPPLIES					
101.101.56210	POSTAGE	489	-	1,984	2,000
101.101.56220	PUBLICATIONS/SUBSCRIPTIONS	176	132	44	300
101.101.56290	OTHER OFFICE SUPPLIES	77	1,086	284	500
101.101.56920	COMPUTER EQUIPMENT	-	6,446	251	800
	TOTAL MATERIALS AND SUPPLIES	<u>1,968</u>	<u>8,645</u>	<u>3,086</u>	<u>4,800</u>
PROPERTY AND EQUIPMENT					
101.101.57210	COMPUTER EQUIPMENT/SOFTWARE	-	5,425	-	3,800
101.101.57290	OTHER EQUIPMENT/ASSETS	72,571	-	-	2,000
	TOTAL PROPERTY AND EQUIPMENT	<u>72,571</u>	<u>5,425</u>	<u>-</u>	<u>5,800</u>
GRAND TOTAL - COUNCIL		<u>\$ 272,100</u>	<u>\$ 219,771</u>	<u>\$ 165,208</u>	<u>\$ 181,900</u>

MAYOR'S OFFICE

	2017 Actual Expenses	2018 Actual Expenses	2019 Actual Expenses	2020 Appropriation
PERSONAL SERVICES - SALARIES AND WAGES				
<i>Includes salary and other benefits</i>				
ELECTED OFFICIALS	\$ 189,046	\$ 166,950	\$ 171,150	\$ 170,100
OTHER EXEMPT EMPLOYEES	190,753	202,971	188,012	200,500
PART-TIME EMPLOYEES	-	1,878	-	3,000
LEAVE SETTLEMENTS	1,219	12,754	27,039	7,000
TOTAL SALARIES AND WAGES	381,018	384,553	386,201	380,600
PERSONAL SERVICES - EMPLOYEE BENEFITS				
HEALTH COVERAGE	67,210	57,997	48,119	78,000
GROUP LIFE AND DISABILITY INSURANCE	2,377	3,024	2,583	2,900
UNEMPLOYMENT	-	5,370	5,568	7,000
WORKERS COMPENSATION	-	-	-	5,000
PERS	49,807	48,236	46,697	51,300
MEDICARE	5,507	5,468	5,488	5,300
TOTAL EMPLOYEE BENEFITS	124,901	120,095	108,455	149,500
PROFESSIONAL SERVICES				
LEGAL SERVICES	12,400	11,250	11,700	20,500
OTHER PROFESSIONAL SERVICES	76,597	16,538	4,170	16,000
TOTAL PROFESSIONAL SERVICES	88,997	27,788	15,870	36,500
CONTRACTUAL SERVICES				
OTHER EQUIPMENT MAINT. & REPAIR	3,779	743	943	5,000
OTHER CONTRACTUAL SERVICES	-	-	-	15,000
TOTAL CONTRACTUAL SERVICES	3,779	743	943	20,000
OTHER SERVICES AND EXPENSES				
TELEPHONE/FAX COMMUNICATION	1,364	1,497	1,051	1,400
EDUCATION & TRAINING	250	225	321	10,000
TRAVEL EXPENSES	8	176	964	2,500
MEMBERSHIPS, DUES, LICENSES	3,960	6,464	12,848	6,000
PROFESSIONAL/SOCIAL MEETINGS/EVENTS	1,081	100	54	500
OTHER EMPLOYEE BUSINESS EXPENSES	100	-	-	300
BUSINESS PRINTING	962	683	682	3,000
ADVERTISING				
OTHER ADVERTISING	-	2,037	61,089	97,000
TOTAL OTHER SERVICES & EXPENSES	7,725	11,182	77,009	120,700
MATERIALS & SUPPLIES				
FOOD/GROCERY ITEMS				
COFFEE, CREAM, SUGAR	657	463	138	600
OTHER FOOD/GROCERY ITEMS	490	894	756	1,000
OFFICE SUPPLIES				
POSTAGE	625	986	849	3,000
PUBLICATIONS/SUBSCRIPTIONS	985	111	81	600
OTHER OFFICE SUPPLIES	4,480	3,403	1,956	4,000
OTHER MATERIALS & SUPPLIES	-	-	474	1,000
EQUIPMENT < \$1,000				
OFFICE EQUIPMENT < \$1,000	225	-	-	1,000
COMPUTER EQUIPMENT < \$1,000	-	2,191	-	1,000
OTHER EQUIPMENT < \$1,000	-	1,388	-	500
TOTAL MATERIALS AND SUPPLIES	7,462	9,436	4,254	12,700
PROPERTY AND EQUIPMENT				
OFFICE FURNITURE & EQUIPMENT	6,888	311	-	-
COMPUTER HARDWARE/SOFTWARE	-	-	-	-
OTHER CAPITAL EQUIPMENT	-	3,225	-	1,000
TOTAL PROPERTY AND EQUIPMENT	6,888	3,536	-	1,000
GRAND TOTAL - MAYOR'S OFFICE	\$ 620,770	\$ 557,333	\$ 592,732	\$ 721,000

ECONOMIC DEVELOPMENT

	2017 Actual Expenses	2018 Actual Expenses	2019 Actual Expenses	2020 Appropriation
PERSONAL SERVICES - SALARIES AND WAGES				
<i>Includes salary and other benefits</i>				
OTHER EXEMPT EMPLOYEES	51,566	62,565	72,665	75,900
PART-TIME EMPLOYEES		9,729	2,298	15,000
LEAVE SETTLEMENTS	6,679	-	39	3,000
TOTAL SALARIES AND WAGES	58,245	72,294	75,002	93,900
PERSONAL SERVICES - EMPLOYEE BENEFITS				
HEALTH CARE PREMIUMS	23,323	42,728	29,761	33,400
GROUP LIFE & DISABILITY INSURANCE	1,119	404	357	600
WORKERS COMPENSATION	-	-	-	2,000
PERS	10,496	9,400	9,850	13,000
MEDICARE	778	968	996	1,400
TOTAL EMPLOYEE BENEFITS	35,716	53,500	40,964	50,400
PROFESSIONAL SERVICES				
OTHER PROFESSIONAL SERVICES	102,092	44,821	13,716	20,000
TOTAL PROFESSIONAL SERVICES	102,092	44,821	13,716	20,000
CONTRACTUAL SERVICES				
OTHER CONTRACTUAL SERVICES				
OTHER CONTRACTUAL SERVICES	4,200	4,000	-	5,000
TOTAL CONTRACTUAL SERVICES	4,200	4,000	-	5,000
OTHER SERVICES AND EXPENSES				
TELEPHONE/FAX COMMUNICATION	673	736	557	800
EDUCATION & TRAINING	59	2,408	1,825	4,000
TRAVEL EXPENSES	-	1,533	1,760	2,500
MEMBERSHIPS, DUES, LICENSES	2,590	2,400	2,260	3,000
PROFESSIONAL/SOCIAL MEETINGS & EVI	445	199	199	2,000
BUSINESS PRINTING	-	29	1,103	2,500
OTHER ADVERTISING	72,974	28,468	14,267	25,000
INCENTIVE PROGRAMS	293,309	258,778	272,543	378,000
TOTAL OTHER SERVICES & EXPENSES	370,050	294,551	294,514	417,800
MATERIALS & SUPPLIES				
OTHER FOOD/GROCERY ITEMS	-	945	553	3,000
POSTAGE	-	78	201	300
PUBLICATIONS/SUBSCRIPTIONS	166	118	79	800
OTHER OFFICE SUPPLIES	1,290	537	14	1,000
OTHER MATERIALS & SUPPLIES	-	-	327	1,500
EQUIPMENT < \$1,000				
OFFICE EQUIPMENT < \$1,000	-	220	-	-
COMPUTER EQUIPMENT < \$1,000	-	410	-	500
OTHER EQUIPMENT < \$1,000	-	-	-	500
TOTAL MATERIALS AND SUPPLIES	1,456	2,308	1,174	7,600
PROPERTY AND EQUIPMENT				
COMPUTER HARDWARE/SOFTWARE	1,523	-	1,301	-
OTHER EQUIPMENT/ASSETS	-	-	-	2,000
TOTAL PROPERTY AND EQUIPMENT	1,523	-	1,301	2,000
GRAND TOTAL - ECONOMIC DEVELOPMENT	\$ 573,282	\$ 471,474	\$ 426,671	\$ 596,700

Human Resources

		<u>2019 Actual Expenses</u>	<u>2020 Appropriation</u>
PERSONAL SERVICES - SALARIES AND WAGES			
Includes salary and other benefits			
101.123.51130	OTHER EXEMPT EMPLOYEES	79,806	84,700
101.123.51210	FULL-TIME EMPLOYEES	55,142	59,700
101.123.51230	OVERTIME	116	500
101.123.51310	LEAVE SETTLEMENTS	1,051	3,000
	TOTAL SALARIES AND WAGES	<u>136,115</u>	<u>147,900</u>
PERSONAL SERVICES - EMPLOYEE BENEFITS			
101.123.52110	HEALTH COVERAGE	36,694	39,800
101.123.52120	GROUP LIFE AND DISABILITY INSURANC	-	1,500
101.123.52210	PERS	16,677	20,000
101.123.52240	MEDICARE	1,864	2,000
	TOTAL EMPLOYEE BENEFIT	<u>55,235</u>	<u>63,300</u>
CONTRACTUAL SERVICES			
101.123.54990	OTHER CONTRACTUAL SERVICES	-	27,500
	TOTAL CONTRACTUAL SERVICES	<u>-</u>	<u>27,500</u>
OTHER SERVICES AND EXPENSES			
EMPLOYEE BUSINESS EXPENSES			
101.123.55310	EDUCATION AND TRAINING	6,410	4,000
101.123.55320	TRAVEL EXPENSES	-	1,000
101.123.55330	MEMBERSHIPS, DUES, LICENSES	344	800
101.123.55340	PROFESSIONAL/SOCIAL MEETINGS	-	500
PRINTING			
101.123.55430	BUSINESS PRINTING	524	700
ADVERTISING			
101.123.55520	EMPLOYMENT ADVERTISING	-	1,500
	TOTAL OTHER SERVICES & EXPENSES	<u>7,278</u>	<u>8,500</u>
MATERIALS AND SUPPLIES			
OFFICE SUPPLIES			
101.123.56220	PUBLICATIONS/SUBSCRIPTIONS	-	500
101.123.56290	OTHER OFFICE SUPPLIES	34	400
OTHER MATERIALS AND SUPPLIES			
101.123.56690	OTHER MATERIALS & SUPPLIES	-	500
	TOTAL MATERIALS AND SUPPLIES	<u>34</u>	<u>1,400</u>
GRAND TOTAL - FINANCE DEPARTMENT		<u>\$ 198,662</u>	<u>\$ 248,600</u>

FINANCE

		2017 Actual Expenses	2018 Actual Expenses	2019 Actual Expenses	2020 Appropriation
PERSONAL SERVICES - SALARIES AND WAGES					
Includes salary and other benefits					
101.131.51120	BOARDS AND COMMISSIONS	\$ 300	\$ -	\$ -	\$ -
101.131.51130	OTHER EXEMPT EMPLOYEES	694,311	770,939	726,317	757,000
101.131.51210	FULL-TIME EMPLOYEES	211,519	266,482	230,954	241,000
101.131.51230	OVERTIME	44	21	-	1,000
101.131.51310	LEAVE SETTLEMENTS	18,371	4,406	19,601	35,000
	TOTAL SALARIES AND WAGES	<u>924,545</u>	<u>1,041,848</u>	<u>976,872</u>	<u>1,034,000</u>
PERSONAL SERVICES - EMPLOYEE BENEFITS					
101.131.52110	HEALTH COVERAGE	253,615	281,103	228,426	260,000
101.131.52120	GROUP LIFE AND DISABILITY INSURANCE	6,887	9,443	8,071	10,000
101.131.52130	WORKERS COMPENSATION	-	-	-	10,000
101.131.52210	PERS	117,481	138,391	129,141	139,800
101.131.52230	SOCIAL SECURITY	18	-	-	-
101.131.52240	MEDICARE	12,697	14,409	13,526	14,600
	TOTAL EMPLOYEE BENEFIT	<u>390,698</u>	<u>443,346</u>	<u>379,164</u>	<u>434,400</u>
PROFESSIONAL SERVICES					
101.131.53140	ACCOUNTING AND FINANCIAL SERVICES	30,367	32,623	28,520	38,000
101.131.53190	OTHER PROFESSIONAL SERVICES	141,204	147,819	154,214	144,500
101.131.53210	COMPUTER CONSULTING SERVICES	194,949	10,289	10,803	15,000
101.131.53220	INCOME TAX COLLECTION SERVICES	610,024	611,050	656,914	670,000
101.131.53230	PAYROLL SERVICES	44,952	28,559	41,123	50,000
101.131.53290	OTHER COMPUTER/TECHNICAL SERVICE	2,275	1,895	-	10,000
	TOTAL PROFESSIONAL SERVICES	<u>1,023,771</u>	<u>832,235</u>	<u>891,574</u>	<u>927,500</u>
CONTRACTUAL SERVICES					
RENTALS AND LEASES					
101.131.54210	OFFICE EQUIPMENT	1,044	1,079	1,143	1,200
101.131.54230	COMPUTER HARDWARE/SOFTWARE	-	-	-	-
101.131.54290	OTHER RENTS & LEASES	-	-	506	-
MAINTENANCE AND REPAIR SERVICES					
101.131.54310	BUILDING MAINTENANCE	-	-	-	15,000
101.131.54390	OTHER EQUIPMENT MAINT. & REPAIR	29,685	15,976	11,041	35,000
OTHER CONTRACTUAL SERVICES					
101.131.54990	OTHER CONTRACTUAL SERVICES	50,219	54,823	59,947	62,000
	TOTAL CONTRACTUAL SERVICES	<u>80,948</u>	<u>71,878</u>	<u>72,637</u>	<u>113,200</u>
OTHER SERVICES AND EXPENSES					
INSURANCE SERVICES					
101.131.55110	INSURANCE PREMIUM COSTS	289,822	328,964	387,032	418,000
101.131.55120	EXPENSES TO BE REIMB BY INSURANCE/	33,807	156,919	51,372	50,000
COMMUNICATIONS					
101.131.55210	TELEPHONE/FAX COMMUNICATION	4,405	4,381	4,093	5,300
101.131.55290	OTHER COMMUNICATIONS	8,861	8,210	11,896	18,000
EMPLOYEE BUSINESS EXPENSES					
101.131.55310	EDUCATION AND TRAINING	3,339	3,815	3,125	5,000
101.131.55320	TRAVEL EXPENSES	3,479	2,049	3,409	5,000
101.131.55330	MEMBERSHIPS, DUES, LICENSES	11,503	12,274	4,435	12,000
101.131.55340	PROFESSIONAL/SOCIAL MEETINGS	665	-	-	500
PRINTING					
101.131.55430	BUSINESS PRINTING	4,466	1,743	2,161	4,500
ADVERTISING					
101.131.55520	EMPLOYMENT ADVERTISING	11,716	572	-	-
COUNTY AUDITOR DEDUCTIONS					
101.131.55610	ELECTION EXPENSE	-	8,354	1,132	10,000
101.131.55620	BOARD OF TAX APPEAL	-	3	-	50
101.131.55630	ADVERTISING DELINQUENT PROPERTY	4	2	-	50
101.131.55640	AUDITOR & TREASURER FEES	29,235	29,083	32,657	34,000
101.131.55650	DRETAC FUND	9,089	6,393	3,641	9,500
101.131.55660	HB 66 FEE	488	-	-	600
101.131.55670	COUNTY LAND BANK FEE	-	1,382	-	2,000
101.131.55690	OTHER COUNTY AUDITOR DEDUCTS	1,154	13	6	2,000
OTHER SERVICES AND EXPENSES					
101.131.55910	REAL ESTATE TAXES	15,861	15,861	15,584	20,000
101.131.55990	OTHER SERVICES AND EXPENSES	-	2,100	55	1,000
	TOTAL OTHER SERVICES & EXPENSES	<u>427,894</u>	<u>582,118</u>	<u>520,598</u>	<u>597,500</u>
MATERIALS AND SUPPLIES					
FOOD/GROCERY ITEMS					
101.131.56110	COFFEE, CREAM, SUGAR	457	328	768	600
OFFICE SUPPLIES					
101.131.56210	POSTAGE	3,904	3,462	3,859	5,000
101.131.56220	PUBLICATIONS/SUBSCRIPTIONS	494	518	1,168	700
101.131.56290	OTHER OFFICE SUPPLIES	6,421	7,860	5,419	6,800
OTHER MATERIALS AND SUPPLIES					
101.131.56690	OTHER MATERIALS & SUPPLIES	1,243	431	133	2,000
EQUIPMENT < \$1,000					
101.131.56910	OFFICE EQUIPMENT < \$1,000	237	743	220	1,000
101.131.56920	COMPUTER EQUIP./SOFT < \$1,000	385	5,909	8,826	6,000
101.131.56930	COMMUNICATION EQUIP. < \$1,000	117	7,167	-	5,000
101.131.56990	OTHER EQUIP./ASSETS < \$1,000	-	300	-	500
	TOTAL MATERIALS AND SUPPLIES	<u>13,258</u>	<u>26,718</u>	<u>20,393</u>	<u>27,600</u>

FINANCE

		2017 Actual Expenses	2018 Actual Expenses	2019 Actual Expenses	2020 Appropriation
PROPERTY AND EQUIPMENT					
101.131.57210	OFFICE FURNITURE & EQUIPMENT	1,800	225	-	5,000
101.131.57220	COMPUTER EQUIPMENT/SOFTWARE	120,479	87,996	291,251	240,000
101.131.57230	COMMUNICATIONS EQUIPMENT	6,984	-	-	10,000
101.131.57290	OTHER EQUIPMENT	-	-	-	10,000
	TOTAL PROPERTY AND EQUIPMENT	<u>129,263</u>	<u>88,221</u>	<u>291,251</u>	<u>265,000</u>
		\$ 2,990,377	\$ 3,086,364	\$ 3,152,489	\$ 3,399,200
TRANSFERS AND ADVANCES					
	TRANSFERS OUT - to Capital Improvement	11,000,000	2,000,000	3,000,000	3,000,000
101.131.59110	TRANSFERS OUT - to Debt Service Fund	1,761,000	2,000,000	3,000,000	3,300,000
	TRANSFERS OUT - to Workers Comp Fund	-	-	-	-
	ADVANCES OUT	-	-	-	-
101.131.59940	SALES TAX	656	923	586	1,500
101.131.59990	OTHER DISBURSEMENTS	-	-	-	-
	GRAND TOTAL - FINANCE DEPARTMENT	<u>\$ 15,752,033</u>	<u>\$ 7,087,287</u>	<u>\$ 9,153,075</u>	<u>\$ 9,700,700</u>

LAW

	2017 Actual Expenses	2018 Actual Expenses	2019 Actual Expenses	2020 Appropriation
PERSONAL SERVICES - SALARIES AND WAGES				
Includes salary and other benefits				
BOARDS AND COMMISSIONS	\$ 325	\$ 288	\$ 288	\$ 800
OTHER EXEMPT EMPLOYEES	287,865	271,263	299,378	316,400
PART TIME EMPLOYEES	-	8,897	20,582	25,000
LEAVE SETTLEMENTS	414	4,400	2,427	5,000
TOTAL SALARIES AND WAGES	<u>288,604</u>	<u>284,848</u>	<u>322,675</u>	<u>347,200</u>
PERSONAL SERVICES - EMPLOYEE BENEFIT				
HEALTH COVERAGE	63,184	70,227	65,150	79,000
GROUP LIFE AND DISABILITY INSURANCE	1,781	2,371	2,333	3,000
WORKERS COMPENSATION	-	-	-	5,000
PERS	37,572	37,869	42,381	47,000
SOCIAL SECURITY	9	-	-	-
MEDICARE	4,058	4,004	4,547	4,900
TOTAL EMPLOYEE BENEFIT	<u>106,604</u>	<u>114,471</u>	<u>114,411</u>	<u>138,900</u>
PROFESSIONAL SERVICES				
LEGAL SERVICES	33,047	108,368	33,263	100,000
OTHER PROFESSIONAL SERVICES	13,372	8,208	3,000	10,000
OTHER COMPUTER SERVICES	-	390	-	-
CIVIL SERVICE TESTING	33,171	19,445	29,598	20,000
TOTAL PROFESSIONAL SERVICES	<u>79,590</u>	<u>136,411</u>	<u>65,861</u>	<u>130,000</u>
CONTRACTUAL SERVICES				
MAINTENANCE AND REPAIR SERVICES				
OTHER EQUIPMENT MAINT. & REPAIR	729	1,303	617	1,000
OTHER CONTRACTUAL SERVICES				
OTHER CONTRACTUAL SERVICES	59	6,582	363	3,000
TOTAL CONTRACTUAL SERVICES	<u>788</u>	<u>7,885</u>	<u>980</u>	<u>4,000</u>
OTHER SERVICES AND EXPENSES				
MORAL CLAIMS	1,762	1,535	1,944	3,000
TELEPHONE/FAX COMMUNICATION	1,073	1,002	1,109	1,000
EDUCATION & TRAINING	1,961	644	2,065	2,000
TRAVEL EXPENSES	-	-	29	1,000
MEMBERSHIPS, DUES, LICENSES	1,660	280	1,275	1,500
OTHER EMPLOYEE BUSINESS	-	-	-	200
BUSINESS PRINTING	9,178	465	19,692	11,000
ADVERTISING				
LEGAL NOTICES	5,375	9,749	3,705	10,000
EMPLOYMENT ADVERTISING	-	551	-	-
TOTAL OTHER SERVICES & EXPENSES	<u>21,009</u>	<u>14,226</u>	<u>29,819</u>	<u>29,700</u>
MATERIALS AND SUPPLIES				
OTHER FOOD/GROCERY ITEMS	82	129	-	100
POSTAGE	696	2,500	530	800
PUBLICATIONS/SUBSCRIPTIONS	6,471	5,132	6,065	7,000
OTHER OFFICE SUPPLIES	2,048	1,298	597	2,000
EQUIPMENT < \$1,000				
OFFICE EQUIPMENT < \$1,000	834	376	-	800
COMPUTER EQUIP./SOFTWARE < \$1,000	283	370	635	800
TOTAL MATERIALS AND SUPPLIES	<u>10,414</u>	<u>9,805</u>	<u>7,827</u>	<u>11,500</u>
PROPERTY AND EQUIPMENT				
OFFICE FURNITURE & EQUIPMENT	-	-	1,974	1,000
COMPUTER HARDWARE/SOFTWARE	5,203	2,181	1,122	3,000
TOTAL PROPERTY AND EQUIPMENT	<u>5,203</u>	<u>2,181</u>	<u>3,096</u>	<u>4,000</u>
GRAND TOTAL - LAW DEPARTMENT	<u>\$ 512,212</u>	<u>\$ 569,827</u>	<u>\$ 544,669</u>	<u>\$ 665,300</u>

POLICE

	2017 Actual Expenses	2018 Actual Expenses	2019 Actual Expenses	2020 Appropriation
PERSONAL SERVICES - SALARIES AND WAGES				
Includes salary and other benefits				
OTHER EXEMPT EMPLOYEES	\$ 205,665	\$ 212,452	\$ 223,066	\$ 230,000
FULL-TIME EMPLOYEES	4,661,338	4,958,678	5,363,684	5,890,000
PART-TIME EMPLOYEES	800,026	795,771	835,660	860,000
OVERTIME	412,103	487,663	262,770	350,000
LEAVE SETTLEMENTS	179,765	176,899	81,589	200,000
TOTAL SALARIES AND WAGES	6,258,897	6,631,463	6,766,769	7,530,000
PERSONAL SERVICES - EMPLOYEE BENEFITS				
HEALTH COVERAGE	1,242,585	1,382,783	1,408,509	1,757,000
GROUP LIFE AND DISABILITY INSURANCE	2,815	4,148	3,929	5,000
WORKERS COMPENSATION	142,087	134,364	130,542	50,000
UNEMPLOYMENT	2,632	-	-	-
PERS	261,091	290,025	297,134	296,000
POLICE PENSION	560,360	605,413	602,331	826,500
MEDICARE	88,554	93,807	95,454	108,800
CLOTHING ALLOWANCE	72,475	84,490	90,533	105,500
TOTAL EMPLOYEE BENEFITS	2,372,599	2,595,030	2,628,432	3,148,800
PROFESSIONAL SERVICES				
ENGINEERING SERVICES	3,154	37,424	30,244	40,000
ACCOUNTING AND FINANCIAL SERVICES	3,480	3,456	3,515	8,000
OTHER PROFESSIONAL SERVICES	18,968	14,784	27,078	27,500
COMPUTER CONSULTING	7,356	5,565	-	-
OTHER COMPUTER/TECHNICAL SERVICES	6,600	7,200	10,700	12,000
TOTAL PROFESSIONAL SERVICES	39,558	68,429	71,537	87,500
CONTRACTUAL SERVICES				
UTILITY AND SANTATION SERVICES				
ELECTRIC	128,039	114,379	115,016	130,000
RENTALS AND LEASES				
COMPUTER HARDWARE/SOFTWARE	-	888	5,908	7,500
OTHER RENTS AND LEASES	600	600	975	1,500
MAINTENANCE AND REPAIR SERVICES				
BUILDING MAINTENANCE & REPAIR	427	1,855	10,404	12,000
VEHICLE MAINTENANCE & REPAIR	-	146	1,206	1,000
OTHER EQUIP. MAINT. & REPAIR	238,757	121,578	106,234	187,000
JAIL FACILITY COSTS				
PRISONER MEALS	14,879	17,087	17,011	20,000
PRISONER MEDICAL	9,556	12,589	12,565	20,000
JAIL/PRISONER OTHER	1,500	-	1,619	3,000
OTHER CONTRACTUAL SERVICES				
OTHER CONTRACTUAL SERVICES	29,083	27,478	51,532	55,000
TOTAL CONTRACTUAL SERVICES	422,841	296,600	322,470	437,000
OTHER SERVICES & EXPENSES				
COMMUNICATIONS				
TELEPHONE/FAX COMMUNICATIONS	25,150	12,055	14,733	13,000
OTHER COMMUNICATION	17,463	16,252	15,851	13,000
EDUCATION AND TRAINING	41,095	21,002	16,265	35,000
TRAVEL EXPENSES	1,066	2,285	5,235	5,000
MEMBERSHIPS, DUES, LICENSES	1,394	1,424	1,665	2,000
OTHER EMPLOYEE BUSINESS	-	-	891	200
BUSINESS PRINTING	6,561	7,047	3,897	7,500
OTHER ADVERTISING	-	762	-	-
K9 EXPENSES	-	-	-	13,000
TOTAL OTHER SERVICES & EXPENSES	92,729	60,827	58,537	88,700
MATERIALS AND SUPPLIES				
FOOD/GROCERY ITEMS				
COFFEE, CREAM, SUGAR	2,049	2,899	3,365	3,500
OTHER FOOD/GROCERY ITEMS	340	412	403	300
POSTAGE	1,297	1,368	1,997	2,000
PUBLICATIONS/SUBSCRIPTIONS	1,071	1,986	1,408	2,500
OTHER OFFICE SUPPLIES	20,242	14,894	11,939	19,000
MEDICAL SUPPLIES	-	-	2,331	-
RANGE & AMMUNITION	3,504	9,218	6,683	18,200
PUBLIC ED MATERIALS	-	721	2,005	3,600
UNIFORMS/TURNOUT GEAR	21,959	30,605	23,777	35,000
OTHER MATERIALS & SUPPLIES	29,381	25,979	18,186	40,000
OFFICE EQUIPMENT < \$1,000	943	568	1,160	2,000
COMPUTER EQUIPMENT/SOFTWARE < \$1,000	21,885	9,981	3,656	7,500

POLICE

	2017 Actual Expenses	2018 Actual Expenses	2019 Actual Expenses	2020 Appropriation
COMMUNICATIONS EQUIPMENT < \$1,000	120	-	-	2,000
OTHER EQUIPMENT/ASSETS < \$1,000	4,365	1,429	11,311	17,800
TOTAL MATERIALS AND SUPPLIES	107,156	100,060	88,221	153,400
PROPERTY AND EQUIPMENT				
OFFICE FURNITURE AND EQUIPMENT	-	-	-	5,000
COMPUTER EQUIPMENT/SOFTWARE	25,212	186,310	233,304	148,500
COMMUNICATIONS EQUIPMENT	21,147	5,191	17,521	160,000
VEHICLES	85,162	170,835	129,221	150,000
OTHER EQUIPMENT/ASSETS	20,560	68,910	59,259	122,500
TOTAL PROPERTY AND EQUIPMENT	152,081	431,246	439,305	586,000
GRAND TOTAL - POLICE DEPARTMENT	\$ 9,445,861	\$ 10,183,655	\$ 10,375,271	\$ 12,031,400

FIRE

	2017 Actual Expenses	2018 Actual Expenses	2019 Actual Expenses	2020 Appropriation
PERSONAL SERVICES - SALARIES & WAGES				
Includes salary and other benefits				
OTHER EXEMPT EMPLOYEES	\$ 296,565	\$ 251,370	\$ 231,188	\$ 260,000
FULL-TIME EMPLOYEES	3,883,152	4,163,573	4,122,310	4,152,000
PART-TIME EMPLOYEES	-	-	9,931	70,000
OVERTIME	582,352	499,042	743,859	400,000
LEAVE SETTLEMENTS	110,631	9,272	221,384	200,000
TOTAL SALARIES AND WAGES	4,872,700	4,923,257	5,328,672	5,082,000
PERSONAL SERVICES - EMPLOYEE BENEFITS				
HEALTH COVERAGE	1,121,407	1,227,017	1,146,152	1,292,000
GROUP LIFE AND DISABILITY INSURANCE	3,560	4,134	3,282	4,300
WORKERS COMPENSATION	15,489	60,538	68,684	70,000
PERS	35,977	31,435	28,123	36,100
FIRE PENSION	1,044,027	1,087,219	1,142,012	1,094,900
MEDICARE	68,232	68,656	74,509	71,200
UNIFORM/CLOTHING ALLOWANCE	51,650	50,750	51,056	55,200
TOTAL EMPLOYEE BENEFITS	2,340,342	2,529,749	2,513,818	2,623,700
PROFESSIONAL SERVICES				
OTHER PROFESSIONAL SERVICES	-	-	685,101	4,000
TOTAL PROFESSIONAL SERVICES	-	-	685,101	4,000
CONTRACTUAL SERVICES				
UTILITY AND SANITATION SERVICES				
ELECTRIC	37,604	46,876	59,508	70,500
NATURAL GAS	4,388	9,417	23,076	50,500
WATER	33,839	33,175	39,329	50,000
MAINTENANCE AND REPAIR SERVICES				
BUILDING MAINTENANCE & REPAIR	4,865	5,516	4,216	40,000
OTHER EQUIPMENT MAINT. & REPAIR	18,754	28,437	31,071	25,000
OTHER CONTRACTUAL SERVICES				
OTHER CONTRACTUAL SERVICES	28,060	18,680	35,423	45,000
TOTAL CONTRACTUAL SERVICES	127,510	142,101	192,623	281,000
OTHER SERVICES AND EXPENSES				
TELEPHONE/FAX COMMUNICATIONS	26,769	13,273	10,135	20,000
OTHER COMMUNICATION	6,777	3,694	4,396	10,000
EDUCATION AND TRAINING	14,057	3,927	9,638	30,000
TRAVEL EXPENSES	16,733	2,938	3,972	20,000
MEMBERSHIPS, DUES, LICENSES	10,574	11,288	15,489	15,000
PROFESSIONAL/SOCIAL MEETINGS	852	-	-	1,000
BUSINESS PRINTING	1,003	260	274	1,000
OTHER SERVICES & EXPENSES	3,890	3,940	73	1,000
TOTAL OTHER SERVICES & EXPENSES	80,655	39,320	43,977	98,000
MATERIALS & SUPPLIES				
COFFEE, CREAM, SUGAR	773	582	1,356	1,200
OTHER FOOD/GROCERY ITEMS	105	2,984	-	600
POSTAGE	214	185	184	800
PUBLICATIONS/SUBSCRIPTIONS	-	1,707	2,070	3,000
OTHER OFFICE SUPPLIES	3,094	1,997	2,951	5,000
BUILDING MATERIALS AND SUPPLIES	2,411	1,437	2,391	5,000
MEDICAL SUPPLIES	18,526	20,940	16,996	27,000
PUBLIC EDUCATION MATERIALS	4,834	2,719	3,863	7,000
UNIFORM/TURNOUT GEAR	47,068	29,532	30,730	35,000
OTHER MATERIALS AND SUPPLIES	10,080	28,413	19,922	20,000
EQUIPMENT < \$1,000				
OFFICE EQUIPMENT < \$1,000	424	3,320	413	3,000
COMPUTER EQUIPMENT < \$1,000	1,944	3,042	5,384	5,000
COMMUNICATIONS EQUIPMENT < \$1,000	1,270	220	4,043	16,000
OTHER EQUIPMENT/ASSETS < \$1,000	5,497	9,082	12,632	10,000
TOTAL MATERIALS AND SUPPLIES	96,240	106,160	102,935	138,600

FIRE

	<u>2017 Actual Expenses</u>	<u>2018 Actual Expenses</u>	<u>2019 Actual Expenses</u>	<u>2020 Appropriation</u>
PROPERTY AND EQUIPMENT				
OFFICE FURNITURE & EQUIPMENT	1,562	7,411	2,212	5,000
COMPUTER HARDWARE/SOFTWARE	3,536	25,016	14,268	3,000
COMMUNICATIONS EQUIPMENT	9,389	5,311	9,608	18,000
VEHICLES	241,065	-	-	80,000
OTHER EQUIPMENT/ASSETS	46,292	8,028	24,932	125,000
TOTAL PROPERTY AND EQUIPMENT	<u>301,844</u>	<u>45,766</u>	<u>51,020</u>	<u>231,000</u>
 GRAND TOTAL - FIRE DEPARTMENT	 <u>\$ 7,819,291</u>	 <u>\$ 7,786,353</u>	 <u>\$ 8,918,146</u>	 <u>\$ 8,458,300</u>

PUBLIC WORKS DEPARTMENT

	2017 Actual Expenses	2018 Actual Expenses	2019 Actual Expenses	2020 Appropriation
PERSONAL SERVICES - SALARIES AND WAGES				
<i>Includes salary and other benefits</i>				
OTHER EXEMPT EMPLOYEES SALARIES	\$ 745,810	\$ 770,609	\$ 654,795	\$ 700,000
FULL-TIME EMPLOYEES	3,012,078	3,127,520	3,182,286	3,350,000
PART-TIME EMPLOYEES	230,508	215,693	182,892	240,000
OVERTIME	359,490	316,630	348,784	350,000
LEAVE SETTLEMENTS	61,510	2,295	46,781	65,000
TOTAL SALARIES AND WAGES	4,409,396	4,432,747	4,415,538	4,705,000
PERSONAL SERVICES - EMPLOYEE BENEFITS				
HEALTH COVERAGE	1,169,643	1,235,616	1,118,189	1,345,000
GROUP LIFE AND DISABILITY INSURANCE	8,714	16,074	19,261	24,000
WORKERS COMPENSATION	28,545	26,659	12,870	50,000
UNEMPLOYMENT COMPENSATION	88	-	-	2,000
PERS	581,617	591,495	587,378	631,000
MEDICARE	61,826	62,393	61,903	65,500
UNIFORM/CLOTHING ALLOWANCE	67,000	90,737	66,782	69,000
TOTAL EMPLOYEE BENEFITS	1,917,433	2,022,974	1,866,383	2,186,500
PROFESSIONAL SERVICES				
ENGINEERING SERVICES	54,333	61,580	45,503	70,000
OTHER PROFESSIONAL SERVICES	15,090	16,278	16,945	20,000
TOTAL PROFESSIONAL SERVICES	69,423	77,858	62,448	90,000
CONTRACTUAL SERVICES				
UTILITY & SANITATION SERVICES				
ELECTRIC	343,026	336,302	309,233	350,000
NATURAL GAS	87,081	105,774	118,160	115,000
WATER / SEWER	54,746	35,018	46,418	65,000
REFUSE DISPOSAL/HAULING	143,065	162,170	180,617	160,000
RENTALS AND LEASES				
OTHER EQUIPMENT	6,773	7,472	11,494	10,000
OTHER RENTALS & LEASES	2,546	831	831	3,000
MAINTENANCE AND REPAIR SERVICES				
BUILDING MAINTENANCE & REPAIRS	311,579	185,709	186,420	300,000
GROUND MAINTENANCE & REPAIR	41,370	33,650	28,040	40,000
OTHER STREETS/SIDEWALKS/SEWER REP/	86,070	82,730	75,779	110,000
VEHICLE MAINTENANCE	98,442	76,666	56,866	130,000
OTHER EQUIPMENT MAINT. & REPAIR	10,675	6,143	20,260	10,000
OTHER CONTRACTUAL SERVICES				
OTHER CONTRACTUAL SERVICES	7,261	6,435	12,425	110,000
TOTAL CONTRACTUAL SERVICES	1,192,634	1,038,900	1,046,543	1,403,000
OTHER SERVICES AND EXPENSES				
COMMUNICATIONS				
TELEPHONE/FAX COMMUNICATIONS	18,662	5,249	4,654	8,000
OTHER COMMUNICATION EXPENSE	374	414	704	1,500
EMPLOYEE BUSINESS EXPENSES				
EDUCATION & TRAINING	10,638	1,735	2,323	10,000
TRAVEL EXPENSES	880	1,013	1,621	5,000
MEMBERSHIPS, DUES, LICENSES	7,470	4,901	5,335	5,000
PROFESSIONAL/SOCIAL MEETINGS	105	120	120	300
PRINTING				
BUSINESS PRINTING	373	3,214	98	600
OTHER SERVICES AND EXPENSES	-	-	500	-
TOTAL OTHER SERVICES & EXPENSES	38,502	16,646	15,355	30,400
MATERIALS AND SUPPLIES				
COFFEE, CREAM, SUGAR	571	705	3,151	1,000
POSTAGE	162	132	97	300
PUBLICATIONS/SUBSCRIPTIONS	452	-	1,500	500
OTHER OFFICE SUPPLIES	6,267	6,337	4,682	8,000
BUILDING MATERIALS & SUPPLIES	69,726	76,075	68,586	79,000
GROUND MATERIALS & SUPPLIES	125,623	109,783	121,743	140,000
VEHICLE & EQUIP. MATERIALS & SUPPLIES				
GASOLINE	222,361	289,238	274,925	270,000
TIRES	54,196	54,785	45,712	55,000
VEHICLE PARTS	189,638	177,548	197,634	190,000
OTHER VEHICLE & EQUIP. SUPPLIES	243,792	190,492	179,483	225,000
OTHER MATERIALS AND SUPPLIES				
SALT	459,816	689,957	470,599	500,000

PUBLIC WORKS DEPARTMENT

	2017 Actual Expenses	2018 Actual Expenses	2019 Actual Expenses	2020 Appropriation
CONCRETE/ASPHALT	85,548	100,788	60,892	180,000
OTHER STREETS/SIDEWALKS/SEWERS	49,802	78,367	55,052	80,000
UNIFORMS / CLOTHING	31,163	23,893	35,234	34,000
OTHER MATERIALS AND SUPPLIES	20,501	35,716	22,526	25,000
EQUIPMENT < \$1,000	-			
OFFICE EQUIPMENT < \$1,000	621	990	-	600
COMPUTER EQUIPMENT < \$1,000	1,084	1,741	3,631	2,000
COMMUNICATIONS EQUIPMENT < \$1,000	476	-	2,301	500
OTHER EQUIPMENT/ASSETS < \$1,000	20,137	8,245	9,066	20,000
TOTAL MATERIALS AND SUPPLIES	1,581,936	1,844,792	1,556,814	1,810,900
PROPERTY AND EQUIPMENT				
COMPUTER HARDWARE/SOFTWARE	3,937	2,730	2,730	116,400
COMMUNICATIONS EQUIPMENT	9,387	1,820	5,832	5,000
VEHICLES	256,143	333,311	50,627	550,000
OTHER CAPITAL ASSETS	277,720	83,763	181,587	100,000
TOTAL PROPERTY AND EQUIP.	547,187	421,624	240,776	771,400
GRAND TOTAL - SERVICE DEPARTMENT	\$ 9,756,511	\$ 9,855,541	\$ 9,203,857	\$ 10,997,200

HUMAN SERVICES

	2017 Actual Expenses	2018 Actual Expenses	2019 Actual Expenses	2020 Appropriation
PERSONAL SERVICES - SALARIES AND WAGES				
Includes salary and other benefits				
OTHER EXEMPT EMPLOYEES	128,503	134,775	141,257	148,500
FULL-TIME EMPLOYEES	81,298	83,911	88,239	90,000
PART-TIME EMPLOYEES	47,434	53,437	44,070	57,000
OVERTIME	4,185	3,354	498	8,000
LEAVE SETTLEMENTS	5,190	-	4,220	31,000
TOTAL SALARIES AND WAGES	266,610	275,477	278,284	334,500
PERSONAL SERVICES - SALARIES AND WAGES				
EMPLOYEE BENEFITS				
HEALTH COVERAGE	63,959	66,944	55,242	73,000
GROUP LIFE & DISABILITY INSURANCE	1,711	2,000	1,958	2,400
PERS	34,876	37,114	36,977	45,500
MEDICARE	3,732	3,855	3,904	4,700
TOTAL EMPLOYEE BENEFITS	104,278	109,913	98,081	125,600
CONTRACTUAL SERVICES				
OTHER EQUIPMENT MAINT. & REPAIR	-	170	435	500
INSTRUCTORS/ SPEAKERS/ENTERTAN.	29,091	35,390	36,027	55,000
ADMISSIONS	109,756	105,890	123,295	135,000
TRANSPORTATION	23,006	22,330	19,323	30,000
OTHER CONTRACTUAL SERVICES	118	149	1,386	5,000
TOTAL CONTRACTUAL SERVICES	161,971	163,929	180,466	225,500
OTHER SERVICES AND EXPENSES				
TELEPHONE/FAX COMMUNICATION	2,751	3,122	2,730	4,000
EDUCATION & TRAINING	-	-	-	200
TRAVEL EXPENSES	293	113	250	200
MEMBERSHIPS, DUES, LICENSES	-	100	-	100
RECREATION PUBLICATIONS	15,123	18,105	21,241	25,000
BUSINESS PRINTING	1,213	150	527	800
TOTAL OTHER SERVICES & EXPENSES	19,380	21,590	24,748	30,300
MATERIALS AND SUPPLIES				
OTHER FOOD/GROCERY ITEMS	20,816	24,206	19,690	28,000
POSTAGE	6,265	7,436	7,901	10,000
PUBLICATIONS/SUBSCRIPTIONS	-	-	52	100
OTHER OFFICE SUPPLIES	309	39	-	500
UNIFORMS	-	-	-	500
OTHER MATERIALS AND SUPPLIES	8,734	6,981	6,900	7,000
OFFICE EQUIPMENT < \$1,000	-	-	6,830	500
COMPUTER EQUIP./SOFTWARE < \$1,000	613	138	1,000	500
OTHER EQUIPMENT/ASSETS < \$1,000	-	-	-	500
TOTAL MATERIALS AND SUPPLIES	36,737	38,800	42,373	47,600
PROPERTY AND EQUIPMENT				
OFFICE FURNITURE & EQUIPMENT	-	-	-	1,000
COMPUTER EQUIPMENT/SOFTWARE	-	7,500	-	2,000
VEHICLES	78,267	-	-	-
TOTAL PROPERTY AND EQUIPMENT	78,267	7,500	-	3,000
GRAND TOTAL - HUMAN SERVICES	\$ 667,243	\$ 617,209	\$ 623,952	\$ 766,500

RECREATION ADMINISTRATION

	2017 Actual Expenses	2018 Actual Expenses	2019 Actual Expenses	2020 Appropriation
PERSONAL SERVICES - SALARIES AND WAGES				
Includes salary and other benefits				
OTHER EXEMPT EMPLOYEES	\$ 425,015	\$ 439,781	\$ 442,673	\$ 468,000
FULL-TIME EMPLOYEES	103,182	106,618	110,266	113,900
PART-TIME EMPLOYEES	33,813	33,301	30,182	45,000
OVERTIME	3,587	3,985	8,874	8,000
LEAVE SETTLEMENTS	26,627	968	32,323	38,000
TOTAL PERSONAL SERVICES	592,224	584,653	624,318	672,900
PERSONAL SERVICES - EMPLOYEE BENEFITS				
HEALTH COVERAGE	120,530	119,368	116,237	156,400
GROUP LIFE & DISABILITY INSURANCE	4,057	4,725	4,428	7,000
WORKERS COMPENSATION	419	10,734	13,080	10,000
PERS	75,602	78,353	80,281	91,000
MEDICARE	8,242	8,143	8,718	9,500
TOTAL EMPLOYEE BENEFITS	208,850	221,323	222,744	273,900
PROFESSIONAL SERVICES				
ACCOUNTING & FINANCIAL SERVICES	15,687	14,667	15,704	20,000
OTHER PROFESSIONAL SERVICES	1,973	782	11,046	5,000
TOTAL PROFESSIONAL SERVICES	17,660	15,449	26,750	25,000
CONTRACTUAL SERVICES				
RENTALS AND LEASES				
OTHER RENTS & LEASES	367,581	398,717	409,254	430,000
MAINTENANCE AND REPAIR SERVICES				
BUILDING MAINTENANCE & REPAIR	-	735	-	2,000
COMMUNITY CENTER MAINT & REPAIR	7,450	4,295	2,785	8,000
OTHER EQUIPMENT MAINT. & REPAIR	6,792	5,612	4,405	7,500
RECREATION CONTRACT SERVICES				
INSTRUCTORS/SPEAKERS/ENTERTAIN.	22,945	3,700	8,500	40,000
OTHER CONTRACTUAL SERVICES				
OTHER CONTRACTUAL SERVICES	4,203	3,141	1,772	3,000
TOTAL CONTRACTUAL SERVICES	408,971	416,200	426,716	490,500
OTHER SERVICES AND EXPENSES				
TELEPHONE/FAX COMMUNICATION	5,804	5,188	5,092	5,500
EDUCATION & TRAINING	3,885	2,105	2,165	4,000
TRAVEL EXPENSES	3,982	3,889	4,453	5,500
MEMBERSHIPS, DUES, LICENSES	1,290	1,271	1,095	1,500
PROFESSIONAL/SOCIAL MEETINGS	113	110	95	300
RECREATION PUBLICATIONS	2,902	3,645	5,176	5,000
BUSINESS PRINTING	1,352	2,501	356	2,500
OTHER ADVERTISING	560	620	2,013	1,000
OTHER SERVICES AND EXPENSES	1,008	753	1,865	2,000
TOTAL OTHER SERVICES & EXPENSES	20,896	20,082	22,310	27,300
MATERIALS AND SUPPLIES				
COFFEE, CREAM, SUGAR	2,181	879	1,536	3,500
OTHER FOOD/GROCERY ITEMS	8,957	10,438	9,826	10,000
POSTAGE	3,543	3,179	3,756	5,000
PUBLICATIONS/SUBSCRIPTIONS	159	39	39	200
OTHER OFFICE SUPPLIES	5,710	5,863	6,484	6,500
UNIFORMS	456	168	729	700
OTHER MATERIALS AND SUPPLIES	21,242	21,056	21,822	20,000
OFFICE EQUIPMENT < \$1,000	-	1,114	240	500
COMPUTER EQUIP./SOFTWARE < \$1,000	4,485	2,005	2,687	3,500
OTHER EQUIPMENT/ASSETS < \$1,000	1,550	-	2,598	1,000
TOTAL MATERIALS & SUPPLIES	48,283	44,741	49,717	50,900
PROPERTY AND EQUIPMENT				
COMPUTER HARDWARE/SOFTWARE	1,623	2,312	3,992	3,000
OTHER EQUIPMENT/ASSET	7,600	-	-	3,000
TOTAL PROPERTY AND EQUIPMENT	9,223	2,312	3,992	6,000
GRAND TOTAL - RECREATION ADMIN.	\$ 1,306,107	\$ 1,304,760	\$ 1,376,547	\$ 1,546,500

RECREATION CAMP

	2017 Actual Expenses	2018 Actual Expenses	2019 Actual Expenses	2020 Appropriation
PERSONAL SERVICES - SALARIES AND WAGES				
PART-TIME/SEASONAL EMPLOYEES	\$ 275,471	\$ 267,824	\$ 287,124	\$ 308,000
TOTAL PERSONAL SERVICES	<u>275,471</u>	<u>267,824</u>	<u>287,124</u>	<u>308,000</u>
PERSONAL SERVICES - EMPLOYEE BENEFITS				
UNEMPLOYMENT	-	-	-	-
PERS	38,566	37,495	40,189	44,000
MEDICARE	3,994	3,884	4,163	4,600
TOTAL EMPLOYEE BENEFITS	<u>42,560</u>	<u>41,379</u>	<u>44,352</u>	<u>48,600</u>
PROFESSIONAL SERVICES				
OTHER PROFESSIONAL SERVICES	6,600	7,744	-	-
TOTAL PROFESSIONAL SERVICES	<u>6,600</u>	<u>7,744</u>	<u>-</u>	<u>-</u>
CONTRACTUAL SERVICES				
RENTS & LEASES				
OTHER RENTS AND LEASES	1,946	1,463	1,365	2,500
RECREATION CONTRACT SERVICES				
INSTRUCTORS/SPEAKERS/ENTERTAIN.	24,433	12,782	17,607	25,000
ADMISSIONS	66,194	63,663	58,869	75,000
TRANSPORTATION	32,963	30,145	25,796	45,000
TOTAL CONTRACTUAL SERVICES	<u>125,536</u>	<u>108,053</u>	<u>103,637</u>	<u>147,500</u>
OTHER SERVICES AND EXPENSES				
PRINTING				
RECREATION PUBLICATIONS	1,677	1,529	2,010	2,000
BUSINESS PRINTING	203	706	205	500
ADVERTISING				
OTHER ADVERTISING	1,818	1,615	1,444	2,000
TOTAL OTHER SERVICES & EXPENSES	<u>3,698</u>	<u>3,850</u>	<u>3,659</u>	<u>4,500</u>
MATERIALS AND SUPPLIES				
FOOD/GROCERY ITEMS				
OTHER FOOD/GROCERY ITEMS	6,899	7,753	8,197	11,000
OFFICE SUPPLIES				
POSTAGE	521	535	693	700
OTHER OFFICE SUPPLIES	-	-	-	500
OTHER MATERIALS & SUPPLIES				
CAMP SHIRTS	6,913	7,823	7,316	10,000
OTHER MATERIALS AND SUPPLIES	7,813	7,891	8,851	11,000
EQUIPMENT < \$1,000				
OTHER EQUIPMENT/ASSETS < \$1,000	-	883	-	500
TOTAL MATERIALS AND SUPPLIES	<u>22,146</u>	<u>24,885</u>	<u>25,057</u>	<u>33,700</u>
GRAND TOTAL - RECREATION CAMPS	<u>\$ 476,011</u>	<u>\$ 453,735</u>	<u>\$ 463,829</u>	<u>\$ 542,300</u>

RECREATION OTHER
(now combined with Rec Sports)

	2017 Actual Expenses	2018 Actual Expenses	2019 Actual Expenses	2020 Appropriations
PERSONAL SERVICES - SALARIES AND WAGES				
PART-TIME/SEASONAL EMPLOYEES	76,335	65,544	57,222	85,000
TOTAL PERSONAL SERVICES	<u>76,335</u>	<u>65,544</u>	<u>57,222</u>	<u>85,000</u>
PERSONAL SERVICES - EMPLOYEE BENEFITS				
UNEMPLOYMENT COMPENSATION	377	-	-	800
PERS	10,476	9,763	7,827	12,100
MEDICARE	1,107	950	828	1,300
TOTAL EMPLOYEE BENEFITS	<u>11,960</u>	<u>10,713</u>	<u>8,655</u>	<u>14,200</u>
CONTRACTUAL SERVICES				
RENTALS AND LEASES				
OTHER RENTS & LEASES	6,528	5,298	6,830	6,000
RECREATION CONTRACT SERVICES				
INSTRUCTORS/SPEAKERS/ENTERTAINMENT	88,104	94,417	96,988	116,000
ADMISSIONS	705	1,390	1,390	1,500
TOTAL CONTRACTUAL SERVICES	<u>95,337</u>	<u>101,105</u>	<u>105,208</u>	<u>123,500</u>
OTHER SERVICES AND EXPENSES				
PRINTING				
EDUCATION & TRAINING	1,950	1,950	-	1,000
RECREATION PUBLICATIONS	5,805	5,833	3,298	6,500
OTHER PRINTING	2,054	1,622	1,201	2,500
TOTAL OTHER SERVICES AND EXPENSES	<u>9,809</u>	<u>9,405</u>	<u>4,499</u>	<u>10,000</u>
MATERIALS AND SUPPLIES				
OTHER FOOD/GROCERY ITEMS	915	382	410	500
POSTAGE	1,856	1,862	1,115	2,700
SPORTS SHIRTS	5,434	7,738	7,456	6,000
OTHER MATERIALS AND SUPPLIES	12,612	4,065	7,824	12,000
TOTAL MATERIALS AND SUPPLIES	<u>20,817</u>	<u>14,047</u>	<u>16,805</u>	<u>21,200</u>
GRAND TOTAL - RECREATION OTHER	<u>\$ 214,258</u>	<u>\$ 200,814</u>	<u>\$ 192,389</u>	<u>\$ 253,900</u>

RECREATION POOLS & PARKS

	2017 Actual Expenses	2018 Actual Expenses	2019 Actual Expenses	2020 Appropriations
PERSONAL SERVICES - SALARIES AND WAGES				
PART-TIME/SEASONAL EMPLOYEES	\$ 202,797	\$ 214,374	\$ 227,172	\$ 250,000
TOTAL PERSONAL SERVICES	<u>202,797</u>	<u>214,374</u>	<u>227,172</u>	<u>250,000</u>
PERSONAL SERVICES - EMPLOYEE BENEFITS				
UNEMPLOYMENT	-	-	-	-
PERS	28,392	30,012	31,809	35,000
MEDICARE	2,941	3,108	3,294	3,700
TOTAL EMPLOYEE BENEFITS	<u>31,333</u>	<u>33,120</u>	<u>35,103</u>	<u>38,700</u>
CONTRACTUAL SERVICES				
UTILITIES				
ELECTRIC	42,144	43,018	41,060	47,000
NATURAL GAS	15,232	13,141	14,821	17,000
WATER/SEWER	11,018	10,529	6,759	20,000
BUILDING MAINTENANCE & REPAIR	2,065	1,740	2,150	5,000
GROUND MAINTENANCE	3,475	990	1,364	2,000
POOL MAINTENANCE AND REPAIR SERV	139,833	54,508	69,947	165,000
FIELD/PARKS MAINT & REPAIR	343	8,344	20	6,000
OTHER EQUIPMENT MAINTENANCE	-	2,755	516	4,000
RECREATION CONTRACT SERVICES				
INSTRUCTORS/SPEAKERS	-	396	-	500
TOTAL CONTRACTUAL SERVICES	<u>214,110</u>	<u>135,421</u>	<u>136,637</u>	<u>266,500</u>
OTHER SERVICES AND EXPENSES				
COMMUNICATIONS				
TELEPHONE/FAX COMMUNICATION	190	203	157	300
EMPLOYEE BUSINESS EXPENSES				
EDUCATION & TRAINING	345	275	690	800
MEMBERSHIPS, DUES, LICENSES	716	526	825	1,000
PRINTING				
RECREATION PUBLICATIONS	746	756	753	900
BUSINESS PRINTING	670	724	676	900
TOTAL OTHER SERVICES AND EXPENSES	<u>2,667</u>	<u>2,484</u>	<u>3,101</u>	<u>3,900</u>
MATERIALS AND SUPPLIES				
POSTAGE	231	237	272	400
PUBLICATIONS/SUBSCRIPTIONS	315	809	1,216	600
OTHER OFFICE SUPPLIES	-	-	-	500
BUILDING MATERIALS & SUPPLIES	-	-	-	500
GROUND MATERIALS & SUPPLIES	1,371	302	88	2,500
POOL MATERIALS AND SUPPLIES	34,305	35,129	34,086	55,000
OTHER MATERIALS & SUPPLIES				
UNIFORMS	7,970	6,612	6,139	8,000
OTHER MATERIALS AND SUPPLIES	10,636	9,829	12,743	13,000
EQUIPMENT < \$1,000				
OTHER EQUIPMENT/ASSETS < \$1,000	611	19,690	4,104	3,500
TOTAL MATERIALS AND SUPPLIES	<u>55,439</u>	<u>72,608</u>	<u>58,648</u>	<u>84,000</u>
PROPERTY AND EQUIPMENT				
COMPUTER HARDWARE/SOFTWARE	-	-	-	-
OTHER EQUIPMENT/ASSETS	-	-	8,822	25,000
TOTAL PROPERTY AND EQUIPMENT	<u>-</u>	<u>-</u>	<u>8,822</u>	<u>25,000</u>
GRAND TOTAL - REC. POOLS & PARKS	<u>\$ 506,346</u>	<u>\$ 458,007</u>	<u>\$ 469,483</u>	<u>\$ 668,100</u>

BUILDING

	2017 Actual Expenses	2018 Actual Expenses	2019 Actual Expenses	2020 Appropriation
PERSONAL SERVICES - SALARIES AND WAGES				
Includes salary and other benefits				
BOARDS AND COMMISSIONS SALARIES	\$ 3,245	\$ 3,177	\$ 3,306	\$ 5,000
OTHER EXEMPT EMPLOYEES	240,821	296,236	319,030	328,700
FULL-TIME EMPLOYEES	483,096	480,943	454,234	548,500
PART-TIME EMPLOYEES	19,003	20,631	30,040	10,000
OVERTIME	3,018	375	110	5,000
LEAVE SETTLEMENTS	7,696	-	4,888	25,000
TOTAL SALARIES AND WAGES	756,879	801,362	811,608	922,200
PERSONAL SERVICES - EMPLOYEE BENEFITS				
HEALTH COVERAGE	204,328	197,064	162,204	234,000
GROUP LIFE & DISABILITY INSURANCE	3,237	5,946	6,561	8,500
WORKERS COMPENSATION	4,191	7,172	15,301	10,000
UNEMPLOYMENT COMPENSATION	-	-	1,866	5,000
PERS	99,600	105,693	107,775	122,000
SOCIAL SECURITY	74	-	-	-
MEDICARE	10,470	11,123	11,369	12,800
TOTAL EMPLOYEE BENEFITS	321,900	326,998	305,076	392,300
PROFESSIONAL SERVICES				
ARCHITECTURAL SERVICES	16,803	14,815	18,802	60,000
ENGINEERING SERVICES	4,129	5,470	5,253	45,000
OTHER PROFESSIONAL SERVICES	-	-	5,000	1,000
COMPUTER CONSULTING SERVICES	-	-	-	1,000
TOTAL PROFESSIONAL SERVICES	20,932	20,285	29,055	107,000
CONTRACTUAL SERVICES				
MAINTENANCE AND REPAIR SERVICES				
BUILDING MAINTENANCE & REPAIR	-	-	-	4,000
VEHICLE MAINTENANCE	186	130	60	300
OTHER EQUIPMENT MAINT. & REPAIR	3,360	3,615	2,643	5,000
OTHER CONTRACT SERVICES				
OTHER CONTRACTUAL SERVICES	-	1,275	1,810	2,000
TOTAL CONTRACTUAL SERVICES	3,546	5,020	4,513	11,300
OTHER SERVICES AND EXPENSES				
TELEPHONE/FAX COMMUNICATIONS	6,830	6,424	4,192	6,500
EDUCATION & TRAINING	4,232	1,703	1,514	3,500
TRAVEL EXPENSES	3,940	1,193	316	3,500
MEMBERSHIPS, DUES, LICENSES	1,443	1,026	2,753	2,000
BUSINESS PRINTING	243	444	1,811	7,000
TOTAL OTHER SERV. & EXPENSES	16,688	10,790	10,586	22,500
MATERIALS AND SUPPLIES				
FOOD/GROCERY ITEMS				
COFFEE, CREAM, SUGAR	667	465	460	800
OTHER FOOD/GROCERY ITEMS	-	-	-	300
POSTAGE	2,234	2,473	2,764	3,000
PUBLICATIONS/SUBSCRIPTIONS	1,119	1,331	1,312	2,500
OTHER OFFICE SUPPLIES	4,181	2,898	2,373	5,500
UNIFORMS	-	-	-	1,000
OTHER MATERIALS AND SUPPLIES	150	-	666	500
OFFICE EQUIPMENT < \$1,000	-	142	-	500
COMPUTER EQUIPMENT < \$1,000	1,400	261	135	2,000
OTHER EQUIPMENT < \$1,000	-	-	-	500
TOTAL MATERIALS AND SUPPLIES	9,751	7,570	7,710	16,600
PROPERTY AND EQUIPMENT				
COMPUTER HARDWARE/SOFTWARE	6,921	5,916	5,916	10,000
VEHICLES	-	-	-	42,000
OTHER EQUIPMENT/ASSETS	-	-	3,407	5,000
TOTAL PROPERTY AND EQUIPMENT	6,921	5,916	9,323	57,000
GRAND TOTAL - BUILDING DEPARTMENT	\$ 1,136,617	\$ 1,177,941	\$ 1,177,871	\$ 1,528,900